### BOARD OF SELECTMEN January 14, 2014 Powers Hall-Needham Town Hall Revised Agenda

	6:45	Informal Meeting with Citizens 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.
	<b>7:00</b>	Representative Denise Garlick
1.	7:00	Public Hearing NSTAR-Woodbine Circle  • Maureen Carroll, NSTAR representative
2.	7:00	Public Hearing NSTAR- 30 & 34 Webster Street  • Maureen Carroll, NSTAR representative
3.	7:05	Public Hearing- Proposed Parking Meter Rates and Permit Fees
4.	7:30	<ul> <li>Town Manager</li> <li>Belle Lane Restrictive Covenant and Agreements</li> <li>Open the May 2014 Annual Town Meeting Warrant</li> <li>Budget Consultation &amp; Priorities</li> </ul>
5.	7:45	Board Discussion  MMA Resolutions Committee Reports
6.	8:00	Executive Session Exception 3

### **APPOINTMENTS**

1.	Artie Crocker	Facility Master Plan Working Group (term
		expires 6/30/2015)

### CONSENT AGENDA \*=Backup attached

1.*	Approve Minutes from November 12, 2013 (Executive Session), November 19, 2013 (Open Meeting and Executive Session), December 10, 2013 (Open Meeting), and December 17, 2013 (Open Meeting and Executive Session).
2.	Accept the following donations made to the Needham Health Department's Domestic Violence Action Committee: \$250 from Shahin Soli Sagafi; and \$200 from Mary Clare Siegel.
3.	Accept a \$250 donation made to the Needham Park and Recreation Commission from Anonymous Content, LLC for any project at DeFazio Park.
4.	Accept the following donations made to the Needham Off-Leash Dog Area gift

	account: \$25 from Jay & Susan Kaplan, \$50 from Helene Presskreischer; \$500 from Michelle Feinberg; \$100 from Roscoe Oberle; \$50 from Jodi Block; \$100 from Leslie Nelken; \$100 from Gary & Carol Crossen; \$25 from Angela Cox; \$100 from Lisa Tanzer; \$25 from Peter Fox; and \$500 from Heidi Fischer, MD.
5.	Accept the following donations made to the Needham Health Department's Gift of Warmth fund: \$150 from Mr. Andrew N. Thoresen of the First Baptist Church in Needham; \$1,500 from St. Joseph Parish; and \$800 from Christ Church Episcopal Needham.
6.	Accept the following donations made to the Needham Community Revitalization Trust Fund from the following residents: \$200 from Carol & Edward De Lemos; \$200 from Maryruth & Richard Perras; \$25 from Andrea & Douglas Rae
7.*	Approve a Special One Day Wines & Malt Beverages License for Michael Fraini of the Knights of Columbus to hold a Super Bowl Party on Sunday, February 2, 2013 from 4:00 p.m. to 10:00 p.m. The event will be held at the Knights of Columbus, 1211 Highland Avenue, Needham.
8.*	Approve two Special One Day Wine & Malt Beverage Licenses for Steve Volante of Volante Farms to hold winter cooking classes on January 25, 2013 and February 8, 2013 from 6:00 p.m. to 9:00 p.m. The classes will be held at Volante Farms, 292 Forest Street, Needham.
9.	Accept the following donations made to the Needham Public Library during the period October 1, 2013 through January 8, 2014: Received donations from the following in memory of Margaret M. Wellington: Nancy A. Kosteleba (\$25.00), Wellesley Centers for Women (\$50.00), Ellen & Dean Lewis (\$100.00); Dennis Sullivan gave the library a copy of his book, <i>Senior and Boomers Guide to Health Care Reform and Avoiding Nursing Home Poverty</i> (\$14.95); Edwin Harwood donated a copy of Stephen King's new book, <i>Doctor Sleep</i> (\$30.00); Cathy Collishaw donated \$25.00 in memory of Marguerite Farrell; Kathi Seifert donated \$100.00 in memory of Bertha Marram; Drew Winkler made a donation in honor of Jacob Smith (\$15.00); Sharon Slayton Howell gave the library a copy of her newest book of poems, <i>Words Far-Reaching</i> (\$20.00); Needham Author Tamar Ossowski gave the library two copies of her new book, <i>Left: A Novel</i> (25.00 each); Former Needham resident and Needham High School Graduate Steven P. Marini gave the library a copy of his new book, <i>Aberration</i> (\$14.99); Ron and Lois Sockol donated \$20.00 to the library in memory of Barbara Popper; Ray and Maureen Sleight and Family donated a copy of Shel Silverstein's book, <i>The Giving Tree</i> in memory of James L. Galvin, Jr. and Eleanor M. Galvin (\$19.99); Familias Latinas de Needham gave the library nine children's books in Spanish (\$76.00); Anne Kinsman and Margaret Diefenderfer donated \$25.00 to the library, in memory of Bruce Nagler; Shirley Pratt gave the library a copy of her book, <i>Don't Wait to be Rescued</i> (\$8.50); Edwin Harwood donated a copy of Preston and Child's new book, <i>White Fire</i> (\$27.00); Margaret and Don Gray gave the Children's Room three large bags of Legos (Priceless); Gail Eckberg sent the library a check for \$42.50, commission from the sale of a painting that was exhibited in the library.
10.*	Approve a Special One Day Wine & Malt Beverages License for Steve Volante of Volante Farms to hold a Winter Beer Dinner on Thursday, February 27, 2014 from 6:00 p.m. to 9:00 p.m. This event will be held at Volante Farms, 292 Forest Street, Needham.
11.*	Approve a Special One Day Wine & Malt Beverages License for Gloria Gries of the Needham Historical Society to hold its Winter Social event on Saturday, February 1, 2014 from 7:00 p.m. to 11:00 p.m. This event will be held in Powers Hall at Town

	Hall, 1471 Highland Avenue, Needham.
12.*	Upon the recommendation of the Assistant Town Manager/Director of Finance, approve an increase in the mileage reimbursement rate for employee's use of personal vehicles from 48.5 cents to 56 cents effective January 1, 2014.
13*	Vote to designate David Davison, Assistant Town Manager/Finance, as the Town's designated voting delegate for the MIIA and MIIA Property and Casualty Board elections at the MMA Annual Meeting on January 25, 2014.
14.*	Water & Sewer Abatement Order #1172



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

### **MEETING DATE: 01/14/2014**

Agenda Item	Public Hearing – NSTAR Petition for Woodbine Circle
Presenter(s)	Maureen Carroll, NSTAR

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

NSTAR requests permission to install approximately 5 feet of conduit at Pole 391/9 on Woodbine Circle, Needham. This work is necessary to provide electric service for a new home at 88 Woodbine Circle, Needham.

The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that 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.

2. VOTE REQUIRED BY BOARD OF SELECTMEN

YES

NO

Suggested Motion:

Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 5 feet of conduit at Pole 391/9 on Woodbine Circle, Needham. This work is necessary to provide electric service for a new home at 88 Woodbine Circle, Needham.

3. BACK UP INFORMATION ATTACHED

YES

NO

### (Describe backup below)

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters



200 Calvary Street Waltham, Massachusetts 02453

December 3, 2013

Board of Selectmen

Town Hall 1471 Highland Ave Needham, MA 02192

RE: SS Woodbine Circle Needham, MA W.O. #1966198

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 5'± feet- conduit @ Pole 391/9 Woodbine Circle, Needham.

This work is necessary to provide electric service for new house @ #88 Woodbine 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

Rights & Permits Supervisor

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WDM/amw Attachments

### PETITION OF VSTAR ELECTRIC COMPANY FOR LOCATION FOR CONDUITS AND MANHOLES

To the Board of Selectmen of the Town of NEEDHAM

Massachusetis:

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 November 15, 2013, and filed herewith, under the following public way or ways of said Town:

Woodbine Circle -

Westerly @ pole 391/9 approximately 20'± feet north of Fay Lane a distance of about 5'± feet - conduit

(WO. 1966198)

NSTAR ELECTRIC COMPANY

William D. Lemos

Rights & Permits, Supervisor

Dated this 3rd day of December 2013

Town of NEEDHAM Massachusetts

Received and filed \_\_\_\_\_2013

B.E.Co. Form X5435 (518-21)

### Order for location for conduits and manholes Town of NEEDHAM

WHEREAS, MSTAR 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 thereinafter 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:

Woodbine Circle –

Westerly @ pole 391/9 approximately 20'± feet north of Fay Lane a distance of about 5'± feet - conduit

(WO. 1966198)

### Hearing Required

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 November 15**, **2013** 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	NEEDHAM
5	
	CERTIFICATE
hearing as prescribed additions thereto or a of the hearing mailed to all owners of real across which the line	at the foregoing Order was adopted after due notice and a public by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any mendments thereof, to wit:-after written notice of the time and place at least seven days prior to the date of the hearing by the Selectmen estate abutting upon that part of the way or ways upon, along or is to be constructed under said Order, as determined by the last preceding, and a public hearing held on the day of 2013 in said Town.
1	
2	Board of Selectmen
3	the Town of
4	NEEDHAM NEEDHAM
5	
	CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of

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

\_\_\_\_\_\_, 2013 and recorded with the records of location Orders of said

Clerk of the Town of NEEDHAM, Massachusetts

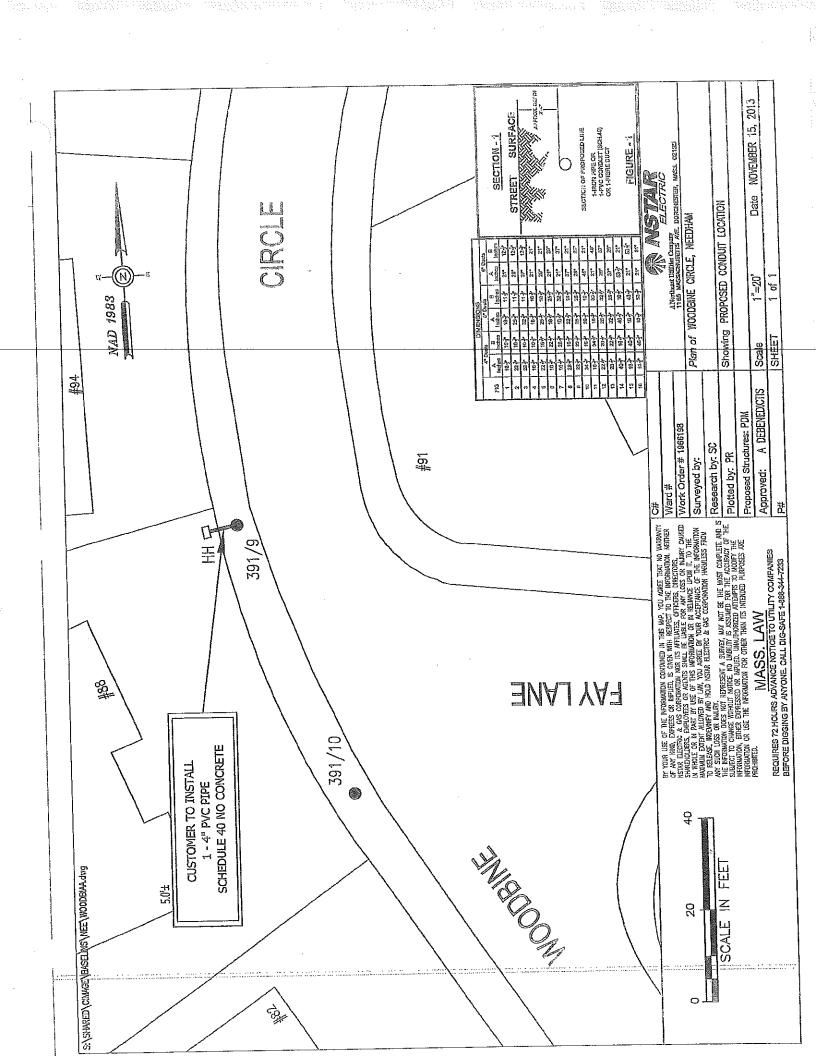
Selectmen of the Town of NEEDHAM, Masssachusetts, duly adopted on the

BECo Form X5437 (518-22)

amendments thereof, as the same appear of record.

Attest:

day of \_





### Revised NOTICE

To the Record

You are hereby notified that a public hearing will be held at the Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on January 14, 2014 upon petition of NSTAR dated December 3, 2013 to install approximately 5 feet of conduit at Pole 391/9 on Woodbine Circle, Needham. This work is necessary to provide electric service for a new home at 88 Central Avenue Woodbine Circle, Needham. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact NSTAR representative, Maureen Carroll at 617-369-6421.

Daniel P. Matthews John A. Bulian Maurice P. Handel Matthew D. Borrelli Marianne Cooley

**BOARD OF SELECTMEN** 

Dated: December 31, 2013

## 88 WOODBINE CIRC.

PARCEL ID 199/067.0-0042-0000.0	St No.	Street FAY LN	Owner Names CHIN, JEAN B. TR JEAN B. CHIN IRREVOCABLE TRUST	Owner Address 58 FAY LN
199/067.0-0044-0000.0	82	WOODBINE CIR	FOX, EDWARD J. & FOX, TOBY R.	82 WOODBINE CIRCLE
199/067.0-0045-0000.0	88	WOODBINE CIR	MEYERSON, GEOFFREY & MEYERSON, ALEKSANDRA	88 WOODBINE CIR
199/067.0-0046-0000.0	94	WOODBINE CIR	GLADSTOEN, STEPHEN E. & GLADSTONE, MELISSA R.	94 WOODBINE CIR
199/067.0-0047-0000.0	91	WOODBINE CIR	BURNS, RICHARD W + BURNS, JANE K	91 WOODBINE CIR
0.0000-9900-0.790/661	105	WOODBINE CIR	GORDON, LISA F. & GORDON, ANDREW G.	105 WOODBINE CIR
199/067.0-0067-0000.0	100	WOODBINE CIR	GLASSMAN, ROBERT N., TR & GLASSMAN, SANDRA S, TR	100 WOODBINE CIR
**				

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.

	OWNER ZIP	75430	02494	02492	02494	02494	02494	02494
Address	State	MA	MA	MA	MA	MA	MA	MA
Mailing Address	OWNER CITY	NEEDHAM HTS	NEEDHAM HTS	NEEDHAM	NEEDHAM HTS	NEEDHAM HTS	NEEDHAM HTS	NEEDHAM



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

### **MEETING DATE: 01/14/2014**

Agenda Item	Public Hearing – NSTAR Petition for 30 Webster Street
Presenter(s)	Maureen Carroll, NSTAR

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

NSTAR requests permission to install approximately 9 feet of conduit at Pole 2/5 on Webster Street, Needham. This work is necessary to provide electric service for Building #1 and include 4 residential units at 30 Webster Street, Needham.

The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that 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.

2. VOTE REQUIRED BY BOARD OF SELECTMEN

YES

NO

Suggested Motion:

Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 9 feet of conduit at Pole 2/5 on Webster Street, Needham. This work is necessary to provide electric service for Building #1 and include 4 residential units at 30 Webster Street, Needham.

3. BACK UP INFORMATION ATTACHED

YES

NO

### (Describe backup below)

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters



200 Calvary Street Waltham, Massachusetts 02453

December 6, 2013

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

\*\*さら RE: Webster Street Needham, MA W.O. #1963341

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 9'± feet of conduit at pole 2/5 on Webster Street, Needham.

This work is necessary to provide underground electric service for Building #1 and include 4 residential units @ #30, Webster Street.

