

# BOARD OF SELECTMEN

## August 14, 2012

### Needham Town Hall

### **Revised** Agenda

|           |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <b>6:45</b> | <p>Informal Meeting with Citizens</p> <p><i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i></p> |
| <b>1.</b> | <b>7:00</b> | Certificate of Appreciation – Nicole DiCicco                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>2.</b> | <b>7:00</b> | <p>Public Hearing- Alteration of License Premises</p> <ul style="list-style-type: none"> <li>• Raji Spencer, Petit Robert Bistro</li> </ul>                                                                                                                                                                                                                                                                                                         |
| <b>3.</b> | <b>7:05</b> | Public Hearing NSTAR & Verizon- Damon Road                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>4.</b> | <b>7:05</b> | Public Hearing NSTAR – DeFrancesco Circle                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>5.</b> | <b>7:05</b> | Public Hearing NSTAR – Clarke Road                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>6.</b> | <b>7:15</b> | <p>Town Manager</p> <ul style="list-style-type: none"> <li>• CPC Project Applications</li> <li>• Budget Consultation</li> <li>• Citizen Survey</li> <li>• Town Manager's Report</li> </ul>                                                                                                                                                                                                                                                          |
| <b>7.</b> | <b>7:45</b> | <p>Board Discussion</p> <ul style="list-style-type: none"> <li>• Hillside/Mitchell Facility Planning</li> <li>• Committee Reports</li> </ul>                                                                                                                                                                                                                                                                                                        |

## APPOINTMENTS

|    |                                  |                                                                                                                                                                                          |
|----|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Community Preservation Committee | Gary Crossen (term expires 6/30/2015)                                                                                                                                                    |
| 2. | Council on Aging                 | Phyllis Fanger (term expires 6/30/2014)                                                                                                                                                  |
| 3. | New Years Needham Committee      | <p>Marci Cutler (term expires 6/30/2013)</p> <p>Gayle Dempsey (term expires 6/30/2013)</p> <p>Janet Rubenstein (term expires 6/30/2013)</p> <p>Bill Okerman (term expires 6/30/2013)</p> |
| 4. | Cultural Council                 | <p>Elizabeth Wells (term expires 6/30/2015)</p> <p>Gail Fisher (term expires 6/30/2015)</p>                                                                                              |
| 5. | Election Workers 2012 – 2013     | See attached list                                                                                                                                                                        |

## CONSENT AGENDA      \*=Backup attached

|    |                                                                                                                                                            |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Support Youth Services' "Needham Unplugged" for the month of March including its annual no-meeting night which will be held on Thursday, March 21, 2013.   |
| 2. | Accept \$55.00 in donations received for the Student Awareness of Fire Education program made in memory of Dorothy Brown from: Richard and Nancy Nixon and |

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|      | Barry and Mary Diane McDonough.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.   | Accept \$100 donation made to the Needham Fire Department's Student Awareness of Fire Education program from Paul and Rebecca Kennedy.                                                                                                                                                                                                                                                                                                                                                    |
| 4.*  | Approve road race event form from John Timmerman of The Charles River Center, to hold a 5K race and 1 mile walk in Needham on September 23, 2012 from 11:00 a.m. to 3:00 p.m. The route of the race has been approved by the following departments, DPW, Police, Fire and Park and Recreation.                                                                                                                                                                                            |
| 5.*  | Approve a Special One Day Wine & Malt Beverages license from John Grugan of the Charles River Center to provide wine and malt beverages at the 5K race to be held on September 23, 2012 from 12:00 p.m. to 3:00 p.m. at the Charles River Center, 59 E. Militia Heights Road, Needham.                                                                                                                                                                                                    |
| 6.   | Accept donation of \$500 made to the Needham Community Revitalization Trust fund from Louise Condon Realty.                                                                                                                                                                                                                                                                                                                                                                               |
| 7.   | Accept donations made to the Needham Community Revitalization Trust fund for a bench in memory of Town Meeting Member, Jane Howard: James Howard- \$ 200, Carol & Edward DeLemos- \$ 200, Ford Peckham- \$ 100, Law Offices of Cox & Cox- \$25, William & Lois Bacon-\$10, William McCarthy -\$20, Kathleen Robey-\$170, Laura Brooks-\$25, Gerald & Marjorie Margolis- \$25, Ronald & Maureen McCaffrey-\$25, Denise & Russell Garlick-\$50, James & M. Patricia Cruickshank - \$213.20. |
| 8.*  | Grant permission for a fund-raising bicycle ride through Needham on September 28, 2012. The event, Braking the Cycle, is a three-day bicycle ride to benefit Housing Works, a major AIDS service organization headquartered in New York City. Approximately 130 riders will pass through Needham between 6:15 a.m. and 9:00 a.m. Permission has been granted by the Conservation Commission to use Ridge Hill as a rest stop.                                                             |
| 9.*  | Sign the Warrants for the State Primary scheduled for September 6, 2012.                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 10.* | Approve request from Rosalind Fisher of Avery Crossings to use Avery Park on Sunday, September 9, 2012 from 2:00 p.m. to 4:00 p.m. They will be holding an event in celebration of National Assisted Living Week and Grandparents Day.                                                                                                                                                                                                                                                    |
| 11.* | Approve a request from Greg Jundanian, of the Dedham Food Pantry, who is organizing a fundraiser bike ride to benefit the Dedham Food Pantry, to have a portion of its ride to go through Needham. The event is scheduled for September 16, 2012 from 8:30 a.m. to 1:00 p.m. The route of the race has been approved by the following departments, DPW, Police, Fire, and Park and Recreation.                                                                                            |
| 12.  | Accept a \$25 donation made to the Needham Police Department for the Car Safety Seat Installation Program from Lianne Relich of Needham.                                                                                                                                                                                                                                                                                                                                                  |
| 13.  | Accept a \$500 donation made to the Needham Health Department's Gift of Warmth fund from the Missions & Outreach Ministry of The First Baptist Church in Needham.                                                                                                                                                                                                                                                                                                                         |
| 14.* | Approve a Special One Day Wines & Malt Beverages license from Steve Volante of Volante Farms to hold a "Dinner in the Field" event on Thursday, August 16, 2012 from 5:00 p.m. to 9:00 p.m. at Volante Farms, 292 Forest Street, Needham.                                                                                                                                                                                                                                                 |
| 15*  | Approve a Special One Day Wines & Malt Beverages license from Nancy Wright for Needham Business Association to hold a "A Chair To Remember" auction event on Saturday, September 29, 2012 from 5:00 p.m. to 9:00 p.m. at Powers Hall located in Town Hall, 1471 Highland Avenue, Needham.                                                                                                                                                                                                 |
| 16.* | Approve a request from Amy Perna of The Walker School to have a "Walk for Walker" event on Sunday, September 23, 2012 from 11:00 a.m. to 1:30 p.m. Walkers                                                                                                                                                                                                                                                                                                                                |

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                            |           |            |          |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-----------|------------|----------|
|                                  | will participate in either a one mile or three mile walk through town. The route of the race has been approved by the following departments, DPW, Police, Fire, and Park and Recreation.                                                                                                                                                                                                                    |                                                            |           |            |          |
| 17.                              | Increase the membership total for the New Years Needham Committee to 15.                                                                                                                                                                                                                                                                                                                                    |                                                            |           |            |          |
| 18.                              | Change the polling location for Precincts C and D from the High Rock School to the Newman Middle School beginning with the November 6, 2012 State Election. The renovation and construction at the Newman Middle School has been completed and it is time to go back to Newman as it is more convenient for both the schools and the voters.                                                                |                                                            |           |            |          |
| 19.                              | Grant permission for meter free parking in the downtown area on August 11, 2012 in support of Needham's Sizzling Summer Sidewalk Sale.                                                                                                                                                                                                                                                                      |                                                            |           |            |          |
| 20.*                             | Ratify a request from Allan Eyden for the Pan-Mass Challenge to have a portion of its ride to go through Needham. The event was held on August 4 <sup>th</sup> and 5 <sup>th</sup> from 7:00 a.m. to 9:00 a.m. on the 4 <sup>th</sup> and 7:30 a.m. to 2:00 p.m. on the 5 <sup>th</sup> . The route of the race has been approved by the following departments, DPW, Police, Fire, and Park and Recreation. |                                                            |           |            |          |
| 21.*                             | Approve Water and Sewer abatement Number 1145.                                                                                                                                                                                                                                                                                                                                                              |                                                            |           |            |          |
| 22.*                             | Approve minutes of July 10, 2012.                                                                                                                                                                                                                                                                                                                                                                           |                                                            |           |            |          |
| 23.*                             | Accept donation from the Revitalization Trust Fund of a bench in memory of Jane Howard. The bench would be located on the garden island at the intersection of Great Plain Avenue and Washington Street.                                                                                                                                                                                                    |                                                            |           |            |          |
| 24.                              | Grant permission for the following residents to hold a Block Party:                                                                                                                                                                                                                                                                                                                                         |                                                            |           |            |          |
| Name                             | Address                                                                                                                                                                                                                                                                                                                                                                                                     | Party Location                                             | Date      | Rain Date  | Time     |
| Caitlin Moran                    | 57 Whiting Way                                                                                                                                                                                                                                                                                                                                                                                              | Whiting Way                                                | 9/8/12    | 9/15/12    | 11am-8pm |
| Jeanie Martin                    | 139 Plymouth Rd                                                                                                                                                                                                                                                                                                                                                                                             | Plymouth Road Ext between Harris Ave & the railroad tracks | 9/8/12    | 9/9/12     | 1-7pm    |
| Maureen Rossi                    | 65 Douglas Rd                                                                                                                                                                                                                                                                                                                                                                                               | Douglas Rd                                                 | 9/29/12   | 9/30/12    | 3-9pm    |
| Jennifer Tufts                   | 32 Bobsled Dr                                                                                                                                                                                                                                                                                                                                                                                               | Bobsled Dr/Booth St intersection                           | 9/8/12    | 9/9/12     | 1-6pm    |
| Julie Blake                      | 763 Great Plain                                                                                                                                                                                                                                                                                                                                                                                             | Powers/Woodlawn                                            | 9/30/12   | 10/14/2012 | 3-6pm    |
| Lauren Alexander & Melissa Crowe | 64 Mayflower Rd                                                                                                                                                                                                                                                                                                                                                                                             | Mayflower Rd                                               | 9/8/12    |            | 4-8pm    |
| Lisa Lewis                       | 74 Canterbury Lane                                                                                                                                                                                                                                                                                                                                                                                          | Canterbury Lane                                            | 9/8/12    | 9/9/12     | 4-9pm    |
| Susan Maxwell                    | 62 Warren St                                                                                                                                                                                                                                                                                                                                                                                                | Warren St between May and Great Plain                      | 9/30/2012 |            | 2-7pm    |
| Susan Patkin                     | 73 Edgewater Dr                                                                                                                                                                                                                                                                                                                                                                                             | 73 Edgewater Dr-111 Edgewater Dr                           | 9/8/2012  | 9/9/12     | 4-6pm    |
| Kate Deeley                      | 61 Kenney St                                                                                                                                                                                                                                                                                                                                                                                                | Corner of Lois                                             | 9/15/12   | 9/16/12    | 3-11pm   |

|                  |                  |                                            |        |  |          |
|------------------|------------------|--------------------------------------------|--------|--|----------|
|                  |                  | Lane & Barbara Road                        |        |  |          |
| Jodi Lockwood    | 131 Bird St      | Richard Road                               | 9/3/12 |  | 3-8pm    |
| Amy Snelling     | 99 Hoover Road   | Hoover Rd. between Manning and Webster St. | 9/8/12 |  | 4-9pm    |
| Carolyn Bickford | 14 Gordon Road   | Gordon Road                                | 9/8/12 |  | 4-9pm    |
| Judy Gragg       | 115 Dawson Drive | Dawson Drive                               | 9/9/12 |  | 3-6:30pm |



**Certificate Of  
Appreciation**

**From The  
Town of Needham, Massachusetts  
Board of Selectmen**

**Awarded to:**

**NICOLE DICICCO**

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**In recognition of the imaginative design and creative  
artistic rendition of the Town Hall painted onto the  
Town Hall's Adirondack chair which will to be  
donated for auction. Your professionalism and civic  
spirit are to be commended.**

**Congratulations!**

*Signed this 14<sup>th</sup> day of August, 2012*

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Gerald A. Wasserman, Chairman

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Daniel P. Matthews, Vice Chairman

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John A. Bulian, Clerk

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Maurice P. Handel

---

Matthew D. Borrelli



Theodora K. Eaton, MMC  
*Town Clerk*

## TOWN OF NEEDHAM

*Office of the Town Clerk*

1471 Highland Avenue, Needham, MA 02492-0909

Telephone (781) 455-7510

Fax (781) 449-1246

Email: [Teaton@needhamma.gov](mailto:Teaton@needhamma.gov)

July 18, 2012

Mr. Gerald Wasserman, Chairman  
Board of Selectman  
1471 Highland Avenue  
Needham, MA 02492

Dear Mr. Wasserman :

Under M.G.L. chapter 54, section 12, I am enclosing a list of Election Workers recommended for appointment for 2012-2013.

If you have any question, please don't hesitate to contact me.

Sincerely,

Theodora K. Eaton, MMC  
Town Clerk

## Election Workers August 2012 - August 2013

| Party | Last Name | First Name  | St # Street Name        |
|-------|-----------|-------------|-------------------------|
| U     | Abbott    | Susan       | 60 Otis Street          |
| U     | Alperin   | Vera        | 31 Hollow Ridge Rd      |
| U     | Atkinson  | Jennifer    | 40 Mellen Street        |
| U     | Attridge  | Paul H      | 59 Powers St            |
| U     | Attridge  | Pauline M   | 59 Powers St            |
| U     | Avedikian | Isabel      | 148 Valley Road         |
| U     | Belkin    | Elaine J.   | 24 Dogwood Lane         |
| U     | Belval    | Josephine   | 1208 Greendale Ave #221 |
| U     | Bird      | Alma M      | 49 Whiting Way          |
| U     | Blomberg  | Stephen E.  | 310 Harris Avenue       |
| D     | Brain     | Anne        | 25 Ridgeway Avenue      |
| U     | Brodskiy  | Oleg V.     | 3 Cimino Road           |
| D     | Burns     | Moy T.      | 563 Chestnut Street     |
| D     | Buttrick  | Madeline    | 35 Morton St            |
| U     | Canney    | Judith A.   | 40 Seabeds Way #28      |
| D     | Carpenter | Francis X.  | 27 Chambers Street      |
| U     | Casey     | Maryjane M. | 75 Savoy Road           |
| U     | Cavicchio | Clelia M.   | 43 George Aggott Road   |
| D     | Cherot    | Diana P.    | 345 Harris Avenue       |
| L     | Collins   | Letisia     | 245 Webster Street      |
| U     | Connolly  | Jean M.     | 88 Gayland Road         |
| U     | Cummings  | Lawrence R. | 27 South Street         |
| D     | Cusack    | Barbara J   | 41 Curve Street         |
| U     | D'Addesio | Kathryn L.  | 110 Linden Street       |
| U     | DiCicco   | Anthony     | 24 Mellen Street        |

| Party | Last Name  | First Name    | St # Street Name        |
|-------|------------|---------------|-------------------------|
| U     | Doherty    | Philip E      | 122 Tudor Road          |
| R     | Downs      | Robert A      | 51 Virginia Road        |
| D     | Duncan     | Susan         | 1250 Great Plain Avenue |
| U     | Ecsedy     | David         | 20 Holland Terrace      |
| D     | Fanger     | Phyllis S     | 21 Oakland Avenue       |
| U     | Flaherty   | Catherine A   | 23 Newbury Park         |
| U     | Flanagan   | Judith        | 36 Brentwood Cir        |
| D     | Freedman   | Laurence      | 211 Garden Street       |
| D     | Garber     | Olivia        | 284 Marked Tree Road    |
| U     | Garrison   | Edith         | 6 Peacedale Road        |
| U     | Gentile    | Emily C.      | 1289 Great Plain Avenue |
| D     | Giuditta   | Grace Barbara | 17 Birch Street         |
| U     | Glanz      | Rachel C.     | 25 Gatewood Drive       |
| U     | Gotwals    | Sarah E.C.    | 221 Elmwood Road        |
| D     | Graham     | Monica        | 17 High Street          |
| R     | Guiney     | Irene J.      | 757 Highland Ave #325N  |
| D     | Haggerty   | Mary E.       | 184 Linden Street Apt A |
| D     | Hamel      | Elizabeth     | 138 Country Way         |
| U     | Haratsis   | Titina        | 77 Wayne Road           |
| U     | Harris     | Marilyn       | 104 Bird Street         |
| D     | Harris     | Marjorie R.   | 38 Ridgeway Avenue      |
| D     | Hart       | Elizabeth     | 154 Hillside Avenue #1  |
| U     | Hines      | Betsy K.      | 135 Lindbergh Avenue    |
| U     | Hirsh      | Benjamin J.   | 21 Wyoming Avenue       |
| U     | Holland    | Catherine     | 117 Fairfield Street    |
| R     | Hollemback | Marilyn P.    | 299 Manning Street      |
| U     | Howard     | Jennifer L.   | 80 Woodlawn Avenue      |
| U     | Hysten     | Ellen P.      | 20 Thurston Lane        |

| Party | Last Name | First Name | St # Street Name         |
|-------|-----------|------------|--------------------------|
| U     | Keefe     | Grace H    | 99 Hillcrest Road        |
| U     | Larsen    | Robert Y.  | 150 Tudor Road           |
| R     | Loderick  | Kenneth J. | 63 Whiting Way           |
| U     | Lovely    | Barbara L  | 40 Eaton Road            |
| D     | Macrina   | Mary L.    | 68 Page Road             |
| U     | Marks     | George     | 22 Lewis St              |
| U     | Marks     | Lois       | 22 Lewis St              |
| U     | Mather    | Marcia     | 179 Paul Revere Rd       |
| D     | Mays      | Phyllis M. | 141 Chestnut Street #303 |
| U     | McCann    | Maureen    | 43 North Hill Avenue     |
| R     | McCarthy  | William    | 1210 Greendale Ave #324  |
| D     | McGinnis  | Tracy G.   | 155 Fisher Street        |
| D     | McGinnis  | Barbara    | 155 Fisher Street        |
| R     | McKernan  | Frank      | 96 Plymouth Road         |
| U     | McKernan  | Mary B.    | 96 Plymouth Road         |
| D     | Mecagni   | Eileen A.  | 173 Valley Road          |
| U     | Melick    | Phyllis K. | 508 Great Plain Ave      |
| U     | Mercer    | Elizabeth  | 67 Mayo Avenue           |
| D     | Merchant  | Greta      | 173 Dedham Avenue        |
| U     | Michie    | Priscilla  | 701 Greendale Avenue     |
| R     | Milligan  | John F     | 25 Blacksmith Drive      |
| U     | Morrison  | Joy R.     | 865 Central Ave, C403    |
| R     | Morrison  | Alice      | 1208 Greendale Ave #224  |
| U     | Oakes     | Joan B.    | 9 Grant Street           |
| U     | Ogilvie   | Judith S.  | 47 Powers Street         |
| R     | Peckham   | Ford H.    | 26 Lawton Road           |
| U     | Piligian  | Dorothy    | 381 Hillcrest Road       |
| R     | Prinz     | Sandra E.  | 411 Cartwright Road      |

| Party | Last Name  | First Name   | St # Street Name         |
|-------|------------|--------------|--------------------------|
| U     | Reddington | Joseph       | 199 Tudor Road           |
| D     | Reddington | Rosemary     | 199 Tudor Road           |
| D     | Regan      | Mary T.      | 83 Pickering Street #205 |
| U     | Richardson | Elizabeth S. | 109 Arch Street          |
| D     | Ridill     | Nancy E.     | 102 Lindbergh Avenue     |
| U     | Roman      | Josephine A. | 136 Valley Road          |
| U     | Shah       | Kalpana M.   | 168 Linden Street, Apt B |
| U     | Slattery   | Jean         | 12 Dunbarton Road        |
| D     | Smith      | Debra        | 101 Pine Grove St        |
| U     | Smookler   | Arlene       | 174 Pine Grove St        |
| R     | Story      | Joan T.      | 28 Perry Drive           |
| R     | Suydam     | Ada          | 35 Carey Road            |
| D     | Taggart    | Michael      | 14 Gibson Street         |
| R     | Tedoldi    | Betsy        | 68 High Street           |
| U     | Tedoldi    | M. Kathleen  | 68 High Street           |
| U     | Tedoldi    | William J.   | 68 High Street           |
| U     | Tirrell    | Joan M.      | 389 Manning Street       |
| U     | Toran      | Sarah A.     | 945 Central Avenue       |
| D     | Tory S.    | Waldstein    | 97 Meadowbrook Road      |
| U     | Toto       | Cynthia E.   | 94 Gayland Road          |
| U     | Tucker     | Marjorie     | 77 Lindbergh Avenue      |
| U     | Valway     | Pauline      | 38 Henderson Street      |
| U     | Wegner     | Kenneth W.   | 27 Dartmouth Ave         |
| U     | Wegner     | Ruth         | 27 Dartmouth Ave         |
| R     | West       | Myra W.      | 1098 Webster Street      |
| R     | West       | Alan R.      | 1098 Webster Street      |
| U     | White      | Gladys       | 1775 Central Ave         |
| U     | Wong       | Jessica      | 78 Harris Avenue         |

| <b>Party</b> | <b>Last Name</b> | <b>First Name</b> | <b>St # Street Name</b>  |
|--------------|------------------|-------------------|--------------------------|
| D            | Woodward         | Natalie S.        | 757 Highland Avenue 221N |
| U            | Yanofsky         | Helaine           | 111 High Rock Street     |
| U            | Zwible           | Joan C.           | 700 Webster Street       |



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

**MEETING DATE: 8/14/2012**

|                     |                                                                     |
|---------------------|---------------------------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Alteration of Premises for an All Alcoholic License |
| <b>Presenter(s)</b> | Raji Spencer, Manager, Petit Robert Bistro Needham                  |

|                                                                                                                                                                                                                                                                                                                                                                                                         |                                                   |            |           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------|-----------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                               | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |           |
| <p>Raji Spencer, Manager of Petit Robert Bistro Needham, 45 Chapel Street, Needham, will discuss his petition for an Alteration of Premises. The petition is to serve alcoholic beverages on an outside patio consisting of 16 seats with proper barriers per local and state laws. The Alcoholic Beverages Control Commission requires that a public hearing be conducted.</p>                         |                                                   |            |           |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                               | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | <b>NO</b> |
| <p>Suggested Motion:</p> <p>That the Board vote to approve the Alteration of Premises petition of Raji Spencer of Petit Robert Bistro Needham to allow the service of alcoholic beverages on an outside patio consisting of 16 seats with proper barriers per local and state laws, and to sign and forward application to the Alcoholic Beverages Control Corporation for its review and approval.</p> |                                                   |            |           |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                               | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | <b>NO</b> |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li><b>a) Form 43</b></li><li><b>b) Petition for Change of License Form</b></li><li><b>c) Floor Plan</b></li><li><b>d) Certification of Abutter Notification</b></li><li><b>e) Abutter List</b></li><li><b>f) Newspaper Notice</b></li></ul>                                                                                    |                                                   |            |           |

The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

☐ For Reconsideration

FORM 43  
MUST BE SIGNED BY LOCAL LICENSING AUTHORITY

77000013

ABCC License Number

Needham

City/Town

08/14/2012

Local Approval Date

TRANSACTION TYPE (Please check all relevant transactions):

- |                                                   |                                                                     |                                                     |                                                     |
|---------------------------------------------------|---------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> New License              | <input type="checkbox"/> New Officer/Director                       | <input type="checkbox"/> Pledge of License          | <input type="checkbox"/> Change Corporate Name      |
| <input type="checkbox"/> Transfer of License      | <input type="checkbox"/> Change of Location                         | <input type="checkbox"/> Pledge of Stock            | <input type="checkbox"/> Seasonal to Annual         |
| <input type="checkbox"/> Change of Manager        | <input checked="" type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Transfer of Stock          | <input type="checkbox"/> Change of License Type     |
| <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> Issuance of Stock                          | <input type="checkbox"/> New Stockholder            | <input type="checkbox"/> Other <input type="text"/> |
| <input type="checkbox"/> 6-Day to 7-Day License   | <input type="checkbox"/> Management/Operating Agreement             | <input type="checkbox"/> Wine & Malt to All Alcohol |                                                     |

Name of Licensee

Petit Needham, LLC

EIN of Licensee

263-33-1687

D/B/A

Petit Robert Bistro Needham

Manager

Raji Spencer

ADDRESS: 45 Chapel Street

CITY/TOWN: Needham

STATE: MA

ZIP CODE: 02492

Annual

Annual or Seasonal

All Alcohol

Category: (All Alcohol- Wine & Malt Wine,  
Malt & Cordials)

Restaurant

Type: (Restaurant, Club, Package  
Store, General On Premises, Etc.)

Complete Description of Licensed Premises:

Leased space of 3,008 SF, 2,609 on 1st level consisting of 100 seat restaurant and take out operation and outside patio consisting of 16 seats with proper barriers.

Application Filed: Jul 12, 2012

Date & Time

Advertised: 7/19/12 Needham Times

Date & Attach Publication

Abutters Notified: Yes ☒ No ☐

Contact Person for Transaction

Raji Spencer

Phone:

781-559-0532

ADDRESS:

CITY/TOWN:

STATE:

ZIP CODE:

Remarks: Application is to add outside seating to existing license.

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission  
Ralph Sacramone  
Executive Director

ABCC Remarks:

The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

PETITION FOR CHANGE OF LICENSE

77000013

ABCC License Number

Needham

City/Town

The licensee **Petit Needham, LLC**

respectfully petitions the Licensing Authorities to approve the

following transactions:

☐ Change of Manager

☒ Alteration of Premises

☐ Pledge of License/Stock

☐ Cordial & Liqueurs

☐ Change of Corporate Name/DBA

☐ Change of Location

☐ Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

☐ Change of Manager

Last-Approved Manager:

Requested New Manager:

☐ Pledge of License /Stock

Loan Principal Amount: \$

Interest Rate:

Payment Term:

Lender:

☐ Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

☐ Change of License Type

Last-Approved License Type:

Requested New License Type:

☒ Alteration of Premises: (must fill out financial information form)

Description of Alteration:

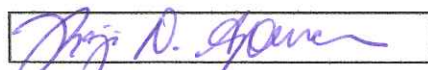
To sell alcoholic beverages on an outside patio consisting of 16 seats with proper barriers per local and state laws. Drawing of space attached.

☐ Change of Location: (must fill out financial information form)

Last-Approved Location:

Requested New Location:

Signature of Licensee

  
(If a Corporation/LLC, by its authorized representative)

Date Signed

06/28/2012

**Financial Information:**

**Costs Associated with License**

|                                |                                   |
|--------------------------------|-----------------------------------|
| 1. Real Property:              | \$ <input type="text" value="0"/> |
| 2. Business Purchase:          | \$ <input type="text" value="0"/> |
| 3. Renovations/Construction:   | \$ <input type="text" value="0"/> |
| 4. Start up/Operating Capital: | \$ <input type="text" value="0"/> |
| 5. Inventory:                  | \$ <input type="text" value="0"/> |
| 6. Goodwill:                   | \$ <input type="text" value="0"/> |
| 7. Furniture:                  | \$ <input type="text" value="0"/> |
| <b>8. TOTAL COST:</b>          | \$ <input type="text" value="0"/> |
| <b>9. TOTAL CASH:</b>          | \$ <input type="text" value="0"/> |
| <b>10. TOTAL FINANCED:</b>     | \$ <input type="text" value="0"/> |

The amounts in items 9 and 10 must total the amount reflected in item 8. **IMPORTANT:** Submit any and all records, documents and affidavits including loan agreements that explain the sources of money for this transaction.



AFFIDAVIT OF NOTICE OF MAILING TO ABUTTER AND OTHERS

To the Licensing Board

For the Town of Needham, MA

Date August 14, 2012

I, Raji Spencer hereby certify that the following is a true list of the persons shown upon the Assessor's most recent valuation list as the owners of the property abutting the proposed location for an alcoholic beverages license at: 45 Chapel Street, Needham, MA 02492

And that the following schools, churches or hospitals are located within the radius of five hundred (500) feet from said proposed location:

Roman Catholic Church, St. Joseph's Schools

Good Shepherd Christian

If there are none, please so state:

I also certify that the notice of this application/petition concerning an alcoholic beverages license was given to the above by mailing to each of them within three (3) days after publication of same, a copy of the advertisement is attached below. Also attached are the registered receipts./return registered receipts bearing signatures of persons receiving said notice.

