

BOARD OF SELECTMEN

October 28, 2014

Needham Town Hall

Revised Agenda

	6:45	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
		Veterans' Day Proclamation
1.	7:00	Public Hearing: NSTAR- Country Way
2.	7:00	Public Hearing: NSTAR- Grove Street
3.	7:00	Public Hearing – Rail Trail
4.	8:00	Large House Study Committee Update • Liz Grimes, Planning Board Members • Lee Newman, Director of Planning & Community Development
5.	8:15	Town Manager • Interim Rules & Regulations for the Center at the Heights • Approve Committee Charge and Composition – Rail Trail Advisory Committee
6.	8:25	Board Discussion • Quiet Zone Evaluation • Committee Reports
7.	8:30	Executive Session Exception 3

CONSENT AGENDA *=Backup attached

1.	Accept the following donation made to New Years Needham: \$250 from Craig Geddes of Edward Jones; \$250 from Wingate Healthcare; \$100 from Needham Music; \$250 from Petrini Corporation
2.	Approve a request from Christopher Hartzell, of the Needham Sheraton, to extend the hours of its liquor license on 11/29/2014 for a private function, and on 12/31/2014 for a private function. They would like to provide bar service until 1:00 a.m. for both events.
3.*	Approve minutes from October 14, 2014 meeting.
4.	Accept a \$10 donation made to Needham Youth Services from Lynn Cattanch, a Needham resident. The monies will be used to sponsor Needham Youth Services A Conversation program.
5.	Accept gift of \$10,000 from SolarCity for professional service expenses related to the Needham Solar Project as they relate to the Revised and Restated Energy Services Management Contract.
6.*	Approve minutes of November 12, 2013 and March 11, 2014 (Regular Session).

7.	Accept donation of two new Valley Forge Koralex II polyester flags for the Needham Town Common and the Needham Heights Common in preparation for the winter months from the Norfolk Lodge, A.F & A.M.				
8.*	Approve special banner hanging request from Paul Good, Needham Community Revitalization Trust Fund, for the hanging of a Needham Farmers Market banner for use within the NCRTF/Town of Needham Banner Display program.				
9.	Grant permission for the following residents to hold a Block Party:				
Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Valerie St. Peters	15 Fairfield Street	Fairfield St	10/31/2014		4-9pm

Proclamation

WHEREAS: On Veterans' Day, our Nation comes together to honor our veterans and commemorate their legacy of service and sacrifice; and

WHEREAS: Needham residents have answered the call of duty in every war and expedition in our nation's history to ensure the security of our Country and its ideals; and

WHEREAS: Returning veterans contribute in important ways to the civic life of our Town; and

WHEREAS: Their service, performed with a sense of duty and honor, reflects great credit upon themselves and upon our community; and

WHEREAS: In August 2014, the world marked the hundredth anniversary of the outbreak of the First World War: a turning point in history; and

WHEREAS: That war claimed the lives of 16 million people across the globe; and

WHEREAS: One hundred years after it began, we are ensuring those who lived, fought and served during the years 1914-18 are remembered.

NOW THEREFORE, The Board of Selectmen of the Town of Needham, do hereby recognize Tuesday, November 11, 2014 as Veterans' Day and ask all the citizens of the Town to join in appropriate observance of those who have served to preserve the principles of justice, freedom and democracy.

Signed this 28th day of October 2014

John A. Bulian, Chairman

Maurice P. Handel, Vice Chairman

Matthew D. Borrelli, Clerk

Marianne B. Cooley

Daniel P. Matthews



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

MEETING DATE: 10/28/2014

Agenda Item	Public Hearing – NSTAR Petition for Country Way
Presenter(s)	Maureen Carroll, NSTAR

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
NSTAR requests permission to install approximately 9 feet of conduit from pole 344/8 Country Way, Needham. This work is necessary to provide service from pole 344/8 Country Way, 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
<u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 9 feet of conduit from pole 344/8 Country Way, Needham. This work is necessary to provide service from pole 344/8 Country Way, 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

October 8, 2014

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

RE: **81 Country Way**
Needham, MA
W.O. #2024106

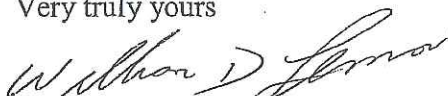
Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install 9 ± feet of conduit from pole 344/8 Country Way, Needham.

This work is necessary to provide service from pole 344/8 to 81 Country Way.