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 HSTAR 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 November 6, 2013, and filed herewith, under the following public way or ways of said Town:

Webster Street -

Easterly @ pole 2/5 approximately 71'± feet north of Roscoe Street a distance of about 9'± feet - conduit

(WO.#1963341)

NSTAR ELECTRIC COMPANY

BY /a/Mon Do

Rights & Permits, Supervisor

Dated this 3rd day of December 2013

Town of NEEDHAM Massachusetts

Received and filed \_\_\_\_\_2013

B.E.Co. Form X5435 (518-21)

### order for location for conduits and manholes foun 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 thereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

said pendion 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:

Webster Street -

Easterly @ pole 2/5 approximately 71'± feet north of Roscoe Street a distance of about 9'± feet - conduit

### (WO.#1963341)

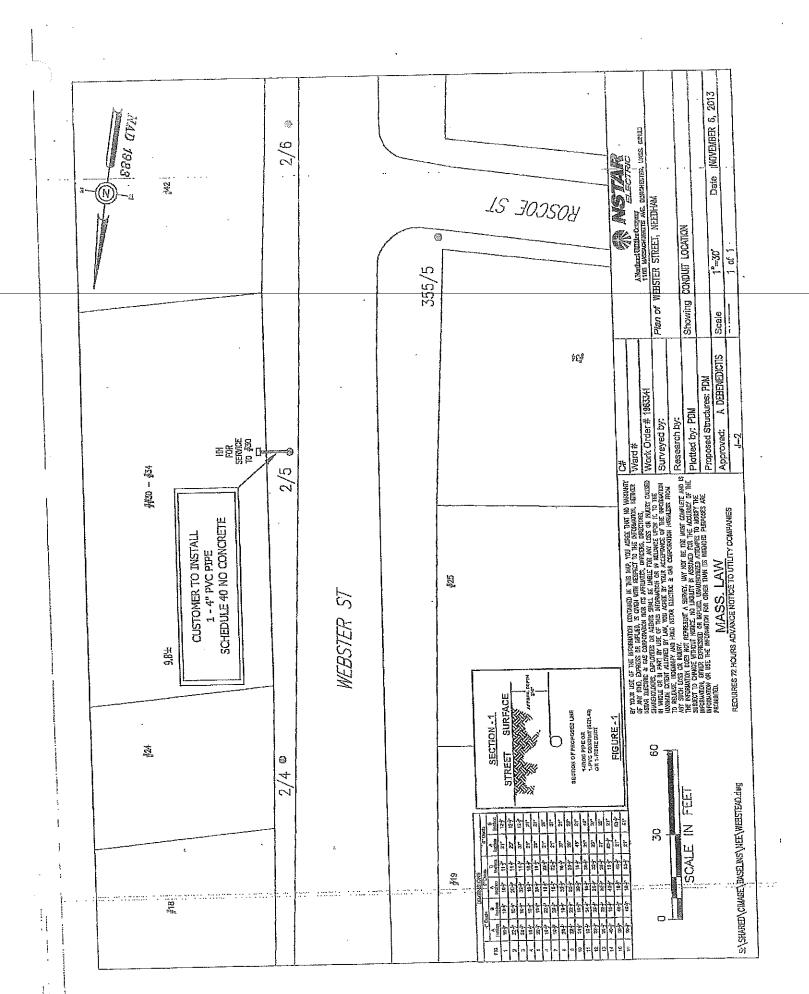
All construction work under this Order shall be in accordance with the following conditions:

- 1. Conduits and manholes shall be located as shown on the plan made by A.Debenedictis, Dated November 6, 2013 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 3 4	Board of Selectmen the Town of NEEDHAM
5	CERTIFICATE
hearing as pradditions the of the hearing to all owners	ertify that the foregoing Order was adopted after due notice and a public escribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any reto or amendments thereof, to wit:-after written notice of the time and place mailed at least seven days prior to the date of the hearing by the Selectment of real estate abutting upon that part of the way or ways upon, along or the line is to be constructed under said Order, as determined by the last preceding taxation, and a public hearing held on the day of 2013 in said Town.
1	7 1 6 Colosburgo
2	Board of Selectmen
9	the Town of
4	NEEDHAM
	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 \_\_\_\_\_\_, 2013 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





### NOTICE

To the Record

You are hereby notified that a public hearing will be held at the Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on January 14, 2014 upon petition of NSTAR dated December 6, 2013 to install approximately 9 feet of conduit at Pole 2/5 on Webster Street, Needham. This work is necessary to provide underground electric service for Building #1 and include four residential units at 30 Webster Street. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact NSTAR representative, Maureen Carroll at 617-369-6421.

Daniel P. Matthews John A. Bulian Maurice P. Handel Matthew D. Borrelli Marianne Cooley

BOARD OF SELECTMEN

Dated: December 31, 2013

## 30 WEBSTER ST

ARCEL ID 9/086.0-0081-0000.0	St No.	Street WEBSTER ST	Owner Names CAROTHERS, DENNIS J. & COTTER, PATRICIA J., TRS.	Owner Address 48 WEBSTER ST	
9/086.0-0082-0000.0	42	WEBSTER ST	HOTCHKISS, 10HN D. & MOMPHO, BOPHAL K.	42 WEBSTER ST	
9/087.0-0031-0000.0	28	WEBSTER ST	MADISON, JAMES P & BARBARA J. C/O WEBSTER STREET GREEN LLC	P O BOX 920275	
9/087.0-0032-0000.0	24	WEBSTER ST	GRASS, STACEY WHITEMAN	24 WEBSTER ST	
9/087.0-0033-0000.0	18	WEBSTER ST	BROWN, LANCE ROBERT & BROWN, LAURA THERESE	18 WEBSTER STREET	
9/087.0-0081-0000.0	19	WEBSTER ST	TAYLOR, ROBERT & TAYLOR, MELYSSA	19 WEBSTER ST	
9/092.0-0007-0000.0	43	WEBSTER ST	SARGENT, JAMES F & SARGENT, ELIZABETH M	43 WEBSTER ST	
9/092.0-0008-0000.0	34	ROSCOE ST	ROSENTHAL, STEPHEN	34 ROSCOE ST	
0/005.0-0009-0000.0	25	WEBSTER ST	MCCARRICK, MATTHEW E. TRUSTEE MCCARRICK FAMILY NOMINEE TRUST	617 GREENDALE AVENUE	

S OWNER ZIP 02494	02494	02492	02494	02494	02494	02494	02494	02492
State MA	MA	MA	MA	MA	MA	MA	MA	MA
Mailing Address  OWNER CITY State  NEEDHAM HTS MA	NEEDHAM HTS	NEEDHAM	NEEDHAM HTS	NEEDHAM HTS	NEEDHAM	NEEDHAM HTS	NEEDHAM	NEEDHAM



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

### **MEETING DATE: 01/14/2014**

Agenda Item	Public Hearing – NSTAR Petition for 34 Webster Street
Presenter(s)	Maureen Carroll, NSTAR

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

NSTAR requests permission to install approximately 38 feet of conduit at Pole 2/4 on Webster Street, Needham. This work is necessary to provide electric service for Building #2 and include 4 residential units at 34 Webster Street, Needham.

The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that 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.

2. VOTE REQUIRED BY BOARD OF SELECTMEN

YES

NO

**Suggested Motion:** 

Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 38 feet of conduit at Pole 2/4 on Webster Street, Needham. This work is necessary to provide electric service for Building #2 and include 4 residential units at 34 Webster Street, Needham.

3. BACK UP INFORMATION ATTACHED

YES

NO

### (Describe backup below)

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters



200 Calvary Street Waltham, Massachuseits 02453

December 3, 2013

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

RE: 34 Webster Street Needham, MA W.O. #1963344

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 of conduit at pole 2/4 on Webster Street, Needham.

This work is necessary to provide underground electric service for Building 2 and include 4 residential units @ #34, Webster Street.

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 CONDUCTS CONDUCTS CONTROL CONT

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 November 6, 2013, and filed herewith, under the following public way or ways of said Town:

Webster Street -

Southerly @ pole 2/4 approximately 171'± feet north of Roscoe Street a distance of about 38'± feet - conduit.

(WO. 1963344)

NSTAR ELECTRIC COMPANY

William D. Lemos

Rights & Permits, Supervisor

Dated this 3rd day of December 2013

Town of NEEDHAM Massachusetts

Received and filed \_\_\_\_\_2013 '

P.E.Co. Form X5435 (518-21)

### order for location for conduits and manholes Town of Heedram

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

said pendon 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:

Webster Street -

Southerly @ pole 2/4 approximately 171'± feet north of Roscoe Street a distance of about 38'± feet - conduit

### (WO. 1963344)

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

conditions:
1. Conduits and manholes shall be located as shown on the plan made by
A.Debenedictis, Dated November 6, 2013 on the file with said petition.

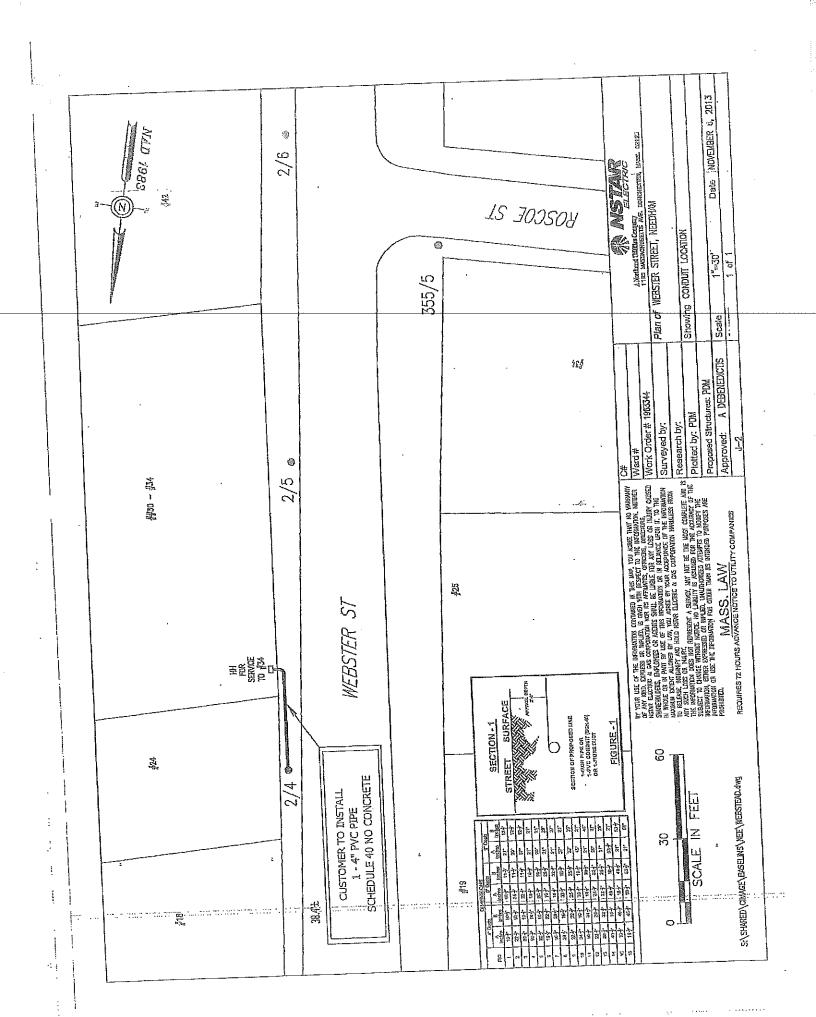
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.

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 3 4	Board of Selectmen the Town of NEEDHAM
hearing as pre additions ther of the hearing to all owners	CERTIFICATE  rtify that the foregoing Order was adopted after due notice and a public scribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any eto or amendments thereof, to wit:-after written notice of the time and place mailed at least seven days prior to the date of the hearing by the Selectmen of real estate abutting upon that part of the way or ways upon, along or the line is to be constructed under said Order, as determined by the last preceding taxation, and a public hearing held on the day of 2013 in said Town.
1 2 3 4 5	Board of Selectmen the Town of NEEDHAM
	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 \_\_\_\_\_\_\_ 2013 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





### NOTICE

To the Record

You are hereby notified that a public hearing will be held at the Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on January 14, 2014 upon petition of NSTAR dated December 3, 2013 to install approximately 38 feet of conduit at Pole 2/4 on Webster Street, Needham. This work is necessary to provide underground electric service for Building #2 and include four residential units at 34 Webster Street. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact NSTAR representative, Maureen Carroll at 617-369-6421.

Daniel P. Matthews John A. Bulian Maurice P. Handel Matthew D. Borrelli Marianne Cooley

BOARD OF SELECTMEN

Dated: December 31, 2013

## 34 WEBSTER ST

•ARCEL ID 99/086.0-0081-0000.0	St No.	<u>Street</u> WEBSTER ST	Owner Names Carothers, Dennis J. & Cotter, Patricia J., Trs.	Owner Address 48 WEBSTER ST	<b>O</b> EX
99/086.0-0082-0000.0	42	WEBSTER ST	HOTCHKISS, JOHN D. & MOMPHO, BOPHAL K.	42 WEBSTER ST	NE
99/087.0-0031-0000.0	28	WEBSTER ST	MADISON, JAMES P & BARBARA J. C/O WEBSTER STREET GREEN LLC	P O BOX 920275	NE
99/087.0-0032-0000.0	24	WEBSTER ST	GRASS, STACEY WHITEMAN	24 WEBSTER ST	SE
99/087.0-0033-0000.0	18	WEBSTER ST	BROWN, LANCE ROBERT & BROWN, LAURA THERESE	18 WEBSTER STREET	N N
99/087.0-0081-0000.0	19	WEBSTER ST	TAYLOR, ROBERT & TAYLOR, MELYSSA	19 WEBSTER ST	N E
99/092.0-0007-0000.0	43	WEBSTER ST	SARGENT, JAMES F & SARGENT, ELIZABETH M	43 WEBSTER ST	N EN
99/092.0-0008-0000.0	34	ROSCOE ST	ROSENTHAL, STEPHEN	34 ROSCOE ST	N
99/092.0-0009-0000.0	25	WEBSTER ST	MCCARRICK, MATTHEW E. TRUSTEE MCCARRICK FAMILY NOMINEE TRUST	617 GREENDALE AVENUE	R
97					

OWNER ZIP 02494	02494	02492	02494	02494	02494	02494	02494	02492
Address State MA	MA	MA	MA	MA	MA	MA	MA	MA
Mailing Address  OWNER CITY State  NEEDHAM HTS MA	NEEDHAM HTS	NEEDHAM	NEEDHAM HTS	NEEDHAM HTS	NEEDHAM	NEEDHAM HTS	NEEDHAM	NEEDHAM



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

### **MEETING DATE: 1/14/2014**

Agenda Item	Public Hearing — Proposed Parking Meter Rates and Permit Parking Fees
Presenter(s)	Kate Fitzpatrick, Town Manager

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

The Board of Selectmen will hold a public hearing regarding proposed parking meter rates, permit parking fees and the installation of additional parking meters in the downtown and Heights areas. Proposed changes are:

Proposed Parking Meter Rates:

\$.25 (quarter) for thirty minutes

\$.10 (dime) for ten minutes

\$.05 (nickel) for five minutes

Proposed Permit Parking Rates

\$125 2014

\$165 2015

\$200 2016

The Board will invite public comment and is scheduled to vote on the proposal on January 28, 2014.

2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO	
3.	BACK UP INFORMATION ATTACHED	YES	NO	

### MEMORANDUM

TO:

BOARD OF SELECTMEN

FROM:

DAVID DAVISON ASSISTANT TOWN MANAGER/FINANCE DIRECTOR

**SUBJECT: PARKING METER AND PERMIT RATES** 

DATE:

FRIDAY, DECEMBER 13, 2013

CC:

FILE; KATE FITZPATRICK, TOWN MANAGER; CHRISTOPHER COLEMAN, ASSISTANT TOWN MANAGER/OPERATIONS; SANDY CINCOTTA, SUPPORT SERVICES MANAGER; RICK MERSON, DIRECTOR OF PUBLIC WORKS; TONY DELGAIZO, TOWN ENGINEER; RHAIN HOYLAND, HIGHWAY SUPERINTENDENT; ROBERT LEWIS, ASSISTANT DIRECTOR OF PUBLIC WORKS; CARYS LUSTIG, SUPERVISOR OF ADMINISTRATION; PHILIP DRONEY, POLICE CHIEF; JOHN KRAEMER, LIEUTENANT; EVELYN PONESS,

TREASURER//COLLECTOR; DAVID TOBIN, TOWN COUNSEL

### Background

In preparation for the Board of Selectmen public meeting on January 14, 2014 regarding parking rates I offer the following. The Town of Needham maintains on-street public parking in the two major commercial districts, Downtown and the Heights. Most all the locations are regulated for metered parking for up to two hours. In order to promote turnover of the parking spaces, parking is limited to two hours. Many of the spots have the older (1970's vintage) parking meters, and in other cases the meters have been removed over time to use them to repair other meters, as securing replacement and parts became more difficult. Town Meeting provided funding to replace these meters with more modern meters. The Town promulgated a request for information (RFI) to learn more about metering options and methods of operations. From this evaluation, it was determined that the old parking meters should be replaced with meters similar to those outside of Town Hall and along Chapel Street. The Town issued an Invitation for Bids (IFB) during the spring and awarded a contract to purchase replacement meters. The equipment allows the Town more flexibility and greater reliability than the obsolete meters.

Correspondingly, over the past year we have investigated parking options, rates, and methods of collection and enforcement in other area communities. The result of this work found that although there are many ways to provide, and financially support, the existence of public parking, no one way was found to be preferable by all concerns. The current mix and method of parking provided by Needham appears to work for Needham. The Town provides permit parking, on-street metered parking, and time limited free parking in lots and on certain streets.

### **Permit Parking**

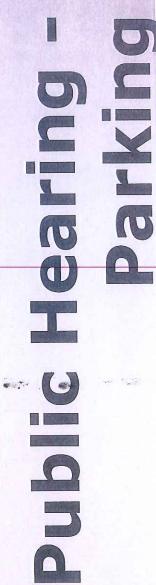
Spaces reserved for permit parking are available to Needham businesses to purchase in order to provide parking for their employees during the business day. Permit parking is enforced from 8:00 AM to 2:00 PM Monday through Friday. The Town has made a concerted effort to expand the availability of permit parking with its purchase

of several lots along Lincoln and School streets. The construction process has begun. The Town has incurred debt to purchase and construct the expanded parking, and has increased its maintenance efforts on all the lots. To help offset this cost, it was stated that the parking permit rates would be reviewed and raised. The proposal is to increase the annual permit fee from the current \$75 to \$200. This would be phased-in over three years. The current rate would be increased to \$125 for May 2014 renewal, to \$165 for May 2015 renewal and then to \$200 for May 2016 renewal.