Signed and subscribed to under the penalties of perjuries:

Printed: Raji D. Spencer

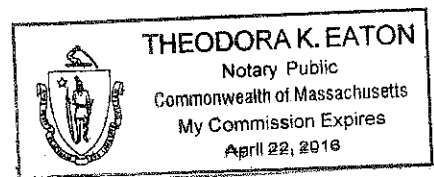
Written: [Signature]

Date: 09 Aug 12

Notary Public: Theodora K. Eaton

My Commission Expires: April 22, 2016

Please Attach Advertisement and Receipts





## TOWN OF NEEDHAM

TOWN HALL

1471 Highland Avenue  
Needham, MA 02492-2669

Office of the  
BOARD OF SELECTMEN

TEL: (781) 455-7500  
FAX: (781) 449-4569  
TDD: (781) 455-7558

### LEGAL NOTICE

#### TOWN OF NEEDHAM

Application for Alteration of Licensed Premises in an All Alcoholic License  
in a Restaurant with more than 100 seats

Notice is hereby given pursuant to Massachusetts General Laws, Chapter 138, that Petit Needham, LLC d/b/a Petit Robert Bistro Needham, Raji Spencer, Manager, has applied for an alteration of licensed premises of the following kind: To sell alcoholic beverages on an outside patio consisting of 16 seats with proper barriers per local and state laws. The patio is located in the front of the restaurant located at 45 Chapel Street, Needham.

IT IS ORDERED that a public hearing be held for said application at the office of the Board of Selectmen acting as the Needham Licensing Authority located in the Town Hall, 1471 Highland Avenue on the 14th day of August 2012 at 7:00 o'clock p.m.

Board of Selectmen  
Licensing Board for the Town of Needham

To be published:  
Needham Times  
July 19, 2012

45 CHAPEL STREET

| OWNER NAME 1                         | OWNER NAME 2                          | MAILING ADDRESS              | CITY       | STATE | ZIP   | PARCEL ID           | PROPERTY ADDRESS  |
|--------------------------------------|---------------------------------------|------------------------------|------------|-------|-------|---------------------|-------------------|
| PETRI CORPORATION                    |                                       | 187 ROSEMARY STREET          | NEEDHAM    | MA    | 02494 | 1990510000500000.00 | 1 CHAPEL ST       |
| ROMAN CATHOLIC ARCHDIOCES OF BOSTON  |                                       | 1382 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990500004000000.00 | 90 PICKERING ST   |
| ANTON, CHARLES A. TR.                | HIGHLAND 1433 REALTY TRUST            | 500 CLARK ROAD               | TEWKSBURY  | MA    | 01876 | 1990510000300000.00 | 1433 HIGHLAND AVE |
| PIERIDIS, JAMES, TRS.                | ROMA REALTY TRUST                     | P. O. BOX 1250               | BURLINGTON | MA    | 01803 | 1990510000900000.00 | 91 CHAPEL ST      |
| DOHERTY, GEORGE F & SON INC          |                                       | 477 WASHINGTON STREET        | WELLESLEY  | MA    | 02482 | 1990520000700000.00 | 0 HIGHLAND AVE    |
| MBTA                                 |                                       | 10 PARK PLAZA                | BOSTON     | MA    | 02116 | 1990510000840000.00 | 0 GREAT PLAIN AVE |
| TTS FRANCHISE CORPORATION            | REAL ESTATE DEPARTMENT                | 14 HOWARD ST - RE DEPT       | ROCKLAND   | MA    | 02370 | 1990510000200000.00 | 168 GARDEN ST     |
| EATON FUNERAL HOME, INC.             |                                       | 1351 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990520000120000.00 | 0 MAY ST          |
| TRUDEAU, THOMAS & JAMES TRUSTEES     | GARDEN STREET REALTY TRUST            | 852 MAIN ST                  | ACTON      | MA    | 01720 | 1990510002100000.00 | 0 GARDEN ST       |
| ROMAN CATHOLIC ARCHDIO OF BOSTON     |                                       | 1382 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990530000900000.00 | 1356 HIGHLAND AVE |
| TOWN OF NEEDHAM                      | TOWN HALL                             | 1471 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990510000100000.00 | 1471 HIGHLAND AVE |
| PRETORIUS, CARL H &                  | PRETORIUS HOLME, MOLLY                | 128 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000150000.00 | 128 GARDEN ST     |
| EATON FUNERAL HOME, INC.             |                                       | 1351 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990520000150000.00 | 1356 HIGHLAND AVE |
| GIANNACOPULOS, PETER +               | TZOUROS, NESTOR, TRUSTEES             | 11 EDGEWATER DRIVE           | NEEDHAM    | MA    | 02492 | 1990500000500000.00 | 1410 HIGHLAND AVE |
| 1401/1417 HIGHLAND AVE, LLC          | C/O DERENZO PROPERTIES, INC           | P. O. BOX 515                | NEEDHAM    | MA    | 02494 | 1990510000400000.00 | 1417 HIGHLAND AVE |
| PHAM, TUYEN D, TRUSTEE               | FIFTY THREE CHAPEL STREET REALTY TRU  | 192 GARDINER RD              | QUINCY     | MA    | 02169 | 1990510000600000.00 | 53 CHAPEL ST      |
| REDMOND, MATTHEW &                   | REDMOND, PRECULLIA                    | 218 MAY STREET               | NEEDHAM    | MA    | 02492 | 1990510000250000.00 | 218 MAY ST        |
| NEEDHAM BANK                         |                                       | 1063 GREAT PLAIN AVE         | NEEDHAM    | MA    | 02492 | 1990510000180000.00 | 244 GARDEN ST     |
| EATON FUNERAL HOME INC               |                                       | 1351 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990520000900000.00 | 1353 HIGHLAND AVE |
| COLE, BENJAMIN S. &                  | COLE, DOROTHY CLARE                   | 140 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000130000.00 | 140 GARDEN ST     |
| COLBURN, GEORGE P. +                 | COLBURN, GERTRUDE A.                  | 134 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000140000.00 | 134 GARDEN ST     |
| 1451 HIGHLAND AVE, LLC               | C/O JOHN I. MCQUILLAN                 | 865 CENTRAL AVE, #0402       | NEEDHAM    | MA    | 02492 | 1990510000200000.00 | 74 CHAPEL ST      |
| TOWN OF NEEDHAM                      | PARKING LOT                           | 1471 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990510000200000.00 | 0 OFF CHAPEL ST   |
| THE NEEDHAM BANK                     | ATTN: ACCOUNTING DEPARTMENT           | 1063 GREAT PLAIN AVE         | NEEDHAM    | MA    | 02492 | 1990510000200000.00 | 0 GARDEN ST       |
| TOWN OF NEEDHAM                      | SCHOOL ADMIN BLDG                     | 1471 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990530000620000.00 | 1330 HIGHLAND AVE |
| EATON FUNERAL HOME, INC.             | PARKING LOT                           | 1471 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990510000170000.00 | 0 EATON SQ        |
| HORRIGAN, BRIAN R. &                 | HORRIGAN, CERRIDWYN HARPER            | 193 GARDEN STREET            | NEEDHAM    | MA    | 02492 | 1990520000100000.00 | 1351 HIGHLAND AVE |
| MASS BAY TRANSPORTATION AUTHORITY    | ARGYRIOS & SONS REALTY TRUST          | 165 PALMER ST                | BOSTON     | MA    | 02116 | 1990510000290000.00 | 193 GARDEN ST     |
| GEORGACOPULAS, TASOS, TR             | TOPLIFF STREET ASSOCIATES LIMITED PAI | 800 BOYLSTON STREET SUITE 13 | ARLINGTON  | MA    | 02474 | 1990500000140000.00 | 1424 HIGHLAND AVE |
| NEEDHAM BANK                         |                                       | 1063 GREAT PLAIN AVE         | NEEDHAM    | MA    | 02492 | 1990500000150000.00 | 1450 HIGHLAND AVE |
| THE GATTO FAMILY LIMITED PARTNERSHIP |                                       | 85 CHAPEL ST                 | NEEDHAM    | MA    | 02492 | 1990510000190000.00 | 232 GARDEN ST     |
| TRUDEAU, THOMAS & JAMES, TRUSTEES    | GARDEN STREET REALTY TRUST            | 852 MAIN ST                  | ACTON      | MA    | 01720 | 1990510000700000.00 | 81 CHAPEL ST      |
| MALOOMIAN, GEORGE, LAURENCE G. +     | MALOOMIAN, DENNIS W.                  | 1329 HIGHLAND AVE            | NEEDHAM    | MA    | 02492 | 1990520000090000.00 | 1329 HIGHLAND AVE |
| MCKNIGHT, STEPHEN W. &               | BOIE, YVES                            | 210 MAY ST                   | NEEDHAM    | MA    | 02492 | 1990510000240000.00 | 210 MAY ST        |
| SLIPETZ, DEBORAH MARLENE &           | COOPER, PATRICIA G                    | 129 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000380000.00 | 129 GARDEN ST     |
| COOPER, PETER V +                    |                                       | 137 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000390000.00 | 137 GARDEN ST     |
| FROMM, ERIC K.                       |                                       | 120 GARDEN ST                | NEEDHAM    | MA    | 02492 | 1990520000160000.00 | 120 GARDEN ST     |

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.

*[Signature]*



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 8/14/2012**

|                     |                                                           |
|---------------------|-----------------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Verizon and NSTAR Petition for Damon Road |
| <b>Presenter(s)</b> | Ellen Joy, Verizon and Maureen Carroll, NSTAR             |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                   |            |    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------|----|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |    |
| <p>Verizon and NSTAR requests permission to install one anchor and guy at existing Pole #387/9. This work is necessary on Damon Road between house numbers 112 and 116 to make the pole safe.</p> <p>The Department of Public Works has approved this petition, based on Verizon and NSTAR's commitment to adhere to regulation that <b>all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</b></p> |                                                   |            |    |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | NO |
| <p><b>Suggested Motion:</b> Move that the Board of Selectmen approve and sign petition from Verizon and NSTAR to install one anchor and guy at existing Pole #387/9. This work is necessary on Damon Road between house numbers 112 and 116 to make the pole safe.</p>                                                                                                                                                                                                                                |                                                   |            |    |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | NO |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                           |                                                   |            |    |



July 12, 2012

Chairman  
Board of Selectmen  
Town of Needham  
1471 Highland Avenue  
Needham, MA 02492

Enclosed please find one joint petition (9AD87M) from Verizon New England Inc. and Nstar Electric Company to install one anchor and guy at existing Pole #387/9 on Damon Road between house numbers 112 and 116 to make pole safe.

Notice to abutters is required as well as a public hearing.

Sincerely,

Ellen M. Joy  
Verizon Right of Way Manager  
125 High Street, Oliver Tower, Floor 5  
Boston, MA 02110  
Phone: 617-743-4524  
Fax: 617-737-2771  
Email: [ellen.m.joy@verizon.com](mailto:ellen.m.joy@verizon.com)

enc.

OK to  
proceed  
TH, Engr. DPW  
7/26/12  
OK R.P. Meyers  
7/30/12 DPW  
Director

PETITION FOR NEW JOINT POLE LOCATION

July 12, 2012

To the Board of Selectmen  
of Needham, Massachusetts

VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY request permission to locate pole(s), wires, cables and fixtures, including anchors, guys and other such necessary sustaining and protecting fixtures, along and across the following public way:

Damon Road

One (1) Anchor & Guy

The petition proposes to install one anchor & guy at existing Pole #387/9 on Damon Road between house numbers 112 and 116. This petition is necessary in order to make the pole safe.

Wherefore they ask that they be granted a location for and permission to erect and maintain pole(s), wires and cables, together with anchors, guys and other such sustaining and protecting fixtures as they may find necessary, said pole(s) to be erected substantially in accordance with the plan filed herewith marked-VERIZON No. 9AD87M dated 06/15/2012.

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

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said pole(s) for the fire and police telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

VERIZON NEW ENGLAND INC.

By Ellen M. Jay  
Manager Rights of Way

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

NSTAR ELECTRIC COMPANY

By William D. Lima  
Supervisor Rights of Way

Dated this 13th day of July, 2012.

## ORDER FOR JOINT POLE LOCATION

In Board of Selectmen of the Town of Needham, Massachusetts

Notice having been given and a public hearing held, as provided by law,  
**ORDERED:** That the VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY be and they are hereby granted a joint location for and permission to erect and maintain pole(s) 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 the public way hereinafter referred to, as requested in petition of said companies dated the 12th day of July, 2012.

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-VERIZON No. 9AD87M dated 06/15/2012 - filed with said petition. There may be attached to said poles by said VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY wires and cables not to exceed the necessary amount of wires, cables and fixtures and all of said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 16 feet elsewhere.

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:

**Damon Road**

**One (1) Anchor & Guy**

The petition proposes to install one jointly owned anchor and guy at existing Pole #387/9 on Damon Road between house numbers 112 and 116. This petition is necessary in order to make the pole safe.

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

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Needham, Massachusetts, held on the 14<sup>th</sup> day of August 2012.

---

Clerk of Selectmen

We hereby certify that on August 14, 2012, at 7:05 o'clock p m., at the Needham Town Hall a public hearing was held on the petition of the VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY 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 is permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Selectmen of the Town of Needham, Massachusetts

#### CERTIFICATE

I hereby certify that the foregoing is a true copy of a joint location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Needham, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2012, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_. this certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

\_\_\_\_\_  
Town Clerk

# PETITION PLAN VERIZON NEW ENGLAND INC

Municipality: NEEDHAM, Massachusetts

No. 9AD87M

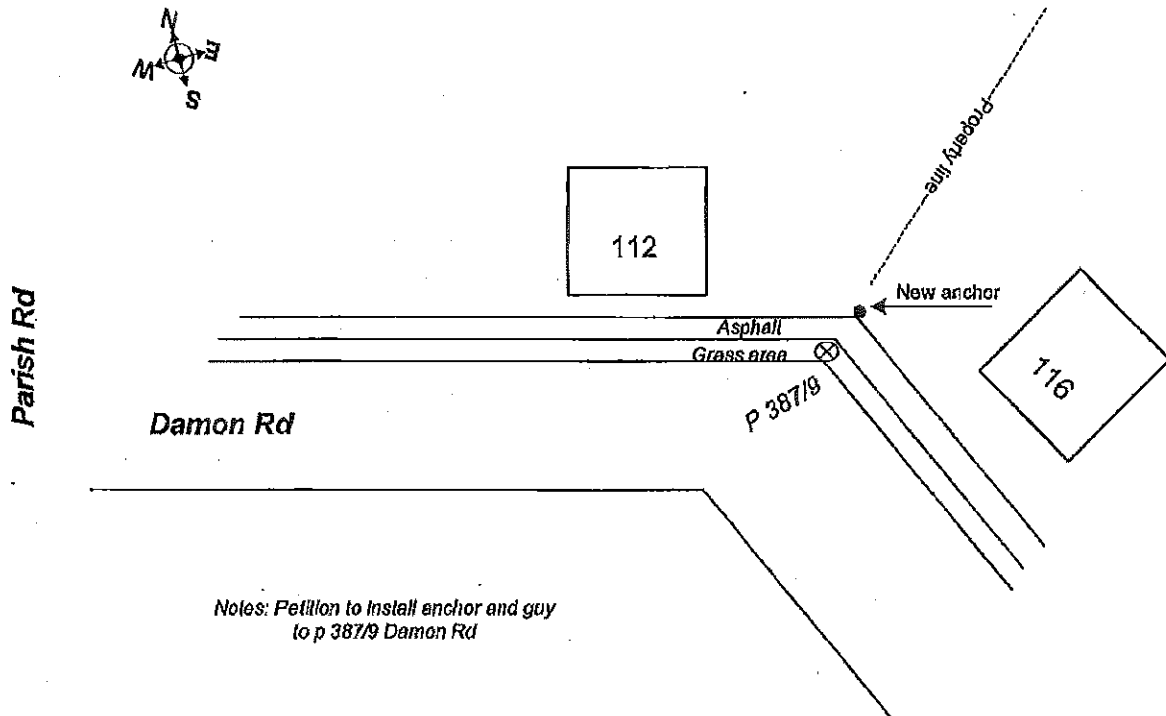
Electric-Power Co.: NSTAR

Date: 06/15/2012

Showing: Installing new anchor and guy at p 387/9

**Proposed:** Install new anchor and guy at pole 387/9 between #112 and #116 Damon Rd

**Purpose:** To make pole safe



*Drawing Not To Scale  
 All Distances Are Approximate*

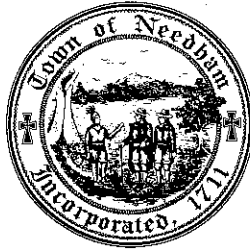
Prepared By: Philippe Desroses 781 849-6313

## LEGEND

Checked By: \_\_\_\_\_

|                |                                                            |                |                                                    |
|----------------|------------------------------------------------------------|----------------|----------------------------------------------------|
|                | - Existing J.O. Pole to Remain*                            |                | - Proposed J.O. Pole Location*                     |
|                | - Existing Verizon N.E. Inc. S.O. Pole to Remain**         |                | - Proposed Verizon N.E. Inc. S.O. Pole Location**  |
|                | - Existing Verizon N.E. Inc. Location to be Held Jointly   |                | - Existing Power Co. Location to be Held Jointly   |
|                | - Existing Verizon N.E. Inc. Pole Location to be Abandoned |                | - Existing Power Co. Pole Location to be Abandoned |
|                | - Existing Verizon N.E. Inc. Manhole                       |                | - Existing J.O. Pole Location to be Abandoned*     |
|                | - Existing Verizon N.E. Inc. Manhole                       |                | - Proposed Verizon N.E. Inc. Manhole Location      |
| ..... VZ ..... | - Existing Verizon N.E. Inc. Buried Cable                  | ..... VZ ..... | - Proposed Verizon N.E. Inc. Conduit Location      |
| —— VZ ——       | - Existing Verizon N.E. Inc. Conduit                       | ..... VZ ..... | - Proposed Verizon N.E. Inc. Buried Cable Location |

\*J.O. Indicates Poles Jointly-Owned by Verizon N.E., Inc. & Power Co.  
 \*\*S.O. Indicates Poles Solely-Owned by Verizon N.E., Inc. or Power Co.



## NOTICE

To the Record

You are hereby notified that a joint public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:05 p.m. on August 14, 2012** upon petition of Verizon and NSTAR dated **July 12, 2012** to install one anchor and guy at existing Pole #387/9. This work is necessary on Damon Road between house numbers 112 and 116 to make the pole safe. A public hearing is required and abutters should be notified.

Gerald A. Wasserman  
Daniel P. Matthews  
John A. Bulian  
Matthew D. Borrelli  
Maurice P. Handel

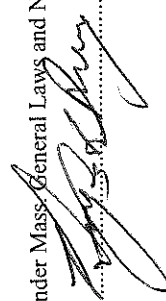
BOARD OF SELECTMEN

Dated: July 31, 2012

# 112 & 116 DAMON ROAD

| <u>PARCEL ID</u>      | <u>St No.</u> | <u>Street</u> | <u>Owner Names</u>                         | <u>Owner Address</u> | <u>Mailing Address</u> |              |                  |
|-----------------------|---------------|---------------|--------------------------------------------|----------------------|------------------------|--------------|------------------|
|                       |               |               |                                            |                      | <u>OWNER CITY</u>      | <u>State</u> | <u>OWNER ZIP</u> |
| 199/125.0-0008-0000.0 | 106           | DAMON RD      | KURTIS, GERALD R. &<br>KURTIS, PATTI A.    | 106 DAMON ROAD       | NEEDHAM                | MA           | 02494            |
| 199/125.0-0009-0000.0 | 112           | DAMON RD      | KRUG, SHELLEY GRAY                         | 112 DAMON RD         | NEEDHAM HTS            | MA           | 02494            |
| 199/125.0-0010-0000.0 | 105           | DAMON RD      | THE SALVATION ARMY, INC                    | 25 SHAWMUT RD        | CANTON                 | MA           | 02021            |
| 199/125.0-0011-0000.0 | 99            | DAMON RD      | SIEGEL, RICHARD S.                         | 99 DAMON RD          | NEEDHAM HTS            | MA           | 02494            |
| 199/125.0-0048-0000.0 | 127           | DAMON RD      | AYRES, THOMAS R. II &<br>AYRES, SHARON O   | 127 DAMON RD         | NEEDHAM                | MA           | 02494            |
| 199/125.0-0049-0000.0 | 121           | DAMON RD      | KELLEHER, ALEXIS P. &<br>KELLEHER, WILLIAM | 121 DAMON RD         | NEEDHAM HTS            | MA           | 02494            |
| 199/125.0-0050-0000.0 | 116           | DAMON RD      | SYKES, ROBERT M. &<br>SYKES, KAREN S       | 116 DAMON RD         | NEEDHAM HTS            | MA           | 02494            |
| 199/125.0-0051-0000.0 | 124           | DAMON RD      | THE BARBARA SMITH REAL ESTATE<br>TRUST     | 124 DAMON RD         | 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.....





**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 7/10/2012**

|                     |                                                        |
|---------------------|--------------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing – NSTAR Petition for DeFrancesco Circle |
| <b>Presenter(s)</b> | Maureen Carroll, NSTAR                                 |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   |            |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------|-----------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |           |
| <p>NSTAR requests permission to install approximately 38 feet of conduit at Pole 336/2 on DeFrancesco Circle, Needham. This work is necessary to provide new underground electric service for a new home at 14 DeFrancesco Circle.</p> <p>The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that <b>all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</b></p> |                                                   |            |           |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | <b>NO</b> |
| <p>Suggested Motion:<br/>Move that the Board of Selectmen approve and sign petition from NSTAR to install approximately 38 feet of conduit at Pole 336/2 on DeFrancesco Circle, Needham. This work is necessary to provide new underground electric service for a new home at 14 DeFrancesco Circle..</p>                                                                                                                                                                                                                      |                                                   |            |           |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | <b>NO</b> |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                                                    |                                                   |            |           |



200 Calvary Street  
Waltham, Massachusetts 02453

July 24, 2012

Board of Selectmen  
Town Hall  
1471 Highland Ave  
Needham, MA 02192

#14  
RE: **DeFrancesco Circle**  
**Needham, MA**  
**W.O. #1886003**



Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install approximately 38'± feet - conduit @ pole 336/2 on DeFrancesco Circle, Needham.

This work is necessary to provide new underground electric service to new home  
@ #14 DeFrancesco Circle

If you have any further questions, contact Maureen Carroll @ (617) 369-6421.  
Your prompt attention to this matter would be greatly appreciated.

Sincerely,

William D. Lemos-Supervisor  
Rights & Permits

WDL/amw  
Attachments

ok to  
Route  
TMM  
8/3/12  
Engr. Dept  
DPW Director approved  
8/6/12

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR  
CONDUITS  
AND MANHOLES**

To the **Board of Selectmen** of the Town of **NEEDHAM**      Massachusetts:

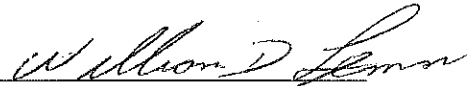
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated July 9, 2012**, and filed herewith, under the following public way or ways of said Town:

**DeFrancesco Circle** - Northerly @ pole 336/2 approximately 130'± feet east of Bird Street a distance of about 38'± feet - conduit

(WO. 1886003)

**NSTAR ELECTRIC COMPANY**

BY   
William D. Lemos  
Rights & Permits, Supervisor

**Dated this 24th day of July 2012**

Town of **NEEDHAM** Massachusetts

Received and filed \_\_\_\_\_ 2012

**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES**  
**Town of NEEDHAM**

WHEREAS, **NSTAR ELECTRIC COMPANY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**DeFrancesco Circle** - Northerly @ pole 336/2 approximately 130'± feet east of Bird Street a distance of about 38'± feet - conduit

(WO. 1886003)

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

1. Conduits and manholes shall be located as shown on the plan made by **A.Debenedictis, Dated July 9, 2012** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 5 | _____ |                    |

**CERTIFICATE**

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the \_\_\_\_\_ day of \_\_\_\_\_ 2012 at \_\_\_\_\_ in said Town.

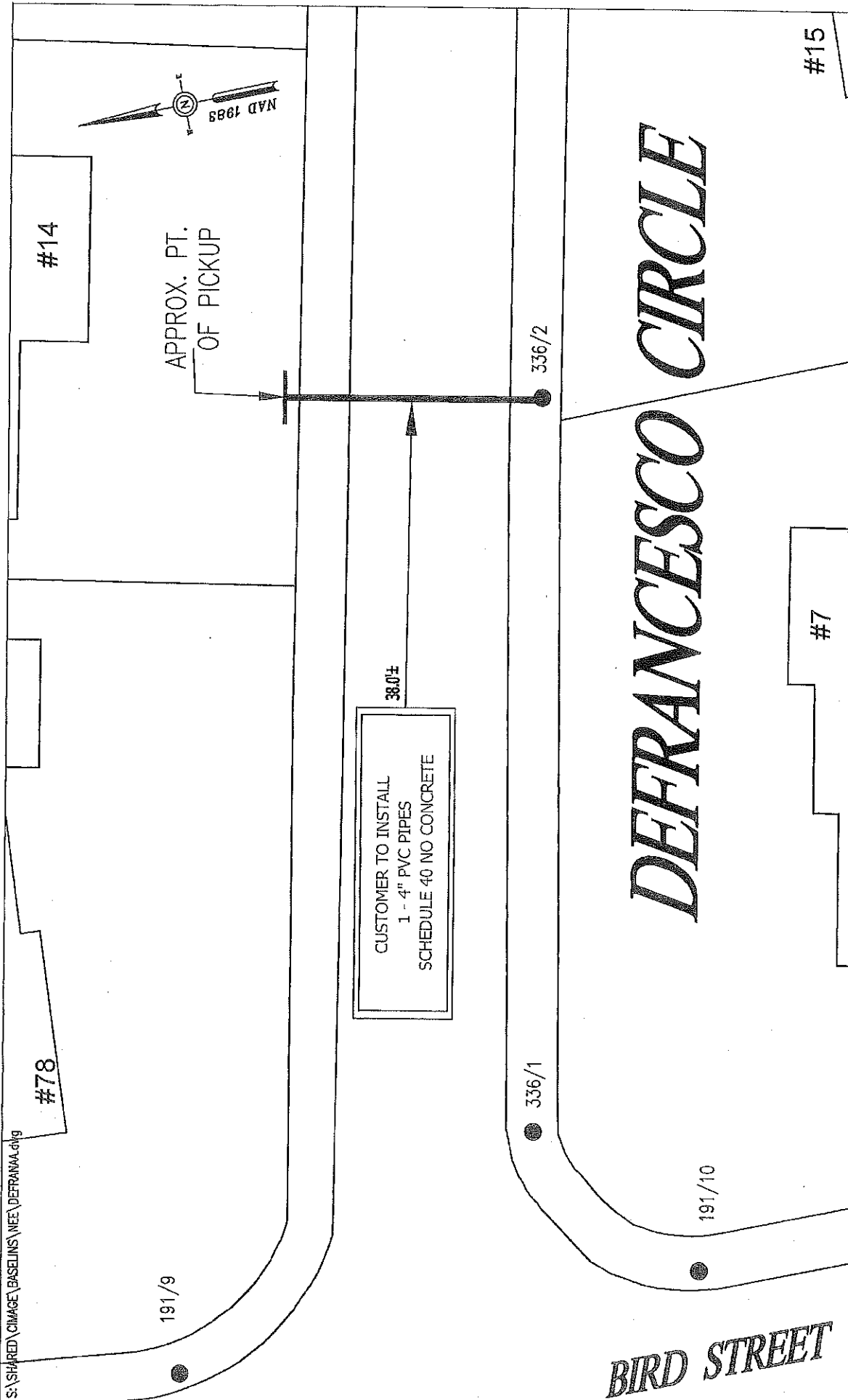
|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 5 | _____ |                    |

**CERTIFICATE**

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2012 and recorded with the records of location Orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: \_\_\_\_\_  
Clerk of the Town of **NEEDHAM**, Massachusetts

S:\SHARED\CIMAGE\BASELINS\NEE\DEFRANCO.dwg

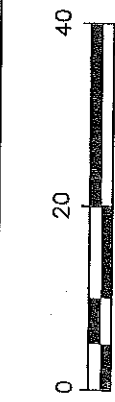


#15

#7

#14

#78



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC & GAS CORPORATION NOR ITS AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, DEFEND AND HOLD NSTAR ELECTRIC & GAS CORPORATION HARMLESS FROM ANY SUCH LOSS OR INJURY. THE INFORMATION DOES NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE, AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

**MASS. LAW**

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233



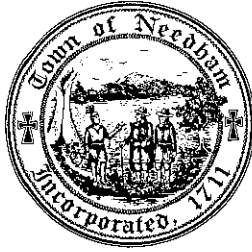
GIS SERVICES  
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

|               |                 |
|---------------|-----------------|
| C#            |                 |
| Ward #        |                 |
| Work Order #  | 01886003        |
| Surveyed by   | NEEDHAM         |
| Structures by | SC              |
| Plotted by    | SC              |
| Approved      | A. DEBENEDICTIS |
| P#            |                 |
| Scale         | 1"=20'          |
| Date          | JULY 9TH, 2012  |
| SHEET         | 1 of 1          |

Plan of DEFRANCO CIRCLE

Showing PROPOSED CONDUIT LOCATION

REVISED 7/10/12



## NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:05 p.m. on August 14, 2012** upon petition of NSTAR dated **July 24, 2012** to install approximately 38 feet conduit @pole 336/2 on DeFrancesco Circle, Needham. This work is necessary to provide new underground electric service to new home @14 DeFrancesco Circle. A public hearing is required and abutters should be notified.