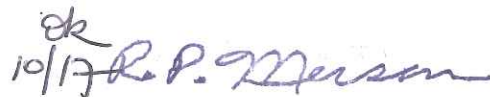
If you have any further questions, contact Maureen Carroll @ (617) 369-6421.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours


William D. Lemos, Supervisor
Rights and permits



WDL/zj
Attachments


10/17/14

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated September 29, 2014**, and filed herewith, under the following public way or ways of said Town:

Country Way – Southerly from pole 344/8 approxiamtely 469 ± feet
Easterly of Village Lane a distance of about 9 ± feet conduit

(WO: 2024106)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 8th day of October 2014

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2014

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

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

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

Country Way – Southerly from pole 344/8 approxiamtely 469 ± feet
Easterly of Village Lane a distance of about 9 ± feet conduit

WO: (2024106)

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 September 29, 2014**, 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

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2014 at _____ in said Town.

1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2014 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

469.0'± TO VILLAGE LANE

CUST TO INSTALL 1 - 3 PVC PIPE
SCHEDULE 40
NO CONCRETE
9.0'±

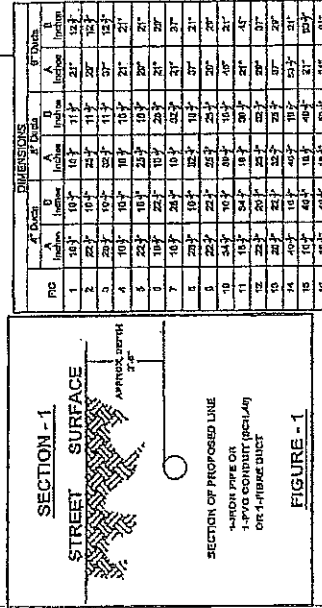
COUNTRY WAY

344/8

COUNTRY WAY

#69

#81



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. INSIDER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY AND ITS PARTNERS, AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND REPRESENTATIVES SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING OUT OF OR FROM THE INFORMATION CONTAINED HEREIN. THE INFORMATION CONTAINED HEREIN IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE INFORMATION CONTAINED HEREIN IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE INFORMATION CONTAINED HEREIN IS NOT TO BE USED FOR ANY OTHER PURPOSE.

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



A Northeast Utilities Company
1100 MASSACHUSETTS AVE. DORCHESTER, MASS. 02123

Plan of COUNTRY WAY, NEEDHAM

Showing PROPOSED CUST TO INSTALL CONDUIT

Proposed Structures: MA

Approved: A DEBENEDICTIS

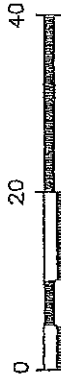
Plotted by: MA

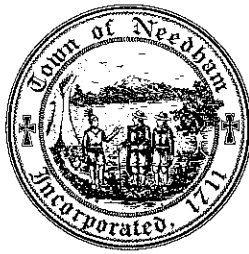
Scale 1"=20'

SHEET 1 OF 1

Date SEPTEMBER 29, 2014

REVISED: OCTOBER 3, 2014





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 October 28, 2014** upon petition of NSTAR dated **October 8, 2014** to install approximately 9 feet of conduit from pole 344/8 Country Way, Needham. This work is necessary to provide service from pole 344/8 to 81 Country Way. 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.

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

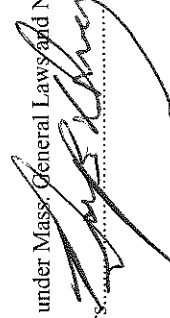
BOARD OF SELECTMEN

Dated: October 20, 2014

81 COUNTRY WAY

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>		
					<u>OWNER</u>	<u>CITY</u>	<u>State</u>
199/213.0-0015-00000.0	56	COUNTRY WAY	HILDRETH, SCOTT D. & HILDRETH, MARGARET K.T.	56 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0016-00000.0	70	COUNTRY WAY	SILETTO, JOSEPH & SILETTO, GRETCHEN	70 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0017-00000.0	80	COUNTRY WAY	SCHLESINGER, JANE L, TR	80 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0018-00000.0	110	COUNTRY WAY	SHARMA, BRIJESH & SHARMA, BHAWNA	110 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0034-00000.0	99	COUNTRY WAY	GINSBERG, BRUCE C. TR & CASEY, J. ROBERT, TR	99 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0037-00000.0	370	COUNTRY WAY	HARVEY, STEVEN W. & DEBRA E., TRS HARVEY REALTY TRUST	370 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0038-00000.0	392	COUNTRY WAY	STRAUSS, LAWRENCE I. & STRAUSS, MICHELE S.	392 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0039-00000.0	81	COUNTRY WAY	GERRISH, JANE O. TRUSTEE C/O HILLCREST DEVELOPMENT INC.	31 DOGWOOD LANE	NEEDHAM	NEEDHAM	MA
199/213.0-0040-00000.0	69	COUNTRY WAY	BALLARD, EDWARD G. + BALLARD, KATHRYN B.	69 COUNTRY WAY	NEEDHAM	NEEDHAM	MA
199/213.0-0041-00000.0	55	COUNTRY WAY	HURWITCH, PETER L. & HURWITCH, ANNE LISA	55 COUNTRY WAY	NEEDHAM	NEEDHAM	MA