### Parking Meters

Some parking spaces along the public ways currently have meters, and others are regulated for meters, which were removed to use the equipment in other areas (meaning the meters can be reinstalled by DPW without any legal action by the Board). Finally there are some spaces that are not regulated, but have been identified as spots where the installation of meters may be warranted. There is a formal notice and public process that would need to happen in order to install meters at such locations. The primary actions that will be sought in January are changing the rate structure, and reaching agreement about where missing meters should be reinstalled.

The purposes that the meters serve are to: 1) discourage long-term parking along the street, 2) encourage turnover of the on-street parking spaces, 3) make enforcement easier, and 4) help to defray some of the costs associated with public parking. The new meters will allow for shorter time increments to be purchased as well as acceptance of multiple coins. The proposal is to set the rate so that a quarter will purchase 30 minutes, a dime will purchase 10 minutes, and a nickel will purchase 5 minutes of time. The current meter regulations, with limited exceptions, allow for up to two hour parking in each space.



Permit Parking Fees
Parking Meter Fees
Parking Meter Installation

January 14, 2014



# Parking Permit Fee Proposa Phased in Over Three years

2014

\$125 2015

\$165 \$200

2016

DOWNTOWN
PARKING PERMIT
EXPIRES 4/30/14 TOWN OF NEEDHAM 0371 Current Fee: \$75 (set in 2004)

# Parking Meter Rate Proposal Effective 2014

• Quarter: 30

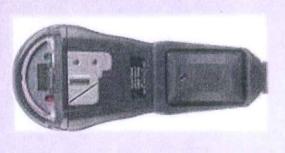
: 30 minutes 10 minutes

> • Dime: • Nickel:

5 Minutes

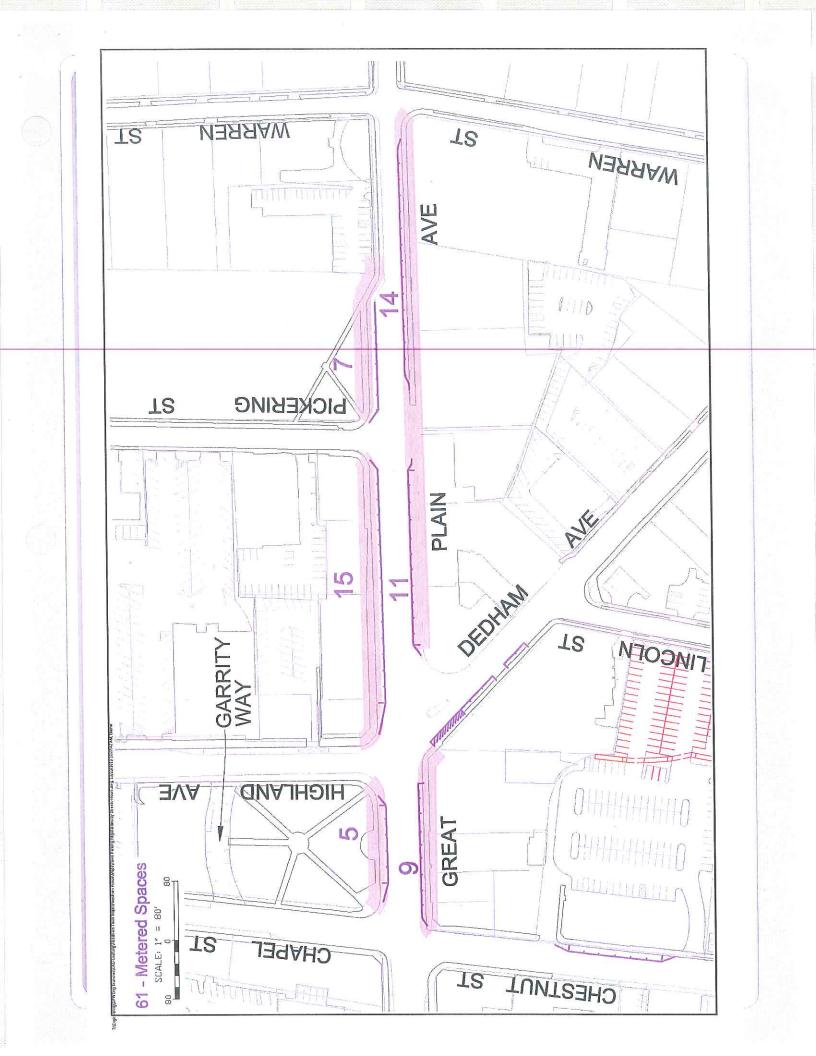
Current Rates:

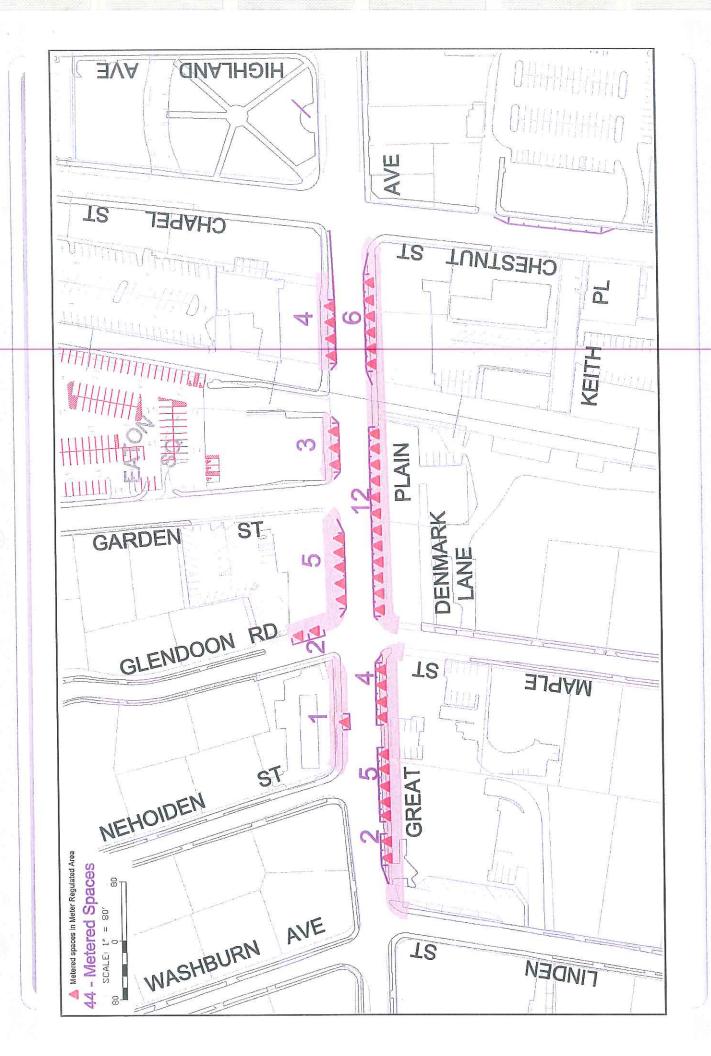
• Quarter: 60 minutes

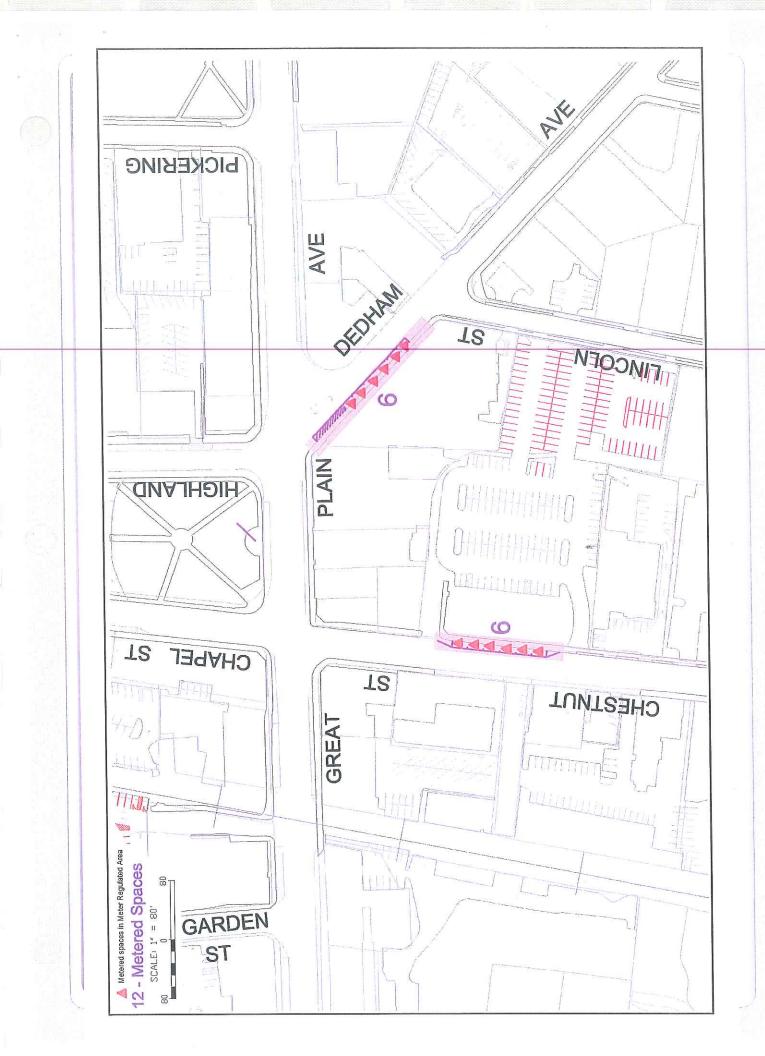


Location	Chestnut Street	GPA - Nehoiden to Warren (North)	GPA - Linden to Warren (South)	Glendoon	Highland - GPA to May (East)	Highland - GPA to May (West)	Dedham – GPA to Lincoln	Chapel - GPA to May (West)	Chapel – GPA to May (East)	Total	
# Parking Meters	9	39	63	7	19	9	9	20	14	175	

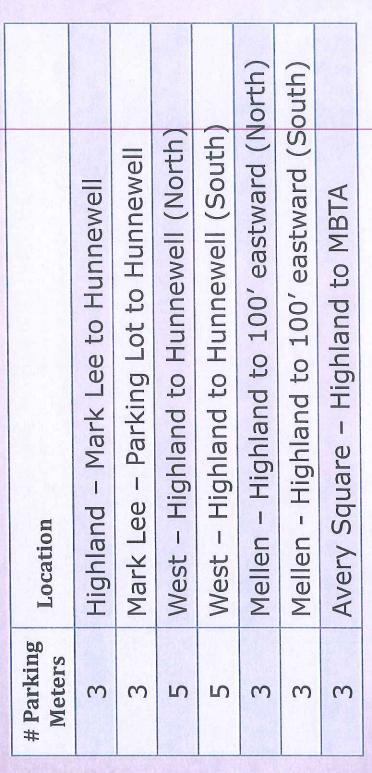
# Existing Metered Parking Spaces Needham Center

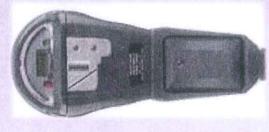




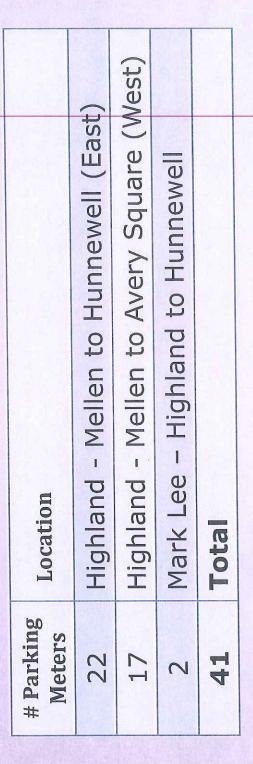


# Proposed Metered Parking Needham Heights





# Existing Metered Parking Spaces Needham Heights





# Future Parking Meter Options

ghland - Mellen to Morton (West)
ghland - Mellen to Morton (East)
Oakland - Highland to 100' (North)
Oakland - Highland to 100′ (South)
Pickering - GPA to Stephen Palmer (East)
ghland - Oakland to Rosemary (West)
ghland - Oakland to Rosemary (East)





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

### **MEETING DATE: 1/14/2014**

Agenda Item	Open Annual Town Meeting Warrant	
Presenter(s)	Kate Fitzpatrick, Town Manager	

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

The Board is scheduled to open the warrant for the May 2014 Annual Town Meeting. The Warrant is scheduled to be closed on February  $25^{th}$ .

2. VOTE REQUIRED BY BOARD OF SELECTMEN

YES

NO

Suggested Motion: That the Board vote to open the warrant for the 2014 Annual Town Meeting.

3. BACK UP INFORMATION ATTACHED

YES

NO

a. Preliminary List of Warrant Articles

## DRAFT Preliminary List of Warrant Articles 2014 Annual Town Meeting 1.14.2014

1.14.2014	
Annual Town Election Committee and Officer Reports	Board of Selectmen
Collective Bargaining Agreement/ITWA	Personnel Board Board of Selectmen Board of Selectmen
FINANCE ARTICLES Accept Chapter 73, Section 4 of the Acts of 1986	Board of Selectmen
Appropriate for Needham Property Tax Assistance Program	Board of Selectmen
Appropriate for Blue Tree Replacement	Board of Selectmen
Appropriate the FY2015 Operating Budget	Finance Committee
Appropriate the FY2015 RTS Enterprise Fund Budget	Board of Selectmen &
	Finance Committee
Appropriate the FY2015 Sewer Enterprise Fund Budget	Board of Selectmen &
	Finance Committee
Appropriate the FY2015 Water Enterprise Fund Budget	Board of Selectmen &
	Finance Committee
Continue Departmental Revolving Funds	Board of Selectmen
Authorization to Expend State Funds for Public Ways	Board of Selectmen
ZONING/LAND USE ARTICLES Amend Zoning Bylaw/Medical Marijuana Overlay District	
Amend Zoning By-Law/Map Change to Medical Marijuana Overlay District Amend Zoning By-Law/Interim Regulations for Medical Marijuana Uses.	Planning Board Planning Board Planning Board
GENERAL ARTICLES/ CITIZENS' PETITIONS/COMMITTEE ART	ICLES
Amend General By-law/Private Ways Amend General By-law/Sign By-law Amend General By-law/Hunting Regulations Amend General By-law/Water Supply Amend District Agreement of the Minuteman Regional Vocational School	Board of Selectmen
COMMUNITY PRESERVATION ACT ARTICLES (Placeholders) Appropriate for CPA Project – Ridge Hill Boardwalk & Bridge Replacement Appropriate for CPA Project – Historic Town Common Feasibility Appropriate for CPA Project – Memorial Park Improvements Appropriate for CPA Project – Vital Records Appropriate to Community Preservation Fund	CPC CPC CPC CPC CPC

### CAPITAL ARTICLES

Rescind Debt Authorizations	Board of Selectmen
Appropriate for General Fund Cash Capital	Board of Selectmen
Appropriate for Public Works Infrastructure Program	Board of Selectmen
Appropriate for Central Avenue/Eliot Street Bridge Design	Board of Selectmen
Appropriate for RTS Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Sewer Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen

### TOWN RESERVE ARTICLES

Appropriate for Athletic Facility Improvement Fund	Board of Selectmen
Appropriate to Workers Compensation Absences Fund	Board of Selectmen
Appropriate to Capital Improvement Fund	Board of Selectmen
Appropriate to Capital Facility Fund	Board of Selectmen
Appropriate to Stabilization Fund	Board of Selectmen
	& Finance Committee

Omnibus

Board of Selectmen



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

### **MEETING DATE: 1/14/2014**

Budget Consultation & Budget Priorities	
Kate Fitzpatrick, Town Manager	VAV AT SA

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

For fiscal year 2014, the Board adopted a statement of operating budget priorities. The Board may wish to consider updating the statement for fiscal year 2015.

2. VOTE REQUIRED BY BOARD OF SELECTMEN

YES

NO

Suggested Motion: That the Board vote to adopt a statement on operating budget priorities for fiscal year 2015.

3. BACK UP INFORMATION ATTACHED

YES

NO

a. Proposed Board of Selectmen Statement of FY2015 Operating Budget Priorities

### Proposed Board of Selectmen Statement Of FY2015 Operating Budget Priorities

January 14, 2014

The primary goal of the Board of Selectmen in consideration of the FY2015 operating budget is the maintenance and optimization of existing Town services. In addition, mindful of the availability of revenue for appropriation, the Board has set the following priorities for FY2015:

- 1. Support for items that contribute to the achievement of the Board's goals and objectives.
- 2. Support for initiatives that contribute to the preservation of existing Town assets.
- 3. Support for initiatives that contribute to sustainability, such as reducing energy use and planning for ongoing, long term balance of foreseeable revenues and financial commitments.
- 4. Support for initiatives aimed at achieving greater coordination and efficiency among departments and providing adequate resources to address the general administrative needs of the Town in the most cost effective manner
- 5. Promote initiatives that contribute to the long-term economic vitality of Needham.
- 6. Support the stewardship of existing land and resources, including expansion of town-owned open space for both active and conservation uses.
- 7. Promote initiatives that contribute to the appearance of the Town.