Gerald A. Wasserman  
Daniel P. Matthews  
John A. Bulian  
Matthew D. Borrelli  
Maurice P. Handel

BOARD OF SELECTMEN

Dated: August 7, 2012

# 14 DE FRANCESCO CIR

| <u>PARCEL ID</u>      | <u>St No.</u> | <u>Street</u>    | <u>Owner Names</u>                          | <u>Owner Address</u> | <u>Mailing Address</u> |             |              |
|-----------------------|---------------|------------------|---------------------------------------------|----------------------|------------------------|-------------|--------------|
|                       |               |                  |                                             |                      | <u>OWNER</u>           | <u>CITY</u> | <u>State</u> |
| 199/017.0-0050-0000.0 | 78            | BIRD ST          | PONTE, RITA, TRS.<br>THE PONTE REALTY TRUST | 78 BIRD ST           | NEEDHAM                | NEEDHAM     | MA           |
| 199/017.0-0051-0000.0 | 14            | DE FRANCESCO CIR | PIERSIAK, WILLIAM J                         | 768 CHESTNUT ST      | NEEDHAM                | NEEDHAM     | MA           |
| 199/017.0-0052-0000.0 | 22            | DE FRANCESCO CIR | MCMORROW, PATRICIA B.                       | 22 DEFRANCESCO CIR   | NEEDHAM                | NEEDHAM     | MA           |
| 199/017.0-0056-0000.0 | 15            | DE FRANCESCO CIR | KOSHIVOS, POPY                              | 15 DEFRANCESCO CIR   | NEEDHAM                | NEEDHAM     | MA           |
| 199/017.0-0057-0000.0 | 7             | DE FRANCESCO CIR | MEYERS, ERIC                                | 7 DE FRANCESCO CIR   | NEEDHAM                | NEEDHAM     | MA           |

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.....





**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 7/10/2012**

|                     |                                                 |
|---------------------|-------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing – NSTAR Petition for Clarke Road |
| <b>Presenter(s)</b> | Maureen Carroll, NSTAR                          |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                   |            |           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------|-----------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |           |
| <p>NSTAR requests permission to install approximately 6 feet of conduit at Pole 245/12 on Clarke Road, Needham. This work is necessary to provide new underground electric service for a new home at 130 Clarke Road.</p> <p>The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that <b>all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</b></p> |                                                   |            |           |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | <b>NO</b> |
| <p>Suggested Motion:<br/>Move that the Board of Selectmen approve and sign petition from NSTAR to install approximately 6 feet of conduit at Pole 245/12 on Clarke Road, Needham. This work is necessary to provide new underground electric service for a new home at 130 Clarke Road.</p>                                                                                                                                                                                                                       |                                                   |            |           |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | <b>NO</b> |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                                       |                                                   |            |           |



200 Calvary Street  
Waltham, Massachusetts 02453

July 25, 2012

Board of Selectmen  
Town Hall  
1471 Highland Ave  
Needham, MA 02192

#130

RE: **Clarke Road**  
**Needham, MA**  
**W.O. #1882723**



Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install approximately 6'± feet of conduit @ pole 245/12 on Clarke Road, Needham.

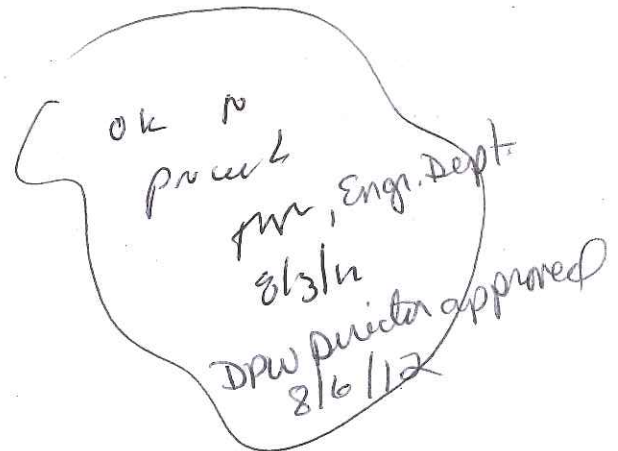
This work is necessary to provide new underground electric service for new home to #130 Clarke Road.

Your prompt attention to this matter is appreciated. If you have any questions please call Maureen Carroll at (617) 369-6421.

Sincerely,

William D. Lemos-Supervisor  
Rights & Permits

WDL/aw  
Attachments



**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR  
CONDUITS  
AND MANHOLES**

To the **Board of Selectmen** of the Town of **NEEDHAM**      Massachusetts:

Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

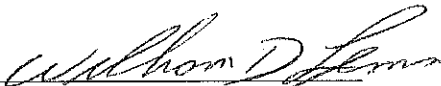
WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated July 10, 2012**, and filed herewith, under the following public way or ways of said Town:

**Clarke Road -**

Southerly @ pole 245/12 approximately 50'± feet east of  
Glendale Road a distance of about 6'± feet - conduit

(WO. 1882723)

**NSTAR ELECTRIC COMPANY**

BY   
William D. Lemos  
Rights & Permits, Supervisor

**Dated this 25th day of July 2012**

Town of **NEEDHAM** Massachusetts

Received and filed \_\_\_\_\_ 2012

**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES**  
**Town of NEEDHAM**

WHEREAS, **NSTAR ELECTRIC COMPANY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Clarke Road -** Southerly @ pole 245/12 approximately 50'± feet east of Glendale Road a distance of about 6'± feet - conduit

(WO. 1882723)

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

1. Conduits and manholes shall be located as shown on the plan made by **A.Debenedictis, Dated July 10, 2012** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 5 | _____ |                    |

**CERTIFICATE**

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the \_\_\_\_\_ day of \_\_\_\_\_ 2012 at \_\_\_\_\_ in said Town.

|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 5 | _____ |                    |

**CERTIFICATE**

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Masssachusetts, duly adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2012 and recorded with the records of location Orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

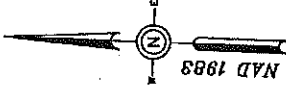
Attest: \_\_\_\_\_  
Clerk of the Town of **NEEDHAM**, Massachusetts

S:\SHARED\CMAGE\BASELINS\NCE\GLENDALE.dwg

#51

GLENDALE  
ROAD

#129



#126

CLARKE ROAD

6.9'

CUSTOMER TO INSTALL  
1-2" PVC PIPES  
SCHEDULE 40 NO CONCRETE

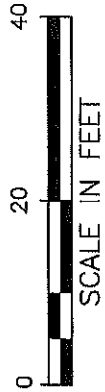
● 245/13

245/12

APPROX. PT.  
OF PICKUP

#130

#134



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC & GAS CORPORATION NOR ITS AFFILIATES OR AGENTS SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED BY THE USE OF THIS INFORMATION OR IN RELIANCE UPON IT. THE INFORMATION IS PROVIDED AS IS, WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED. THE INFORMATION IS PROVIDED FOR YOUR INFORMATION ONLY AND IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSE.

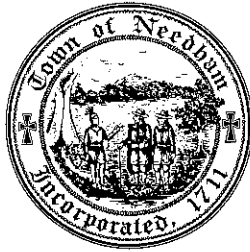
MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233



GIS SERVICES  
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02126

|               |                           |
|---------------|---------------------------|
| C#            |                           |
| Ward #        |                           |
| Work Order #  | 1882723                   |
| Surveyed by   | NEEDHAM                   |
| Structures by |                           |
| Plotted by    | SC                        |
| Approved      | A. DEBENEDICTIS           |
| P#            |                           |
| Plan of       | CLARKE ROAD               |
| Showing       | PROPOSED CONDUIT LOCATION |
| Scale         | 1"=20'                    |
| Date          | JULY 10TH, 2012           |
| SHEET         | 1 OF 1                    |



## NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:05 p.m. on August 14, 2012** upon petition of NSTAR dated **July 25, 2012** to install approximately 6 feet conduit @pole 245/12 on Clarke Road, Needham. This work is necessary to provide new underground electric service to new home @130 Clarke Road. A public hearing is required and abutters should be notified.

Gerald A. Wasserman  
Daniel P. Matthews  
John A. Bulian  
Matthew D. Borrelli  
Maurice P. Handel

BOARD OF SELECTMEN

Dated: August 7, 2012

# 130 CLARKE RD.

| <u>PARCEL ID</u>      | <u>St No.</u> | <u>Street</u> | <u>Owner Names</u>                                             | <u>Owner Address</u> | <u>Mailing Address</u> |             |              |
|-----------------------|---------------|---------------|----------------------------------------------------------------|----------------------|------------------------|-------------|--------------|
|                       |               |               |                                                                |                      | <u>OWNER</u>           | <u>CITY</u> | <u>State</u> |
| 199/112.0-0031-0000.0 | 129           | CLARKE RD     | LEWIS, JOHN S +<br>LEWIS, JANET S                              | 129 CLARKE RD        | NEEDHAM                | NEEDHAM     | MA           |
| 199/112.0-0032-0000.0 | 115           | CLARKE RD     | O'HEARN, CHARLES &<br>SOHN, JOONA                              | 115 CLARKE RD        | NEEDHAM                | NEEDHAM     | MA           |
| 199/112.0-0034-0000.0 | 126           | CLARKE RD     | VANNAH, CURTIS A. &<br>MACKENZIE, SHEIRA                       | 126 CLARKE RD        | NEEDHAM                | NEEDHAM     | MA           |
| 199/112.0-0035-0000.0 | 130           | CLARKE RD     | OPEL, M RONALD<br>C/O BLUE FIN INVESTMENTS LLC                 | 3 WESTMORELAND RD    | HINGHAM                | HINGHAM     | MA           |
| 199/112.0-0036-0000.0 | 134           | CLARKE RD     | PROCK, ALFRED & PEGGY B., TRS.<br>134 CLARKE ROAD REALTY TRUST | 134 CLARKE RD        | NEEDHAM                | NEEDHAM     | MA           |
| 199/112.0-0037-0000.0 | 51            | GLENDALE RD   | RUSSELL, JAMES A. &<br>RUSSELL, LORRAINE                       | 51 GLENDALE RD       | NEEDHAM                | NEEDHAM     | MA           |

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.....





**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

**MEETING DATE: 8/14/2012**

|                     |                                 |
|---------------------|---------------------------------|
| <b>Agenda Item</b>  | Community Preservation Projects |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                   |                                                |                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------|------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |                                                |                                    |
| <p>The Town Manager will recommend the Board's approval of two CPA projects. The first project is a comprehensive Greene's Field improvement project including the installation of a new play structure, and renovation and improvement of the playing field, basketball court, and park. If approved by the CPC, this project could be funded at the October 29, 2012 Special Town Meeting.</p> <p>The second project is a feasibility study of the concept of creating a shared use trail from Needham Junction to the Dover line. The MBTA Board of Directors authorized the General Manager to enter into a lease with the Town of Needham. Before we can recommend that the Town enter into such a lease, we need preliminary information as to the feasibility of the project, including key features such as parking and access. The study will also provide essential cost estimates. We are proposing that the CPC consider use of its administrative funds for this data gathering phase.</p> <p>Both of the project requests are made possible by recent changes to the Community Preservation Act.</p> |                                                   |                                                |                                    |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <input checked="" type="checkbox"/> <b>YES</b> | <input type="checkbox"/> <b>NO</b> |
| <p><i>Suggested Motion:</i> That the Board endorse an application to be filed for Community Preservation funding for the Needham Greene's Field Project in the amount of \$445,000; and that the Board endorse a proposal for use of CPA Administrative funds in the amount of approximately \$26,000 for a conceptual planning and design project for the shared use trail from Needham Junction to the Dover line.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |                                                |                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>BACK UP INFORMATION ATTACHED</b>               | <input checked="" type="checkbox"/> <b>YES</b> | <input type="checkbox"/> <b>NO</b> |
| <p><b>a.</b> Initial Eligibility Project Application Form – Greene's Field Project<br/><b>b.</b> Memo to CPC from Tad Staley, President, Bay Colony Rail Trail Association</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                   |                                                |                                    |

# INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

**TOWN OF NEEDHAM**  
**COMMUNITY PRESERVATION COMMITTEE**  
c/o Park & Recreation Department  
1471 Highland Avenue, Town Hall  
Needham, MA 02492  
www.needhamma.gov/CPC

1. **Applicant:** Board of Selectmen, Town Manager.  
Park and Recreation Commission
- Submission Date:** August 15, 2012
2. **Applicant's Address, Phone Number and Email:**
- Town Hall – 1471 Highland Avenue  
Needham, MA 02492
- Contact Name:** Kate Fitzpatrick
3. **Purpose:**  
(Please select all that apply)
- ☐ Open Space  
☐ Community Housing  
☐ Historic Preservation  
☒ Recreation
4. **Project Name:** Needham Greene's Field Project
5. **Project Location/Address/Ownership (Control):** The property is located on Pickering Street and Great Plain Avenue. The parcel is under the jurisdiction of the Board of Selectmen and is managed by the Park and Recreation Commission.
6. **Amount Requested:** \$445,000
7. **Estimated Total Project Cost (If Different):** \$495,000
8. **Critical Dates:**  
The Greene's Field play structure was removed in 2010. Installation of a new structure is desired as soon as possible. Funding received for field restoration in the fall will enable the project to be implemented in the spring of 2013.

- continued -

**Project Name:** *Needham Greene's Field Project*

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

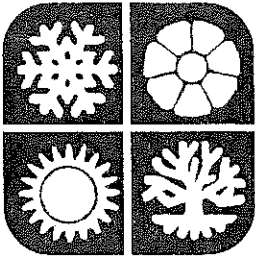
Despite years of continued efforts and attention, the iconic playground structure at Greene's Field was removed in 2010 because it was no longer repairable and past its useful life. The Board of Selectmen created a Greene's Field Play Structure Working Group which has recommended a concept plan for the replacement of the structure, and improvement and layout of the park as a whole. The renovation of the playing field has long been contemplated in the Town's athletic facility planning process, and the playing field is in need of renovation. The proposed project includes a play structure for multiple age groups, site work, irrigation, sod and soil amendments, fencing, backstop and benches, a walking path, and basketball court improvements.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

This comprehensive renovation of the Greene's Field parcel will enhance the usefulness of the park and provide additional enhancement of the downtown area – consistent with community and economic development goals. The park is used by numerous community groups. Its location in the center of Town makes it an attractive gathering spot for both passive and active recreation. The Town's third bi-annual citizen survey confirms the community's desire for recreation improvements – access to recreation facilities was the only major service delivery category in which the Town was below the national benchmark.

A group of volunteers has formed and committed to raising \$50,000 for the project – over \$8,000 has already been raised.

Note: This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February.



## NEEDHAM PARK AND RECREATION COMMISSION

Needham Town Hall  
1471 Highland Avenue  
Needham, MA 02492

Tel: (781) 455-7521

Fax: (781) 449-4569

Recorded Community Information - (781) 444-7212

Patricia M. Carey, C.P.R.P.

*Director*

Karen A. Peirce, C.P.R.P.

*Assistant Director*

### HISTORY OF GREENE'S FIELD BRIEF OVERVIEW

August 30, 2011

Town of Needham purchased 3 parcels of land for \$12,000 from Mildred Greene for school purposes in 1912. There is some information indicating that the land was used by the public prior to that, including practice space for the nearby High School (Emery Grover) and a football team.

The Stephen Palmer Elementary School was built in 1914, with a major addition added in 1930. The remainder of the land was used for play space for the school. In 1975, the school was closed and the building portion of the parcel was placed under Selectmen's control. There were some Town Meeting discussions about demolishing the building but in 1979, a 50 year lease was granted for the building. The open space portion remained under the control of the School Committee.

In the late 1980's, the GFWC Needham Women's Club received permission from the School Committee for a community built playground. The architect for this style of playground was Robert Leathers.

In 1990, Town Meeting transferred the jurisdiction of the land to the Board of Selectmen from the School Committee for "park and recreation purposes." The DPW Parks and Forestry Division began to maintain the grounds. The maintenance of the playground structure remained the responsibility of School Buildings and Grounds Department. Park and Recreation handled field administration, as it did for other Selectmen properties with athletic fields.

In 1996, under the recommendations of the Buildings and Grounds Study Committee, the responsibility for maintenance of the playground structure came under Park and Recreation. It was during this time that the School Buildings and Grounds Department became part of the newly created Municipal Building Maintenance Department. It is now known at the Public Facilities Maintenance Department.

By the end of the 1990's, the wooden playground structures around town had been replaced with new equipment, leaving wooden structures at Greene's Field, Newman School and High Rock School. Since that time, the High Rock School playground was removed due to its poor condition. Maintenance continued at Greene's Field and Newman, but recommendations were made to replace both structures, and Greene's Field

has been on the capital budget request list for several years. The swings were replaced in 2003. The Newman PTC has had periodic discussions about the replacement of their structure.

In late 2009, the decision was made to remove the playground structure, but the actual work wasn't done until late 2010. As the structure was built with pressure treated wood with CCA (Chromate Copper Arsenate), specialized demolition was undertaken to prevent the creation of air-born particles, and the soil was tested before and after removal. There are no issues with the soils at this time.

**Current Uses:**

- YMCA after school, Saturday, and summer programs
- Little League spring, summer, fall programs
- Occasional uses by local day cares and Saint Joseph's School
- "sandlot" use of basketball court
- Playground was primarily used by pre-school aged children
- The Great Plain Avenue end of the park is a passive area with benches

TO: Board of Selectmen  
FROM: Greene's Field Play Structure Working Group  
DATE: April 6, 2012  
RE: Recommendation

The Greene's Field Play Structure Working Group was created by the Board of Selectmen at its meeting on April 26, 2011 to: evaluate the entire Greene's Field parcel and make recommendations relative to the alignment of the park, in consideration of use of the park for play, passive recreation, and youth sports, while evaluating options for replacing the play structure with one that is reminiscent of the iconic nature of the prior play structure, is aesthetically pleasing, is suitable for younger children, and is consistent with current standards for play structures.

Greene's Field is a 2.5 acre park bordered by Great Plain Avenue and Pickering Street. The park consists of areas for passive recreation, soccer, youth baseball, basketball, and a playground area. The Greene's Field Play Structure was installed in 1989, through a collaboration of the Needham Women's Club and other community organizations. At that time, the goal was to create a play space that would be iconic in the Town Center and make a statement that children were important to the community. Though originally intended for school-aged children, the playground became a favorite destination for pre-school families. The wooden structure was declared unsafe and removed in 2010.

The Committee met ten times since August 30, 2011. All meetings were posted, and agendas were listed on the Town's website. Some residents attended the initial meeting and shared ideas during a "blue sky" discussion. Those notes appear at the end of this report.

The Committee discussed the positive aspects of park, concerns about the park, and the general layout. The Committee came to the conclusion that the basic layout should remain the same, with three major areas: passive recreation, active sports, and playground. Identified improvements included the following:

#### Passive Recreation

- Create a welcome area
- Install benches and picnic tables
- Install a gazebo (tentative)
- Include gardens (Xeriscape)
- Repair drainage system
- Add a walking path to perimeter, working it safely around other park features
- Replace fencing along Warren Street backyards

#### Active sports & Recreation

- Apply an asphalt overlay on basketball court and install new backboards
- Install an irrigation system
- Renovate natural turf (possible sod rather than seed) and try to move the field to a higher level of maintenance when strong turf has grown in

- Renovate backstop and player bench area

Note: some of these recommendations are included in a future capital request under Athletic Field Master Plan.

### Play Structure

The primary mission for the committee was to recommend how the former playground might be replaced. The Committee met with three vendors to learn about playground equipment. Individual members of the Committee visited a variety of playground sites, focusing on quality and play value, and reported back to committee. The Committee recommends the following design features:

- Greene's Field is an iconic park in the Town Center, and the design should be reflective of the Needham community.
- The structure should have a "nature" feel with natural colors.
- The structure should have features for two distinct age ranges – one that is challenging for younger children and that provides different options from other playgrounds for older children.
- Fencing should be installed around the perimeter of the playground area so that parents can sit and watch their children without fear of the children wandering into the Street.
- The plan should either retain existing trees in their existing location or relocate the trees on the site. The project should provide shade where possible.
- The structure should incorporate accessible features, meeting or exceeding ADA and AAB code requirements.
- A shade shelter or gazebo and picnic tables should be incorporated into the plan, along with benches throughout playground area.

### Financing

The Committee determined that approximately \$150,000 to \$175,000 will be required for equipment, installation, surfacing, fencing, benches, and picnic area features. Financing options include:

- Solely private financing – this option would require that the Town license the property to a non-profit organization and the accept the improvements made (similar to the Fields of Dreams project);
- A combination of private and public financing – this option would require the identification of funds and a Town Meeting appropriation to close the gap between donations and the final cost. This option would also require public procurement; and
- Solely public financing – this option would require identification of funds and Town Meeting appropriation to close the gap between donations and the final cost. This option would also require public procurement.

The Committee recommends that the volunteers who are interested in fundraising be given the opportunity to get started before a final decision is made on the financing plan.

The members of the Committee thank the Board for the opportunity to participate in this exciting project: John Bulian, Alison Borrelli, Larry Cohen, Greg Condon, Sally Dempsey, Dave DiCicco, Amy Franco, Rochelle Goldin, Mary Ann Pierce, Alison Rivers, Andrea Shorthose, Lois Sockol, and staff liaisons Ed Olsen, Patty Carey, and Nicole DiCicco.

**Proposed Charge**  
**Greene's Field Play Structure Working Group**  
**April 21, 2011**

The Board of Selectmen and Park and Recreation Commission are seeking candidates for the Greene's Field Play Structure Working Group.

Background

Greene's Field is a 2.5 acre park bordered by Great Plain Avenue and Pickering Street. The park consists of areas for passive recreation, soccer, youth baseball, basketball, and a playground area.

The Greene's Field Play Structure was installed in 1989, through a collaboration of the Needham Women's Club and other community organizations. At that time, the goal was to create a play space that would be iconic in the Town Center and make a statement that children were important to the community. Though originally intended for school-aged children, the playground became a favorite destination for pre-school families.

The wooden structure was declared unsafe and removed in 2010.

Charge

The charge of the Greene's Field Play Structure Working Group is to:

Evaluate the entire Greene's Field parcel and make recommendations relative to the alignment of the park, in consideration of use of the park for play, passive recreation, and youth sports, while evaluating options for replacing the play structure with one that is reminiscent of the iconic nature of the prior play structure, is aesthetically pleasing, is suitable for younger children, and is consistent with current standards for play structures.

Composition

The Working Group shall consist of 11 members. When practicable, the committee should include representatives of service organizations which have participated in public private partnerships to create or renovate playgrounds in the Town of Needham, representatives of users of the playground, individuals with demonstrated experience in fundraising.

Members of the public are welcome to attend all meetings of the Working Group and to provide comment, feedback and suggestions.

Dear Community Preservation Committee,

Thank you for the opportunity recently to present information to you regarding the rail trail project that many of us in Needham have been working on. The name of the full project is the Bay Colony Rail Trail, which is envisioned as a 7-mile recreational path between Needham Junction and Medfield.

As discussed during the last CPC meeting, the project has broad support from resident and officials in Needham, who are committed to moving the effort forward regardless of how the other two towns proceed. The rail trail would tie in very nicely with existing trails, and provide a healthy alternative for people of all ages to travel to important areas in Needham, including the town forest, the commuter rail station at Needham Junction, shopping destinations on Chestnut St., and the beautiful Charles River Reservation.

In mid-July, the MBTA Board of Directors voted to approve extending their standard lease agreement to the four municipalities along the abandoned corridor between Newton and Medfield, including Needham. It is now up to each town to determine whether to enter into the lease agreement with the MBTA. In order for Needham officials to approve the lease, they need more detailed information the effort, and clarification on a variety of concerns ranging from parking and access points, to environmental matters, and preliminary budgeting.

Accordingly, we want to develop a conceptual plan to begin to answer these questions.

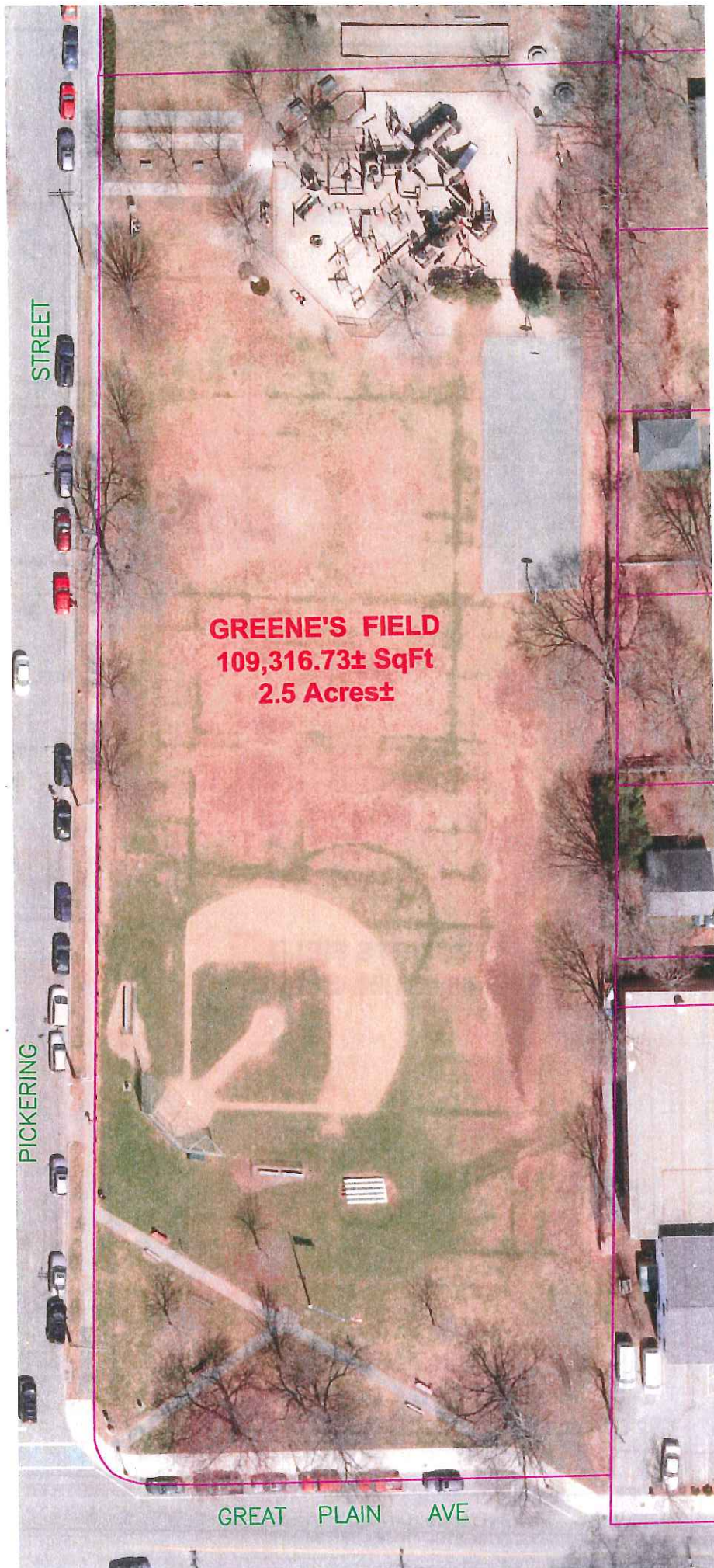
The study will also deliver some credible estimates on costs for various portions of the project. Once the plan is approved by Needham officials, we will request CPA funds for portions of the rail trail construction. We will also engage in private fund raising. The conceptual plan will be essential to both the future CPA project request and our fund-raising efforts.