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





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

MEETING DATE: 10/28/2014

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
NSTAR requests permission to install approximately 7 feet of conduit from pole 25/8 on Grove Street, Needham. This work is necessary to provide new underground service from pole 25/8 to feed shed located at 465 Grove Street. 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
<u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 7 feet of conduit from pole 25/8 on Grove Street, Needham. This work is necessary to provide new underground service from pole 25/8 to feed shed located at 465 Grove Street.			
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

October 1, 2014

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

RE: 465 Grove Street.
Needham, MA
W.O. #2021199

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 945 feet of conduit from pole 25/8 Grove Street, Needham. 7

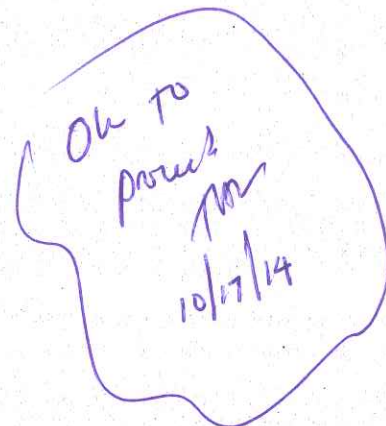
This work is necessary to provide new underground service from pole 25/8 to feed shed located at 465 Grove Street.

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

Very truly yours

A handwritten signature in black ink, appearing to read "William D. Lemos".

William D. Lemos, Supervisor
Rights and permits



WDL/zj
Attachments

10/17
OK
R.P. Merson

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

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

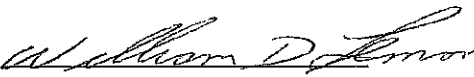
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated September 26, 2014**, and filed herewith, under the following public way or ways of said Town:

**Grove Street – Southwesterly from pole 25/8 approxiamtely 945 feet
Northwest of Charles River Street a distance of about 7 feet conduit**

(WO: 2021199)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 29th day of September 2014

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2014

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

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

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

Grove Street – Southwesterly from pole 25/8 approxiamtely 945 feet
Northwest of Charles River Street a distance of about 7 feet conduit

WO: (2021199)

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 September 26, 2014**, 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

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2014 at _____ in said Town.

1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

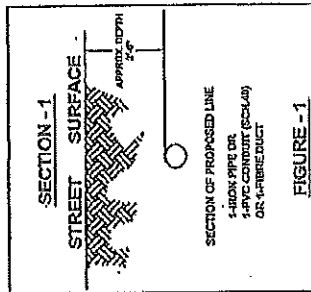
CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2014 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

#454

FIG	DIMENSIONS				E-COUNT			
	A	B	A	B	A	B	A	B
1	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
2	20'-0"	10'-0"	10'-0"	10'-0"	20'-0"	10'-0"	20'-0"	10'-0"
3	20'-0"	10'-0"	10'-0"	10'-0"	20'-0"	10'-0"	20'-0"	10'-0"
4	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
5	20'-0"	10'-0"	10'-0"	10'-0"	20'-0"	10'-0"	20'-0"	10'-0"
6	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
7	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
8	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
9	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
10	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
11	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
12	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
13	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
14	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
15	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"
16	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"	10'-0"