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

### **MEETING DATE: 1/14/2014**

Agenda Item	MMA Annual Meeting - Resolutions
Presenter(s)	Board Discussion

1.	1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED				
1	The Board will discuss resolutions to be presented at the MMA Annual Business Meeting to be held January 25, 2014.				
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO		
	Suggested Motion: That the Board vote to endorse and authorize the Chairman to cast a vote in favor of				
3.	BACK UP INFORMATION ATTACHED	YES	NO		
a.					
	and the Commonwealth for Fiscal 2015 and beyond				
b.	b. Proposed Resolution Ensuring a Strong and Productive Role for Cities , Towns and Community Residents to Promote and Ensure Effective Land Use and Housing Policies				
c.	Proposed Resolution on the Urgent Need to Ensure Sustain. Post Employment Benefit Costs	ability for O	ther		



### MASSACHUSETTS MUNICIPAL ASSOCIATION

### Resolution Ensuring a Strong Partnership Between Cities and Towns and the Commonwealth in Fiscal 2015 and Beyond

Whereas, the residents and businesses of Massachusetts expect and deserve high-quality public services delivered by their local governments, and rely on those essential services to support and raise their families, build economic security, and live safely; and

Whereas, the prosperity, and economic and social well-being of the residents and businesses of the Commonwealth are directly related to the fiscal health of cities and towns and the quality of municipal services and infrastructure assets that communities provide; and

Whereas, the cities and towns are more reliant on the tightly capped property tax to fund local budgets than any time in the past 30 years, and this overreliance on the property tax, coupled with unavoidable growth in basic local costs and future obligations, has limited the ability of cities and towns to respond to new challenges and opportunities; and

Whereas, the local government share of the cost of schools and public education under Chapter 70 has grown to a 10-year high, and the state share has dropped steadily even as costs have grown due to special education and other mandated obligations; and

Whereas, the Governor and the Legislature have a long history of working collaboratively with city and town officials to constructively solve major public policy challenges, particularly since 1980, the year that Proposition 2½ was enacted by the voters; and

Whereas, it is imperative that cities and towns receive an adequate share of state revenues to reduce today's overreliance on the regressive property tax, and ensure that municipalities have the fiscal capacity to deliver the high-quality services that are essential to support local economies, families, and businesses in every corner of the Commonwealth; Therefore it is hereby resolved that the members of the Massachusetts Municipal Association support the following essential policy positions to ensure a strong partnership between cities and towns and the Commonwealth in fiscal year 2015 and beyond:

### In the Area of Municipal and School Aid:

• In fiscal 2015, the Governor and the Legislature should recognize that unrestricted municipal aid is fundamental to local budgets and should grow each year at least at the same rate as the growth in state tax collections, and be distributed without earmarks, conditions or restrictions to all cities and towns, so that local officials and residents can use local aid to adequately fund public safety, public works, and all basic municipal and school services while reducing their current overreliance on the property tax;

 The state Lottery was established expressly as a source of local funds to pay for essential municipal services, and thus cities and towns should receive the full distribution of Lottery proceeds, including all projected and actual

arowth:

 Chapter 70 school aid revenue sharing should be increased in fiscal 2015 consistent with the state's constitutional obligation to ensure adequate new funding for all schools including the "foundation budget" adequacy and "target share" equity standards adopted in 2007, and a reasonable amount of new minimum per student aid;

 The Commonwealth should reexamine the adequacy and scope of the "foundation budget" to make sure that Chapter 70 accounts for the

full cost of educating students;

 The Governor and the Legislature should also maintain full funding of the Commonwealth's obligations and commitments to the Special Education Circuit Breaker Program;

 The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to the program for payments in lieu of taxes for state-owned land;

[Continued on next page]



### Resolution Ensuring a Strong Partnership Between Cities and Towns and the Commonwealth in Fiscal 2015 and Beyond [Continued from previous page]

- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to reimburse the costs of regional school transportation, regular school transportation, and the transportation of homeless students under the McKinney-Vento unfunded mandate;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to reimburse for the loss of Chapter 70 aid that is redirected to fund charter schools;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to Chapter 40S reimbursements and other municipal and school aid programs;

In the Area of Local Infrastructure Assistance:

• The Governor and Legislature should approve bond authorizations and a state capital spending plan that supports essential local road and bridge maintenance, repairs and improvements, water and environmentally related projects, and other infrastructure needs vital to public health and safety and to the state's economic growth. This should include a multi-year transportation bond bill with at least \$300 million in annual Chapter 90 local road fund authorizations, indexed to grow annually with inflation, with 100 percent of those funds released to cities and towns by the Governor in a timely manner each year, and passage of an environmental bond bill with at least \$200 million annually to fund water, wastewater and stormwater infrastructure improvements;

### In the Area of Timely Notice of Local Aid for Good Planning and Implementation:

- To ensure orderly and efficient financial planning at the local level and implementation of balanced and adequate local operating and capital budgets, the Governor and the Legislature should reach early agreement on revenue sharing amounts so that a consensus local aid resolution can be approved and reliable Cherry Sheets can be released by March 1;
- To ensure orderly and efficient planning and construction at the local level, and full use of the construction season to complete projects and avoid costly delays, Chapter 90 authorization notices reflecting 100 percent of the available funding should be released by the Governor by March 1; and

It is further resolved that a copy of this resolution shall be provided to the Governor and members of the General Court of the Commonwealth. &



### Massachusetts Municipal Association

Resolution Ensuring a Strong and Productive Role for Cities, Towns and Community Residents To Promote and Ensure Effective Land Use and Housing Policies

Whereas, the health and vitality of local economies and prosperity of the entire Commonwealth depends upon sustainable growth and development; and

Whereas, each of the state's 351 municipalities has a unique landscape, history, character, design and set of economic needs; and

Whereas, cities and towns have broad authority over local land use policy through the long-established principle and constitutional right of home rule; and

Whereas, local government is best positioned to regulate land use in a way that will most effectively reflect the needs and vision of local residents and promote a sustainable and high quality of life; and

Whereas, local planning for land use and growth requires a comprehensive, thoughtful and community-driven vision for development; and

Whereas, Town Meetings, city and town councils, planning boards, zoning boards of appeal and other local land use agencies are best able to make long-lasting and impactful decisions as to whether a regulatory change or proposed development project would be consistent with the economic and environmental needs and long-term goals of the community; and

Whereas, the Commonwealth has announced a collaborative development strategy called "Planning Ahead for Growth" that relies upon a local, regional, and state partnership, calling for the identification of priority growth and preservation areas, the investment of public resources in identified priority areas, and the creation of a prompt and predictable permitting system to allow projects to move forward; and

Whereas, the principles of smart and sustainable growth, including the practice of building community centers with housing and transportation choices near jobs, shops and schools, are increasingly important on a local, state, and national level; and

Whereas, Massachusetts is the first state in the nation to establish a state-set multi-year housing goal, with a target of 10,000 multi-family housing units a year through 2020, located near transit, municipal centers, and employment centers; and

Whereas, cities, towns and local residents must be empowered with essential responsibility, authority and decision-making power to ensure that development is economically and environmentally sustainable and in the public interest;

Therefore it is hereby resolved that the Commonwealth of Massachusetts should follow these principles concerning zoning, land use and housing policy:

 Cities and towns must retain the fundamental right to control land use decisions and regulations at the local level;

 Cities and towns must retain the right to plan and create land-use frameworks for the development of a broad array of housing choices to accommodate future increases in population in the region and statewide;

 Policy development concerning land use and housing should be a truly collaborative effort between state and local government that recognizes local primacy in decision-making;

 The state should develop incentives for participation in opt-in programs around housing production and land use reform;

 To strengthen local development capacity, the state should assess and streamline statelevel permitting and review processes across agencies to meet crucial development-related municipal needs around infrastructure, environment, and wastewater, among others;

 The state should make a broad array of tools available to cities and towns to realize ambitious housing goals, and should not use penalties or mandates to induce local activity that may be contrary to local needs;

 Municipal plans for land use should be regarded as the highest standard when the Commonwealth considers whether sites qualify for discretionary site-based designations, such as Smart Growth Overlay District designations;

 State permitting guidelines should accommodate the reality of local timelines and all-volunteer boards, and must not infringe on local processes;

 The state should establish statutory authority for local practices that enhance or expedite development processes and outcomes, such as the process of site plan review and the assessment of development impact fees;

[Continued on next page]



### Resolution Ensuring a Strong and Productive Role for Cities, Towns and Community Residents To Promote and Ensure Effective Land Use and Housing Policies [Continued from previous page]

- In order to recognize the diversity of municipalities across the Commonwealth, state guidelines for infrastructure projects should incorporate contextual design standards rather than mandating fixed guidelines irrespective of local needs;
- The state should strengthen incentives for new housing production and for the renovation of existing structures to create housing, such as the Massachusetts Historic Rehabilitation Tax Credit, which encourages the adaptive re-use of existing buildings to meet current and future housing demand;
- The state should complement local participation in opt-in initiatives to expedite development, such as expedited permitting in priority development districts under Chapter 43D, with a parallel process to expedite and streamline all requisite state permits necessary for the progression of that development;
- The state should provide technical assistance and dedicated planning and zoning funds to allow all cities and towns to prepare, adopt and revise their local land use controls, as well as to examine land use changes to allow for sustainable development consistent with modern demands as well as local plans and needs; and

It is further resolved that a copy of this resolution shall be provided to the Governor and members of the General Court of the Commonwealth. �



### MASSACHUSETTS MUNICIPAL ASSOCIATION

### Resolution on the Urgent Need to Ensure Sustainability for Other Post-Employment Benefit Costs

Whereas, cities and towns deeply value the dedication and service of their public employees, both active and retired, and are committed to providing important benefits for employees and retirees, including quality health insurance; and

Whereas, cities and towns have an obligation to their residents, taxpayers, employees and retirees to ensure that the cost of employee benefits is affordable and sustainable, otherwise the financial impact would force deep cuts in essential services to citizens and businesses, and reductions in the municipal workforce; and

Whereas, Other Post-Employment Benefits (OPEB) are the set of benefits offered to retirees and their dependents other than pensions, mainly consisting of medical insurance, dental insurance, and Medicare Part B premiums; and

Whereas, in most communities an employee can work for 10 years for 20 hours a week and be 55 years of age and receive these benefits for life, and there is no relationship between the benefit and the years of service and age of recipient at retirement; and

Whereas, the financial liability to be paid by local taxpayers is the present value of the government entity's share of retiree benefits for those who are retired, as well as for those who are vested and therefore have a right to retire in the future; and

Whereas, taxpayers in the cities and towns of the Commonwealth are facing a combined OPEB liability of \$30 billion, double that of the much more visible and understood pension liability; and

Whereas, municipalities have little control over the underlying cost drivers of health care, which are determined by the health care providers and institutions, and which have been increasing at double the rate of wages; and

Whereas, despite municipal health insurance reform and the recently enacted Massachusetts payment reform law, health care costs are rising at a rate faster than revenue; and

**Whereas**, these costs are unsustainable in the long term for cities, towns and taxpayers; and

Whereas, under Proposition 2½ municipalities will be forced to drastically cut jobs and eliminate vital services if OPEB costs cannot be controlled; and

Whereas, efforts to reform the rules governing health care benefits for retired local government employees should include a commitment to intergenerational equity that maintains health care access for already-retired employees but ends the practice of shifting costs to future generations; and

Whereas, any new rules governing health care benefits for retired local government employees should be financially sustainable and not lead to reduced funding for police and fire protection, education, public works and other core local government services; and

Whereas, OPEB legislation should provide real moderation of growth in the unfunded liability within the first decade and not delay needed reforms and cost controls; and

Whereas, OPEB legislation should not impose any new unfunded mandates, preempt local authority, or take away tools that cities and towns now use to control health insurance costs;

[Continued on next page]



### Resolution on the Urgent Need to Ensure Sustainability for Other Post-Employment Benefit Costs [Continued from previous page]

Therefore, in order to ensure sustainable municipal and school services and sufficient funding for OPEB costs while at the same time providing fair access to quality health care for retired career local government employees, it is hereby resolved by the members of the Massachusetts Municipal Association as follows:

That the House and Senate should approve and the Governor sign balanced and effective OPEB reform legislation that includes the following key provisions:

- Increase the minimum age at which former employees become eligible for retiree health care benefits by 5 years;
- Increase the minimum years of service from 10 to 20 for former employees to qualify for retiree health care benefits:
- Prorate health care benefits based on years of service after 20 years with a maximum benefit after 30 years;
- Exempt already-retired employees from new eligibility and proration requirements;
- Reduce the impact of the new rules for career employees.nearing retirement balanced by the need to control growth in the unfunded OPEB liability within the next 10 years;
- In order to manage local budgets and preserve vital municipal and school services, and prevent an unacceptable burden on local taxpayers, all cities and towns must retain their authority to make contribution rate changes for all current and future retirees, and should equally share the local option flexibility to implement a variety of implementation schedules, differential contribution ratios and other sound management initiatives;
- Oppose the imposition of any unfunded mandates on cities and towns related to providing or increasing benefits to individuals who do not currently receive them, or forcing higher municipal contribution rates; and

That cities and towns continue to advance best practices, including prorating part-time service based on the number of hours worked for the purpose of determining eligibility for retiree health benefits; and

It is further resolved that a copy of this resolution shall be provided to the Governor and members of the General Court of the Commonwealth. \*



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

### **MEETING DATE: 01/14/2014**

Agenda Item	Committee Reports	
Presenter(s)	Board Discussion	

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSS	SED		
Board members will report on the progress and / or activities of their Committee assignments.				
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO	
3.	BACK UP INFORMATION ATTACHED	YES	NO	
(Describe backup below)				
None	e			

### **BOARD OF SELECTMEN**

### \* MINUTES \*

### November 19, 2013

7:00 p.m.

A special meeting of the Board of Selectmen was convened by Chairman Daniel Matthews at the Needham Town Hall. Present were, Mr. John Bulian, Mr. Maurice Handel, Mr. Matthew Borrelli, Ms. Marianne Cooley, Town Manager Kate Fitzpatrick, Assistant Town Manager David Davison, and Special Counsel Jay Talerman.

Motion: Mr. Handel moved that the Board of Selectmen vote to enter into Executive Session under Exception 3 - to discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares, not to return to open session prior to adjournment. The Chair so declared. Second: Mr. Borrelli. Mr. Matthews polled the Board. Unanimously approved 5-0.

Note: the meeting was adjourned at 8:25 p.m.

### Town of Needham Board of Selectmen Minutes for December 17, 2013 Needham Town Hall

6:30 p.m. Informal Meeting with Citizens:

Gary DeMaria, 71 Powers Street encouraged the Board to consider the option of a year round swim complex at the Rosemary Lake pool site. He said a survey was completed, indicating 80% of people want a year round facility.

6:30 p.m. Call to Order:

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

7:00 P.M. Certificate of Appreciation:

Mr. Matthews read a Certificate of Appreciation recognizing Lauren Saverin recipient of the "Gold Award" in Girl Scouting. Mr. Matthews said the "Gold Award" is the highest level of achievement in Girl Scouting and was given to Lauren for the development and implementation of a program designed to engage girls in a higher level of mathematics at an elementary school level.

The Board offered its congratulations to Ms. Saverin.

7:00 P.M. Appointments and Consent Agenda:

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

APPOINTMENTS: There were no appointments this meeting.