On behalf of the non-profit Bay Colony Rail Trail Association, I request that the Community Preservation fund the Conceptual Planning and Design project, which has been estimated at \$26,600.

Thank you very much for your consideration of this matter.

Sincerely,

Tad Staley  
President, Bay Colony Rail Trail Association

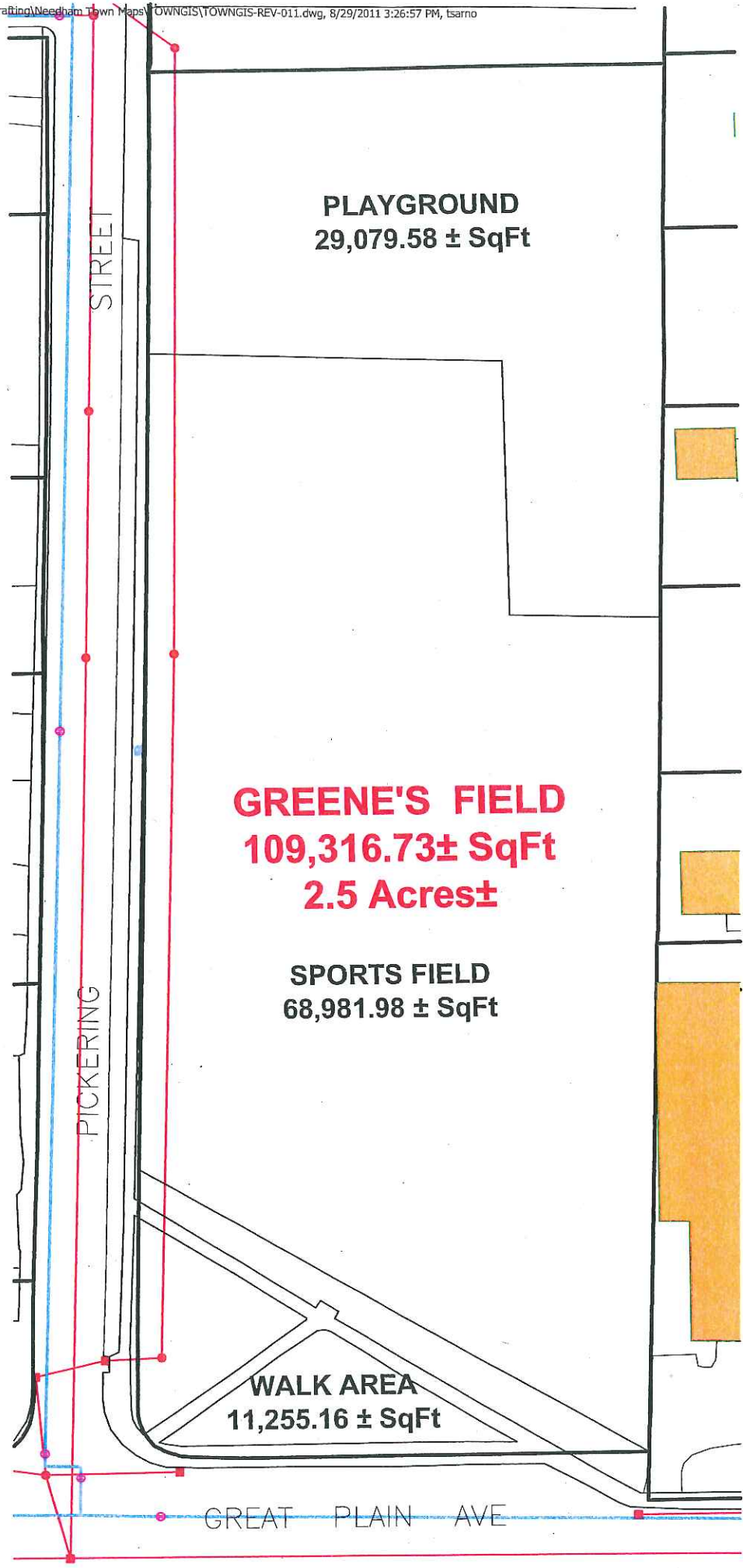


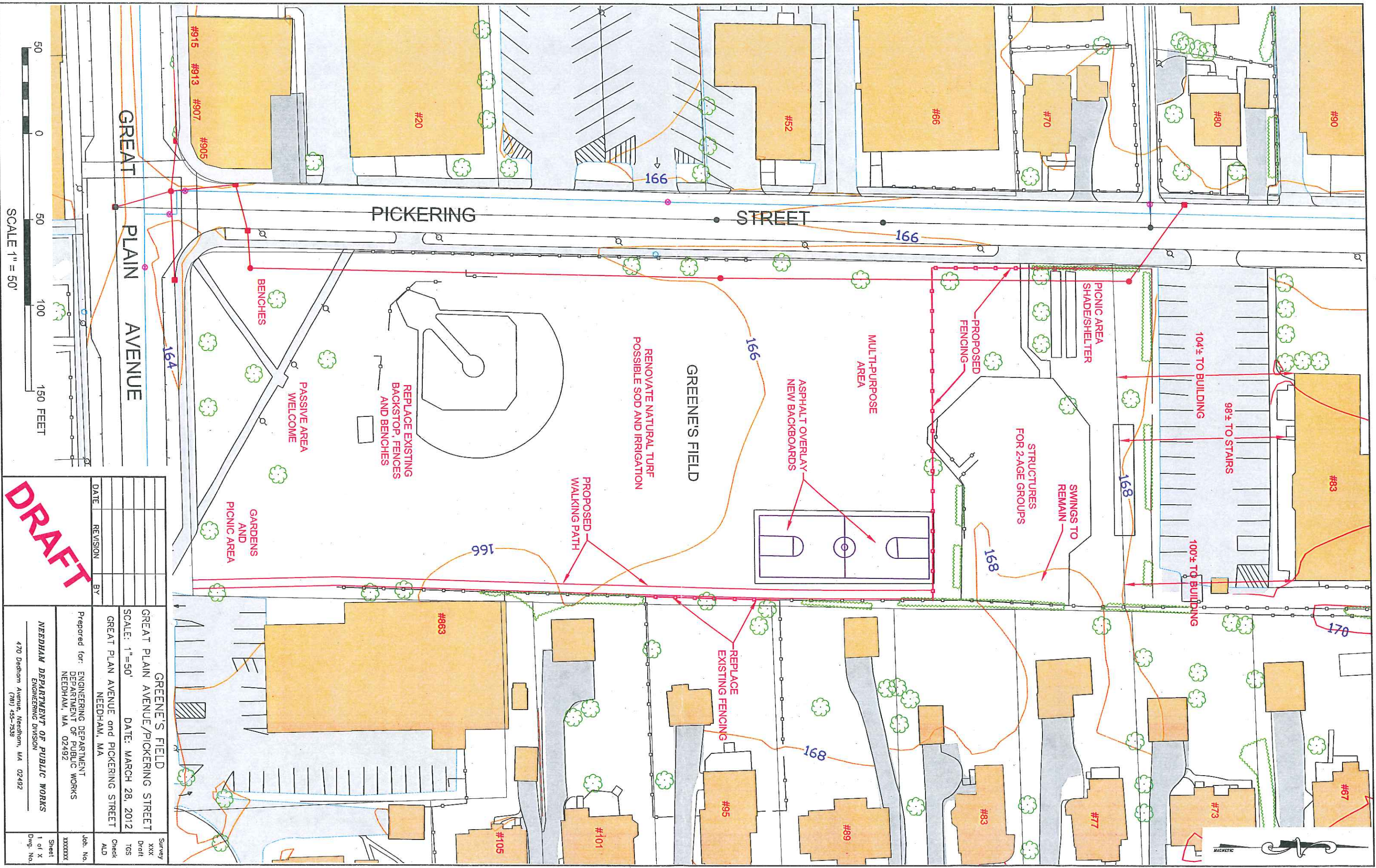
**GREENE'S FIELD**  
**109,316.73± SqFt**  
**2.5 Acres±**

PICKERING STREET

PICKERING

GREAT PLAIN AVE





**DRAFT**

|                                         |                      |          |
|-----------------------------------------|----------------------|----------|
| GREAT PLAIN AVENUE/PICKERING STREET     |                      | Survey   |
| SCALE: 1"=50'                           | DATE: MARCH 28, 2012 | XXX      |
| GREAT PLAIN AVENUE and PICKERING STREET |                      | Draft    |
| NEEDHAM DEPARTMENT OF PUBLIC WORKS      |                      | TGS      |
| Prepared for: ENGINEERING DEPARTMENT    |                      | Check    |
| DEPARTMENT OF PUBLIC WORKS              |                      | ALD      |
| NEEDHAM, MA 02492                       |                      | Job. No. |
| NEEDHAM DEPARTMENT OF PUBLIC WORKS      |                      | XXXXXX   |
| 470 Dedham Avenue, Needham, MA 02492    |                      | Sheet    |
| (781) 455-7538                          |                      | 1 of X   |
|                                         |                      | Dwg. No. |



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

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**MEETING DATE: 8/14/2012**

|                     |                                                                                |
|---------------------|--------------------------------------------------------------------------------|
| <b>Agenda Item</b>  | Budget Consultation                                                            |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager<br>Dave Davison, Assistant Town Manager/Finance |

|                                                                                                                                       |                                                   |              |              |
|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------|--------------|
| <b>1.</b>                                                                                                                             | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |              |              |
| The Town Manager and Assistant Town Manager/Finance will discuss the schedule for the fiscal year 2014 operating and capital budgets. |                                                   |              |              |
| <b>2.</b>                                                                                                                             | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>__YES</b> | <b>_X_NO</b> |
|                                                                                                                                       |                                                   |              |              |
| <b>3.</b>                                                                                                                             | <b>BACK UP INFORMATION ATTACHED</b>               | <b>X_YES</b> | <b>__NO</b>  |
| a. Key Dates for the FY2014 Budget Process                                                                                            |                                                   |              |              |
|                                                                                                                                       |                                                   |              |              |

### Key Dates for the FY2014 Budget Process

| <b>Date</b> |    |      | <b>Activity</b>                                                                 |
|-------------|----|------|---------------------------------------------------------------------------------|
| July        | 1  | 2012 | Fiscal Year 2013 Begins                                                         |
| August      | 1  | 2012 | Capital Guidelines and Submission Information Released                          |
| August      | 14 | 2012 | Town Manager Budget Consultation with the Board of Selectmen                    |
| September   | 5  | 2012 | Town Manager Budget Consultation with the Finance Committee                     |
| September   | 11 | 2012 | Town Manager Budget Consultation with the Board of Selectmen                    |
| September   | 18 | 2012 | Budget Guidelines and Submission Information Released                           |
| October     | 26 | 2012 | Department Spending and Capital Requests Due to Town Manager                    |
| October     | 29 | 2012 | Special Town Meeting                                                            |
| November    | 27 | 2012 | Preliminary Capital Recommendations to Board of selectmen                       |
| December    | 4  | 2012 | FY2013 Tax Classification Public Hearing                                        |
| December    | 12 | 2012 | FY2014 Department Spending Requests Due to Finance Committee                    |
| December    | 18 | 2012 | Town Manager Budget Consultation with the Board of Selectmen                    |
| December    | 18 | 2012 | Board of Selectmen Votes CIP Recommendation                                     |
| January     | 8  | 2013 | Open the May 6, 2013 Annual Town Meeting Warrant                                |
| January     | 8  | 2013 | FY2014 – FY2018 Capital Improvement Plan Released                               |
| January     | 15 | 2013 | Town Manager Consultation with the School Committee                             |
| January     | 25 | 2013 | Massachusetts Municipal Association Annual Conference                           |
| January     | 26 | 2013 | Massachusetts Municipal Association Annual Conference                           |
| January     | 31 | 2013 | Town Manager's Balanced Budget Due                                              |
| February    | 4  | 2013 | Warrant Articles for the 2013 Annual Town Meeting Due to the Board of Selectmen |
| February    | 22 | 2013 | Finance Committee's FY2014 Draft Budget Due to the Town Manager                 |
| March       | 15 | 2013 | Finance Committee's FY2014 Budget Recommendations for Publication Due           |
| April       | 9  | 2013 | Annual Town Election                                                            |
| May         | 6  | 2013 | Annual Town Meeting Begins                                                      |
| May         | 13 | 2013 | Special Town Meeting (Tentative)                                                |
| July        | 1  | 2013 | Start of Fiscal Year 2014                                                       |



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 8/14/2012**

|                     |                                                            |
|---------------------|------------------------------------------------------------|
| <b>Agenda Item</b>  | Citizen Satisfaction Survey                                |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager<br>Paul Buckley, Fire Chief |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |                                         |                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------------------------|----------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |                                         |                                        |
| <p>Chief Buckley and I will discuss the recently completed National Citizen Survey, including methodology and results. The survey is a component of the Performance Needham program which includes other performance measurement activities such as benchmarking and program evaluation. The wide range of responses and the broad based opinions expressed by the survey participants provides us with a unique perspective about service delivery, highlighting successes, opportunities, and areas that deserve greater attention.</p> <p>The purpose of the Performance Needham initiative is to establish a formal, systematic mechanism for evaluating customer satisfaction with Town services, and then using the information to inform organizational, management, and funding decisions. Resident opinion should be a major factor in local government decision making, yet it is often hard to measure. Citizen surveys provide valuable information to help to understand residents' concerns, improve communication, and measure satisfaction with the overall operation of local government. By almost every measure, the level of citizen satisfaction with local government in Needham is quite high.</p> |                                                   |                                         |                                        |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |                                         |                                        |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>BACK UP INFORMATION ATTACHED</b>               | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO            |
| <ul style="list-style-type: none"><li>a. PowerPoint Presentation</li><li>b. National Citizen Survey, Town of Needham, MA 2010 (provided under separate cover)</li><li>c. Town of Needham, MA 2010 Benchmark Report (provided under separate cover)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                   |                                         |                                        |



**The National Citizen Survey™**

# TOWN OF NEEDHAM, MA 2012

**Summary of Findings**



The National Citizen Survey is:

- A collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA)
- A statistically valid compilation of resident opinions about community and services provided by local government



The National Citizen Survey™

## Study Methods:

- Mailed survey to approximately 1,200 households (late April)
- 542 surveys returned; 48% response rate (typical response rates range 25 – 40%)
- 4% margin of error
- 3rd time survey has been conducted – last time in 2010, and before that in 2008



The National Citizen Survey™

Results can be used for:

- Planning
- Resource Allocation
- Performance Measurement
- Program and Policy Evaluation
- Spending
- Monitor Trends in Resident Opinion



## Quality of Life in Needham

97%

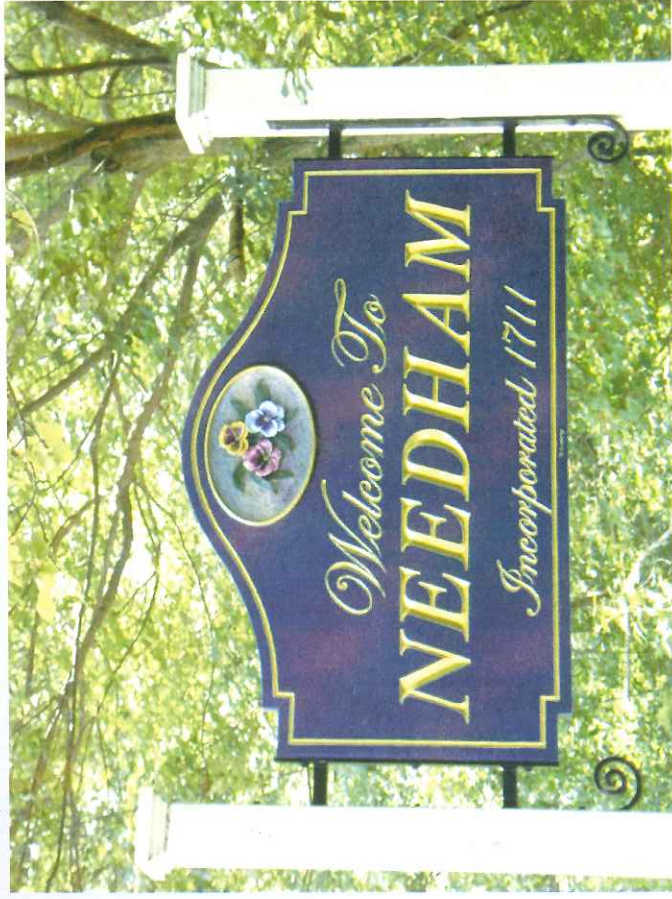
“Excellent” or “Good”



## Needham as a Place to Live

97%

“Excellent” or “Good”





# Public Safety

## Safety in Needham's

### Downtown Area

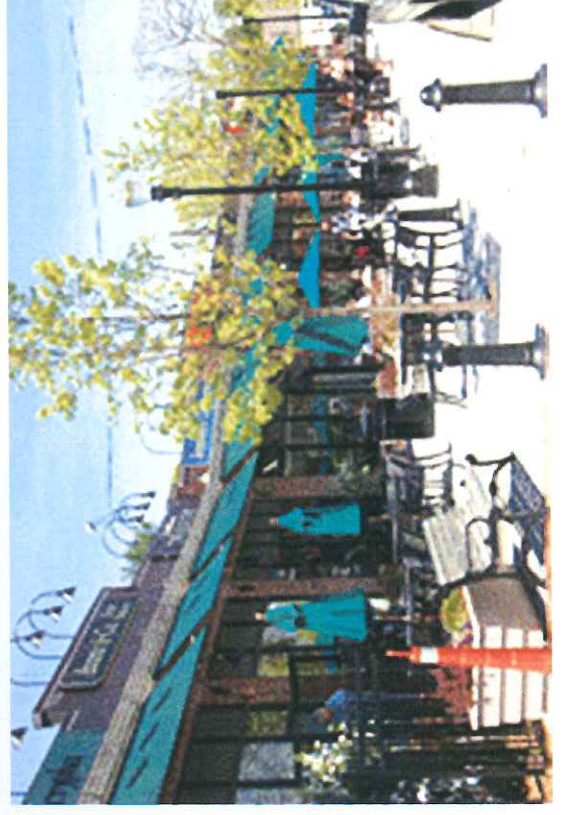
After Dark 94%  
Daytime 98%

*"Very" or "Somewhat"*

## Safety in Neighborhood

After Dark 95%  
Daytime 99%

*"Very" or "Somewhat"*



# Public Safety

## Police Services

94%

“Excellent” or “Good”



## Fire Services

98%

“Excellent” or “Good”





The National Citizen Survey™

# Public Works

## Street Repair

**52%**

“Excellent” or “Good”  
Up 13% from 2010



## Sidewalk Maintenance

**51%**

“Excellent” or “Good”  
Up 5% from 2010





The National Citizen Survey™

# Public Works



## Drinking Water

**89%**

“Excellent” or “Good”  
No Change from 2010



## Sewer Services

**92%**

“Excellent” or “Good”  
Up 6% from 2010

## Storm Drainage

**77%**

“Excellent” or “Good”  
Up 10% from 2010



The National Citizen Survey™

# Public Works

Amount of  
Public Parking

50%

“Excellent” or “Good”



Overall Appearance  
of Needham

85%

“Excellent” or “Good”





The National Citizen Survey™

# Transportation

Ease of  
Bike Travel

**60%**

“Excellent” or “Good”

Ease of  
Car Travel

**79%**

“Excellent” or “Good”

Availability of Paths and  
Walking Trails

**57%**

“Excellent” or “Good”

Up 7% from 2010

Traffic Flow

**51%**

“Excellent” or “Good”



The National Citizen Survey™

# Environmental Sustainability

Cleanliness of  
Needham

**89%**

“Excellent” or “Good”

Recycled at Least  
Once in Last 12  
Months

**89%**

“Excellent” or “Good”

Quality of Natural  
Environment

**84%**

“Excellent” or “Good”





# Parks & Recreation

Recreational  
Opportunities

67%

“Excellent” or “Good”



Town Parks

89%

“Excellent” or “Good”





# Parks & Recreation

Participation in  
Recreation Program  
or Activity

62%

“In last 12 months”

Recreational  
Programs or Classes

86%

“Excellent” or “Good”





The National Citizen Survey™

# Culture, Arts & Education

## Public Library Services

**94%**

“Excellent” or “Good”

## Used Public Library Services

**88%**

“In past 12 months”





The National Citizen Survey™

# Culture, Arts & Education

## Educational Opportunities

84%

“Excellent” or “Good”

## Public Schools

93%

“Excellent” or “Good”





# Community Inclusiveness

Sense of  
Community

**87%**

“Excellent” or “Good”

Needham as a Place  
to Raise Children

**97%**

“Excellent” or “Good”



Needham as a  
Place to Retire

**59%**

“Excellent” or “Good”

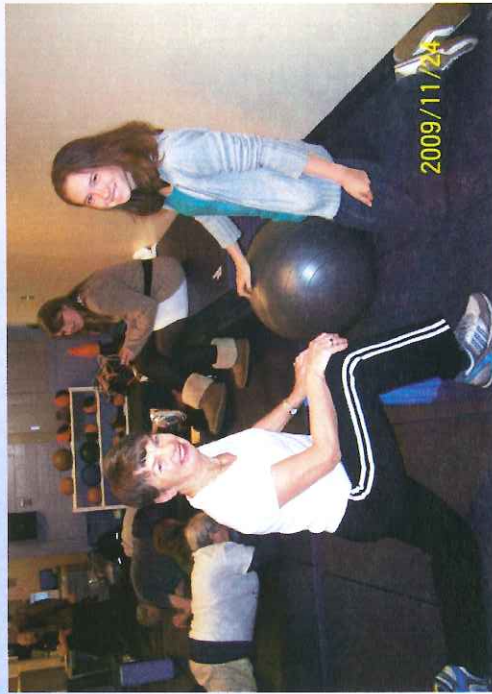


# Community Inclusiveness

## Services to Seniors

78%

“Excellent” or “Good”  
Up 12% from 2010



## Services to Youth

79%

“Excellent” or “Good”





# Civic Engagement

Opportunities to  
Volunteer

**87%**

“Excellent” or “Good”

Attended Local  
Public Meeting

**30%**

“At least once in last 12 months”



Watched Local  
Public Meeting  
on TV

**38%**

“At least once in last 12 months”

Down 8% from 2010



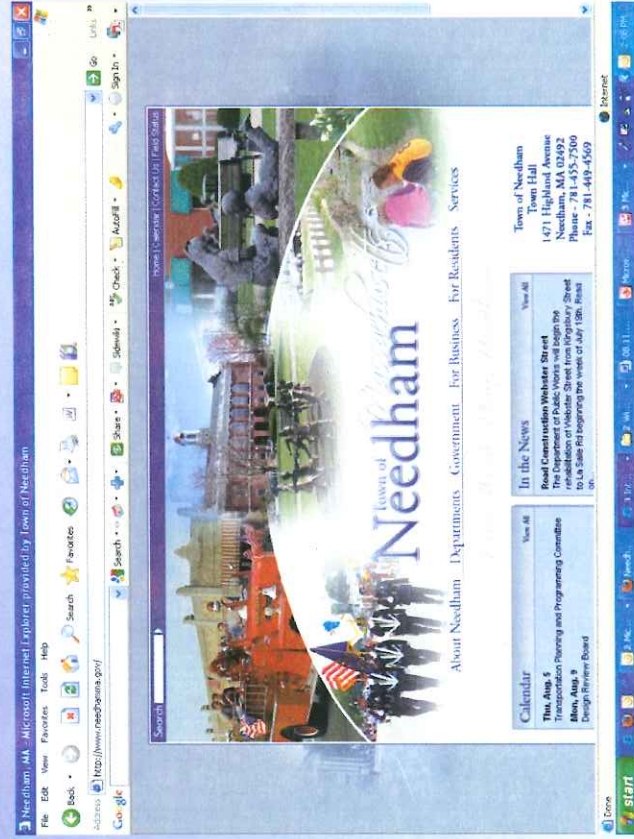
# Information & Awareness

## Visited Town Website

71%

“At least once in last 12 months”

Please rate how useful, if at all, the Town of Needham Web site is for conducting business with the Town:



**Very useful** 30%  
**Somewhat useful** 63%  
**Not very useful** 5%  
**Not at all useful** 2%



# Public Trust

## Value of Services for Taxes Paid

67%

“Excellent” or “Good”  
Up 6% from 2010

## Overall Direction Town is Taking

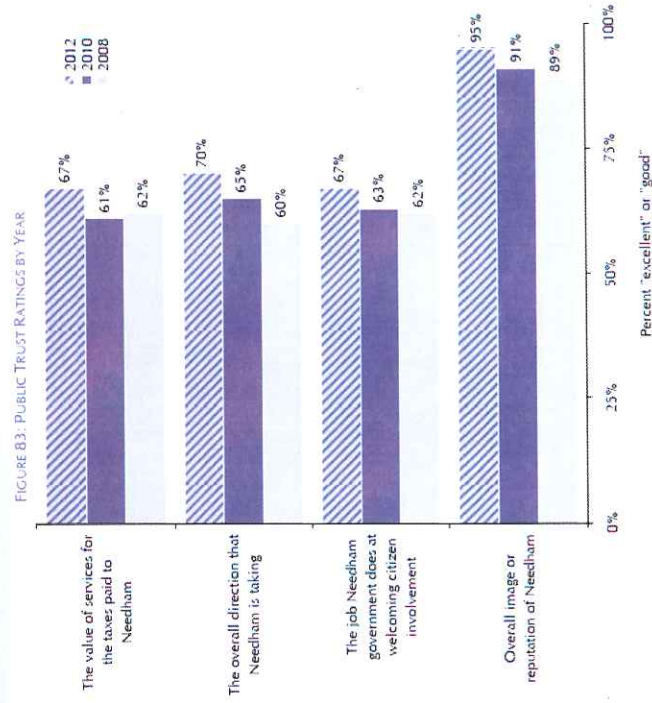
70%

“Excellent” or “Good”  
Up 5% from 2010

## Overall Image or Reputation of Needham

95%

“Excellent” or “Good”





# Trust in Levels of Government

Services Provided  
by Town

**90%**

“Excellent” or “Good”

Up 5% from 2010

Services Provided by  
State Government

**52%**

“Excellent” or “Good”

Up 6% from 2010

Services Provided by  
Federal Government

**55%**

“Excellent” or “Good”

Services Provided by  
Norfolk County  
Government

**61%**

“Excellent” or “Good”



# Town Employees

Overall Impression  
of Contact with  
Town Employee

**84%**

“Good” or “Excellent”  
Within last 12 months

Had In-person or  
Phone Contact

**61%**

“Within last 12 months”





# Key Drivers

Services found to be influential in ratings of overall service quality:

- ⇒ Public Schools
- ⇒ Police Services
- ⇒ Public Library
- ⇒ Storm Drainage



The National Citizen Survey™

# TOWN OF NEEDHAM ACTION CHART

## Overall Quality of Town of Needham Services

### Community Design

Sidewalk maintenance  
Street lighting  
Traffic signal timing

Street repair  
Snow removal  
Street cleaning

### Recreation and Wellness

Town parks  
Library  
Recreation programs

Health services  
Public schools  
Recreation facilities

### Environmental Sustainability

Drinking water  
Preservation of natural areas  
Storm drainage

Recycling  
Sewer services

### Civic Engagement

Cable television

Public information

### Public Safety

Traffic enforcement  
EMS

Police services  
Fire services

#### Legend

Above Benchmark  
Similar to Benchmark  
Below Benchmark

Key Driver  
Rating increase  
Rating decrease



# Demographics

## Currently Employed for Pay:

|                    |     |
|--------------------|-----|
| No                 | 33% |
| Yes, Full-Time     | 50% |
| Down 15% from 2010 |     |
| Yes, Part-Time     | 17% |
| Up 17% from 2010   |     |