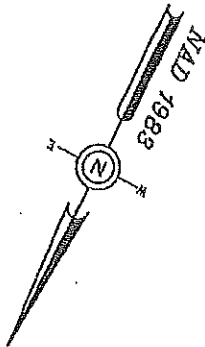


CHARLES RIVER STREET
APPROX. 945.0±

#486

7.0±

CUSTOMER TO INSTALL
1 - 4" PVC PIPE
SCH 40 NO CONC



GROVE STREET

● 25/9

25/8

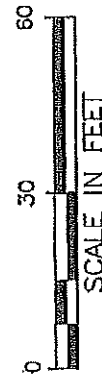
HH

25/6

#461

#465

#471



S:\SHARED\CHANCE\BASELINES\NEE\GROVEEA.dwg

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-944-7233



NSTAR ELECTRIC
1103 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS EMPLOYEES, AFFILIATES, OFFICERS, DIRECTORS, SUPERVISORS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OF INJURY CAUSED IN WHOLE OR IN PART BY ANYONE USING THIS INFORMATION WITHOUT THE NECESSARY TO THE INFORMATION TO RELEASE INQUIRY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST CURRENT AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. DISSEMINATION OF THIS INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

C#

Ward #

Work Order # 2021199

Surveyed by:

Research by: SC

Plotted by: SC

Proposed Structures: PDM

Approved: A DEBENEDICTIS

P# J-2

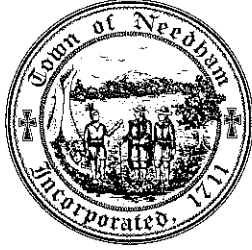
Plan of GROVE STREET, NEEDHAM

Showing PROPOSED CONDUIT LOCATION

Scale 1"=30'

Date SEPTEMBER 26, 201

SHEET 1 of 1



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on October 28, 2014** upon petition of NSTAR dated **September 29, 2014** to install approximately 7 feet of conduit from pole 25/8 Charles River Street, Needham. This work is necessary to provide new underground service from pole 25/8 to feed shed located at 465 Grove 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.

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

BOARD OF SELECTMEN

Dated: October 17, 2014

465 GROVE ST

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>	
					<u>OWNER CITY</u>	<u>State</u>
199/221.0-0005-0000.0	0	GROVE ST	PASCUCCI, MICHAEL P. & PASCUCCI, HOPE H.	454 GROVE ST	NEEDHAM	MA
199/221.0-0006-0000.0	454	GROVE ST	PASCUCCI, MICHAEL P. & PASCUCCI, HOPE H.	454 GROVE ST	NEEDHAM	MA
199/221.0-0026-0000.0	8	PINE HILL DR	MEYER, ALLEN A. III & MEYER, KATHLEEN M.	8 PINE HILL DRIVE	NEEDHAM	MA
199/221.0-0033-0000.0	486	GROVE ST	WULFE, LOUISE B.	486 GROVE STREET	NEEDHAM,	MA
199/223.0-0019-0000.0	447	GROVE ST	SWENSON, JAMES B. & SWENSON, ROBERTA H.	447 GROVE ST	NEEDHAM	MA
199/223.0-0020-0000.0	461	GROVE ST	GEDDES, SANDRA G.	461 GROVE ST	NEEDHAM	MA
199/223.0-0021-0000.0	465	GROVE ST	ROLLINS, KEVIN B C/O FRATES, JAMES M. & ELIZABETH PEGG	471 GROVE ST	NEEDHAM	MA
199/223.0-0022-0000.0	471	GROVE ST	FRATES, JAMES M. & FRATES, ELIZABETH P.	471 GROVE ST	NEEDHAM	MA
199/223.0-0023-0000.0	499	GROVE ST	BALOG, ADRIA	499 GROVE ST	NEEDHAM	MA

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





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

MEETING DATE: 10/28/2014

Agenda Item	Public Hearing - Rail Trail
Presenter(s)	Kate Fitzpatrick, Town Manager Tad Staley, Bay Colony Rail Trail Association Anthony Del Gaizo, Town Engineer

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. Del Gaizo will present the current engineering plans for the Rail Trail project. Mr. Staley will provide updated information from the Bay Colony Rail Trail Association. The Town Manager will outline the preliminary schedule for the project. Abutters and other interested parties will have an opportunity to ask questions and provide feedback. The plan will continue to be modified based on feedback from members of the Public and the Board, and as required during the permitting process.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to approve, in concept, the design of the Rail Trail from High Rock Street to the Dover line.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Notice of Public Hearing b. Rail Trail Design Plans			