### CONSENT AGENDA:

- 1. Approve for calendar year 2014 requests for license renewals of Restaurant All Alcoholic Licenses and request for a license addendum to allow for the premises to have designated waiting areas for the service of alcoholic or wine and malt beverages only to those patrons who are waiting to dine (Section 3.1 of Needham Regulations for the Sale of Alcoholic Beverages) for each of the following establishments (subject to receipt of required completed paperwork):
- Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant
- Zucchini Gold, LLC d/b/a The Rice Barn
- Bertucci's Restaurant Corporation d/b/a Bertucci's Brick Oven Pizzeria
- Gibbous Moon, Inc d/b/a The Center Café Needham
- Mount Blue Two, LLC d/b/a Blue on Highland
- New Garden, Inc. d/b/a New Garden Restaurant
- Not Your Average Joe's Inc. d/b/a Not Your Average Joe's
- Petit Robert Needham, LLC d/b/a Petit Robert Bistro

- Fusion Cuisine, Inc. d/b/a Gari
- SAI Restaurants, Inc. d/b/a Masala Art
- Tian Long, Inc. d/b/a Fuji Steak House
- Eat Farmhouse LLC d/b/a The Farmhouse
- 2. Approve for calendar year 2014 requests for license renewals of Restaurant All Alcoholic Licenses for the following establishments (subject to receipt of required completed paperwork):
- Mandarin Gourmet, Inc. d/b/a Mandarin Cuisine Locus
- 3. Approve for calendar year 2014 requests for license renewals of Restaurant Wine and Malt Beverage Licenses for the following establishments (subject to receipt of required completed paperwork):
- Asillem, LLC d/b/a Stone Hearth Pizza Co.
- Rockets Restaurant Group, LLC d/b/a 3 Squares
- Spiga, LLC d/b/a Spiga
- 4. Approve for calendar year 2014 requests for license renewals of Package Stores- All Alcoholic Beverages for the following establishments (subject to receipt of required completed paperwork):
- Innovative Distributing Concepts, LLC d/b/a Bin Ends
- Lianos Liquors, LLC d/b/a Needham Center Wine & Spirits
- Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits
- vinodivino 3, LLC d/b/a vinodivino
- 5. Approve for calendar year 2014 requests for license renewals of Package Stores- Wine and Malt Beverages for the following establishment:
- Volante Farms
- 6. Approve for calendar year 2014 request for Innholder All Alcoholic License Renewal for the following establishments:
- Colwen Management, Inc. d/b/a Residence Inn
- HST Lessee Needham, LLC d/b/a Sheraton Needham Hotel
- 7. Approve for calendar year 2014 requests for license renewals of Club All Alcoholic Beverage Licenses for the following establishments (subject to receipt of required completed paperwork):
- The Needham Golf Club
- Village Club Building Assoc. Inc.
- Lt. Manson Carter Post #2498 V.F.W. of U.S.
- 8. Approve for calendar year 2014 requests for license renewals of Common Victualler Licenses for the following establishments (subject to receipt of required completed paperwork):
- Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant
- Acorns Bakery & Café, Inc.
- Bagels' Best, Inc. d/b/a Bagels' Best Café
- Bertucci's Restaurant Corp. d/b/a Bertucci's Brick Oven Pizzeria
- Beth Israel Deaconess Glover Café
- Mount Two Blue, LLC d/b/a Blue on Highland
- C & D Management, Inc. d/b/a Brothers Pizza & Restaurant
- Café Fresh Bagel

- 1095, LLC d/b/a Comella's Restaurant
- The Simpson Corp. d/b/a Cutler Lake Café
- Delops, Inc. d/b/a D'Angelo Sandwich Shop
- Your Other Oven, Inc. d/b/a Domino's Pizza
- New Hong Kong IV, Inc. d/b/a Dragon Chef Restaurant
- Chestnut Street Donuts d/b/a Dunkin Donuts
- Fred's Coffee Shop d/b/a Dunkin Donuts
- Highland Avenue Donuts, Inc. d/b/a Dunkin Donuts
- Eat Farmhouse, LLC d/b/a The Farmhouse
- Select Group, Inc. d/b/a Fresco Restaurant
- Tian Long, Inc. d/b/a Fuji Steak House
- Fusion Cusine d/b/a Gari
- Gibbous Moon, Inc. d/b/a The Center Café Needham
- Three Sons, Inc. d/b/a Kosta's Pizza & Seafood
- Lizzy's Ice Cream LLC d/b/a Lizzy's Ice Cream
- Mandarin Gourmet, Inc. d/b/a Mandarin Cuisine Locus
- SAI Restaurants, Inc. d/b/a Masala Art
- McDonald's Restaurant Needham
- D & L Enterprises, Inc. d/b/a Mighty Subs
- The Needham Golf Club, Inc.
- International Needham House of Pizza d/b/a Needham House of Pizza
- New Garden Inc. d/b/a New Garden Restaurant
- Select Pizza d/b/a Nicholas' Pizza
- Not Your Average Joe's, Inc. d/b/a Not Your Average Joe's
- OLNH Ventures, Inc. d/b/a Orange Leaf Frozen Yogurt
- Boston Bread LLC d/b/a Panera
- Petit Robert Needham LLC d/b/a Petit Robert Bistro
- Pronti Bistro Inc. d/b/a Pronti Bistro
- Colwen Management, Inc. d/b/a Residence Inn
- Zucchini Gold, LLC d/b/a The Rice Barn
- Rockets Restaurant Group, LLC d/b/a 3 Squares
- HST Lessee Needham LLC d/b/a Sheraton Needham Hotel
- Spiga, LLC
- Starbucks Coffee Company
- Asillem LLC d/b/a Stone Hearth Pizza
- Kamaya, LLC d/b/a Subway
- Yeat Inc. d/b/a Sweet Basil
- Paraskevi Tsoutsoplides d/b/a Sweet Corner
- H & B Pizza, Inc. d/b/a Sweet Tomatoes Pizza
- Swizzles of Needham, LLC. d/b/a Swizzles Frozen Yogurt
- J & J Pizza, Inc. d/b/a Town House of Pizza
- Treat LLC d/b/a Treat Cupcake Bar
- Lt. Manson Carter Post 2498 V.F.W. of U.S.
- Village Club Building Assoc. Inc.

- Volante Farms
- Yo So Good d/b/a Yo So Good Frozen Yogurt Café
- 9. Approve for calendar year 2014 requests for various license renewals as detailed below for the following establishments (subject to receipt of required completed paperwork):
- Colwen Management, Inc. d/b/a Residence Inn Innkeeper
- HST Lessee Needham LLC d/b/a Sheraton Needham Hotel Innkeeper
- Olin College Lodging License
- Babson College Lodging License
- HST Lessee Needham LLC d/b/a Sheraton Needham Hotel Public Entertainment on Sunday
- 7-Eleven Special Permit (24 hr. retail sale of food)
- Yeat Inc. d/b/a Sweet Basil Special Permit (Carry In Beer/Wine)
- Rockets Restaurant Group, LLC d/b/a 3 Squares Weekday Entertainment
- Rockets Restaurant Group, LLC d/b/a 3 Squares Sunday Entertainment
- HST Lessee Needham LLC d/b/a Sheraton Needham Hotel Weekday Entertainment
- SAO Restaurants, Inc. d/b/a Masala Art Weekday Entertainment
- Mount Blue Two, LLC d/b/a Blue on Highland Weekday Entertainment
- Mount Blue Two, LLC d/b/a Blue on Highland Sunday Entertainment
- Gibbous Moon Inc. d/b/a The Center Café Needham Weekday Entertainment
- 10. Approve for calendar year 2014 the following requests for Class I & Class II Used Car Dealer Licenses:
- Auto International Ltd.- Class II
- Beth L Auto Sales- Class II
- Center Automotive Class II
- Copley Motorcars Class II
- R&R Automotive Class II
- Muzi Chevrolet GEO Class I
- Muzi Motors, Inc. Class I
- 11. Approve continuation of the experimental Traffic Regulation in accordance with the Needham Traffic Rules and Regulations Section 3-6 for Great Plain Avenue for the period December 17, 2013 to January 16, 2014: one Handicap Parking spot, and one 15 minute Parking spot, in front of the former Eaton Square Right of Way adjacent to MBTA Right of Way.
- 12. Accept the following donations made to New Years Needham: \$1,000 from Wingate Healthcare; \$100 from Needham Business Association.
- 13. Approve minutes from November 26, 2013 and December 3, 2013.
- 14. Sign a clean Form 43 for Not Your Average Joe's, Change of Manager. The ABCC originally denied the application and the issue has been resolved so they would like to resubmit the Form 43 for reconsideration.
- 15. Accept donation made to the Needham Community Revitalization Trust Fund: \$400 from Michael Heffernan.
- 16. Accept the following donations made to the Needham Off-Leash Dog Area gift account: \$100 from Nancy Kilgore; \$ 50 from Barbara St. Onge & Dan Alford

- 17. Approve request from Masala Art to extend its operation hours on December 31, 2013 to 1:00 a.m. on January 1, 2014. Last call will be at 12:30 a.m. and all patrons will leave the premises by 1:00 a.m. and staff will be gone by 1:45 a.m.
- 18. Approve a Special One Day Wines and Malt Beverages license for Carol Stento of Own Your Peace, to host "Needham Laughs- A Night of Comedy" event on Saturday, January 18, 2014 from 7:30 p.m. to 12:00 a.m. at the Village Club, 83 Morton Street, Needham.
- 19. Approve Executive Session minutes form November 26, 2013.
- 20. Approve and sign application for recertification as Tree City USA for 2013.

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

7:05 P.M. Public Hearing - NSTAR Petition for Central Avenue:
The Board reviewed NSTAR's request for permission to install approximately 3 feet of conduit from Pole 8/101 on Central Avenue, Needham. Mr. Matthews said this work is necessary to provide underground electric service for a new home at 799 Central Avenue. The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that 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.

Mr. Matthews invited public comment. No comments were made.

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 3 feet of conduit from Pole 8/101 on Central Avenue, Needham. This work is necessary to provide underground electric service for a new home at 799 Central Avenue, Needham. Second: Ms. Cooley. Unanimously approved 5-0.

7:06 p.m. Rosemary Pool Feasibility Study:
Patty Carey, Director of Park and Recreation, Tom Jacob, Park and Recreation
Committee member, and Matt Toolan, Park and Recreation Committee member
appeared before the Board to discuss the draft feasibility study and options for the
future of Rosemary Pool.

Mr. Jacob gave a brief overview of the 4 options explored, estimated costs, and permitting requirements. Mr. Jacob referred to the "Needham Rosemary Pool Alternatives Matrix" prepared by Weston & Sampson dated December 13, 2013. He said the 4 options include decommissioning, minor renovation, major renovation, or full replacement of the pool.

Mr. Bulian asked if the bubble, considered under Option 4b, is weather resistant and what is its useful life.

Mr. Handel said the proposal by Weston & Sampson was excellent. He commented it is important for the public to know the cost of decommissioning the pool, and the possibility of building a pool on different site.

Mr. Jacob noted the beautiful setting of Rosemary pool, and that a different site was not considered in the Weston & Sampson proposal. He said a large number of people would like the pool to remain at the lake.

Mr. Borrelli noted the disparity of cost between Option 3 and Option 4, but commented he supports both options. He asked about basement storage space in Option 3, noting the need for program space. Mr. Borrelli said the best option for the Town would be to work with the YMCA to achieve the goal.

Mr. Jacob said the possibility of working with the YMCA has not yet formally been discussed, and commented it would be difficult for the Town to manage a year round pool.

Ms. Cooley questioned the difference in operating costs between Option 3 and Option 4.

Mr. Jacob reviewed the timeline, saying the current permit allows for swimming through the 2018 season. He said the focus is on a replacement pool for the 2019 swimming season (Option 4 or Option 3), that would start with a request for design funds at Town Meeting in November 2014 or May 2014 respectively. He noted the Park and Recreation Commission is hoping to have its recommendation for the Town by May 2014. He asked the Selectmen for guidance on a budget.

Mr. Matthews said while he understands most people would want an indoor/outdoor pool, he noted the limitations due to the very high public construction and operating costs. He said most people want the pool to remain at the Rosemary site and are willing to pay extra for the amenity. He said he is not persuaded to have a bubble, especially as the Town is a public agency in New England. He said it makes sense for public resources to renovate Rosemary Pool, and leave the construction of an indoor/private pool to the private sector. He commented rather than a private/public partnership, the Town should be encouraging the private sector to build a pool. He commented if the Town decides to focus on building an outside pool, there would be public support.

Mr. Borrelli said he is concerned with the timeline and potential involvement of a private organization. He said he is in favor of leasing Town land to a private organization, as there are benefits for both. He said he is frustrated there has not been a response from the YMCA, as he feels discussion would drive the possibility of an indoor pool.

Mr. Matthews suggested keeping the idea of an indoor pool and outdoor pool as separate, not tied together as projects. He said the Town has a timeline in place with cost estimates, and noted it is a Town project "from soup to nuts."

Ms. Fitzpatrick commented the project will be an integral part of the facility master plan in January 2014, and will be discussed by many Boards in Town.

7:50 p.m. FY2013 Financial Audit: Scott C. McIntire, CPA, Melanson Heath & Company, P.C., and Dave Davison, Assistant Town Manager/Director of Finance updated the Board as to the recently completed audit of the Town's general purpose financial statements for FY2013 and

their recommendations.

Mr. McIntire said the audit went very well again this year. Mr. McIntire reviewed the Independent Auditor's Report for the Year Ended June 30, 2013 and said the financial statements of the Town are in accordance with generally accepted accounting principles for government entities in the United States. He noted pages four to seven of the report, Management's Discussion and Analysis, saying this is a great resource to refer at a later date to understand why certain account balances changed during FY2013. Mr. McIntire referred the Board to pages eighteen and nineteen, known as the long term prospective financial statements which include various activities. He noted page twenty includes a General Fund Unassigned Fund balance as of June 30, 2013 of \$15,150,157, an increase of about \$4,000,000 from the prior year. He commented \$15,150,157 represents about 12% of the General Fund Expenditures, and noted in the Fall of 2013, the Town voted to use almost \$6,000,000 of its free cash for FY2014. Mr. McIntire referred the Board to page twenty-four, commenting on "Budget and Actual" comparative schedule. He noted this page compares how well the actual revenues and expenditures compares with the budget. He said the Town collected about \$2.8 million more than anticipated, with more than \$1,000,000 coming from strong motor vehicle excise taxes. He noted total expenditures of \$2,739,699. Mr. McIntire commented on the management letter, noting a prior year recommendation to perform regular internal audits and risk assessments. He encouraged the Town complete a financial risk assessment. He commented on resolving unclaimed checks and analyzing the withholding accounts.

Ms. Cooley asked Mr. McIntire to provide a list of known triggers when performing a risk assessment.

Mr. Davison noted the attendance of Michelle Vaillancourt, Town Accountant, Evelyn Poness, Town Treasurer, and Dick Reilly, Finance Committee member. He said an invitation was also extended to the School Committee, who are in session.

Mr. Borrelli said he was pleased action was taken to resolve issues from the prior year's recommendations.

The Board and Ms. Fitzpatrick recognized Town staff for their work in preparing statements for the auditors, and thanked Mr. McIntire for the report.

8:05 p.m. Town Manager:
Kate Fitzpatrick, Town Manager appeared before the Board with six items to

1. Municipal Parking

Dave Davison, Assistant Town Manager/Finance provided the Board with an introduction of the pending recommendations relating to permit parking fees and parking meter fees and locations. He noted the Board of Selectmen will hold a public hearing on January 14, 2014.

2. Amend Integrated Pest Management Policy
Ms. Fitzpatrick reminded the Board it adopted a goal to update the Integrated Pest
Management Policy to better reflect the Town's current practices and to set forth
the manner in which pesticide application information will be provided to the
public. She noted the Town is committed to limiting outdoor pesticide use to
EPA-designated reduced risk pesticides unless no alternative exists. She said in
such extraordinary circumstances, the IPM Committee will meet to approve use of
pesticides. Ms. Fitzpatrick recommended the amended policy for the Board's
approval. She noted the final policy will be forwarded to the boards and
committees that approved the original policy for their consideration.

Motion by Mr. Handel that the Board vote to approve the amended IPM Policy dated December 17, 2013.

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

3. Accept and Refer Zoning Amendment

Ms. Fitzpatrick told the Board the Planning Board voted to place three articles on the warrant for the 2014 Annual Town Meeting Warrant: 1. Amend Zoning By-law -Medical Marijuana Overlay District; 2. Amend Zoning By-law - Map Change to Medical Marijuana Overlay District; and 3. Amend Zoning By-law - Interim Regulations for Medical Marijuana Uses. She advised the Board it has fourteen days to accept the proposed amendment and refer the amendment back to the Planning Board for its review, public hearing, and report. She noted the Board's action in this matter is not discretionary.

Motion by Mr. Borrelli that the Board vote to accept the proposed zoning amendments and to refer the matter to the Planning Board for review, public hearing, and report.

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

4. Approve Precinct Locations

Ms. Fitzpatrick reminded the Board of the conversation at its December 3, 2013 meeting. She said based on the Board's discussion, she recommends the

reassignment of polling sites and precinct allocation in the Town of Needham. She noted Needham High School will become a polling location to house Precinct F & G, and Broadmeadow School will house precinct E & H.

Motion by Mr. Bulian that the Board approve the following precinct and polling locations effective for the 2014 Annual Town election:

Precincts A & B The Center at the Heights

Precincts C & D Newman Elementary School

Precincts F & G Needham High School

Precincts E & H Broadmeadow Elementary School

Precincts I & J Mitchell Elementary School

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

### 5. Community Preservation Projects

Ms. Fitzpatrick recommended the Board approve two CPA project applications for the 2014 Annual Town Meeting. The first proposal, she said, is for a landscape design plan for the Town Common. The streetscape plan will address areas adjacent to the Common but not within the Common itself. She said the intent of the Town Common plan is to complete the beautification of Needham Center in a historic manner. In addition, Ms. Fitzpatrick said the FY2015 budget proposal will include the replacement of the blue tree, and it will be helpful to ensure that its placement is consistent with any modifications to the layout of the Common. Ms. Fitzpatrick said the FY15 Capital Plan also includes proposed funding for improving the drainage and quality of soil at Memorial Park.