## Number of Years

### Lived in Needham:

|               |     |
|---------------|-----|
| Up to 5 Years | 26% |
| 6 – 10 Years  | 12% |
| 11 – 20 Years | 20% |
| Over 20 Years | 41% |

## Impact of the Economy on Family within

next 6 months:

|                                       |     |
|---------------------------------------|-----|
| Very Positive or<br>Somewhat Positive | 17% |
| Neutral                               | 56% |
| Somewhat Negative<br>or Very Negative | 27% |
| Down 6% from 2010                     |     |



# Demographics

Monthly Housing Cost:

|                   |     |
|-------------------|-----|
| Up to \$999       | 17% |
| \$1,000 - \$2,499 | 41% |
| \$2,500 Plus      | 42% |

Children Under 17 in Household:

|     |     |
|-----|-----|
| No  | 57% |
| Yes | 43% |

Household Members aged 65 or older:

|     |     |
|-----|-----|
| No  | 68% |
| Yes | 32% |



# Demographics

## Household Income:

|                       |     |
|-----------------------|-----|
| Less than \$49,999    | 16% |
| \$50,000 - \$99,999   | 23% |
| \$100,000 - \$149,000 | 17% |
| \$150,000 or more     | 43% |



## Have Cell Phone:

|     |     |
|-----|-----|
| Yes | 95% |
| No  | 5%  |



## Have Land Line in Home:

|     |     |
|-----|-----|
| Yes | 88% |
| No  | 12% |

# Custom Questions

Frequency of visiting Needham Center on weekdays between 9:00am and 3:00pm:



When you visit Needham Center on weekdays between 9:00am and 3:00pm, how easy or difficult is it to find parking:

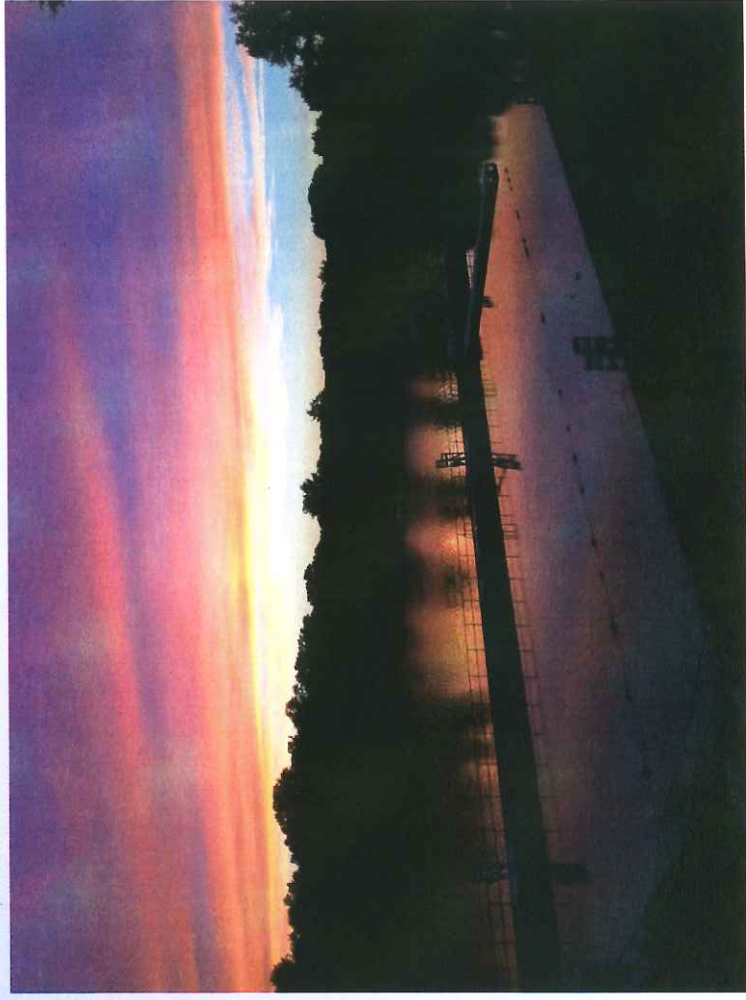
|                    |     |
|--------------------|-----|
| Every day (5 days) | 9%  |
| 3-4 days/week      | 20% |
| 1-2 days/week      | 29% |
| 1-3 days/month     | 13% |
| < 1 day/month      | 12% |
| Never              | 16% |

|                    |     |
|--------------------|-----|
| Very easy          | 15% |
| Somewhat easy      | 38% |
| Somewhat difficult | 22% |
| Very difficult     | 5%  |
| Not Applicable     | 20% |

# Custom Questions

Extent support or oppose the reconstruction of the  
outdoor pool at Rosemary Lake:

|                  |     |
|------------------|-----|
| Strongly support | 28% |
| Somewhat support | 38% |
| Somewhat oppose  | 15% |
| Strongly oppose  | 19% |





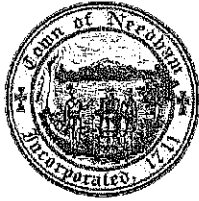
**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 8/14/2012**

|                     |                                |
|---------------------|--------------------------------|
| <b>Agenda Item</b>  | Town Manager Report            |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager |

|                                                                                                  |                                                   |            |           |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------|------------|-----------|
| <b>1.</b>                                                                                        | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |           |
| At this time, the Town Manager will update the Board on issues not covered on agenda, as needed. |                                                   |            |           |
| <b>2.</b>                                                                                        | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | <b>NO</b> |
|                                                                                                  |                                                   |            |           |
| <b>3.</b>                                                                                        | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | <b>NO</b> |
| (Describe backup below)                                                                          |                                                   |            |           |
|                                                                                                  |                                                   |            |           |



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 8/14/2012**

|                     |                                     |
|---------------------|-------------------------------------|
| <b>Agenda Item</b>  | Hillside/Mitchell Facility Planning |
| <b>Presenter(s)</b> | Board Discussion                    |

|                                                                                    |                                                   |            |           |
|------------------------------------------------------------------------------------|---------------------------------------------------|------------|-----------|
| <b>1.</b>                                                                          | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |            |           |
| The Board will discuss the planning process for the Hillside and Mitchell Schools. |                                                   |            |           |
| <b>2.</b>                                                                          | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        | <b>YES</b> | <b>NO</b> |
|                                                                                    |                                                   |            |           |
| <b>3.</b>                                                                          | <b>BACK UP INFORMATION ATTACHED</b>               | <b>YES</b> | <b>NO</b> |
| <b>(Describe backup below)</b>                                                     |                                                   |            |           |
|                                                                                    |                                                   |            |           |



**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

---

**MEETING DATE: 8/14/2012**

|                     |                   |
|---------------------|-------------------|
| <b>Agenda Item</b>  | Committee Reports |
| <b>Presenter(s)</b> | Board Discussion  |

|           |                                                                                                                                                            |            |           |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| <b>1.</b> | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>                                                                                                          |            |           |
|           | <i>Board members will report on the progress and / or activities of their Committee assignments. An update on Minuteman High School will be discussed.</i> |            |           |
| <b>2.</b> | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>                                                                                                                 | <b>YES</b> | <b>NO</b> |
|           |                                                                                                                                                            |            |           |
| <b>3.</b> | <b>BACK UP INFORMATION ATTACHED</b>                                                                                                                        | <b>YES</b> | <b>NO</b> |
|           | <b>(Describe backup below)</b>                                                                                                                             |            |           |
|           |                                                                                                                                                            |            |           |

DPW ✓  
Park & Rec ✓  
Police ✓  
Fire ✓

**Town of Needham, Massachusetts  
Road Race Event Form**

**Name of Organization:**

The Charles River Center

**Organization Mailing Address:**

59 E. Militia Heights Rd. Needham

**Primary Contact:**

John Timmerman

**Contact Title:**

secretary, BOD.

**Contact Address:**

Same

**Contact Phone (Day):**

781.444.8710

**Contact Phone (Cell):**

781.858.6146

**Contact Email:**

jctimmerman@gmail.com

**Event Date(s):**

9/23/2012

**Date Expected to be in Needham:**

9/23/2012

**Earliest Time Expected in Needham:**

11:00

**Latest Time Expected in Needham:**

3:00

**Number of Expected Participants:**

500

**Number of Expected Spectators at Peak**

Time: Same

**Is event for-profit or not-for-profit?**

not

**Are participants charged a fee?**

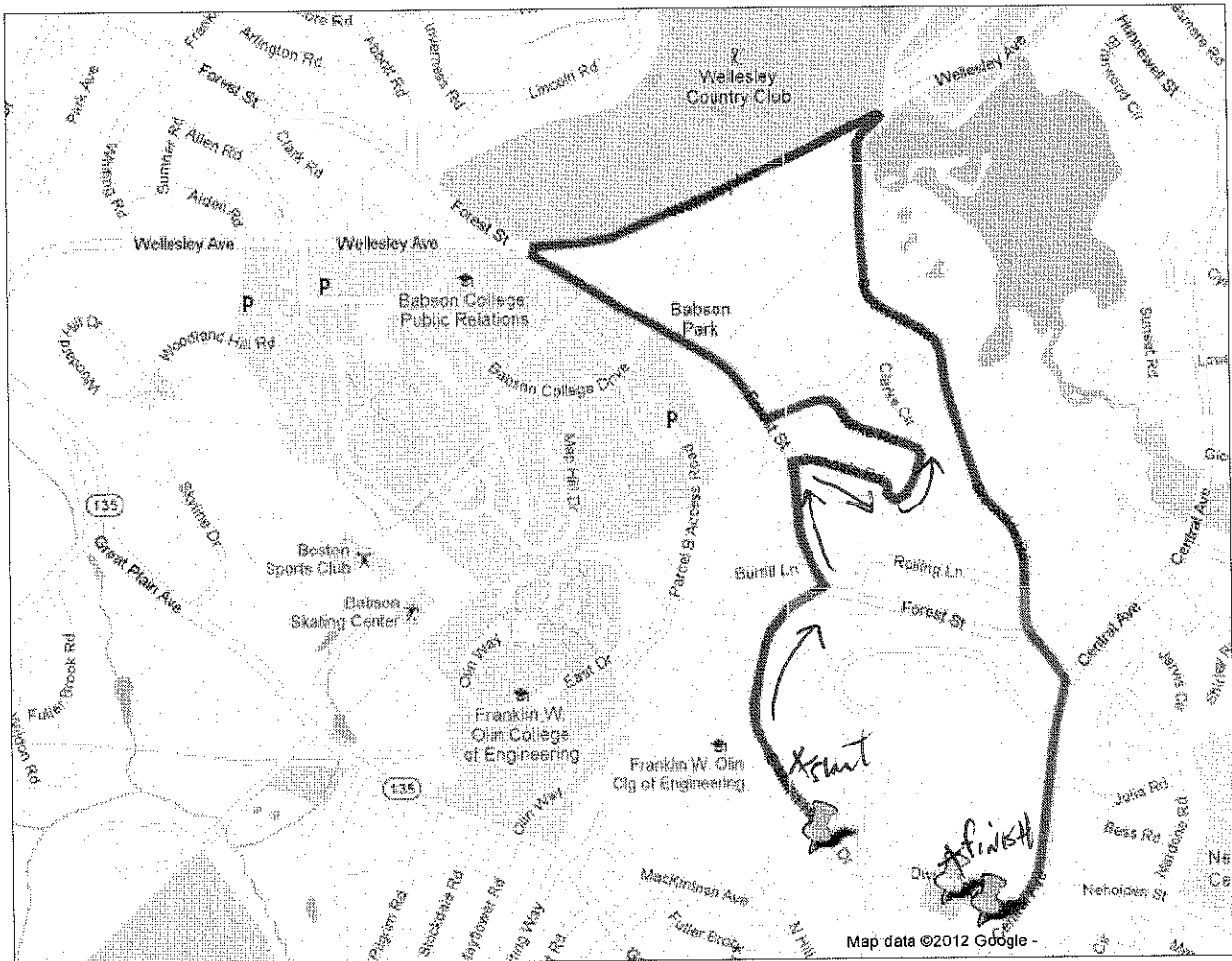
yes

|                                                                                                                                                                                              |                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| Estimated Number of Vehicles:<br>200                                                                                                                                                         | What type of Parking is needed:<br>cars only |
| Are event organizers available to meet with members of the Town to plan event?<br>yes                                                                                                        |                                              |
| What will be done in case of inclement weather?<br>cancellation                                                                                                                              |                                              |
| Are there other events that take place at the same time as this one, just before or just after this event?<br>no                                                                             |                                              |
| Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:<br>Charles River Center, Olin College, potentially Babson College. 10-3 |                                              |
| Will neighborhoods be impacted by parking and traffic?<br>yes                                                                                                                                |                                              |
| What activities are planned for the start of the race (if in Needham)?<br>Brief commentary at starting line                                                                                  |                                              |
| What activities are planned for the end of the race (if in Needham)?<br>Post race food, beer                                                                                                 |                                              |
| What facilities are needed for the start of the race (if in Needham)?                                                                                                                        |                                              |
| What facilities are needed for the end of the race (if in Needham)?                                                                                                                          |                                              |
| Once the event begins, how long will it take to complete the event?<br>Race 45 minutes, registration - end of post race festivities 5 hrs max.                                               |                                              |

|                                                                                                                                            |                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?                     | Start and finish on CRC campus signs + staff along the route |
| Will volunteers be placed along the route?                                                                                                 | yes                                                          |
| Will you be using a sound system? If yes, please describe where and when it will be used.                                                  | P.A. system at start + finish of race                        |
| Will there be any food served?                                                                                                             | yes                                                          |
| Will portable toilets be used?                                                                                                             | yes                                                          |
| Will hydration stops be set up along route? If yes, please include these on route plan.                                                    | yes                                                          |
| If the event takes place after dark, what is the plan to meet lighting needs?                                                              | N/A                                                          |
| What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?        | medical professionals on site, police detail                 |
| Does the event take place during commuter times?                                                                                           | no                                                           |
| Is school in session during the event? Will school drop off or pick up be impacted by the event?                                           | no                                                           |
| Are businesses open during the time of the event?                                                                                          | yes - Volantes has been notified                             |
| Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)                           | " "                                                          |
| Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event? | no                                                           |
| What is the plan to handle trash?                                                                                                          | wrappers on site                                             |
| Please attach event route map, include map and text of route.                                                                              |                                                              |

Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



s provided by a third party, and Google is not responsible for it.  
third party.

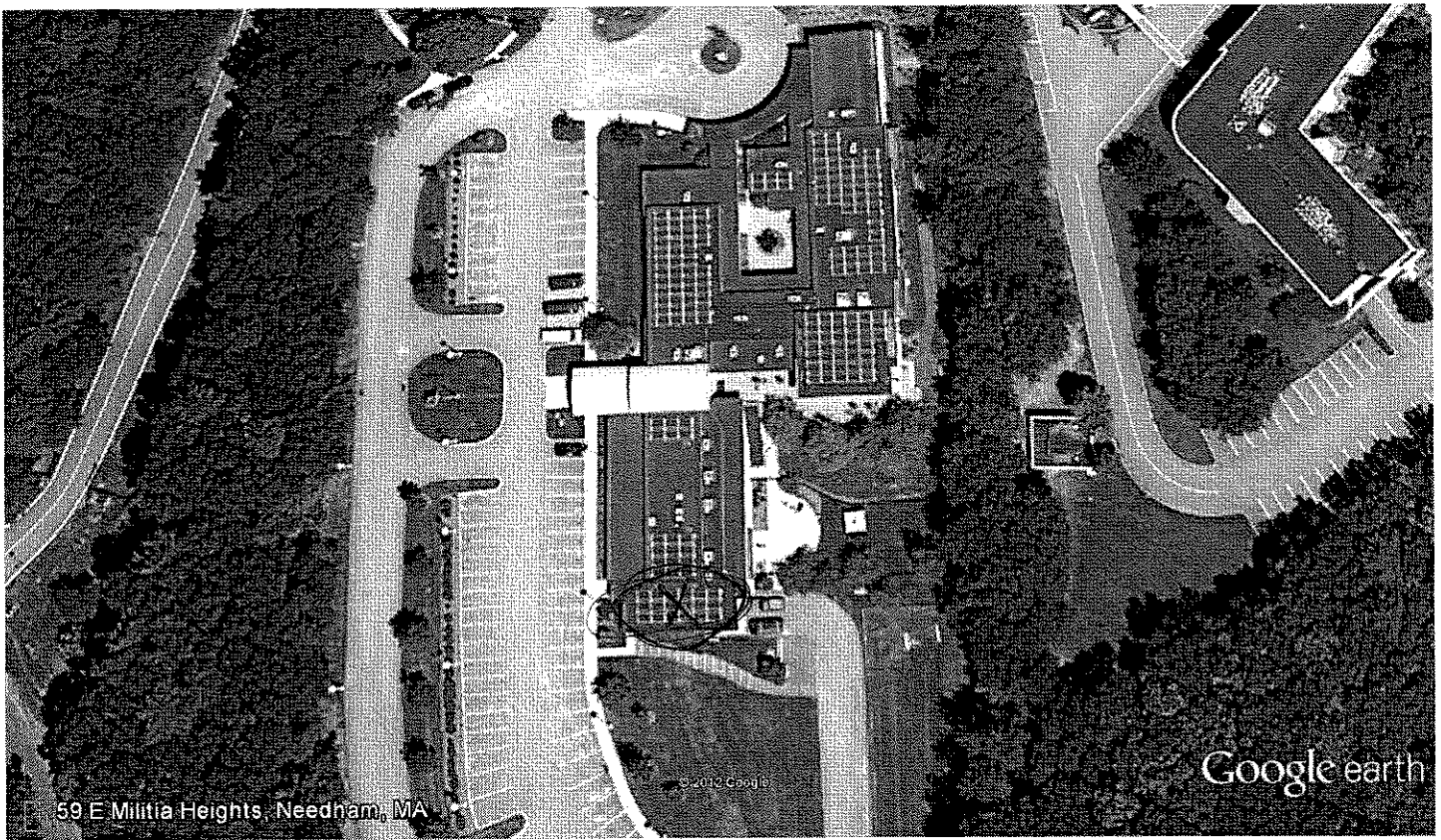
55 meters from the last turn. Even th

1000 meters.

start on E. militia Heights  
to left on Forest  
to right on Glendale  
to left on Clarke  
to right on Forest  
to right on Wellesley Ave  
to right on Brookside  
to right on Central  
to right on Dwight → end

**ONE DAY SPECIAL LICENSE  
TOWN OF NEEDHAM BOARD OF SELECTMEN  
EVENT INFORMATION SHEET**  
(Please complete and attach event flyer or other information.)

|                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                                        |                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------|
| Event Manager Name<br>(Name that will appear on license)                                                                                                                                                                                                                                                                                                                                                                 | JOAN GRUGAN                                                                                                                                                                   |                                        |                                         |
| Event Manager Address                                                                                                                                                                                                                                                                                                                                                                                                    | 59 E. Militia Heights Rd. - Needham, MA                                                                                                                                       |                                        |                                         |
| Event Manager Phone Number                                                                                                                                                                                                                                                                                                                                                                                               | 781-972-1000                                                                                                                                                                  |                                        |                                         |
| Organization Representing<br>(if applicable)                                                                                                                                                                                                                                                                                                                                                                             | Charles River Center                                                                                                                                                          |                                        |                                         |
| Is the organization (if applicable)<br>you are representing non-profit? If<br>so, please attach proof of non-profit<br>status.                                                                                                                                                                                                                                                                                           | <input checked="" type="checkbox"/> Non-profit <input type="checkbox"/> For profit<br><input type="checkbox"/> Proof of non-profit status is attached<br>Form of Proof: _____ |                                        |                                         |
| Name of Event                                                                                                                                                                                                                                                                                                                                                                                                            | Charles River Center 5K walk/run                                                                                                                                              |                                        |                                         |
| Date of Event                                                                                                                                                                                                                                                                                                                                                                                                            | 9/23/2012                                                                                                                                                                     |                                        |                                         |
| License is for Sale of:                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                               |                                        |                                         |
| <input checked="" type="checkbox"/> Wines & Malt Beverages Only<br><input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)                                                                                                                                                                                                                                                                         |                                                                                                                                                                               |                                        |                                         |
| Requested Time for Liquor License                                                                                                                                                                                                                                                                                                                                                                                        | FROM:                                                                                                                                                                         | 12pm                                   | TO: 3pm                                 |
| Are tickets being sold in advance for this event?                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/> YES                                                                                                                                                  | \$                                     | /per ticket <input type="checkbox"/> NO |
| Is there an admission fee for this event?                                                                                                                                                                                                                                                                                                                                                                                | <input type="checkbox"/> YES                                                                                                                                                  | \$                                     | /per ticket <input type="checkbox"/> NO |
| Are you using dues collected to purchase alcohol for this event?                                                                                                                                                                                                                                                                                                                                                         | <input type="checkbox"/> YES                                                                                                                                                  | <input checked="" type="checkbox"/> NO |                                         |
| How many people are you expecting at this event?                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                               |                                        |                                         |
| Name & address of event location. Please attach proof of permission to use this facility.                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                               |                                        |                                         |
| Same                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                               |                                        |                                         |
| Who will be serving the alcohol to your guests?                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                                        |                                         |
| Needham VFW bartenders                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                               |                                        |                                         |
| Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).                                                                                                                          |                                                                                                                                                                               |                                        |                                         |
| see attached bar will be set up in circled part of building. No charge for drinks.                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                               |                                        |                                         |
| Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.                                                                                                                               |                                                                                                                                                                               |                                        |                                         |
| Beer being served from the cafeteria inside building at 59 E. Militia Heights                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                               |                                        |                                         |
| <input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04)) |                                                                                                                                                                               |                                        |                                         |
| Event Manager Signature:                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                               |                                        | Date:                                   |
| [Signature]                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                               |                                        | 8/2/12                                  |



Google earth

feet  
meters



*X been served from here*

# 5K Race/Walk

*Charles River Center/ 781-972-1000*



## Charles River Center

The Charles River Center (formerly Charles River Arc) is a private, nonprofit human service agency in Needham, Massachusetts, providing employment and job training, residential homes, therapeutic day programs, and recreational programs for children and adults with developmental disabilities and autism. Founded by a group of parents of children with special needs in 1956, the mission of Charles River has always been to improve the quality of life by helping each individual with a developmental disability achieve his or her highest possible level of independence so that he or she can fully participate, benefit, and become a contributing member of the community.

## Join us:

**When:** 11:00am September 23, 2012

**Where:** Charles River Center- Needham, MA

**What:** 5K Charity race/walk- usatf certified course

**\*stay for food, festivities and facility tours\***

For event information and registration please visit our website at:

[www.charlesrivercenterroadrace.com](http://www.charlesrivercenterroadrace.com)

April 12, 2012

Kate Fitzpatrick  
Town Manager  
Town of Needham  
1471 Highland Avenue  
Needham, MA 02492

Dear Kate,

I am writing to request permission again this year, to set up a rest stop at **Ridge Hill Reservation** as part of a charity bicycle ride, **Braking the Cycle™**. We would like to use the space as last year on Friday, September 28, 2012 from 6:15 AM to 9:00 AM. The Reservation parking lot is an ideal spot for our riders to relax, get snacks, and receive first aid, if necessary.

Braking the Cycle™ is a three-day, charity bike ride. Approximately 75-100 riders will each raise at least \$3,500 to benefit Housing Works, a major AIDS service organization headquartered in New York City and with offices around the country. Housing Works offers a wide array of HIV/AIDS services including but not limited to homeless and HIV, medical care, and mental health..

Braking the Cycle™ is a chance for everyone – not just athletes – to make an extraordinary difference. It's a ride, not a race, with people of all ages, shapes, and sizes riding side by side.

Enclosed is our **Site Use Summary** describing the details of our proposed set-up and our **Notification and Approval of Event** form. **Please fill out the approval form & fax back to me.** If you have any questions, please do not hesitate to contact me at 212.989.1111 to discuss this request. I look forward to hearing from you.

Sincerely,

Jim Dreher  
Logistics Coordinator  
Braking the Cycle™

## SITE USE SUMMARY

Location: Ridge Hill Reservation  
Day of Use: Friday, September 28, 2012  
Number of Participants: Approximately 75-100

Setup Begins: 6:15 AM  
Hours of Operation: 7:15 AM – 8:00 AM  
Cleanup Complete: 9:00AM

### How we would like to use your site:

On Friday, September 28<sup>th</sup>, we would like to establish a rest stop at **Ridge Hill Reservation** for the participants of the **Braking the Cycle™**. At our rest stops, we provide our dedicated Riders and Volunteers the opportunity to get some rest, drink water, get snacks, and if necessary, get medical attention. Specifically we would like to set up two 10' x 10' tents to serve water and snacks, and to use the bathroom facilities on site. This set-up can be on a grassy area or on pavement, whatever is preferable for you.

### Staff

Volunteers staff the rest stop. Each volunteer team has a manager who has worked with the Braking the Cycle staff for months to prepare for the event. There are also staff members who move up and down the route to ensure the event progresses smoothly.

### Equipment

The Volunteer team of approximately three people arrives in the morning to begin setting up the rest stop. They will arrive in a minivan and a cargo van. Rest stops each have two 10' x 10' tents; one for beverages and snacks, and one for first aid. The van contains all the supplies needed to operate a rest stop, including tables and chairs, trashcans, coolers, etc.

As part of this permit request, we hope to use the bathroom facilities on site for our participants. If this is not possible, a vendor can place two portable toilets the afternoon before the rest stop will be used. The vendor is given a site drawing instructing them where to place the toilets. A Braking the Cycle staff member is also responsible for checking placement that afternoon. The toilets could be delivered Thursday, September 27<sup>th</sup> in the afternoon, then removed on Monday, September 31<sup>th</sup>.

### Hours of Operation

The rest stop has hours of operation as listed at the top of this page. The Riders are aware of the hours of operation. The hours are also posted at the rest stop. Riders who are not able to keep pace with the route hours or who are unable to continue for other reasons will be picked up in a sweep vehicle. Riders will only be permitted to pass through the rest stop during the hours of operation.

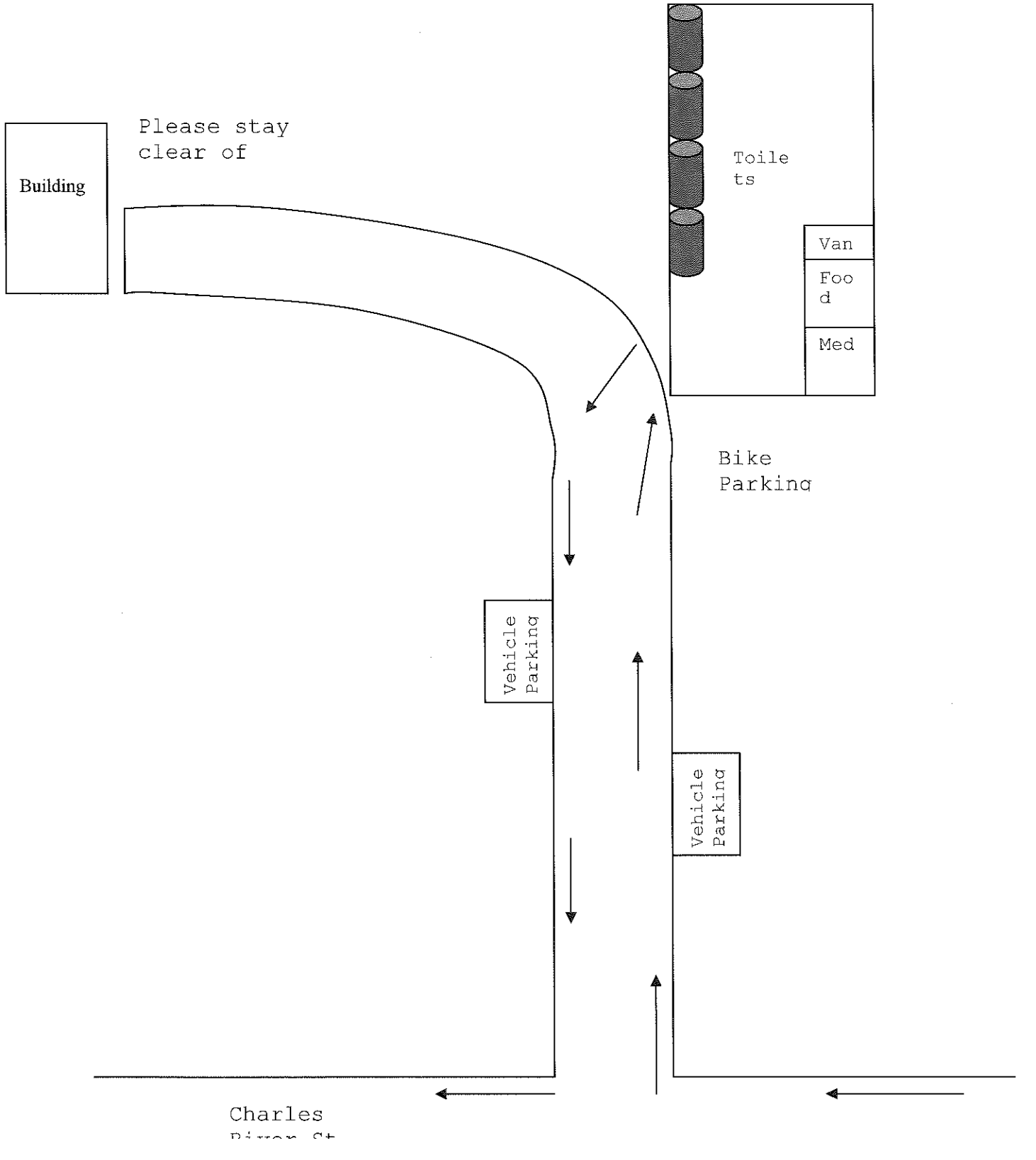
### Insurance

Braking the Cycle is fully insured for property damage and general liability. If required, Braking the Cycle™ will provide a certificate of insurance with your establishment named as additionally insured.