Office of the
TOWN MANAGER

TOWN OF NEEDHAM
TOWN HALL
Needham, MA 02492-2669

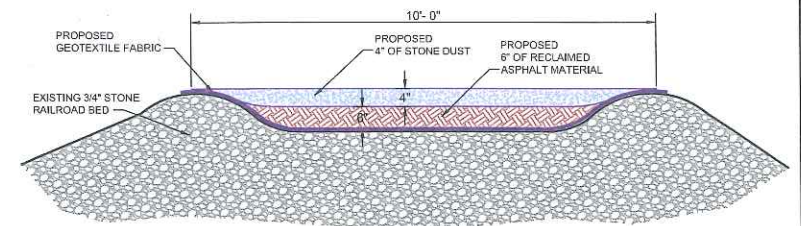
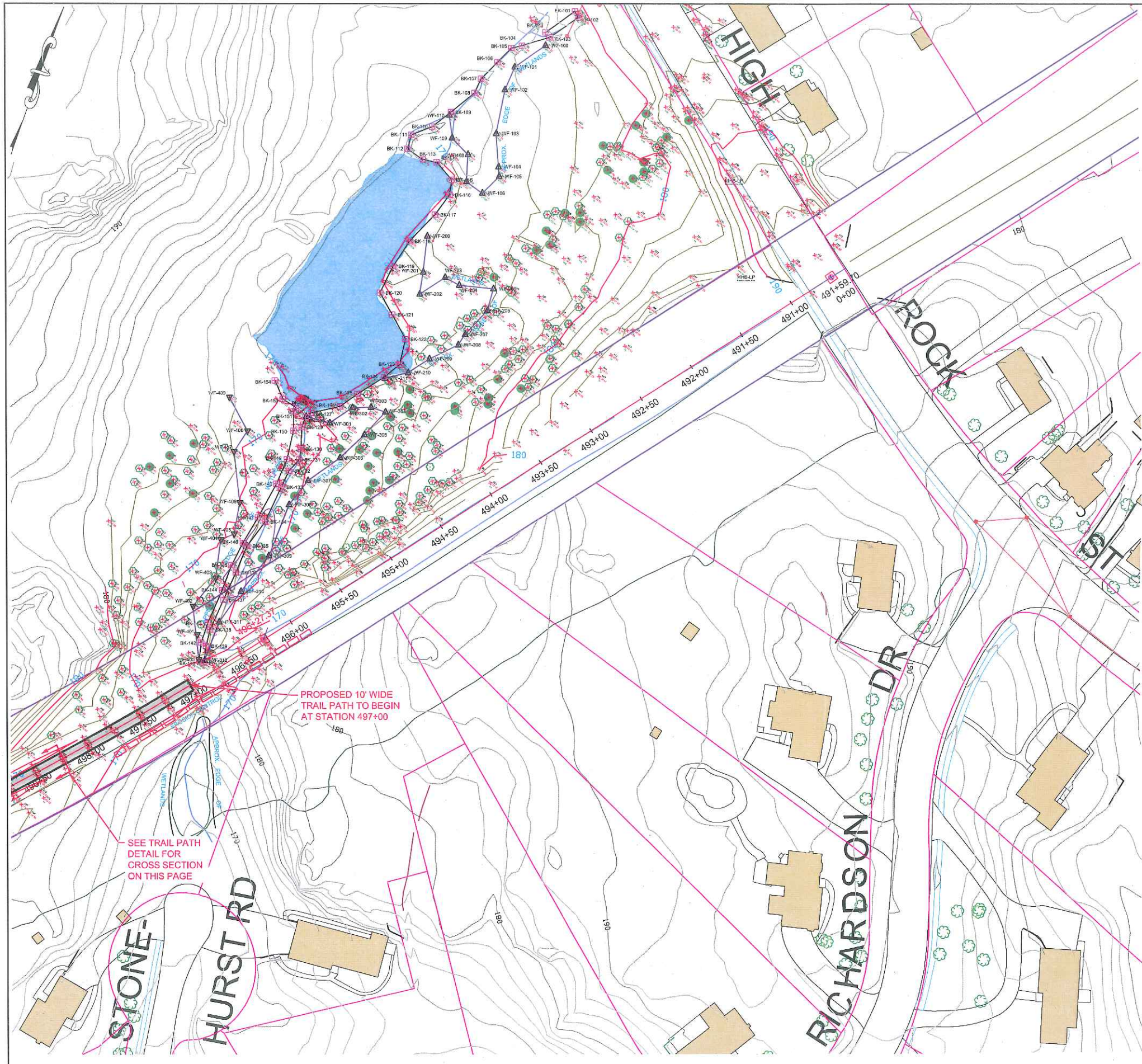
TEL: (781) 455-7500
FAX: (781) 449-4569
TDD: (781) 455-7558

Public Hearing on Rail Trail Project
(High Rock Street to the Dover Town line)

The Board of Selectmen will hold a public hearing regarding the proposed rail trail from High Rock Street area to the Dover Town line at the Charles River. The hearing will be held on Tuesday, October 28, 2014, at 7:00 pm at the Needham Town Hall, 1471 Highland Avenue, Needham.