Mr. Handel commented on a presentation by a group of Babson College students who studied the viability of Needham's downtown. He said the function of the Town Common was a key point of the presentation, and that the presentation showed incredibly smart and professional work. Mr. Handel said the Town Common is a key piece in keeping the downtown a highly functional and friendly place for business. Ms. Fitzpatrick noted free wi-fi, bike racks, and the use of art to differentiate the Town of Needham from other towns was a critical part of the presentation.

Motion by Mr. Borrelli that the Board vote to endorse two applications to be filed for Community Preservation funding at the 2014 Annual Town Meeting. Second: Mr. Bulian. Unanimously approved 5-0.

6. FY2015 - FY2019 Capital Improvement Plan

Ms. Fitzpatrick presented the Board with final recommendations for the FY2015-FY2019 Capital Plan. She noted a change this year includes the creation of the Fleet Program, as listed on page seven of the Capital Improvement Plan. She also noted a request for the inclusion of a message board to be placed at the RTS. She asked the Board to endorse the Plan.

Motion by Mr. Bulian that the Board endorse the FY2015-FY2019 Capital Improvement Plan as presented for transmittal to the Finance Committee. Second: Mr. Borrelli. Unanimously approved 5-0.

8:45 p.m. Committee Reports: No Reports were made.

Mr. Matthews noted the Board of Appeals will hold its meeting on Thursday, December 19, 2013 at Needham Town Hall. He said it is anticipated the meeting will be the final public hearing regarding the Mill Creek application for the Greendale Mews project.

8:45 p.m. Executive Session - Exception 3 (potential litigation): Motion by Mr. Bulian that the Board of Selectmen vote to enter into Executive Session.

Exception 3 - To discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Not to return to open session prior to adjournment.

Second: Mr. Handel. Mr. Matthews polled the Board. Unanimously approved 5-0.

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

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

Note: Meeting adjourned at 9:10 p.m.

# Town of Needham Board of Selectmen Joint Meeting with Planning Board Minutes for December 10, 2013 Powers Hall

7:00 p.m.

Call to Order:

A joint meeting of the Board of Selectmen and the Planning Board was convened by Chairman Daniel P. Matthews. Those present were John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, Marianne Cooley, Planning Board Chairman Bruce Eisenhut, Sam Bass Warner, Jeanne McKnight, Martin Jacobs, Elizabeth Grimes, Planning Director Lee Newman, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

Mr. Matthews reviewed the agenda. He said many times residents ask questions of the Selectmen, noting the Planning Board may have some role in terms of Town policy. He said the meeting is not a public hearing, but residents are free to observe.

7:05 p.m.

Further Review of Needham Center Zoning

Mr. Matthews gave an overview saying this issue began during discussion regarding the development on the corner of Dedham Avenue and Great Plain Avenue. He asked the Planning Board about zoning changes and other items that should be addressed.

Mr. Eisenhut said since the overlay district was established, the Planning Board has not done any further study. He said the Planning Board feels the Mackin proposal is a solid, esthetically pleasing project which met zoning requirements. He said the Planning Board is reluctant to go forward with trying to increase the height requirement since it was so controversial at the time. He said after completion of the Mackin building, the Planning Board may revisit the issue.

Mr. Handel said it makes sense, and noted the Board of Selectmen made a commitment to Town Meeting that it would ask the Planning Board to re-study the issue.

Mr. Matthews asked if the Planning Board has considered other potential proposals, and whether current zoning is adequate.

Mr. Eisenhut said projects have been proposed to go around the corner, but have been blocked by construction issues. He said that if a developer wishes to build something current zoning does not allow, the Planning Board would be open to reconsideration.

Ms. Grimes said she would be open to reviewing additional height limits, both higher and lower.

Mr. Jacobs said since the Planning Board made zoning changes there has not been enough time to see what would develop.

Mr. Matthews commented on parking and traffic issues, and suggested the possibility of structured parking.

Mr. Handel said the reaction received from the public from the first proposal indicates the need for testing.

Ms. Cooley said structured parking is something the Town may want to consider, not just because parking continues to be an issue, but for storm water management.

Mr. Warner said there are attractive ways to surround structured parking.

Mr. Handel commented there are two basic types of parking; either long term storage and/or retail parking. He said structured parking would work well for people who need cars stored for a longer periods time. He said most retail customers do not like structured parking.

Mr. Borrelli said it is a work in progress based on the acquisitions recently made by the Town, as well as the impending downtown street scape project.

7:13 p.m. Review of the Thresholds for Site Plan and Special Permit Review, particularly in the Downtown, and Options for Streamlining the Site Plan Approval Process.

Mr. Matthews commented the Selectmen hear from aggrieved residents, which raises the issue of whether or not thresholds are lower than necessary, or the process is more burdensome than need be.

Mr. Eisenhut said two members of the Planning Board are on the Council of Economic Advisors. He said Ms. Grimes has presented ideas for streamlining the process. He said the Planning Board is committed, but it can get complicated because of the parameters of State law. He noted the Council of Economic Advisors has made specific proposals, and noted the potential for draft by-law changes.

Mr. Borrelli said there has been some discussion for streamlining municipal projects, but it is a fine line for special treatment, which is not wanted. He noted some special projects could be considered. He suggested the possibility of a municipal exemption for zoning.

Mr. Eisenhut said it is something that could be considered. He noted some municipal projects have been enhanced by the interaction of the Planning Board. He cited the Pollard Middle School modular project as an example. He commented

the philosophy of the Town of Needham has always been "you don't want to give the perception that the Town is getting specialized treatment."

Mr. Jacobs said that while he has been on the Board, the Planning Board has not discussed the topic of partial or full municipal exemptions for zoning, noting it would be a lively debate.

Mr. Borrelli said with the scarcity of land in Town, it may be the time address the issue, should certain parcels of land become available. He said there should be a way for the Town to, at least, get in the process.

Mr. Handel commented on improving the process, and noted both the Board of Selectmen and Planning Board have worked very hard to streamline the approval process. He suggested raising the threshold for items not needing a full review or major public process.

Mr. Eisenhut said the Planning Board is looking for ways to give the Planning Director and staff more discretion so that decisions can be made at the staff level.

Mr. Warner commented on the municipal exemption for the St. Mary's St. pump station, noting the Planning Board had limited power and the neighbors were not satisfied as the project was "unnecessarily too big."

Ms. Grimes said the bigger issue was that the Planning Board had no discretion as to anything other than a parking waiver. She said she did not feel the residents understood that that was all they were there to hear about. Ms. Grimes said neighbors should have a chance to speak, even though they may not be heard.

Dave Roche, Building Commissioner commented the St. Mary St. pump station fell within the threshold that may not have needed Planning Board approval. He said he was concerned that if there wasn't some sort of public hearing process and it was approved, residents would want to know what was going on. He said he pushed for some sort of public hearing process.

Ms. Fitzpatrick said the Town will work to make sure residents in a neighborhood know public deliberations are occurring.

Mr. Matthews commented it is also important to inform residents if the jurisdiction of a particular Board is limited.

Mr. Eisenhut noted some positive developments from the process, including some re-design and minor adjustments.

Mr. Jacobs agreed there were some specific positive changes, however the process presented many disgruntled neighbors who felt they should have been involved.

Mr. Matthews suggested it may be better for the Permanent Public Building to hold hearings with notice to abutters from the outset. He noted it is an issue that should considered.

Ms. McKnight commented on the review of thresholds for site plan and special permits. She said the Planning Board asked the Planning Director to look at special permits that have been issued at different thresholds, particularly connected with parking waivers in the downtown area, and report on the conditions attached to the decision.

Mr. Eisenhut commented the Planning Board is "greased lightning" regarding permitting, compared to other jurisdictions.

Ms. Cooley suggested it may make sense to look at completed projects and "debrief" them with respect to regulations.

Ms. Grimes commented it may be helpful to look at past decisions.

Mr. Jacobs gave an example of a current case where a change to a facade was being proposed. He suggested that if the Design Review Board approves a project, the Planning Board does not need to hold a hearing. However, he said there is a problem imbedded in the zoning by-law, in that the Design Review Board does not have approval authority. He suggested a change to the Town by-law.

Mr. Borrelli asked what the role of the Planning Board would be, if the Design Review Board were to rule against a project.

Mr. Eisenhut said the Design Review Board works with the applicant, and it is very rare they would just say no. He said issues are normally worked out.

Ms. Grimes said her proposal, along with the CEA sub-committee, is to make the Planning Board an appellate process. She cautioned the proposal has not been discussed by the Planning Board.

Mr. Handel said the approach makes overall sense, and also makes sense for administrative reviews.

### 7:35 p.m. The Impact of Broadening the Historical Demolition Delay By-law

Mr. Matthews said the demolition delay by-law was adopted to require developers of historic properties to think about alternatives before simply demolishing a home. He said there is a feeling that the time limits may be too short, and developers are just waiting them out, and then knocking the buildings down.

Mr. Borrelli commented Mr. Matthews is correct. He stated the demolition delay by-law does not "have enough teeth" and certain homes should be examined by the

Historical Commission for the historic value. Mr. Borrelli suggested extending the time limit to one year and homes built prior to 1910 should be considered for their historic value. Mr. Borrelli noted a fine line exists between home value and the procedure.

Mr. Bulian said he is open to developing a plan with a one year delay. However, he said he is not interested in supporting an arbitrary date on a house. He said support and consent must include the homeowner, as the home is probably their largest asset. He commented it is not fair for homeowners to be "tied up" in a bureaucratic situation where they can't sell their house for a period of time, or that a delay puts them at a financial disadvantage.

Mr. Handel summarized the issue saying there are historic properties and homes that are not historic. He said there have been preliminary discussions about providing an incentive for people to list their home on the Needham historic inventory.

Mr. Warner said Mr. Handel has a very good idea, and added there is no reason why the Town should not invest in purchasing the right to forestall demolition of a property from owners. He suggested having a small cash amount to try the idea.

Mr. Eisenhut asked what is the role of the Planning Board?

Mr. Matthews summarized the issues as lengthening the delay period in the by-law on historical homes, does the Town, in some instances, want to classify some properties as historical, and is it worthwhile for the Town to invest some portion of its CPA funding in securing preservation easements.

Ms. McKnight said in the past twenty years the Town has obtained preservation restrictions on two homes, one on Garden Street and one on Central Avenue at Nehoiden Street. Ms. McKnight said it is certainly worthwhile to seek Massachusetts historical approval, but it is a lengthy process. She asked whether the Town has ever considered establishing an historic district? She commented there are some areas on both sides of the downtown that are worthy of preservation.

Mr. Matthews said he feels it is worth extending the demolition timeframe to one year, but that he is not ready to require people register their home as historic. He said it is a slippery slope for the Town to purchase easements.

Mr. Borrelli said a historic district may "paint an area with too broad a brush", noting some homes are historic and some are not. He suggests looking at surrounding communities to see how they are handling the issue. He stated he supports Mr. Handel's idea of incentives.

Mr. Jacobs asked if this is a function of the Planning Board.

Ms. Grimes asked if this is something the Board of Selectmen would like the Planning Board to look into. She suggested to Mr. Eisenhut the issue be put on the Planning Board agenda.

7:55 p.m. Zoning Provisions Relating to Residential Construction

Mr. Matthews said most questions about planning in Needham concern whether or not there should be more restrictions in teardown and replacement of older, smaller homes, with new homes being built to the legal maximum that affect a major change in a neighborhood. He said the current pace is approximately 100 homes per year. He commented on the possibility of increased setbacks, residential FAR, and lot coverage restrictions. He noted Town Meeting addressed the issue fifteen years ago based on a proposal by the Planning Board that addressed setbacks. He commented the issue was delayed and has not been revisited since that time.

Mr. Bulian said he agreed with the discussion fifteen years ago when the decision was made by Town Meeting not to get involved, other than with minor changes. He said many people feel it changes the character of the neighborhood. He continued, now that it is fifteen years later, and any major changes will leave neighborhoods half built. Mr. Bulian said he will not support any major change in zoning restrictions, but would be open to minor changes. He commented much of the smaller housing stock in the Town is the largest single asset owned by senior citizens. He said making zoning changes will have a financial impact on senior citizens.

Mr. Handel commented it is a tough issue, as it affects the right of people to maximize their gain. He said many times the seller does not realize a significant gain selling to a developer, compared with a private sale. Mr. Handel said he feels the issue should be considered again, and that there should be a broader community-wide discussion about the implications. He said the Town should consider the experiences of other towns, commenting Wellesley has a public process concerning tear downs, where people can weigh in on the discussion.

Mr. Borrelli said this is the primary issue he gets calls on, and said there is a way to have a big home on a lot, but there is also a way to exploit it. He said it is time to address the issue. He said there it is a fine line, but that there are ways to make a level playing field. He commented on setbacks, lot coverage, and lots under 10,000 sq. ft., the noise by-law, and drainage.

Mr. Eisenhut said the Planning Board staff has been looking at what other towns are doing about the issue. He said the Wellesley model is fascinating and encouraged the Board of Selectmen to look at the model. He commented the public has an opportunity to weigh in on a project.

Mr. Matthews he is very interested in seeing the Wellesley model and using it as a starting point, but wants to know of problems Wellesley has encountered. He

cautioned the Town must be careful of being over-restrictive. He asked the Planning Board keep the Board of Selectmen informed on its progress.

Mr. Bulian said it is critical the Town deal with drainage and flooding, and that it must be the centerpiece of any change. He said it starts at the building/construction level, both municipal and residential.

Dave Roche, Building Commissioner said he has already talked with some of the builders and they know a storm water by-law is coming. He noted he has not met any negative response. He commented the builders are not opposed storm water by-law, but prefer a permitting process with Town staff during the day, rather than having to attend nighttime meetings.

Mr. Bulian suggested "fast-tracking" the storm water by-law to the May 2014 Town Meeting.

Mr. Matthews suggested considering "best practice" by-laws that exist in other towns to avoid unintended consequences.

Ms. Grimes commented it is crucial to keep the value of the home, but important to look at mistakes other towns have made with similar by-laws.

Mr. Warner said it is important to recognize that it is possible for a new large home to damage its neighbors by reducing value by casting a shadow, or by destroying trees. He continued the value of a home is related to the behavior to the neighboring homeowner. He said, if people keep up their property it is a good thing but if they do not, it is not good. He said if a town is prosperous, people want to keep up their home, but if a town is not prosperous, there will be trouble.

Mr. Matthews reiterated he is interested in the Wellesley model, but wants to know of problems and unintended consequences so that Needham can make improvements to get a better result. He said he is encouraged that the Planning Board is working on the issue.

### 8:20 p.m. <u>Tree Removal By-law</u>

Mr. Matthews commented on the public hearing shade tree process and residents who are surprised when hundreds of trees are removed on a lot prior to development. He said there must be a balance between responsible development and removal of trees.

Mr. Bulian said it is a travesty when all the trees are removed for large scale development. He said aesthetics and storm water management are the issue and that something should be done.

Mr. Handel agreed "clear cutting" needs to be reviewed.

Mr. Jacobs said there is a lot of case law concerning the rights people have on trees. He said it would take time for the Town to consider what it could do concerning tree removal.

Mr. Warner suggested looking at the Newton, Lexington, and Wellesley tree removal by-laws.

Mr. Borrelli said the issue must be considered carefully regarding private trees and "clear cutting."

Ms. Cooley said she would support requiring developers to replace a tree if one is removed from a property during development.

Mr. Matthews said the Town should consider the best practices and problems that other towns have faced. He commented he likes the idea of requiring replanting trees.

Ms. McKnight said current Town by-laws do not support preservation of existing trees and suggested adding language to the by-law.

Mr. Eisenhut said the Town could be more sensitive to the issue of trees during special permit hearings within the existing by-law framework.

Dave Roche, Building Commissioner said he has discussed the issue with the Town Tree Warden and suggested a process to identify trees on plot plans prior to building. He commented on the extensive review process in Wellesley and suggested a committee be formed to address issues during normal business hours.

Mr. Jacobs said a very small number of developers actually go through the process in Wellesley, noting that just because the process exists it is a disincentive to many builders. He noted the number of applications in Wellesley was in the single digits per year.

8:33 p.m. Options for Siting of Digital Billboards on Town Property

Mr. Matthews said the State is now allowing the construction of a limited number of digital billboards along the interstate highways. He said there is significant economic value and that the Town has been approached by business developers who are willing to pay substantial licensing fees to the Town in exchange for help with the zoning. He said the Town could also zone its own piece of property for the same purpose of franchising.

Mr. Borrelli noted the fees are in the hundred of thousands of dollars per year for some locations. He said it would be a detriment to some residents near the highway who may be impacted, but said the Town should consider the benefits.

Mr. Warner said he sometimes feels harassed by the amount of marketing and advertising that exists.

Ms. Grimes asked for clarification on which Town property would be used and the amount of revenue.

Mr. Matthews confirmed the Town property is on Route 128 and that the revenue is approximately \$30,000 to \$40,000 per year to the Town.