### Cleanup

Braking the Cycle™ strives to leave a site cleaner than when we arrived. Our volunteer team will regularly pick up the site to ensure that our participants and the community will see a clean area. At the end of the day we will pick up and remove all garbage that we generate. Clean-up for a rest stop usually takes one hour and everyone immediately departs. We realize that you are entrusting your site to us. We endeavor to be worthy of that trust.

**Day 1**  
**Oasis 1**  
**Ridge Hill Reservation**



# Braking the Cycle 2012 - Scouting Cues

## Day 1

| Segment<br>Mileage | Total<br>Miles | Turn       | Note                                              | Police/Motorcycle Safety support | Township or Borough |
|--------------------|----------------|------------|---------------------------------------------------|----------------------------------|---------------------|
| 0.4                | 5.1            | Cross      | Charles River                                     | Norfolk County                   | Needham             |
| 0.2                | 5.3            | Forward    | Pass under I-95 Freeway onto Central Avenue       |                                  |                     |
| 0.4                | 5.7            | Bear Right | To avoid Webster Street, stay on Central Avenue   |                                  |                     |
| 0.1                | 5.8            | Bear Left  | To avoid Cedar Street                             |                                  |                     |
| 1.9                | 7.7            | Cross      | Great Plain Avenue at light - gets narrow         | Moto Safety (single file)        |                     |
| 1.2                | 8.9            | Right      | Onto Pine Street                                  |                                  |                     |
| 0.4                | 9.3            | Right      | Onto Charles River Street at stop sign - Unmarked |                                  |                     |
| 0.2                |                |            |                                                   |                                  |                     |
| 0.4                | 9.9            | Forward    | To avoid Grove Street                             |                                  |                     |
| 0.9                | 10.8           | Left       | Onto Main Street                                  | Moto Safety                      | Dover               |
| 0.3                | 11.1           | Cross      | Claybrook Street                                  |                                  |                     |

**WARRANT FOR THE  
STATE PRIMARY**  
**The Commonwealth of Massachusetts**  
**THURSDAY, SEPTEMBER 6, 2012**

*Norfolk, ss.*

To either of the Constables of the Town of Needham

**GREETING:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to meet at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium  
PRECINCT B – Hillside School - Gymnasium  
PRECINCT C – High Rock School – Library  
PRECINCT D – High Rock School – Library  
PRECINCT E – Pollard Middle School – Room 226

PRECINCT F – Stephen Palmer Community Room  
PRECINCT G – Broadmeadow School - Gymnasium  
PRECINCT H – Broadmeadow School - Gymnasium  
PRECINCT I – Wm. Mitchell School – Gymnasium  
PRECINCT J – Wm. Mitchell School - Gymnasium

**ON THURSDAY, THE SIXTH DAY  
OF SEPTEMBER, 2012**

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

|                                       |                                             |
|---------------------------------------|---------------------------------------------|
| SENATOR IN CONGRESS .....             | For this Commonwealth                       |
| REPRESENTATIVE IN CONGRESS.....       | Fourth District                             |
| COUNCILLOR.....                       | Second District                             |
| SENATOR IN GENERAL COURT.....         | For Norfolk, Bristol and Middlesex District |
|                                       | (Precincts A, B, C, I, and J)               |
| SENATOR IN GENERAL COURT.....         | For Norfolk and Suffolk District            |
|                                       | (Precincts D, E, F, G, and H)               |
| REPRESENTATIVE IN GENERAL COURT ..... | Thirteenth Norfolk District                 |
| CLERK OF COURTS .....                 | Norfolk County                              |
| REGISTER OF DEEDS.....                | Norfolk District                            |
| COUNTY COMMISSIONERS .....            | Norfolk County                              |

**The Polls Will Be Open From  
7:00 A.M. to 8:00 P.M.**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.  
Given under our hands this 14<sup>th</sup> day of August, A.D. 2012.

Gerald A. Wasserman, *Chairman*  
Daniel P. Matthews, *Vice Chairman*  
John A. Bulian, *Clerk*  
Maurice P. Handel  
Matthew D. Borrelli  
*Selectmen of Needham*

A true copy,

ATTEST \_\_\_\_\_ 2012

Constable (month) (day)

**Sandy Cincotta**

Ok - Fire  
Reid. Police  
DPW  
Park-Rec

**From:** Fisher, Rosalind <Rosalind.Fisher@kindredhealthcare.com>  
**Sent:** Thursday, July 19, 2012 3:11 PM  
**To:** Sandy Cincotta  
**Subject:** FW: Request to use Avery Park

Consent  
8/14

---

**From:** Fisher, Rosalind  
**Sent:** Thursday, July 19, 2012 3:05 PM  
**To:** 'S.Cincotta@needhamma.gov'  
**Cc:** 'diane@avitaofneedham.com'  
**Subject:** Request to use Avery Park

Dear Sandy,

Avery Crossings Assisted Living Residence and Avita of Needham respectfully request the use of Avery Park ( located at the intersection of Highland and West Street) on Sunday, September 9 from 2PM to 4PM.

September 9th is the start of National Assisted Living Week. September 9 is also Grandparents Day. To celebrate these two occasions we would like to hold a special program in Avery Park for Needham grandparents and their families. There will be refreshments, music, face painting, caricatures and other family oriented activities.

Information about the programs and services provided by Avery Crossings and Avita of Needham will be available. Representatives from both communities will also be available to answer questions about senior services in the Needham area.

Please feel free to contact us, if you have questions. Thank you for your consideration.

Sincerely,

Rosalind Fisher  
Avery Crossings  
781 234-6228

Diane Robinson  
Avita of Needham  
978 518-7383

The information contained in this E-mail transmission is intended only for the use of the individual or entity to whom it is addressed. It may contain privileged, confidential, and protected health information.

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July 14, 2012

56 Glenridge Road  
Dedham, MA 02026

Ms. Sandra Cincotta  
Town Manager's Office  
Town of Needham  
1471 Highland Street  
Needham, MA 02492

Dear Ms. Cincotta,

I have filled out the form as requested and included the maps. This is the map for the 25 mile ride. The 50 mile ride takes the same route except that it extends into Holliston and then back through Dover and then Needham along the same route.

The 50 mile riders will leave Endicott at 8AM and the 25 mile riders will leave at 9:30. I don't expect there to be more than 25 riders on each.

Best Regards,

  
Greg Jundanian

RECEIVED  
TOWN OF NEEDHAM  
BOARD OF SELECTMEN

2012 JUL 18 P 2:04

P+R ☒  
Fire ☒  
Police ☒  
DPW ☒

|                                                                                     |
|-------------------------------------------------------------------------------------|
| <b>Town of Needham, Massachusetts</b><br><b>Road Race/Walk/Bicycling Event Form</b> |
|-------------------------------------------------------------------------------------|

|                                                                                                       |                                                          |
|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>Name of Organization:</b><br>The Dedham Food Pantry                                                |                                                          |
| <b>Organization Mailing Address:</b><br>50 Oakdale Avenue, Dedham, MA 02026                           |                                                          |
| <b>Primary Contact:</b><br>GREG JUNDANIAN<br>Lindsay Barich                                           | <b>Contact Title:</b><br>VOLUNTEER<br>Chairman of Board  |
| <b>Contact Address:</b><br>56 Glenridge Road, Dedham, MA 02026<br>50 Oakdale Avenue, Dedham, MA 02026 |                                                          |
| <b>Contact Phone (Day):</b><br>617-639-0422<br>781-961-3540                                           | <b>Contact Phone (Cell):</b><br>781-775-0125<br>—        |
| <b>Contact Email:</b><br>gjundanian@comcast.net<br>lindsayb@uwinc.com                                 |                                                          |
| <b>Event Date(s):</b><br>Sept 16, 2012                                                                | <b>Date Expected to be in Needham:</b><br>Sept. 16, 2012 |
| <b>Earliest Time Expected in Needham:</b><br>8:30 AM                                                  | <b>Latest Time Expected in Needham:</b><br>1 PM          |
| <b>Number of Expected Participants:</b><br>25-50                                                      | <b>Number of Expected Spectators at Peak Time:</b> 0     |
| <b>Is event for-profit or not-for-profit?</b><br>Non-profit                                           | <b>Are participants charged a fee?</b><br>yes. \$75      |

|                                                                                                                                                            |                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| <b>Estimated Number of Vehicles:</b><br>0 in Needham<br>except for bicycles                                                                                | <b>What type of Parking is needed:</b><br>0 |
| <b>Are event organizers available to meet with members of the Town to plan event?</b><br>yes                                                               |                                             |
| <b>What will be done in case of inclement weather?</b><br>Rain or shine event - NO postponement unless<br>very bad weather                                 |                                             |
| <b>Are there other events that take place at the same time as this one, just before or just after this event?</b><br>NONE that I know of                   |                                             |
| <b>Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:</b><br>Endicott Estate, Dedham, MA |                                             |
| <b>Will neighborhoods be impacted by parking and traffic?</b><br>NO                                                                                        |                                             |
| <b>What activities are planned for the start of the race (if in Needham)?</b><br>NONE in Needham                                                           |                                             |
| <b>What activities are planned for the end of the race (if in Needham)?</b><br>NONE in Needham                                                             |                                             |
| <b>What facilities are needed for the start of the race (if in Needham)?</b><br>N/A                                                                        |                                             |
| <b>What facilities are needed for the end of the race (if in Needham)?</b><br>N/A                                                                          |                                             |
| <b>Once the event begins, how long will it take to complete the event?</b><br>50 mile ride - 4-5 hours      25 mile ride - 2-3 hours                       |                                             |

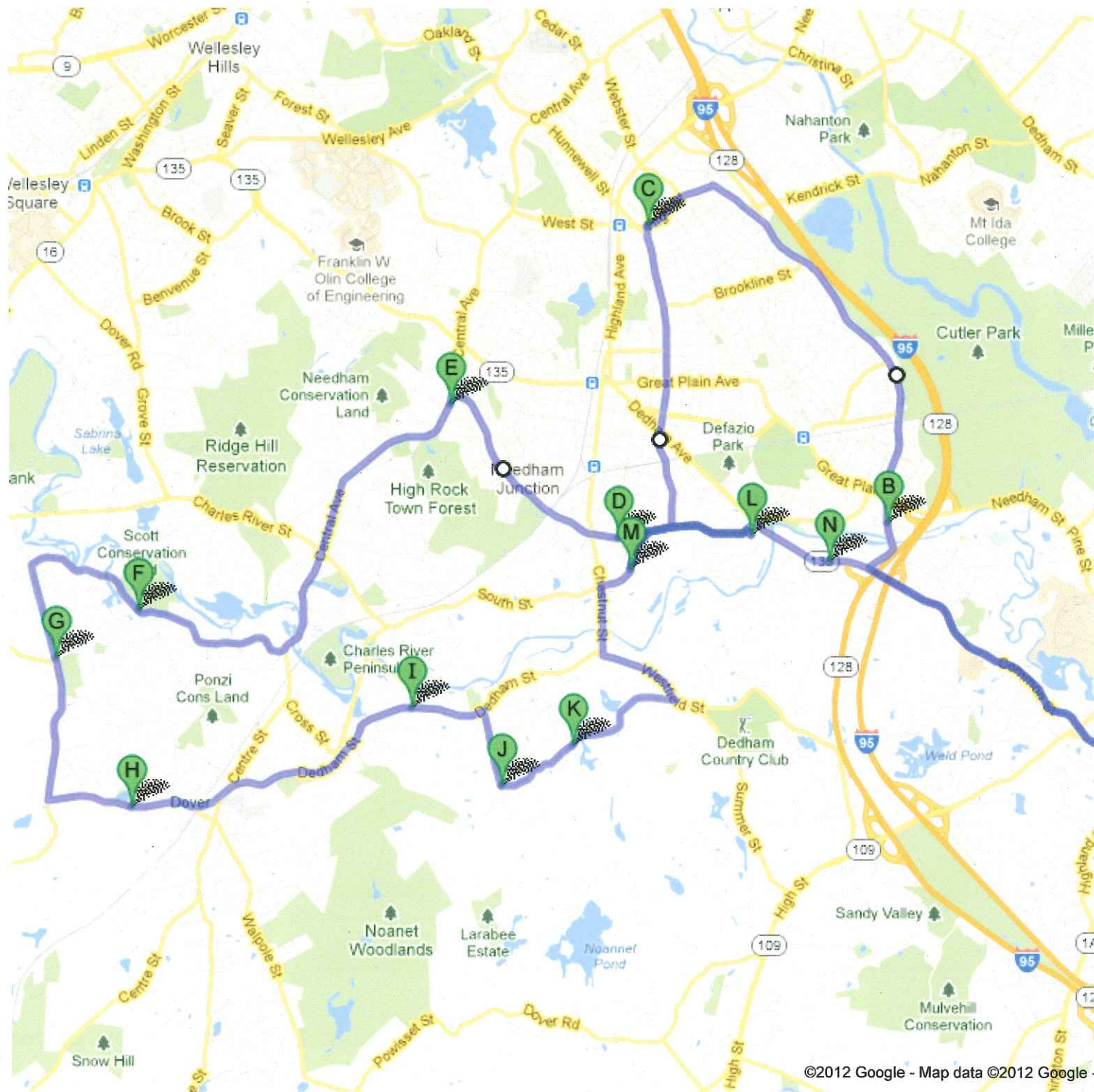
|                                                                                                                                            |                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?                     | perhaps at turns.                                                                                                            |
| Will volunteers be placed along the route?                                                                                                 | Not in Needham                                                                                                               |
| Will you be using a sound system? If yes, please describe where and when it will be used.                                                  | NONE                                                                                                                         |
| Will there be any food served?                                                                                                             | NONE in Needham                                                                                                              |
| Will portable toilets be used?                                                                                                             | NONE in Needham                                                                                                              |
| Will hydration stops be set up along route? If yes, please include these on route plan.                                                    | Dover & Sherborn<br>None in Needham                                                                                          |
| If the event takes place after dark, what is the plan to meet lighting needs?                                                              | N/A                                                                                                                          |
| What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?        | - We will have 2 floating bike mechanics with car or two. We will contact East in town. We will have medical supplies handy. |
| Does the event take place during commuter times?                                                                                           | NO - Sunday Morning                                                                                                          |
| Is school in session during the event? Will school drop off or pick up be impacted by the event?                                           | NO                                                                                                                           |
| Are businesses open during the time of the event?                                                                                          | Not likely                                                                                                                   |
| Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)                           | Not likely                                                                                                                   |
| Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event? | yes and yes, but there should be no impact.                                                                                  |
| What is the plan to handle trash?                                                                                                          | No trash                                                                                                                     |
| <b>Please attach event route map, include map and text of route.</b>                                                                       |                                                                                                                              |



### Directions to The Endicott Estate

The Endicott Estate, 656 East Street, Dedham, MA 02026 - (781) 326-0012

26.6 mi – about 2 hours 31 mins



Begin/End Endicott Estate - Dedham



## The Endicott Estate

The Endicott Estate, 656 East Street, Dedham, MA 02026 - (781) 326-0012

1. Head **west** toward **East St**

go 489 ft

total 489 ft



2. Turn right onto **East St**

About 2 mins

go 0.4 mi

total 0.5 mi



3. Turn left onto **Eastern Ave**

About 3 mins

go 0.5 mi

total 0.9 mi



4. Turn left onto **High St**

About 4 mins

go 0.6 mi

total 1.5 mi



5. Slight right onto **Common St**

About 6 mins

go 1.1 mi

total 2.6 mi



6. Slight left onto **West St**

About 3 mins

go 0.5 mi

total 3.1 mi



7. Turn right onto **Lyons St**

About 56 secs

go 0.2 mi

total 3.4 mi

8. Continue onto **Greendale Ave**

Continue onto Greendale Ave

About 55 secs

go 0.1 mi

total 3.5 mi

Total: **3.5 mi** – about **21 mins**



St Sebastian's School, 1191 Greendale Avenue, Needham, MA 02492

total 0.0 mi

9. Head **north** on **Greendale Ave** toward **Great Plain Ave**

About 11 mins

go 2.0 mi

total 2.0 mi



10. Slight left to stay on **Greendale Ave**

About 4 mins

go 0.6 mi

total 2.6 mi

11. Continue onto **High St**

About 1 min

go 0.3 mi

total 2.8 mi



12. Turn right onto **Webster St**

go 30 ft

total 2.8 mi

Total: **2.8 mi** – about **17 mins**



Needham Heights, Needham, MA

total 0.0 mi

13. Head **south** on **Webster St** toward **West St**

About 10 mins

go 1.7 mi

total 1.7 mi



14. Turn right onto **South St**

About 56 secs

go 0.1 mi

total 1.9 mi

15. Continue onto **High Rock St**

About 1 min

go 0.2 mi

total 2.1 mi

Total: **2.1 mi** – about **12 mins**



High Rock St

total 0.0 mi

16. Head **west** on **High Rock St** toward **Chestnut St**

About 8 mins

go 1.3 mi

total 1.3 mi



17. Turn left onto **Central Ave**

go 272 ft

total 1.4 mi

Total: **1.4 mi** – about **8 mins**



Central Ave

total 0.0 mi

18. Head **southwest** on **Central Ave** toward **Gravel Dr**  
About 9 mins

go 1.8 mi  
total 1.8 mi



19. Turn right onto **Claybrook Rd**  
About 5 mins

go 1.0 mi  
total 2.8 mi

Total: **2.8 mi** – about **13 mins**



Claybrook Rd, Dover, MA 02030

total 0.0 mi

20. Head **northwest** on **Claybrook Rd**  
About 4 mins

go 0.7 mi  
total 0.7 mi



21. Turn left onto **Main St**  
About 3 mins

go 0.5 mi  
total 1.3 mi

Total: **1.3 mi** – about **7 mins**



Main St, Dover, MA 02030

total 0.0 mi

22. Head **south** on **Main St** toward **Pleasant St**  
About 5 mins

go 0.8 mi  
total 0.8 mi



23. Turn left onto **Springdale Ave**  
About 2 mins

go 0.5 mi  
total 1.3 mi

Total: **1.3 mi** – about **7 mins**



Springdale Ave, Dover, MA

total 0.0 mi

24. Head **east** on **Springdale Ave** toward **Spring Ln**  
About 3 mins

go 0.4 mi  
total 0.4 mi



25. Slight left onto **Dedham St**  
About 52 secs

go 0.1 mi  
total 0.5 mi



26. Slight left to stay on **Dedham St**  
About 7 mins

go 1.3 mi  
total 1.8 mi

Total: **1.8 mi** – about **10 mins**



Dedham St, Dover, MA 02030

total 0.0 mi

27. Head **east** on **Dedham St** toward **Mill St**  
About 2 mins

go 0.4 mi  
total 0.4 mi



28. Turn right onto **Strawberry Hill St**  
About 4 mins

go 0.4 mi  
total 0.9 mi

Total: **0.9 mi** – about **6 mins**



Strawberry Hill St

total 0.0 mi

29. Head **south** on **Strawberry Hill St** toward **Wilsondale St**

go 30 ft  
total 30 ft



30. Turn left onto **Wilsondale St**  
About 3 mins

go 0.5 mi  
total 0.5 mi

Total: **0.5 mi** – about **3 mins**



Wilsondale St, Dover, MA

total 0.0 mi

31. Head **northeast** on **Wilsondale St** toward **Wilson Way**

go 0.7 mi

- 
 32. Sharp left onto **Westfield St**  
 About 3 mins
 go 0.5 mi  
total 1.2 mi
- 
 33. Turn right onto **Chestnut St**  
 About 2 mins
 go 0.4 mi  
total 1.6 mi
- 
 34. Turn right onto **South St**  
 About 5 mins
 go 1.0 mi  
total 2.7 mi
- 
 35. Turn right onto **Edgewater Dr**  
 About 1 min
 go 230 ft  
total 2.7 mi

**Total: 2.7 mi – about 14 mins**

 **Westfield St, Needham, MA 02492** total 0.0 mi

- 36. Head **northwest** on **Edgewater Dr** toward **South St**
go 230 ft  
total 230 ft

- 
 37. Turn left onto **South St**  
 About 6 mins
 go 0.8 mi  
total 0.9 mi

**Total: 0.9 mi – about 6 mins**

 **South St, Needham, MA 02492** total 0.0 mi

- 38. Head **north** on **South St** toward **Woodworth Rd**  
 About 4 mins
 go 0.9 mi  
total 0.9 mi

- 
 39. Turn right onto **MA-135 E**  
 About 3 mins
 go 0.5 mi  
total 1.4 mi

**Total: 1.4 mi – about 8 mins**

 **MA-135 E** total 0.0 mi

- 
 40. Head **east** on **MA-135 E**  
 About 3 mins
 go 0.5 mi  
total 0.5 mi

- 41. Continue onto **West St**  
 About 1 min
 go 0.3 mi  
total 0.8 mi

- 42. Continue onto **Common St**  
 About 6 mins
 go 1.1 mi  
total 1.9 mi

- 43. Continue onto **High St**  
 About 3 mins
 go 0.6 mi  
total 2.5 mi

- 
 44. Turn right onto **Eastern Ave**  
 About 3 mins
 go 0.5 mi  
total 2.9 mi

- 
 45. Turn right onto **East St**  
 About 2 mins
 go 0.4 mi  
total 3.3 mi

- 
 46. Turn left at **Wentworth St**  
 About 1 min
 go 489 ft  
total 3.4 mi

**Total: 3.4 mi – about 19 mins**

 **The Endicott Estate**  
 The Endicott Estate, 656 East Street, Dedham, MA 02026 - (781) 326-0012

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Map data ©2012 Google

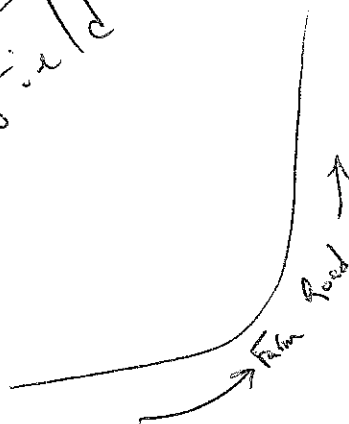
Directions weren't right? Please find your route on [maps.google.com](http://maps.google.com) and click "Report a problem" at the bottom left.

**ONE DAY SPECIAL LICENSE  
TOWN OF NEEDHAM BOARD OF SELECTMEN  
EVENT INFORMATION SHEET**  
(Please complete and attach event flyer or other information.)

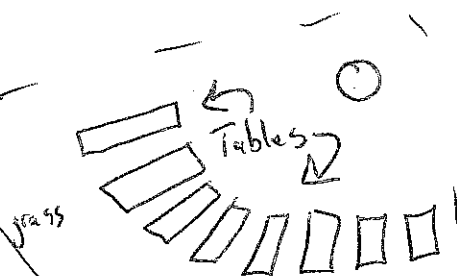
|                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                                        |                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|
| Event Manager Name<br>(Name that will appear on license)                                                                                                                                                                                                                                                                                                                                                                 | Steve Volante                                                                                                                                                                 |                                        |                                        |
| Event Manager Address                                                                                                                                                                                                                                                                                                                                                                                                    | 292 Forest St.                                                                                                                                                                |                                        |                                        |
| Event Manager Phone Number                                                                                                                                                                                                                                                                                                                                                                                               | 781-964-1821                                                                                                                                                                  |                                        |                                        |
| Organization Representing<br>(if applicable)                                                                                                                                                                                                                                                                                                                                                                             | Volante Farms                                                                                                                                                                 |                                        |                                        |
| Is the organization (if applicable)<br>you are representing non-profit? If<br>so, please attach proof of non-profit<br>status.                                                                                                                                                                                                                                                                                           | <input type="checkbox"/> Non-profit <input checked="" type="checkbox"/> For profit<br><input type="checkbox"/> Proof of non-profit status is attached<br>Form of Proof: _____ |                                        |                                        |
| Name of Event                                                                                                                                                                                                                                                                                                                                                                                                            | Dinner in the Field                                                                                                                                                           |                                        |                                        |
| Date of Event                                                                                                                                                                                                                                                                                                                                                                                                            | 8/16/12                                                                                                                                                                       |                                        |                                        |
| License is for Sale of:                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                               |                                        |                                        |
| <input checked="" type="checkbox"/> Wines & Malt Beverages Only<br><input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)                                                                                                                                                                                                                                                                         |                                                                                                                                                                               |                                        |                                        |
| Requested Time for Liquor License                                                                                                                                                                                                                                                                                                                                                                                        | FROM:                                                                                                                                                                         | TO:                                    |                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                          | 5pm                                                                                                                                                                           | 9pm                                    |                                        |
| Are tickets being sold in advance for this event?                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/> YES                                                                                                                                       | \$ 95 /per ticket                      | <input type="checkbox"/> NO            |
| Is there an admission fee for this event?                                                                                                                                                                                                                                                                                                                                                                                | <input type="checkbox"/> YES                                                                                                                                                  | \$ /per ticket                         | <input checked="" type="checkbox"/> NO |
| Are you using dues collected to purchase alcohol for this event?                                                                                                                                                                                                                                                                                                                                                         | <input type="checkbox"/> YES                                                                                                                                                  | <input checked="" type="checkbox"/> NO |                                        |
| How many people are you expecting at this event?                                                                                                                                                                                                                                                                                                                                                                         | ≈ 100                                                                                                                                                                         |                                        |                                        |
| Name & address of event location. Please attach proof of permission to use this facility.                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                               |                                        |                                        |
| Volante Farms 292 Forest St. Needham MA                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                               |                                        |                                        |
| Who will be serving the alcohol to your guests?                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                                        |                                        |
| Steve Volante                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                               |                                        |                                        |
| Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).                                                                                                                          |                                                                                                                                                                               |                                        |                                        |
| see attached certificate                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                               |                                        |                                        |
| Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.                                                                                                                               |                                                                                                                                                                               |                                        |                                        |
| Each diner will be served a half glass with each course, there are no refills, top offs, etc.                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                               |                                        |                                        |
| <input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04)) |                                                                                                                                                                               |                                        |                                        |
| Event Manager Signature:                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                               |                                        | Date:                                  |
| [Signature]                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                               |                                        | 8/1/12                                 |

Field

Field



Greenhouse



Wire Station Sub-Station

grass

Greenhouse

Greenhouse

## Dinner in the Field



### Dinner in the Field

**6 PM Thursday August 16, 2012**

## **Four Courses of Farm to Table Dining, Paired with Wine \$95**

Volante Farms welcomes you to join them for their second of these special evenings, celebrating the fresh and flavorful produce that has been their trademark for four generations. The first Dinner in the Field was a magical evening of perfect atmosphere, refined food, and an abundance of joy and flavor.