Mr. Bulian also suggested the State could have use of the billboard during an emergency.

Ms. McKnight asked the Selectmen what it would like the Planning Board to do: review the sign by-law and/or possible re-zoning.

Mr. Matthews said the Planning Board could consider whether or not there is value in pursuing digital billboards.

Ms. Grimes said it is worth exploring as long as it does not negatively impact neighbors.

Mr. Matthews said the Selectmen will obtain more information and share it with the Planning Board.

### 8:42 p.m. Medical Marijuana Zoning

Mr. Matthews outlined the process to this point, commenting on the moratorium currently in place and set to expire after Town Meeting has the opportunity to consider a permanent by-law to address local zoning laws for medical marijuana, if a dispensary is advanced to Town Meeting. He said the State has issued regulations which seem to indicate a broad range of local participation. He said the most important feature to consider is the question of location. He said one applicant out of five, who originally contacted the Town, has chosen Needham as a potential site. He noted the applicant indicated they were looking in the area opposite Route 128, as a possible location. He noted the possible location may remove a potential difference of opinion between the two Boards concerning siting. Mr. Matthews said the Selectmen propose to limit the locations identified at its public hearing last summer, i.e: Needham Crossing, the other side of Route 128, or areas along Gould Street.

Mr. Eisenhut said the Planning Board took a vote (3-2) that broadens locations compared to the Board of Selectmen recommendation. He commented the two dissenting votes would have preferred even broader locations. Mr. Eisenhut said the Planning Board also proposes the overlay district plus the addition of Chestnut Street. He noted a public hearing will be held.

Ms. Newman said she is preparing a draft article in conjunction with the recommended options for the overlay district with the addition of Chestnut Street, through the special permit process and a by-law that is modeled after a by-law developed in Cambridge, which creates a 500 ft. limit even within the overlay against sensitive land uses. She said the Planning Board will consider the draft at its next meeting, which will then be forwarded to the Board of Selectmen.

Mr. Handel commented the issue of medical marijuana was passed by the voters of Massachusetts, but in analyzing the likely impact on Needham, said the Town can not even come close to supporting the economics of a dispensary. He suggested it will be a regional activity and does not make sense to place a dispensary away from regional access near Route 128.

Mr. Eisenhut suggested the Selectmen attend the public hearing and present their view as a body, or individually.

Mr. Borrelli asked for clarification on the locations being considered by the Planning Board.

Ms. Newman said mixed use Route 128, two industrial districts located on the other side of Route 128, Industrial 1 (Muzi property), plus a portion of lower Chestnut Street on the Roche Bros. side of the street.

Mr. Jacobs said the Planning Board also discussed the possibility of a backup article to extend the moratorium, in case whatever the Planning Board proposes does not pass.

Mr. Matthews said the only major issue between the Boards is the consideration of lower Chestnut Street as a permitted zone. He suggested it may be a moot issue based on the choice made by the one applicant.

Mr. Warner said there is a strange discourse in Town with most discussion revolving around children. He noted there has been no discussion about people with cancer. He said the needs of adults who suffer from cancer and the needs of the high school students must be balanced.

Mr. Matthews reiterated the Board of Selectmen is not trying to limit access to marijuana, but there is a potential for unintended consequences including public safety, substance abuse, and the quiet enjoyment of the community. He said the issue is one of balance.

Ms. Grimes said one of the reasons lower Chestnut Street is being considered is for public input at the public hearing. She said part of the reason to include lower Chestnut Street came from public input heard at the Board of Selectmen hearing on the issue. She concluded the issue is one for public debate.

Mr. Eisenhut encouraged people to read the fifty-one page Department of Health regulations.

Mr. Handel said the Planning Board approach makes sense in order to get the public involved.

Ms. Grimes said the Planning Board will hold its public hearing on January 21, 2014.

## 9:02 p.m. Update on Needham Mews

Mr. Matthews said the Town may be on a course to prolonged litigation regarding the Needham Mews and wanted the Planning Board's thoughts or suggestions about how to proceed.

Mr. Matthews explained the many issues including density, a deeply sloped site, proximity to the highway, setbacks, and woodlands all contribute to the current status. Mr. Matthews said the developer has reduced their proposal from 300 units to 268 units. He commented the ZBA advanced the notion of permitting 108 units (apartment zoning). He commented the Selectmen feel 108 units is too dense a development, but will support the view of the ZBA. He commented on the engineering and the developer representations to the State authorities, which he said, are not accurate. He noted the law tends to be on the side of the developer, particularly the track record of the HAC, which tends to favor housing advocates and the 40B developers. He said it is likely to be an uphill effort. Mr. Matthews commented the project does affect the Town in the big picture, and that the Selectmen have been working within the Town guidelines setting it on a course to achieve 10% affordable housing, but in a more measured approach than the project.

Mr. Eisenhut commented the Town should not be so pessimistic about the HAC if there are engineering and/or easement issues.

Mr. Matthews explained the sewer easement issue.

Ms. McKnight asked about a public way that was laid out, but never built.

Ms. Grimes asked about the next steps.

Mr. Matthews said the ZBA has completed oral testimony at public hearings, noting some financial analysis may be received. He said under the law, the developer could push for more than 108 units if it can show it was not economically feasible to be limited to 108 units. Mr. Matthews commented it is not clear what is considered uneconomic and it is a gray area. He said it appears the ZBA will deliberate and render its decision at their next meeting. He said the ZBA decision could be an outright denial or approval of 108 units, with the matter moving on to appeal at the HAC.

## 9:15 p.m. Other Topics Not Reasonably Anticipated

Ms. Grimes explained some of the issues the Planning Board is undertaking including a streamlining process and large house review process. She asked who will handle the storm water by-law and the tree removal by-law.

Mr. Matthews said the Selectmen will look at best practices on the issue of demolition, tree removal, storm water, and digital billboards.

Dave Roche, Building Commissioner suggested the Board of Selectmen get the Historical Commission involved, as they have very good ideas they would like to implement.

# 9:20 p.m. Adjourn.

Motion by Mr. Bulian that the Board of Selectmen and the Planning Board vote to adjourn the joint meeting between the Board of Selectmen and the Planning Board of December 10, 2013.

Second: Mr. Handel. Unanimously approved 11-0.

#### ONE DAT STECHAL LICENSE

# TOWN OF NEEDHAM BOARD OF SELECTMEN EVENT INFORMATION SHEET

(Please complete and attach event flyer or other information.)

	DWN OF HELD
Event Manager Name (Name that will appear on license)	Michael Frain; PARD OF SELECTMEN
Event Manager Address	Michael Fraint PARD OF SELECTMEN  1211 Highland Ave 2014 JAN - 6 P 2: 44
Event Manager Phone Number	781-552-1169
Organization Representing (if applicable)	Knights of Columbus  Non-profit  For profit
Is the organization (if applicable) you are representing non-profit? If	☐ Non-profit ☐ For profit ☐ Proof of non-profit status is attached
so, please attach proof of non-profit status.	Form of Proof:
Name of Event	Super Bowl Party
Date of Event	Super Bous Party Feb 1,2014
License is for Sale of:  Wines & Malt Beverages Only All Alcoholic Beverages (for Requested Time for Liquor License	y non-profit groups only)
Are tickets being sold in advance for	7pm ropm
	<i>f</i>
Is there an admission fee for this eve	/ Q3 /-
Are you using dues collected to purch	nase alcohol for this event? YES NO
How many people are you expecting	at this event? 75
Name & address of event location. P	lease attach proof of permission to use this facility.  1211 Highland Ave
Who will be serving the alcohol to you	
Bartenders and/or servers of alcoholyears an appropriate Massachusetts	, beer and/or wine must have completed in the past three alcoholic beverages server-training program. Please state eer and/or wine and attach proof of their training (certificate).
(For example, will guests be served a attach floorplan (can be hand drawn	be the manner in which alcohol will be served to your guests. alcohol or will they need to purchase it from the bar?) Please of the event facility with liquor delivery plan.
See att	achel floorphin
wholesaler/importer, manufacturer, that I have received a current list of	rchased for this event must be purchased from a licensed farmer-winery, farmer-brewery or special permit holder and wholesalers. (A person holding a Section 14 license cannot a package store_(MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))
Event Manager Signature:	Date: 1/6/23/4
	10/00/1

# Father Daniel J. Kennedy Needham Knights of Columbus Council #1611 1211 Highland Avenue

Floor Plan for February 2, 2014 (Super Bowl Party)

ENTRANCE

BAR

KITCHEN

RESTRUCIONS



# 19th annual SUPER BOWL Party!

Father Daniel J. Kennedy Needham Knights of Columbus 1211 Highland Ave. Needham

# Sunday February 2, 2014 Doors Open at 4pm

Food & beverages, silent auction - Families are welcome!

\$25 Donation

Come with the Big Game on our **HD TV's!** 

All proceeds will benefit local Seminarians

Contact: Mark Murray (781-724-2307) or Mmurray741@verizon.net



CERTIFICATION NUMBER:

76322

ALCOHOL INTERVENTION METHODS CERTIFIES:

use 11 CIIII

CAMPBELL TRENT 508-756-8542 EXPIRES: APR 18 2016

# ONE DAY SPECIAL LICENSE TOWN OF NEEDHAM BOARD OF SELECTMEN EVENT INFORMATION SHEET

(Please complete and attach event flyer or other information)

	IARE OF SELFOTMEN
Event Manager Name (Name that will appear on license)	Steve Volante 2013 DEC 20 P 2: 10
Event Manager Address	292 Forest St., Needham
There is No. 10 DE NY. 1	CIL Potest St., I veedham
Event Manager Phone Number	781-964-1821
Organization Representing (if applicable)	Volante Farms
Is the organization (if applicable)	☐ Non-profit
you are representing non-profit? If	Proof of non-profit status is attached
so, please attach proof of non-profit status.	Form of Proof:
Name of Event	
	Winter Cooking Class
Date of Event	Winter Cooking Class January 25th, 2014
Licenșe is for Sale of:	
Wines & Malt Beverages Only	
All Alcoholic Beverages (for	non-profit groups only)
Requested Time for Liquor License	6.00111 9.00111
Are tickets being sold in advance for	this event? YES \$ 50 /per ticket NO
Is there an admission fee for this eve	nt?
Are you using dues collected to purch	nase alcohol for this event? YES V NO
How many people are you expecting	at this event?
	20
Name & address of event location. P	lease attach proof of permission to use this facility.
292 Forest St. N	sedhan MA
Who will be serving the alcohol to yo	· · · · · · · · · · · · · · · · · · ·
	ur 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, be	eer and/or wine and attach proof of their training (certificate).
Please use the space below to describ	be the manner in which alcohol will be served to your guests.
(For example, will guests be served a	dcohol 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.
Wine will be served	:- pre-portione caps that are delinered
	:- pre-portioned cops that are delinered by the bastender (Steve)
☐ I understand that the alcohol pur	rchased for this event must be purchased from a licensed
wholesaler/importer, manufacturer,	farmer-winery, farmer-brewery or special permit holder and
nurchase alcoholic heverages from	wholesalers. (A person holding a Section 14 license cannot a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))
Event Manager Signature:	Date:
	12/20/13

# ONE DAY SPECIAL LICENSE TOWN OF NEEDHAM BOARD OF SELECTMEN EVENT INFORMATION SHEET: OF IMPRO

EVENT INFORMATION SHEET CEIVED (Please complete and attach event flyer or other information.)

	111 (11 O) 12 m
Event Manager Name (Name that will appear on license)	Steve Volantais DEC 20 P 2:10
Event Manager Address	292 Forest St., Needham
Event Manager Phone Number	781-964-1821
Organization Representing (if applicable)	Volante Farms
Is the organization (if applicable)	☐ Non-profit     ✓ For profit
you are representing non-profit? If	Proof of non-profit status is attached
so, please attach proof of non-profit	Form of Proof:
status.	Point of 1100t.
Name of Event	
14dife of Byene	With the Complian Class
Date of Event	WIXTER CONTING CIRIS
	Winter Cooking Class February 8th, 2014
License is for Sale of:	
☑ Wines & Malt Beverages Only	
All Alcoholic Beverages (for	non-profit groups only)
Requested Time for Liquor License	FROM: 6:00 PM TO: 9:30 PM
Are tickets being sold in advance for	this event? YES \$ 50 /per ticket NO
Is there an admission fee for this eve	nt?
Are you using dues collected to purch	nase alcohol for this event?
How many people are you expecting	at this event? 30
37 0 33 5 3	
Name & address of event location. P	lease attach proof of permission to use this facility.
Who will be serving the alcohol to you Steve Volante	ur guests?
years an appropriate Massachusetts	, beer and/or wine must have completed in the past three alcoholic beverages server-training program. Please state eer and/or wine and attach proof of their training (certificate).
ml	
Flease use the space below to describ	be the manner in which alcohol will be served to your guests.
attach floomslon (can be hand drown	alcohol or will they need to purchase it from the bar?) Please
attach noorpian (can be nang drawn	) of the event facility with liquor delivery plan.
Wine will be Serve	e in prepartioned cups that are delivered
to each table	by the bestender (Steve)  rchased for this event must be purchased from a licensed
✓ I understand that the alcohol pu	rchased 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
	a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))
Event Manager Signature:	Boto
	Date: 12/20/13

Chef Stage

Cruest tables

Cruest tables

Bar Back

Where wine will

be pre-portioned

and then served

SSN: XXX-XX-XXXX

TIPS On Premise 2.0 SSN: XXX-XX-XXX

Issued: 7/31/2015

Expires: 7/31/2015

Steven Volante Farms
Volante Farms
Volante Farms
Volante Farms
Needham, MA 02492-2013

Needham, MA 02492-2013

Por service visit us online at www.gettips.com

# ONE DAY SPECIAL LICENSE TOWN OF NEEDHAM BOARD OF SELECTMEN EVENT INFORMATION SHEET

EVENT INFORMATION SHEET

(Please complete and attach event flyer or other information BHAM

RECEIVED

RECEIVED

Event Manager Name (Name that will appear on license)				
Event Manager Address	292 Forest St., Needham			
Event Manager Phone Number	781-964-1821			
Organization Representing (if applicable)	Volante 191MS			
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.				
Name of Event	Winter Beer Dinner			
Date of Event	2/27/14			
License is for Sale of:  Wines & Malt Beverages Onl All Alcoholic Beverages (for Requested Time for Liquor License	aly r non-profit groups only)			
Are tickets being sold in advance for				
_				
Is there an admission fee for this eve	rent?			
Are you using dues collected to purch	chase alcohol for this event? YES INO			
How many people are you expecting	g at this event?			
Name & address of event location. Please attach proof of permission to use this facility.  292 Forest St., Needham MA				
Who will be serving the alcohol to yo	our 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).				
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. See the discount of the event facility with liquor delivery plan.				
Resposar, when just	and hand buttends inswing no one take extra			
✓ 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: 12/20/13			

### Nikki Witham

From:

Steve Volante <steve@volantefarms.com>

Sent:

Tuesday, January 07, 2014 3:22 PM

To:

Nikki Witham

Subject:

Serving for Winter Beer Dinner Volante Farms

#### Hi Nikki,

In order to alleviate some of the concerns that you mentioned earlier today on behalf of the police department we are changing the planned serving method for the winter beer dinner at the farm. Instead of placing buckets on the table with the beers in advance, we will be serving each person each beer individually throughout the dinner. Since they are each (4) paired with a specific course we will be pouring the same amount per person as mentioned on the application (roughly 2 beers per person total) as each attendee will receive a half bottle pour of each of the 4 beers. This way we will be able to better control the serving size and ensure that no one is over served. Please let me know if you need anything additional regarding this application. Thank you for voicing the departments concerns.

Thank you, Steve Volante Reers will be awaiting

The guests as they arime.