Chef Todd Heberlein will take the freshest ingredients, harvested from Volante's fields that day and prepare you a four-course meal to be enjoyed in the same fields. The menu will be served family style, and Todd will refine the specifics of it as the highlights of the season make themselves apparent.

This dinner in the field will be a casual affair, please be prepared to walk on gravel, dirt, and lightly uneven terrain. In the event of rain, or inclement weather the dinner will be held in our large greenhouse overlooking the fields.

Please consider joining us for this intimate affair, the Volante Family will be facilitating the meal and on hand to discuss their 95 year old family business, which continues to expand while working to maintain the high quality standards that have made it a local favorite.

Todd will be on hand to present his creations and Ryan will illuminate the story of the produce prior to its harvest. Urban Grape, of Chestnut Hill, will be providing and presenting paired wines for each course. Wine is included in the price of the dinner.

Seating for this, is extremely limited, so act quickly to make your reservations or reserve a spot on the waiting list. Plans can change and many of the groups from the last dinner were given an opportunity to attend by last minute openings.

Reservations will be taken only by phone, please call the farm at 781-444-2351 and follow prompts for farm dinner. You will be asked for your name, contact information, and a credit card. Tickets for the dinner are paid at time of reservation; we accept Visa, MasterCard, Discover, and American Express. Confirmation of seats is only after contact via phone and/or email by Teri Volante Boardman. Confirmed attendees who need to cancel must do so at least 48 hours in advance of dinner, so that those on the wait list can be contacted.

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2 Comments

### Trackbacks

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Comments are closed.

**ONE DAY SPECIAL LICENSE  
TOWN OF NEEDHAM BOARD OF SELECTMEN  
EVENT INFORMATION SHEET**  
(Please complete and attach event flyer or other information.)

|                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                               |                                        |                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------|
| Event Manager Name<br>(Name that will appear on license)                                                                                                                                                                                                                                                                                                                                                                          | Nancy Wright                                                                                                                                                                  |                                        |                             |
| Event Manager Address                                                                                                                                                                                                                                                                                                                                                                                                             | 117 Chapel Street Needham                                                                                                                                                     |                                        |                             |
| Event Manager Phone Number                                                                                                                                                                                                                                                                                                                                                                                                        | 781-449-7227                                                                                                                                                                  |                                        |                             |
| Organization Representing<br>(if applicable)                                                                                                                                                                                                                                                                                                                                                                                      | Needham Business Association                                                                                                                                                  |                                        |                             |
| Is the organization (if applicable)<br>you are representing non-profit? If<br>so, please attach proof of non-profit<br>status.                                                                                                                                                                                                                                                                                                    | <input checked="" type="checkbox"/> Non-profit <input type="checkbox"/> For profit<br><input type="checkbox"/> Proof of non-profit status is attached<br>Form of Proof: _____ |                                        |                             |
| Name of Event                                                                                                                                                                                                                                                                                                                                                                                                                     | "A Chair To Remember"                                                                                                                                                         |                                        |                             |
| Date of Event                                                                                                                                                                                                                                                                                                                                                                                                                     | September 29, 2012                                                                                                                                                            |                                        |                             |
| License is for Sale of:<br><input checked="" type="checkbox"/> Wines & Malt Beverages Only<br><input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)                                                                                                                                                                                                                                                       |                                                                                                                                                                               |                                        |                             |
| Requested Time for Liquor License                                                                                                                                                                                                                                                                                                                                                                                                 | FROM:                                                                                                                                                                         | 6 <sup>30</sup> pm                     | TO: 9 <sup>30</sup> pm      |
| Are tickets being sold in advance for this event?                                                                                                                                                                                                                                                                                                                                                                                 | <input checked="" type="checkbox"/> YES                                                                                                                                       | \$5 /per ticket                        | <input type="checkbox"/> NO |
| Is there an admission fee for this event?                                                                                                                                                                                                                                                                                                                                                                                         | <input checked="" type="checkbox"/> YES                                                                                                                                       | \$5 /per ticket                        | <input type="checkbox"/> NO |
| Are you using dues collected to purchase alcohol for this event?                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> YES                                                                                                                                                  | <input checked="" type="checkbox"/> NO |                             |
| How many people are you expecting at this event?                                                                                                                                                                                                                                                                                                                                                                                  | 356                                                                                                                                                                           |                                        |                             |
| Name & address of event location. Please attach proof of permission to use this facility.<br>James Powers Hall: Town Hall, Needham                                                                                                                                                                                                                                                                                                |                                                                                                                                                                               |                                        |                             |
| Who will be serving the alcohol to your guests? TIPS certified<br>Steven Waller                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                               |                                        |                             |
| Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three<br>years an appropriate Massachusetts alcoholic beverages server-training program. Please state<br>below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).<br>Steve Waller                                                                                                             |                                                                                                                                                                               |                                        |                             |
| Please use the space below to describe the manner in which alcohol will be served to your guests.<br>(For example, will guests be served alcohol or will they need to purchase it from the bar?) Please<br>attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.<br>N/C. Tables will be set in hallway.<br>Guests will be served alcohol, Drinks will be poured by bartender.                     |                                                                                                                                                                               |                                        |                             |
| <input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed<br>wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and<br>that I have received a current list of wholesalers. (A person holding a Section 14 license cannot<br>purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04)) |                                                                                                                                                                               |                                        |                             |
| Event Manager Signature:                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                                        | Date:                       |
| Nancy Wright                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                               |                                        | 8/8/12                      |



***A Chair to Remember*** is the theme for *The Needham Merchants Association/Discover Needham* first Adirondack Chair Exhibit and Auction. This project, a collaboration of local businesses and visual artists, features 48 full-size Adirondack chairs, painted and artistically rendered by creative individuals and artists of all ages from Needham. Each chair has been sponsored by a Needham business or community organization that provided chairs for the artists to design. The chairs have been transformed by the artists and are on display at sponsoring businesses throughout the summer. Go to [www.needhamadirondackchairs.com](http://www.needhamadirondackchairs.com) to see a full listing and map of all the chairs!

Each chair is a one-of-a-kind collector's item and will be awarded to the highest bidder during an auction to take place at Town Hall on Saturday, September 29, 2012. Proceeds from the auction will be used to fund scholarships at Needham High School and town beautification projects.

"A Chair to Remember" is sponsored by the Needham Merchants Association and the Needham Restaurant Association, in partnership with the Needham Business Association.

***Discover Needham - Shop, dine and explore all the opportunities our Town has to offer. We hope you will enjoy this unique public art project during the summer and join us on September 29<sup>th</sup> for the auction.***

X = Adirondack Chair

↑ TABLES FOR FOOD + BEVERAGE

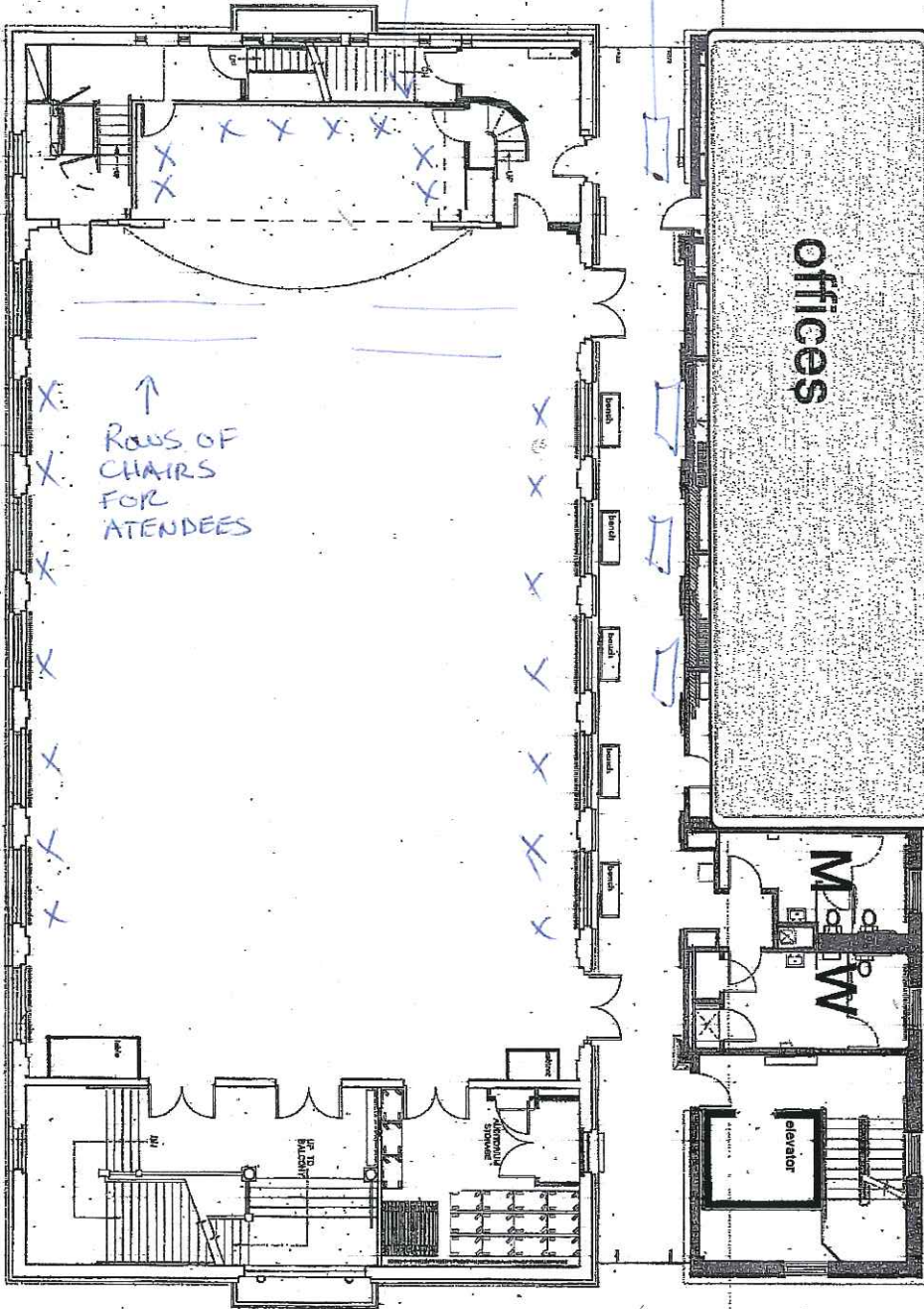
AUCTIONEER ON STAGE

CHAPEL STREET

offices

↑  
ROWS OF  
CHAIRS  
FOR  
ATTENDEES

James Hugh Powers Hall  
Needham Town Hall



HIGHLAND AVENUE

Chairs:  
Hall floor can  
accommodate  
330 chairs  
with center  
aisle.

Balcony:  
seats 90  
not available  
for events with  
alcohol.

Dimensions for  
hall and stage  
contained in  
online  
regulations.

Drawing  
scale will only be  
accurate when printed on  
11x17" paper at 100%.

NEEDHAM TOWN HALL  
Needham, Massachusetts

Drawing Number:

Scale: 3/32" = 1'-0"

SKE-2

**Town of Needham, Massachusetts  
Road Race/Walk/Bicycling Event Form**

for \*Able\* will be on sidewalks  
for entire walk

**Name of Organization:** George H. and Irene L. Walker  
Home for Children, Inc. (AKA: Walker)  
(Event: walk for walker)

**Organization Mailing Address:**

1968 Central Avenue Needham, MA 02492

**Primary Contact:**

Amy Perna

**Contact Title:**

Annual Fund Manager

**Contact Address:**

1968 Central Avenue Needham, MA 02492

**Contact Phone (Day):**

781-292-2110

**Contact Phone (Cell):**

781-898-8169

**Contact Email:**

aperna@walkerschool.org

**Event Date(s):**

9/23/12 Sunday

**Date Expected to be in Needham:**

9/23/12

**Earliest Time Expected in Needham:**

11<sup>00</sup> A.M.

**Latest Time Expected in Needham:**

1<sup>30</sup> P.M.

**Number of Expected Participants:**

Goal = 500 300-500  
~~1000-2500~~

**Number of Expected Spectators at Peak**

Time: 0 Spectators

**Is event for-profit or not-for-profit?**

not-for-profit

**Are participants charged a fee?**

No registration fee;  
donations accepted

|                                                                                                                                                                                                                           |                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Estimated Number of Vehicles:<br>75-100                                                                                                                                                                                   | What type of Parking is needed:<br>Lot at DeFazio will be used. |
| Are event organizers available to meet with members of the Town to plan event?<br>Yes                                                                                                                                     |                                                                 |
| What will be done in case of inclement weather?<br>N/A - event is rain or shine                                                                                                                                           |                                                                 |
| Are there other events that take place at the same time as this one, just before or just after this event?<br>NO                                                                                                          |                                                                 |
| Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:<br>Parking in DeFazio Lot.<br>Police detail will be requested/scheduled<br>10 <sup>30</sup> am - 2pm |                                                                 |
| Will neighborhoods be impacted by parking and traffic?<br>NO                                                                                                                                                              |                                                                 |
| What activities are planned for the start of the race (if in Needham)?<br>Coffee/cider/water/light snacks, raffles, games - all at DeFazio/Carleton Pavilion (use approved by Parks & Rec.)                               |                                                                 |
| What activities are planned for the end of the race (if in Needham)?<br>water/food/raffles/games/entertainment<br>all at DeFazio/Carleton Pavilion                                                                        |                                                                 |
| What facilities are needed for the start of the race (if in Needham)?<br>DeFazio/Carleton Pavilion - use approved by Parks & Rec. 7.3.12                                                                                  |                                                                 |
| What facilities are needed for the end of the race (if in Needham)?<br>Same as above                                                                                                                                      |                                                                 |
| Once the event begins, how long will it take to complete the event?<br>everything over by 2pm                                                                                                                             |                                                                 |

|                                                                                                                                                                                                   |                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?                                                                            | Yes. Sign plan submitted to Park & Rec. Dept. - approved                                                                                                        |
| Will volunteers be placed along the route?                                                                                                                                                        | Yes                                                                                                                                                             |
| Will you be using a sound system? If yes, please describe where and when it will be used.                                                                                                         | Megaphone/microphone for a few minutes only. Can't be heard outside Park                                                                                        |
| Will there be any food served?                                                                                                                                                                    | Yes. Applied for temporary food permit                                                                                                                          |
| Will portable toilets be used?                                                                                                                                                                    | NO                                                                                                                                                              |
| Will hydration stops be set up along route? If yes, please include these on route plan.                                                                                                           | NO                                                                                                                                                              |
| If the event takes place after dark, what is the plan to meet lighting needs?                                                                                                                     | N/A                                                                                                                                                             |
| What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies? (Volunteer driven van also drives route to check on walkers.) | Walk Co-Chair is RN Police detail at Great Plain Ave. intersection in parking area. Volunteers along route. First aid station use of emergency dispatch number. |
| Does the event take place during commuter times?                                                                                                                                                  | NO                                                                                                                                                              |
| Is school in session during the event? Will school drop off or pick up be impacted by the event?                                                                                                  | NO                                                                                                                                                              |
| Are businesses open during the time of the event?                                                                                                                                                 | <del>No</del> Yes                                                                                                                                               |
| Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)                                                                                  | No negative impact                                                                                                                                              |
| Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?                                                        | Yes on route<br>Services over by walking time                                                                                                                   |
| What is the plan to handle trash?                                                                                                                                                                 | Walker cleans up + works with DPW to recycle + dispose of trash properly.                                                                                       |
| Please attach event route map, include map and text of route.                                                                                                                                     |                                                                                                                                                                 |

## Walk Route Number 1 (longer route)

*≈ 3 miles  
approximately*

START: Defazio at Carleton Pavilion, cut through underpass to Pollard School

RIGHT onto Harris Avenue

LEFT onto Great Plain Avenue (crossing guard)

CROSS Webster Street (crossing guard)

CROSS Route 135 (Police Detail)

LEFT onto Linden Street

LEFT onto Oak Street

LEFT onto Chestnut Street (crossing guard)

RIGHT onto School Street

Continue on School Street through STOP SIGN

MERGE onto Dedham Avenue (crossing guard at Webster St)

FINISH: LEFT into Pollard School parking lot and continue through underpass to Carleton Pavilion

## Walk Route Number 2 (shorter route)

$\approx$  1 mile  
approximately

START: Defazio at Carleton Pavilion, cut through underpass to Pollard School

CROSS Harris Avenue (crossing guard)

STRAIGHT up Mayo Street

LEFT onto Great Plain Avenue

LEFT onto Webster Street

LEFT onto Dedham Avenue

FINISH: LEFT into Pollard School parking lot and continue through underpass to Carleton Pavilion



Fire ☒  
 Police ☒  
 DPW ☒  
 P+R ☒

**Town of Needham, Massachusetts  
Road Race/Walk/Bicycling Event Form**

|                                                                                                                 |                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <b>Name of Organization:</b><br>Pan-Massachusetts Challenge                                                     |                                                                                                             |
| <b>Organization Mailing Address:</b><br>77 Fourth Ave, Needham                                                  |                                                                                                             |
| <b>Primary Contact:</b><br>Allan Eyden                                                                          | <b>Contact Title:</b><br>Road Crew Coordinator                                                              |
| <b>Contact Address:</b><br>20 Wagon Wheel Rd, Winchester, MA, 01890                                             |                                                                                                             |
| <b>Contact Phone (Day):</b><br>(81) 850-0502                                                                    | <b>Contact Phone (Cell):</b><br>(339) 222-1464                                                              |
| <b>Contact Email:</b><br>ajeiden@pmc.org                                                                        |                                                                                                             |
| <b>Event Date(s):</b><br>Aug 3 <sup>rd</sup> - 5 <sup>th</sup> , 2012                                           | <b>Date Expected to be in Needham:</b><br>Aug 4 <sup>th</sup> & Aug 5 <sup>th</sup> 2012                    |
| <b>Earliest Time Expected in Needham:</b><br>7:00 am, August 4 <sup>th</sup><br>7:30 am, August 5 <sup>th</sup> | <b>Latest Time Expected in Needham:</b><br>9:00 am August 4 <sup>th</sup><br>2:00 pm August 5 <sup>th</sup> |
| <b>Number of Expected Participants:</b><br>3,000 riders                                                         | <b>Number of Expected Spectators at Peak Time:</b><br>5,000                                                 |
| <b>Is event for-profit or not-for-profit?</b><br>not-for-profit                                                 | <b>Are participants charged a fee?</b><br>yes                                                               |

|                                                                                                                                                                                                                                              |                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>Estimated Number of Vehicles:</b><br>500                                                                                                                                                                                                  | <b>What type of Parking is needed:</b><br>Parking lots in Babson |
| <b>Are event organizers available to meet with members of the Town to plan event?</b><br>yes                                                                                                                                                 |                                                                  |
| <b>What will be done in case of inclement weather?</b><br>necessary precautions                                                                                                                                                              |                                                                  |
| <b>Are there other events that take place at the same time as this one, just before or just after this event?</b><br>No                                                                                                                      |                                                                  |
| <b>Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:</b><br>participants and spectators will be divided between parking lots in Babson and Olin College to reduce traffic |                                                                  |
| <b>Will neighborhoods be impacted by parking and traffic?</b><br>not parking, but some traffic may build in the mornings                                                                                                                     |                                                                  |
| <b>What activities are planned for the start of the race (if in Needham)?</b><br>National Anthem, Guest Speaker, mass start                                                                                                                  |                                                                  |
| <b>What activities are planned for the end of the race (if in Needham)?</b><br>food and music                                                                                                                                                |                                                                  |
| <b>What facilities are needed for the start of the race (if in Needham)?</b><br>Babson College                                                                                                                                               |                                                                  |
| <b>What facilities are needed for the end of the race (if in Needham)?</b><br>Babson College                                                                                                                                                 |                                                                  |
| <b>Once the event begins, how long will it take to complete the event?</b><br>48 hours                                                                                                                                                       |                                                                  |

|                                                                                                                                            |                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?                     | signs are posted by PMC volunteers                                        |
| Will volunteers be placed along the route?                                                                                                 | yes                                                                       |
| Will you be using a sound system? If yes, please describe where and when it will be used.                                                  | yes at Babson College during the day                                      |
| Will there be any food served?                                                                                                             | yes                                                                       |
| Will portable toilets be used?                                                                                                             | yes                                                                       |
| Will hydration stops be set up along route? If yes, please include these on route plan.                                                    | yes                                                                       |
| If the event takes place after dark, what is the plan to meet lighting needs?                                                              | generator powered lights                                                  |
| What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?        | Medical will be on-site and along the route for the duration of the event |
| Does the event take place during commuter times?                                                                                           | No                                                                        |
| Is school in session during the event? Will school drop off or pick up be impacted by the event?                                           | No                                                                        |
| Are businesses open during the time of the event?                                                                                          | No                                                                        |
| Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)                           | No                                                                        |
| Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event? | some services on Sunday                                                   |
| What is the plan to handle trash?                                                                                                          | thorough trash and recycling plan                                         |
| Please attach event route map, include map and text of route.                                                                              |                                                                           |

drag to zoom in distance in miles 8075706560555045403530252015105ele

(10)4003002001000

ele grade

[+ Expand graphs](#)

v2.9.5

[Log in](#) or [Sign up](#)

Mapping and performance analysis for cyclists and runners

[imperial \(ft/mi\)](#)

[Log in](#)

[Exit fullscreen](#)

- [What is Ride with GPS?](#)
- [Sign up now](#)

- [Overview](#)
- [Metrics](#)
- [Photos](#)

## Not a member?

[Signup Now](#)

## PMC 2010 Wellesley to Bourne

[Like](#)

Submitter: [Joel](#)

Pan Mass Challenge 2010 Wellesley to Bourne

Created May 19, 10

Start: Wellesley, MA, US

Distance: 84.9 mi

Elevation: + 2803 / - 2967 ft

Good For: Cycling

## Segments

Distance Ele gain

Distance Ele gain

[Click to collapse](#)

- [Comments](#)
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- [Export](#)

You must be logged in to comment...[Create an account real quick](#)

- [? Re-center Map](#)
- [Print Map](#)
- [Better printing options](#)

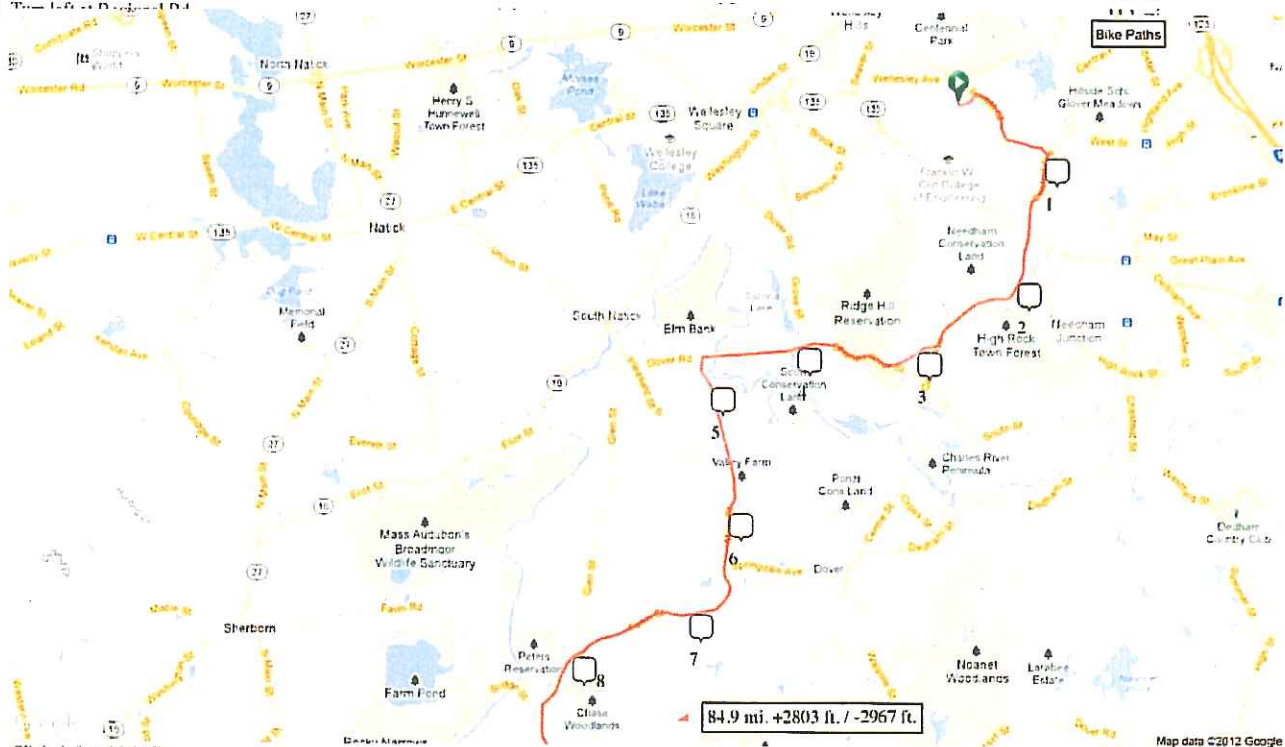
[Print](#)

**Options**  
**Cue Sheet**

|                                            |         |
|--------------------------------------------|---------|
| Head east on College Dr toward Map Hill Dr | 0.0 mi  |
| Turn right at Forest St                    | 0.2 mi  |
| Turn right at Central Ave                  | 1.0 mi  |
| Slight right at Pine St                    | 2.8 mi  |
| Take the 1st left onto Main St             | 4.7 mi  |
| Slight right at Junction St                | 9.3 mi  |
| Turn left at Main St                       | 12.0 mi |
| Take the 1st right onto South St           | 12.1 mi |
| Turn left at MA-27 S/South St              | 13.3 mi |
| Turn right at South St                     | 13.4 mi |
| Turn left at Emerald St                    | 20.7 mi |
| Turn right at North St                     | 21.5 mi |

Turn left at East St/MA-140 S  
 Turn right at Post Rd  
 Turn right at Prospect St  
 Turn right at Mill St  
 Turn left at West St  
 Turn right at Green St/MA-106 W  
 Turn left at S Grove St  
 Turn right at West St  
 Turn left at Gilbert St  
 Turn right at S Worcester St  
 Turn right at Maple St Exit  
 Turn left at Maple St  
 Turn left at MA-118 S/Tremont St  
 Turn right at Anawan St/MA-118 S  
 Turn left at Peek St  
 Turn right at Francis St  
 Turn left at Fairview Ave  
 Turn left at Broadway Rd

22.2 mi  
 24.4 mi  
 26.0 mi  
 26.9 mi  
 28.2 mi  
 29.2 mi  
 29.4 mi  
 30.0 mi  
 31.8 mi  
 36.0 mi  
 36.6 mi  
 36.7 mi  
 39.7 mi  
 40.0 mi  
 40.4 mi  
 41.4 mi  
 42.3 mi



Slight left at Main St  
 Turn right at Sandwich Rd/US-6 E  
 Slight right at Narrows St  
 Slight left at Main St  
 Slight right at Main St  
 Turn right at MA-28 S/Main St/US-6 E  
 At the traffic circle, take the 1st exit onto Main St  
 Turn right at Academy Dr

78.2 mi  
 78.5 mi  
 78.5 mi  
 80.4 mi  
 80.4 mi  
 83.0 mi  
 84.1 mi  
 84.3 mi



Town of Needham  
Water Sewer Billing System  
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR  
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

WHEREAS the appropriate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hereby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales: -\$423.00

Water Irrigation: \$0.00

Water Admin Fees: \$0.00

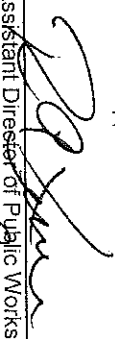
Sewer Sales: -\$997.80

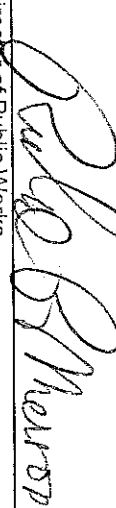
Transfer Station Charges: \$0.00

Total Abatement: -\$1,420.80

Order #: 1145

Read and Approved: 8/10/2012

  
Assistant Director of Public Works  
8/9/2012

  
Director of Public Works

For the Board of Selectmen

Date: 8/14/2012

**Town of Needham  
Water Sewer Billing System  
Adjustment Form**

| Prepared By: | Last Name        | First Name | Customer ID# | Location ID# | Street Number | Street Name | Irrigation Water | Domestic Water | Sewer     | Total       | Reason | Corrected Last Read Y/N |
|--------------|------------------|------------|--------------|--------------|---------------|-------------|------------------|----------------|-----------|-------------|--------|-------------------------|
| JO/DB        | Council on Aging |            |              |              |               |             | \$0.00           | -\$423.00      | -\$997.80 | -\$1,420.80 | COA    | N                       |

**Total:           -\$1,420.80**

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

**Legend:**

- O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.
- Leak = Leak in house or at spigot that caused loss of water, with proof of repair
- TWN = Town Project caused damage to private property
- Equip = Equipment Malfunction
- UEW = Unexplained water loss
- ACC = Accidental Water Loss
- BP = Billing Period beyond 100 days
- COA - Council on Aging

**Town of Needham  
Board of Selectmen  
Minutes for July 10, 2012  
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens:

Elizabeth Bloom, 30 Nehoiden Street, spoke with the Board concerning the Hillside School stating there is a sense of community and loyalty. She is thrilled the School Committee is considering all options concerning renovation of Hillside School.

Joanna Herrera, 40 Bobsled Drive, said Hillside School is within walking distance to her house. She said it would be a shame to see it divided and feels all options must be explored.

Liz Lee, 42 Blacksmith Drive, said it would be ideal to keep the Hillside School community together and removing an option would derail the process. She said she wants the process to move forward.

Jodi Rooney, 617 Central Avenue, favors keeping Cricket Field as an option stating children need a better environment for learning. She asked that all options remain on the table.

Marvin Berkowitz, 23 Wayne Road, appreciates the Hillside family perspective. He is concerned with traffic and safety issues if Cricket Field is the chosen location. He commented open space is limited in Needham and Cricket Field is a critical part of recreational resources. He feels Cricket Field is not a viable option and would like to work to find the best solution.

Sue Owen, 14 Hillside Avenue, does not want Hillside to lose its community school and stated she moved to the Cricket Field area because of open space, and if the site is used for a new school it will change the character of the neighborhood. She feels keeping Cricket Field as an option takes energy away from other solutions.

Howard Furman, 56 Lynn Road, is concerned the School Committee is not taking a broad focus and that Cricket Field is the easy solution. He is concerned redistricting will occur and urges the Board of Selectmen to have the School Committee look at other sites.

7:00 p.m. Call to Order:

A meeting of the Board of Selectmen was convened by Chairman Gerald A. Wasserman. Those present were Daniel P. Matthews, John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

7:00 p.m. Approve 10-year Cable License Renewal Agreement with RCN-BecoCom:

Jonathan Tamkin, Chairman, Cable Television Advisory Committee, Michael Greis, committee member, and Thomas K. Steel, Vice President and Regulatory Counsel, RCN appeared before the Board. Mr. Tamkin told the Board the Cable Television Advisory Committee's recommendation is that the Town enter into a 10-year cable television renewal license with RCN-BecoCom, LLC for the period of July 10, 2012 through July 9, 2022. Mr. Tamkin said the terms of the license are similar to the last 10 year license. He commented RCN is a good provider of cable service and has a good relationship with the Town.

**Motion by Mr. Bulian that the Board vote to support the recommendation of the Cable Television Advisory Committee for a ten (10) year cable license renewal agreement with RCN-BecoCom effective July 10, 2012 through July 9, 2022 and execute renewal paperwork.**

**Second: Mr. Handel. Unanimously approved 5-0.**

7:20 p.m.

Appointments and Consent Agenda:

**Motion by Mr. Bulian that the Board of Selectmen vote to accept the Appointments and Consent Agenda as presented.**

#### **APPOINTMENTS**

1. Various Committee Appointments                      See attached list

#### **CONSENT AGENDA**

1. Approve a One Day Special Wines & Malt Beverages license for Missy Mahoney of Needham Pool & Racquet Club to hold its Summerfest event on Saturday, July 21, 2012 from 6:00 p.m. to 9:00 p.m. at Needham Pool & Racquet Club, 1550 Central Avenue, Needham.
2. Water & Sewer Abatement Order #1143
3. Approve Minutes from June 26, 2012
4. Accept the following donations made to Needham Youth Services this spring to enhance Youth Services overall programming: \$15 from Christy Lovezzola and \$15 from Pauline Danielewski.
5. Accept a donation of \$1,500 made to Needham Youth Services from the Outreach Committee of The Congregational Church of Needham. The monies are to be used to sponsor the VIP (Valuable Interactions among Peers) Program.
6. Accept a gift of \$17,000 to the Town of Needham for the Branding and Marketing of the New England Business Center. These funds were raised by developers and owners located within the business district and given to the Town with the expressed recipient identified as KHJ Brand Activation which will perform the consulting services.
7. Grant permission for the following residents to hold a block party:

| Name                 | Address         | Party Location    | Date   | Rain Date | Time  |
|----------------------|-----------------|-------------------|--------|-----------|-------|
| Jerome Kassel        | 174 Parker Road | 147-174 Parker Rd | 9/8/12 | 9/9/12    | 4-8pm |
| Anne Bello (ratify)  | 149 Maple St    | 149 Maple St      | 7/4/12 |           | 4-8pm |
| Leon Foster (ratify) | 11 James Ave    | End of street     | 7/3/12 |           | 5-8pm |

**Second: Mr. Handel. Unanimously approved 5-0.**

7:20 p.m.

Hillside/Mitchell Pre-feasibility Update:

Heidi Black, Chairman, School Committee, Dan Gutekanst, Superintendent, Needham Public Schools, Joe Barnes, School Committee member, George Kent, Chairman, PPBC, and Steve Popper, Director of Design and Construction, appeared before the Board with an update on the status of the Hillside/Mitchell Pre-Feasibility Study.

Mr. Kent stated the PPBC completed a pre-feasibility study which was handed over to the School Committee and is available on the Needham School website. Mr. Kent noted there are no easy alternatives to the situation.

Ms. Black reiterated the School Committee's goals, saying there are two schools in desperate need of modernization and that the School Committee is committed to the Hillside and Mitchell communities to address the issue. She said it is also important to keep the school community intact to the greatest extent possible. She noted the School Committee is dedicated to building schools that work on the inside and outside, and allows all of Needham's school children a first rate education. She stated she is hopeful a new school can be built on the Hillside site, but at this point in time all the information is not known. She said the School Committee is dedicated to an open and transparent process. Ms. Black commented the Committee is currently waiting for the MSBA to open the process for SOI, hopefully in the fall 2012.

Mr. Barnes said the study raises many questions and does not have all the answers concerning other possible locations. He said all possibilities are open for discussion. Mr. Barnes commented that being invited into a partnership with the MSBA is not assumed as there are other towns in Massachusetts looking for school funding. He said the process of building new schools is long, and it is important the current schools remain in the best possible shape until construction is completed.

Mr. Bulian asked if it is possible to build a four-section school at the Hillside site.

Mr. Handel said there are options and alternatives that are important to understand, and that there are people working in good faith to come up with viable alternatives that will yield the best possible schools.

Ms. Black commented the School Committee is taking no position, no vote, and that there is no preferred option at this time. She said decision making will come at a later time after many steps, including robust transparent conversation with the community working together towards one goal.

Mr. Kent mentioned one of the most important issues of the project is the need for swing space and that there is no apparent swing space in Town. He asked residents to come forward who may have ideas on swing space.

Mr. Wasserman stated it is a complicated issue in the very early stages and the process can not move forward without broad community consensus and Board of Selectmen support. He thanked Ms. Black, members of the School Committee and Mr. Kent for the update and for their work on the project.

8:00 p.m. Public Information Session – NSTAR Right of Way Vegetation Management: Bill Hayes, NSTAR Senior Arborist, and Barry J. Salvucci, NSTAR Community Relations Representative, appeared before the Board to discuss the Utility's Right-of-Way Vegetation Management Program and the work planned in Needham this summer.

Mr. Salvucci said the project is directly related to trees. He commented that over the past year Hurricane Irene and the Halloween storm did major damage and that 74% of outages sustained by NSTAR were directly attributed to trees. Mr. Salvucci said NSTAR has an obligation to customers to ensure the most reliable electric service and an obligation to be the best corporate neighbor. He said a goal of NSTAR is to work with its citizens.

Mr. Hayes presented a Powerpoint presentation. He explained a representative from NSTAR canvassed the neighborhoods that the transmission right-of-way passes through and delivered a courtesy notification card detailing why NSTAR is undertaking the maintenance project. Mr. Hayes discussed the wire zone and boarder zone and explained why certain trees and shrubs needed to be trimmed or removed. Mr. Hayes commented on the overall Integrated Vegetation Management Program (IVM) and the chemical control, mowing, and pruning of each plant.

Denise Garlick, State Representative, said she has been in contact with Senators Ross, Timilty, and Rush about the issue saying the state delegation is deeply concerned. She commented the IVM plan was implemented in Sudbury and Wayland with considerable impact to residents and neighborhoods. Ms. Garlick said she had an opportunity to walk the area saying the impact would be very profound as it is a green barrier that is the buffer zone between the homes and the commuter rail line. She said envisioning the trees being gone would create a different quality and culture in the Town of Needham. Ms. Garlick mentioned Needham has been cited as a "Tree Town" in the nation. She said conversation needs to continue and residents and elected officials must receive adequate notification. She also commented residents need more information as to why the vegetation management activities are substantially different from what was previously done. Ms. Garlick said she would like to know what kind of plan is in place for dealing with neighbors. She said the overall vegetation plan has been sufficient for the Town in the past. The new plan, she said, does not seem "reasonably necessary", but rather a scorched earth policy. She commented that NSTAR should meet with the Planning Board to discuss its vegetation plan and what plants will be used as new landscape. Ms. Garlick also commented on liability for homeowners and the Town. She asked NSTAR to address the concerns of homeowners and the Town, and that plans be thoughtful with positive communication. Ms. Garlick requested NSTAR not start any cutting until the Town feels that the mechanisms for communication are in place.

Senator Richard Ross commented communication is the key issue prior to implementing a plan, and asked NSTAR consider resident comments and the quality of life in Needham.

Police Chief Droney spoke about safety concerns, Janice Burns, Director of Public Health discussed pesticide use and Patty Barry, Director of Conservation, commented on the Conservation Commission review of plans.

Steve Theall, Needham Golf Club President, outlined specific areas of concern at the Club which is located on Town property.

Mr. Wasserman open the discussion up for public comment.

Ross Donald, 25 Chambers Street, is concerned about mitigation programs and the Rail to Trail project which will run under the lines. He suggested coordination between NSTAR and the volunteers working on the Rail to Trail project. He also suggests NSTAR provide information to residents so they can learn as much as possible about the project.

A resident of Broadmeadow Road is concerned the Powerpoint slides show different information than what people are being told. He said NSTAR should be considering the distribution lines, rather than the transmission lines. He also is concerned about the high rates of leukemia in children, which he says is related to chemicals, not transmission lines. He asked NSTAR to provide information on the chemicals they plan to use on the trees and shrubs.

Mike Retsky, 121 Laurel Drive, and Chairman of the Park and Recreation Commission, said public outreach is important. He feels the buffer zones help mitigate noise from DeFazio Field and are important to neighbors.

Mary Fitzgerald, 20 Elmwood Road, said state law requires NSTAR to contact the Town 90 days prior to any cutting and asked why residents were not told until June 20, when conversations had been ongoing up until that point. She commented on topography heading into Boston.

George Marino, 44 Elmwood Road, asked about prior precedents when dealing with easement and vegetation programs when there is a multi-purpose right-of-way. He asked for specifics regarding the timing of the cutting.

Dmitry Gorenburg, 178 Richardson Drive, asked if NSTAR will cut low growing bushes, as he has blueberry bushes on his property directly under the power lines. He stated he is on the Board of the Bay Colony Rail Trail and wonders if the trees between the railroad and his property will be cut. He asked about mitigation to protect the privacy of abutters.

Michael Giancioppo, 11 Charles River Street, is concerned about the chemical runoff as he is planning to plant a garden sometime in the future.

Mark McDonough, 173 Fairfield Street, feels the management plan has been poorly executed. He is concerned about erosion and that the plan is a radical change from what has been done over the past 50 years. He feels the full clearing down to the railroad is unacceptable.

Tricia Cruickshank, 64 Elmwood Road, said there use to be bi-annual management of the trees, but not any longer. She is concerned about mitigation after taking down trees and asked if NSTAR will replace trees in residents' yards or replant along the wires. She commented the plan seems unreasonable.

Andrew Koslow, 84 Elmwood Road, asked for clarification on the width of the right-of-way. He said the plan is a radical departure from what has been done in the past.

Paula Buresh, 102 Elmwood Road, asked if the easement is considered the right-of-way or a boarder zone. She also mentioned the resident at 96 Elmwood Road could not attend the meeting, but requests NSTAR install a fence on the property.

John Negoshian, 1101 South Street, said he has pine trees on his property that he does not want cut down. He suggests NSTAR hire someone to go over the project with homeowners on a case by case basis. He commented he wants notification as to when NSTAR will be on his property.

Mr. Wasserman asked for comments from the Board.

Mr. Borrelli said more time and communication is needed to sort through all of the information. He commented he is troubled by what he heard tonight and that there may be a better way to accomplish the goal.

Mr. Matthews suggests the Town Manager become the point of communication for NSTAR and the Town. He commented the northeast corner of Town is where the most specific property concerns will be located, along Elmwood Road and Broad Meadow Road. He reiterated one resident's suggestion to top off trees rather than cutting them down. He suggested there may be a better option and a more cautious approach is warranted. Mr. Matthews said he feels there are ways to achieve an outcome and still protect interests of the neighbors.

Mr. Bulian asked NSTAR to provide notification to residents of the day work will be done on each property. He is concerned the work of the NSTAR crews will result in something different than what is told to the Board of Selectmen and the Town. He said advanced communication is key to allow residents the opportunity to be home when the cutting is done.

Mr. Handel agreed with the comments made by the Board. He said he feels uncomfortable the Town is relying on NSTAR to notify abutters and that there is no control for the Town and individual land owners. He suggested Needham should receive state and/or federal help to give the Town the means to protect the rights of the community and land owners.

Mr. Wasserman said he is troubled by the issue and said it sounds like a cost saving method of management rather than a method that sufficiently takes into account the property owners. He stated he is concerned about the chemicals being

used and that more discussion needs to take place. He thanked NSTAR for their presentation and for meeting with residents.

9:45 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 1 item to discuss:

Sale of Alcohol for Consumption Off-Premises

Ms. Fitzpatrick discussed the timing of the ballot question for the sale of alcohol for consumption off-premises. She said if the Town's home rule petition is enacted in time, the Town may have the option of seeking to place the question on the November 2012 Presidential election ballot or the April 2013 Annual Town Election ballot.

**Motion by Mr. Handel that contingent on approval by the Legislature and the Governor, that the Board vote to place the following question on the November 2012 Presidential election ballot or contingent on approval by the Legislature and the Governor, that the Board vote to place the following question on the April 2013 ballot if November 2012 ballot is not available:**

**Shall the licensing authority in the town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverage in packages not to be drunk on the premises?**

**Second: Mr. Borrelli. Unanimously approved 5-0.**

9:55 p.m.

Board Discussion:

1. Transportation Infrastructure Funding

At its meeting on June 26, 2012, the Board agreed to draft and sign a resolution relative to transportation and infrastructure funding. The Board discussed the proposed resolution. Mr. Matthews read the Resolution.

**Motion by Mr. Borrelli that the Board approve and sign the Resolution concerning Transportation Funding in the Commonwealth.**

**Second: Mr. Bulian. Unanimously approved 5-0.**

2. Polling Locations

The Board continued its discussion of polling locations.

**Motion by Mr. Matthews that the Board vote to request that the Town Manager evaluate the number of precinct voting locations which can be accommodated at each available Town-owned building.**

**Second: Mr. Handel. Unanimously approved 5-0.**

Mr. Matthews stated he has offered the motion for information to help the discussion and debate about possible configurations of precinct locations for the 2014 election and thereafter. He said he wants to know the capacity of the different facilities in which to hold polling locations.

3. Adopt FY2013 – FY2014 Goals

**Motion by Mr. Bulian that the Board vote to adopt its goals for FY2013-FY2014 as shown in the attached document.**

**Second: Mr. Borrelli. Unanimously approved 5-0.**

4. Committee Reports

Minuteman High School:

Mr. Wasserman said he and Mr. Matthews have been involved with the Minuteman High School and there are issues that could impede some necessary decisions about a new building. He said there is a potential leadership role that Needham could take. Mr. Matthews said there is a process with many issues and he is concerned decisions are being made by a majority vote, where ultimately the decision requires unanimous consent. He believes some communities are advocating for a smaller school size. Mr. Matthews said perhaps one person from each community could be appointed to work with all parties to come up with a recommended, right sized number of students for the school. He asked the Town Manager to communicate with other Town Managers to see if they would be interested in taking this kind of approach. The Board concurred with this approach.

10:15 p.m.

Adjourn:

**Motion by Mr. Bulian that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of July 10, 2012.**

**Second: Mr. Matthews. Unanimously approved 5-0.**

A list of all documents used at this Board of Selectmen meeting are available at:

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

## July 10, 2012 BOS Appointed Committee REAPPOINTMENTS

| TERM EXPIRE | Last          | Name                    | COMMITTEE                                   |
|-------------|---------------|-------------------------|---------------------------------------------|
| 06/30/2015  | Tamkin        | Jonathan D. Tamkin      | Board of Appeals                            |
| 06/30/2015  | Greis         | Michael J. Greis        | Cable Television Advisory Board             |
| 06/30/2015  | Tamkin        | Jonathan D. Tamkin      | Cable Television Advisory Board             |
| 06/30/2015  | Crowell       | Susan Crowell           | Commission on Disabilities                  |
| 06/30/2015  | Heller        | Deborah Heller          | Commission on Disabilities                  |
| 06/30/2015  | Howell        | Bruce A. Howell         | Commission on Disabilities                  |
| 06/30/2015  | Saunders      | Elaine Saunders         | Commission on Disabilities                  |
| 06/30/2015  | Wise          | Dale Wise               | Commission on Disabilities                  |
| 06/30/2015  | Wise          | Anderson Wise           | Commission on Disabilities                  |
| 06/30/2015  | Alpert        | Paul S. Alpert          | Conservation Commission                     |
| 06/30/2015  | Borrelli      | Damon Borrelli          | Council of Economic Advisors                |
| 06/30/2015  | Borrelli      | Matthew Borrelli        | Council of Economic Advisors                |
| 06/30/2015  | Day           | William Day             | Council of Economic Advisors                |
| 06/30/2015  | Grimes        | Elizabeth Grimes        | Council of Economic Advisors                |
| 06/30/2015  | Herman        | Bruce Herman            | Council of Economic Advisors                |
| 06/30/2015  | Jacobs        | Marty Jacobs            | Council of Economic Advisors                |
| 06/30/2015  | O'Connor      | Janet O'Connor          | Council of Economic Advisors                |
| 06/30/2015  | Brightman     | Scott Brightman         | Council On Aging                            |
| 06/30/2015  | De Lemos      | Carol De Lemos          | Council On Aging                            |
| 06/30/2015  | Goldberg      | Daniel Goldberg         | Council On Aging                            |
| 06/30/2015  | Relich        | Lianne Relich           | Council On Aging                            |
| 06/30/2015  | Cramer        | Roy Cramer              | Golf Course Advisory Committee              |
| 06/30/2015  | Dain          | Daniel Dain             | Golf Course Advisory Committee              |
| 06/30/2015  | Greis         | Gloria P Greis          | Historical Commission                       |
| 06/30/2015  | Tobin         | Sandra Balzer Tobin     | Historical Commission                       |
| 06/30/2015  | Klein         | Amelia Klein            | Human Rights Committee                      |
| 06/30/2015  | Walters       | Sandra Walters          | Human Rights Committee                      |
| 06/30/2015  | Davis         | Rick Davis              | Insurance Advisory Committee                |
| 06/30/2015  | Shapiro       | Albert Shapiro          | Insurance Advisory Committee                |
| 06/30/2013  | Creem         | Richard S Creem         | MBTA Advisory Board                         |
| 06/30/2013  | Cosgrove Jr   | John P Cosgrove Jr      | MWRA Advisory Board                         |
| 06/30/2013  | Lewis         | Robert Lewis            | MWRA Advisory Board                         |
| 06/30/2015  | de Lemos      | Carol de Lemos          | Needham Community Revitalization Trust Fund |
| 06/30/2015  | Good          | Paul Good               | Needham Community Revitalization Trust Fund |
| 06/30/2013  | Boder         | Robert Boder            | Needham Community Television Dep Corp       |
| 06/30/2013  | Goldstein     | Arnold Goldstein        | Needham Community Television Dep Corp       |
| 06/30/2015  | Greis         | Michael J. Greis        | Needham Community Television Dep Corp       |
| 06/30/2013  | Stegman       | Robert Stegman          | Needham Community Television Dep Corp       |
| 06/30/2015  | Tamkin        | Jonathan D. Tamkin      | Needham Community Television Dep Corp       |
| 06/30/2015  | Mccarthy      | Mary Mccarthy           | Registrars of Voters                        |
| 07/31/2013  | Owens         | Ted Owens               | Norfolk County Advisory Board               |
| 06/30/2015  | Heller        | Jeffrey D. Heller       | Solid Waste Disposal/Recycling Advisory     |
| 06/30/2015  | Som, Eng.     | Pralay K. Som, Eng.     | Solid Waste Disposal/Recycling Advisory     |
| 06/30/2013  | Matthews      | Daniel P Matthews       | Subcommittee to Study the Minuteman Scho    |
| 06/30/2013  | Wasserman     | Gerald A Wasserman      | Subcommittee to Study the Minuteman Scho    |
| 06/30/2015  | Harris        | Patricia A. Harris      | Taxation Aid Committee                      |
| 06/30/2013  | Tobin         | David S. Tobin          | Town Counsel                                |
| 06/30/2015  | Delgaizo, Eng | Anthony L Delgaizo, Eng | Traffic Management Advisory Committee       |
| 06/30/2015  | Merson        | Richard Merson          | Traffic Management Advisory Committee       |
| 06/30/2015  | Winnick       | Deborah S. Winnick      | Youth Commission                            |

**FY2013-FY2014 Board of Selectmen Goals**  
**Adopted July 10, 2012**

**1. Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.**

**Continuing Strategies**

- a. Monitor construction of Senior Center with expected opening in fall, 2013
- b. Update the Facility Master Plan, including renovation or replacement of the Hillside and Mitchell Schools, identification of office space for School Administration, and determining appropriate reuse, if any, of the Stephen Palmer Senior Ctr. Emery Grover and the Ridge Hill buildings.\*

**New initiatives**

- a. Evaluate and make changes as necessary to polling locations.
- b. Improve the DPW Complex beginning with the construction of garage bays.
- c. Redevelop 59 Lincoln Street and 89 School Street for additional parking to support public safety operations.

**2. Continue efforts to maintain and improve the vitality and economic success of the Town.**

**Continuing Strategies**

- a. Further review the Needham Center Zoning\*
- b. Expand the amount and accessibility of surface parking in Needham Center, including restructuring the permit parking system, in Needham Center, evaluating "buddy parking," and reconfiguring the Lincoln Street lot with the acquisition of 37-39 Lincoln Street.
- c. Improve the Needham Center streetscape and infrastructure including traffic signals.
- d. Develop regulations for the retail sale of alcoholic beverages in Needham prior to submitting a ballot question.
- e. Improve the streetscape and infrastructure of the NEBC.
- f. Complete the preferred renovation of Highland Avenue from Webster Street to the Charles River (State highway).
- g. Monitor implications of the add-a-lane project and assure that Needham's interests are addressed in the final design.
- h. Develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.

**New Initiatives**

- a. Review the Town's sign by-law\*
- b. Review the Town's by-laws relative to outdoor displays, furniture, etc.
- d. Evaluate options, including incentives, to address the issue of empty storefronts in Needham Center
- e. Evaluate the need to develop a formal protocol for mobile food vendors.
- f. Encourage a review of the thresholds for site plan and special permit review, particularly in the downtown.

**3. Continue working toward energy efficient and environmentally sound operations for both the Town and its residents and businesses.**

**Continuing Strategies**

- a. Complete fleet inventory and develop a policy for purchasing fuel efficient vehicles
- b. Evaluate the generation of power through alternative or renewable energy sources, including solar power.
- c. Review and revise as necessary the Integrated Pest Management Policy.

#### **New Initiatives**

- a. Adopt a plan based on EMG's, study for improving energy efficiency in town buildings.

#### **4. Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.**

##### **Continuing Strategies**

- a. Replace the Greene's Field play structure.
- b. Develop a shared use recreational rail trail from Needham Junction to the Dover line.
- c. Evaluate the future of Rosemary Pool and its site, in cooperation with the Park and Recreation Commission.\*
- d. Evaluate the impact of broadening the historical demolition delay By-law.
- e. Review and make recommendations, as necessary, relative to the creation of an off-leash dog area in Needham.

##### **New Initiatives**

- a. Evaluate user fees and field maintenance fees in cooperation with the Park and Recreation Commission.\*
- b. Work with the Planning Board on re-evaluation of zoning provisions relating to residential construction.\*
- c. Develop a plan for recreation and open space improvements if proposed changes to the Community Preservation Act are approved.\*
- d. Develop a strategic plan for property acquisition including the financial impact and financial options.
- e. Oversee final cost certification of Charles River Landing project, participate in development of 40B guidelines, evaluate and make recommendations relative to 40B project proposals, review existing affordable housing units and ensure compliance with applicable laws and regulations.
- f. Evaluate and make recommendations, as necessary, relative to the future use of the NIKE site.\*
- g. Evaluate the need to regulate services offered in day spas.
- h. Implement amended hunting regulations.

#### **5. Maintain and enhance the Town's Financial Sustainability**

##### **New Initiatives**

- a. Review and amend as necessary the specialized stabilization policies; formalize fund targets.
- b. Review and amend as necessary the debt management policy with emphasis on the appropriate use of tax-levy supported ("3%") debt.
- c. Create a super committee to evaluate and make recommendations relative to the financial sustainability of the RTS.
- d. Implement a new financial software system for Town and School operations.
- e. Review current approaches to financing school playgrounds.

#### **6. Evaluate Town Operations and Administration.**

- a. Evaluate Open Meeting Attendance/Remote Participation Options
- b. Evaluate and Update the Town's Website to enhance the level of customer service

\* The subject matter of this goal may involve significant responsibilities of another board in addition to responsibilities of the Board of Selectmen.

08/02/2012

To: The Needham Board of Selectmen  
1471 Highland Avenue, Needham, MA 02492

From: Paul Good  
Chair-The Revitalization Trust Fund (NCRTF)

Re: Request To Accept Jane Howard Bench Project As Gift To Town

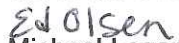
Dear Board of Selectmen,

The Revitalization Trust Fund Committee would like to request acceptance of a new bench project, on behalf of the friends of Jane Howard, that celebrates her friendship and life contributions.

The bench would be located on the garden island at the intersection of Great Plain Avenue and Washington Street, between two existing trees, to create a peaceful place for pedestrians to rest and take in the garden.

The bench style will match other NCRTF bench installations, as example, the benches that flank the Town Common bus stop. In harmony with the other NCRTF benches, it will be constructed using a premium quality, black power coated steel frame with Ipe wood (highly decay resistant/renewable resource) slats and an inlaid, inscribed, bronze plaque.

Ground landscaping, in consultation with Joe Quinlan of Hillcrest Gardens, will be tailored to the site to allow for attractive, firm support and ease of landscaping maintenance around the bench.

  
~~Michael Logan~~, Superintendent of Parks and Forestry, that oversees the sight maintenance for mowing and trimming, is supportive of the project and comfortable with the location and installation design.

The Kalmia garden club maintains the beautiful garden at this site.

Thank you again for your help and consideration,

  
Paul A. Good  
Chair

The inscription will read:

**Jane A. Howard**  
**In Celebration of her Life and**  
**Contributions to Needham**

Attached:  
Bench Landscape Design  
Site Photos

INSTALLATION OF BENCH PATIO  
AT WASH/NEED STREET

TO GARDEN



FRONT



11 1/2 Blue Stone 100 3

21 cobbles 150 1

STONE DISE 150

EXAMPLE ONLY