Limit 2 per person

SSN: XXX.XX-XXXX
SSN: XXX.XX-XXXX
TIPS On Premise 2.0 Bxpires: 7/31/2015
Issued: 7/31/2012
D.O.B.: XXIXXIXXXX
ID#: 3285670 For service visit us online at www.gettips.com Steven Volante Volante Farms 799 Central Ave 7edjam, MA 02492-2013

# ONE DAY SPECIAL LICENSE TOWN OF NEEDHAM BOARD OF SELECTMEN EVENT INFORMATION SHEET

(Please complete and attach event flyer or other information SELECTMEN

Event Manager Name

Event Manager Name (Name that will appear on license)	Gloria Greis 2014 JAN -8 P 12: 34				
Event Manager Address	1147 Central Ave.				
Event Manager Phone Number	781-455-8860				
Organization Representing (if applicable)	Needham Historical Society				
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	Non-profit				
Name of Event	WINTER SOCIAL				
Date of Event	1 February 2014				
License is for Sale of:  Wines & Malt Beverages Onl All Alcoholic Beverages (for Requested Time for Liquor License					
Are tickets being sold in advance for	this event? X YES \$ 60 /per ticket NO				
Is there an admission fee for this eve	nt? X YES \$ 65 /per ticket NO				
Are you using dues collected to purch	Are you using dues collected to purchase alcohol for this event? YES X NO				
How many people are you expecting at this event? 250-300					
Name & address of event location. F	lease attach proof of permission to use this facility.				
Powers Hall, Needham Town	Hall				
Who will be serving the alcohol to you John Neri Professional Services	our guests? , 109 Cambridge Turnpike, Lincoln, MA 01773				
years an appropriate Massachusetts	, beer and/or wine must have completed in the past three alcoholic beverages server-training program. Please state eer and/or wine and attach proof of their training (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.  All alcohol will be purchased from the bar, and poured by the bartenders					
wholesaler/importer, manufacturer that I have received a current list of purchase alcoholic beverages from	rchased for this event must be purchased from a licensed farmer-winery, farmer-brewery or special permit holder and wholesalers. (A person holding a Section 14 license cannot a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))				
Event Manager Signature:	Date: 18 December 2013				



THE NEEDHAM HISTORICAL SOCIETY



MUSIC BY THE

# Catie Offerman Country Band

Saturday, February 1st, 2014 Powers Hall - Needham Town Hall 7pm - Until the cows come home (dancing ends at 10:30) Blue Ribbon BBQ, Wine, Beer, Desserts, Auction and



Best Cowboy Hat Contest



LEAD SPONSOR:



EVENT SPONSORS:





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S CAN LAWY



Needham Historical Society 1147 Central Avenue Needham, MA 02492

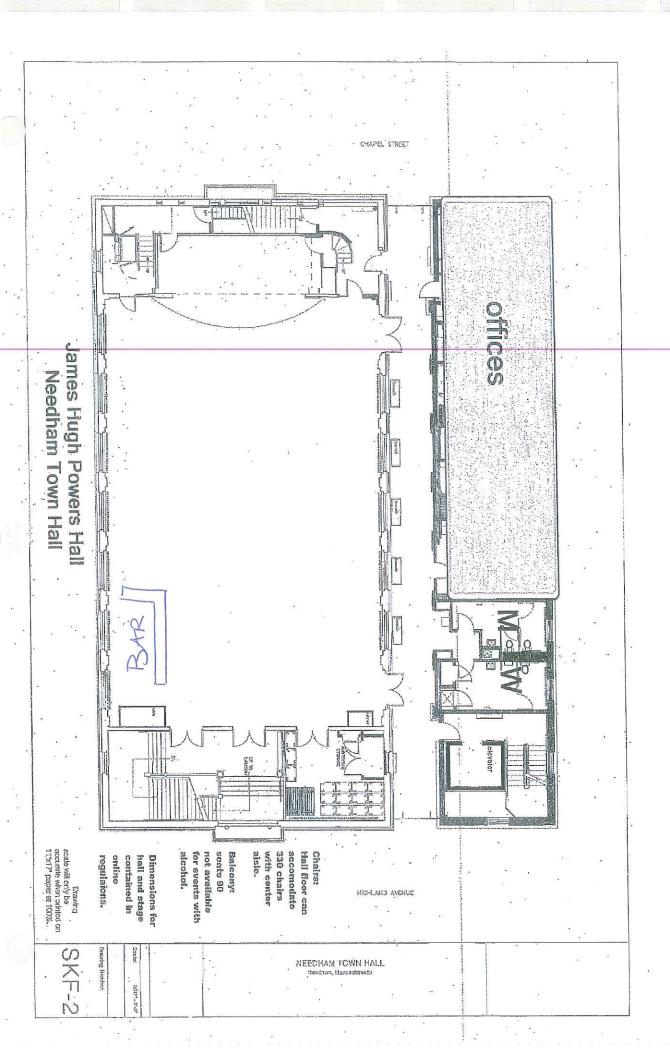


Singer/song writer
Catic Offerman is
a rising star from
Texas with singles
"Kissing in the Dark"
and "Giddy Up Pony"

Tickets \$60 in advance or \$65 at the door. Send a check (payable to Needham Historical Society) to 1147 Central Ave. Needham, MA 02492

Or purchase online until Jan. 31st at www.needhamhistory.org/tickets

For more info: 781-455-8860 or greis@needhamhistory.org



his is your Official TIPS Certification Card. try it with you as evidence of your skills and knowledge in the responsible e and consumption of alcohol.

ongratulations!

By successfully completing the TIPS (Training for Intervention ProcedureS) ogram, you have taken your place in the forefront of a nationwide movement reduce the tragedies resulting from the misuse of alcohol. We value your recipation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or lleagues by using the techniques you have learned and taking a positive proach towards alcohol use.

If you have any information you think would enhance the TIPS program, or we can assist you in any way, please contact us at 703-524-1200. Thank you your dedication to the responsible sale and consumption of alcohol.

Sincerely,

Adam F. Chafetz President, HCI IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

ip

On Premise

SSN:

XXXX-XXXX

Issued:

4/14/2011

Expires:

4/5/2014

ID#:

2979033

D.O.B.:

XXXXXXXXX

JOHN NERI

109 Cambridge Tpke Lincoln, MA 01773-1913

For service visit us online at www.gettips.com Martin D'Apolito, 16823



John P Neri Professional Services Bartending and Event Management

> 781-258-7432 JPNeri109@hotmail.com 109 Cambridge Tumpike



Issued:

ID#:

On Premise 4/14/2011 2979032

SSN: Expires:

D.O.B.:

XXX-XX-XXXX 4/5/2014 XX/XX/XXXX

SEAN NERI 109 Cambridge Tpke Lincoln, MA 01773-1913

For service visit us online at www.gettips.com Martin D'Apolito, 16823

TO:

BOARD OF SELECTMEN

FROM:

DAVID DAVISON, ASSISTANT TOWN MANAGER/DIRECTOR OF FINANCE

SUBJECT:

VEHICLE EXPENSE REIMBURSMENT

DATE:

**DECEMBER 24, 2013** 

CC:

KATE FITZPATRICK, TOWN MANAGER; CHRISTOPHER COLEMAN, ASSISTANT TOWN

MANAGER/DIRECTOR OF OPERATIONS, MICHELLE VAILLANCOURT, TOWN

ACCOUNT'AN'I'

The Town's Personnel Policy #509 under Section V (Procedures) Subsection A 2 states "When am employee is authorized to use a personal automobile for work-related travel, he or she shall be reimbursed at a rate established by the Board of Selectmen upon the recommendation of the Director of Finance." The purpose of this memo is to recommend to the Board that the rate should be adjusted.

The current rate for reimbursement to an employee for personal use of his/her automobile for town business is 48.5 cents per mile. The mileage rate is intended to include the cost of fuel and oil, repairs, insurance, and general wear and tear on the automobile. Costs of these considerations have increased since the last time the mileage rate was adjusted in January 2007. The national organization, AAA does an annual report on the cost of operating a motor vehicle in U.S. Their report released in April 2013 showed that the cost has increased by two percent over the previous year or 60.8 cents per mile. The 2013 table below from AAA shows average cost per mile for different vehicle types.

				23 pt Prince and the Security of the Security		
Based on Driving 15.000 miles	Small Sedan	Medium	Large Sedan	Sedan Average	SUV 4WD	Minivan
annually	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Sedan				(5.2
Cost Per Mile	46.4 cents	61.0 cents	75.0 cents	60.8 cents	77.3 cents	65.3 cents

Although there may be many methods and sources to determine what is the cost of operating a motor vehicle, I would recommend that new rate be set based on the standard mileage rate (SMR) method used by the Internal Revenue Service which should prove to be the simplest method of accounting and probably the most often used to determine the cost to the employee for reimbursement purposes.

The IRS rate is based on an annual study of the fixed and variable costs of operating an automobile. The standard mileage rate for 2014 has been calculated at 56 cents per mile. This rate is based on information released by the IRS on December 6, 2013. Although individual costs will differ, fluctuations are inevitable; the IRS rate is readily accessible and updated on a schedule which the Town has and may continue to rely. Therefore, I recommend to the Board that it vote to change the rate from 48.5 cents to 56 cents per mile consistent with the rate determined by the IRS. The effective date for this reimbursement rate would be January 1, 2014.

I will be available should you have questions. Thank you.

## **VOTING DELEGATE DESIGNATION FORM**

The voting delegate for the City/Town of Needham

is David B. Davisom

(Name) (Please Print)

Assistant Town Manager/Thance

Please return this form by January 13, 2014 to:

Stanley J. Corcoran
Executive Vice President
Massachusetts Interlocal Insurance Association
One Winthrop Square
Boston, MA 02110

or FAX to: (617) 426-9546

## REQUIREMENTS FOR VOTING

The requirements for voting are detailed in the by-laws of each organization. In summary:

Each member shall have one vote which may be cast only by its voting delegate. The following individuals are eligible voting delegates.

- 1. In the case of a city or a town with a city form of government, (a) its chief executive, or (b) a person designated in writing by such chief executive;
- 2. In the case of all other towns, (a) the Chairman of its Board of Selectmen, (b) another Selectman designated in writing by such Chairman, or (c) the Manager designated in writing by such Chairman.

Voting in person is required for the election of the Board of Directors. All voting will be by a vote of hands, unless a roll call is requested by three or more voting delegates.

The nominees receiving the greatest number of votes shall be deemed elected as directors and shall commence their terms at the conclusion of the meeting.

If you are a voting delegate and wish to nominate another person as a director, such nomination must be received in writing no later than January 13, 2014, twelve days prior to the Annual Meeting. Enclosed is a nomination form for this purpose.



2013 DEC 23 P 2: 18

CC! DAVE

TO:

**MIIA Members** 

FROM:

Geoffrey Beckwith, President, MIIA

DATE:

December 20, 2013

SUBJECT: Report of the Nominating Committees

It is once again time to select nominees for Directors of the Massachusetts Interlocal Insurance Association, Inc. and the MIIA Property and Casualty Group, Inc. The members for these Boards will be elected at the MIIA Annual Meeting on January 25, 2014.

The Property and Casualty Group, Inc. is the corporation that provides members with insurance coverages. The Massachusetts Interlocal Insurance Association, Inc. is the designated administrator for the organization. Your municipality is a voting member of both corporations.

Enclosed you will find the Nominating Committee Report for each of the abovementioned organizations, a Nominating Form for each in case you wish to nominate someone else as a Director of one or more of the organizations, and a form to specify who is your "voting delegate." Please read the enclosed Requirements for Voting prior to completion of the Voting Delegate Designation Form and return that form to us as soon as possible.

We look forward to seeing you at the Annual Meeting.





TO:

**MIIA Members** 

FROM:

Massachusetts Interlocal Insurance Association, Inc.

Nominating Committee: Geoffrey Beckwith, Ira Singer, Mary Pat

Flynn, Colleen Corona, Wayne Marquis

DATE:

December 20, 2013

SUBJECT:

Nominating Committee Report

MIIA is again calling on its members to participate in electing officials to serve on the Massachusetts Interlocal Insurance Association, Inc. Board of Directors. The Board is responsible for approving and directing the overall policies of the MIIA programs. This is an important task since MIIA has a combined membership of more than 350 members for the health, property and liability, and workers' compensation insurance programs.

At the MIIA Annual Meeting to be held on January 25, 2014, members will elect two individuals to fill three-year terms to expire in January, 2017. The Nominating Committee respectfully submits the following candidates for nomination as members of the Board of Directors:

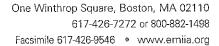
For three-year terms expiring in January 2017:

Reginald Stapczynski, Town Manager, Andover – Mr. Stapczynski was formerly town manager in Wilmington. He is past president of the MMA and has also served as President of the Massachusetts Municipal Management Association. He is completing a three-year term on the MIIA, Inc. Board and also serves on the Board of the MIIA Health Benefits Trust.

Kim Roy, Selectman, Halifax – Ms. Roy has served in Halifax in appointed and elected positions for 20 years. She has served as president of the Board of the Association of Town Finance Committees. She has been a selectman since 2010 and was elected to the Massachusetts Selectmen's Association Executive Committee. She serves on the MMA Board of Directors and the Local Government Advisory Commission.

Ira Singer, Town Administrator, Middleton and Mary Pat Flynn, Selectman, Falmouth will continue to serve in three-year terms expiring in January, 2015. David Kielson, Select Person, Chesterfield and Wayne Marquis, Town Manager, Danvers will continue to serve in three-year terms expiring in January, 2016.

MIIA, Inc.





TO:

**Property and Casualty Group Members** 

FROM:

MIIA Property and Casualty Group, Inc. Nominating Committee:

Geoffrey Beckwith, Mary Pat Flynn, Ken Walto

DATE:

December 20, 2013

SUBJECT:

Nominating Committee Report

Three members of the Board of Directors of the MIIA Property and Casualty Group, Inc. are to be elected this year for two-year terms expiring in 2016. The Nominating Committee respectfully submits the following candidates for nomination as members of the Board.

For two-year terms expiring January 2015:

Ira Singer, Town Administrator, Middleton - Mr. Singer has more than twenty-five years of experience in local government. He currently chairs all three MIIA boards.

Wayne Marquis, Town Manager, Danvers - Mr. Marquis has served on the MIIA Board of Directors since 1991 and is currently a member of the MIIA, Inc. and MIIA Property & Casualty Group boards. He is a former member of the MMA Board of Directors.

Rocco Longo, Town Administrator, Marshfield - Mr. Longo has extensive experience in local government, including serving as town manager in Billerica and Duxbury prior to his position in Marshfield. He has been an active member of the MMA and the Massachusetts Municipal Management Association, including participation on both boards.

David Kielson, Select Person, Chesterfield; Kenneth Walto, Town Manager, Dalton; and Mary Pat Flynn, Selectman, Falmouth will continue to service in two-year terms expiring in January 2015.

# MASSACHUSETTS INTERLOCAL INSURANCE ASSOCIATION, INC.

## **NOMINATING FORM**

If you are an eligible voting delegate and wish to nominate someone other than the nominees listed in the committee's report, who is also an eligible voting delegate, please indicate the person's name in the space below. The nomination ballot must be received by January 13, 2014, twelve (12) days prior to the Annual Meeting.

I WISH TO NOMINATE THE FOLLOWING PERSON TO SERVE AS DIRECTOR OF MASSACHUSETTS INTERLOCAL INSURANCE ASSOCIATION, INC.

Name:

Title:

City/Town:

Biographical Data:

Voting Delegate of

Name (please print)

Signature

Stanley J. Corcoran

Please return this form by January 13, 2014 to:

Executive Vice President

Massachusetts Interlocal Insurance Association
One Winthrop Square
Boston, MA 02110

FAX: (617) 426-9546

# MIIA PROPERTY & CASUALTY GROUP, INC.

## NOMINATING FORM

If you are an eligible voting delegate and wish to nominate someone other than the nominees listed in the committee's report, who is also an eligible voting delegate, please indicate the person's name in the space below. The nomination ballot must be received by January 13, 2014, twelve (12) days prior to the Annual Meeting.

I WISH TO NOMINATE THE FOLLOWING PERSON TO SERVE AS DIRECTOR OF

MIIA PROPERTY & CASUALTY GROUP, INC. Name: City/Town: Biographical Data: \_Voting Delegate of\_\_\_\_ (City/Town) Name (please print) Signature

Please return this form by January 13, 2014 to:

Stanley J. Corcoran **Executive Vice President** Massachusetts Interlocal Insurance Association One Winthrop Square Boston, MA 02110

FAX: (617) 426-9546

# Town of Needham Water Sewer Billing System Adjustment Form

# DEPARTMENT OF PUBLIC WORKS

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: -\$345.25

Water Irrigation: \$0.00

00.00

Water Admin Fees

Sewer Sales: Transfer Station Charges:

-\$811.00

\$0.00

Total Abatement: -\$1,156.25

1172

Order #:

Read and Approved:

1/10/14

Assistant Director of Public Works

For the Board of Selectmen

/14/14

Date:

Director of Public Works

TO:

# Water Sewer Billing System Town of Needham Adjustment Form

Corrected Last Read Y/N	zz		
Reason	COA		
Total	-\$90.65 -\$1,065.60	\$0.00	-\$1,156.25
Sewer	-\$62.65 -\$748.35		Total:
Domestic Water	-\$28.00		E TO THE
Irrigation Water	\$0.00	\$0.00	ACCRUED DUI
Street Name	Valley Road		EST WHICH HAS A
Street Number	95		OR INTER
Location ID#	142		PENALTY
Customer Location ID#	13783		TO ABATE ANY
rira Agan	Robert A		ALECT THIS SERVE AS ALITHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE
epared	Doyle Council on Aging (3)		HYSER SERVE
Prepared By:	DB JO		 0 7

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENA NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

<u>id:</u> O.I. reading slo = Town Project		<ul><li>O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.</li></ul>	TWNN = Town Project caused damage to private property	
	i <del>.</del>	O.I. reading slower than inside	= Town Project caused damag	

EC = Extenuating Circumstances
Equip = Equipment Malfunction
UEW = Unexplained water loss
ACC = Accidental Water Loss
BP = Billing Period beyond 100 days
COA - Council on Aging