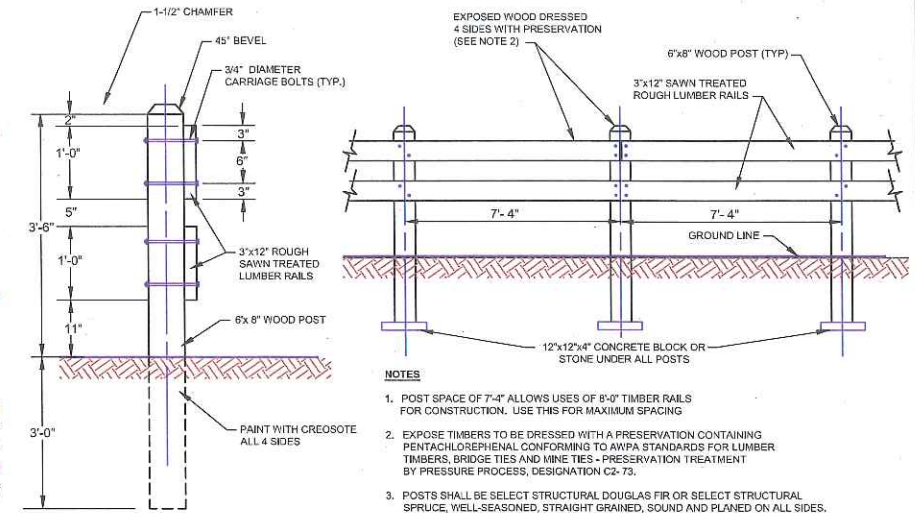
A copy of the current design plan is available online at www.needhamma.gov (click on HOT TOPICS then NEEDHAM RAIL TRAIL).

The Board of Selectmen invites all residents and interested parties to attend and provide input regarding the proposed project. Written comments may also be submitted to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or by email to selectmen@needhamma.gov.



TRAIL PATH DETAIL CROSS-SECTION

Not To Scale

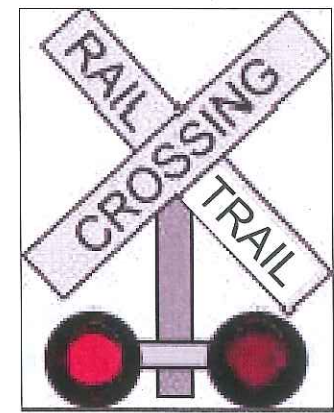
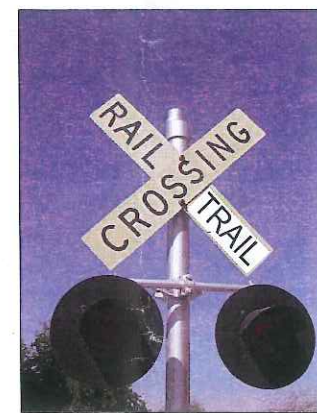


NOTES

1. POST SPACE OF 7'-4" ALLOWS USES OF 8'-0" TIMBER RAILS FOR CONSTRUCTION. USE THIS FOR MAXIMUM SPACING.
2. EXPOSE TIMBERS TO BE DRESSED WITH A PRESERVATION CONTAINING PENTACHLOROPHENOL CONFORMING TO AWPA STANDARDS FOR LUMBER TIMBERS, BRIDGE TIES AND MINE TIES - PRESERVATION TREATMENT BY PRESSURE PROCESS, DESIGNATION C2-73.
3. POSTS SHALL BE SELECT STRUCTURAL DOUGLAS FIR OR SELECT STRUCTURAL SPRUCE, WELL-SEASONED, STRAIGHT GRAINED, SOUND AND PLANED ON ALL SIDES.
4. RAILS AND BRACES SHALL BE SELECT STRUCTURAL LONGLEAF YELLOW PINE OR SELECT STRUCTURAL DOUGLAS FIR WELL-SEASONED, STRAIGHT GRAINED, SOUND, PLANED ON ALL SIDES AND FREE FROM LOOSE AND UNSOUND KNOTS.

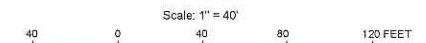
TIMBER GUARD RAIL DETAIL

Not To Scale



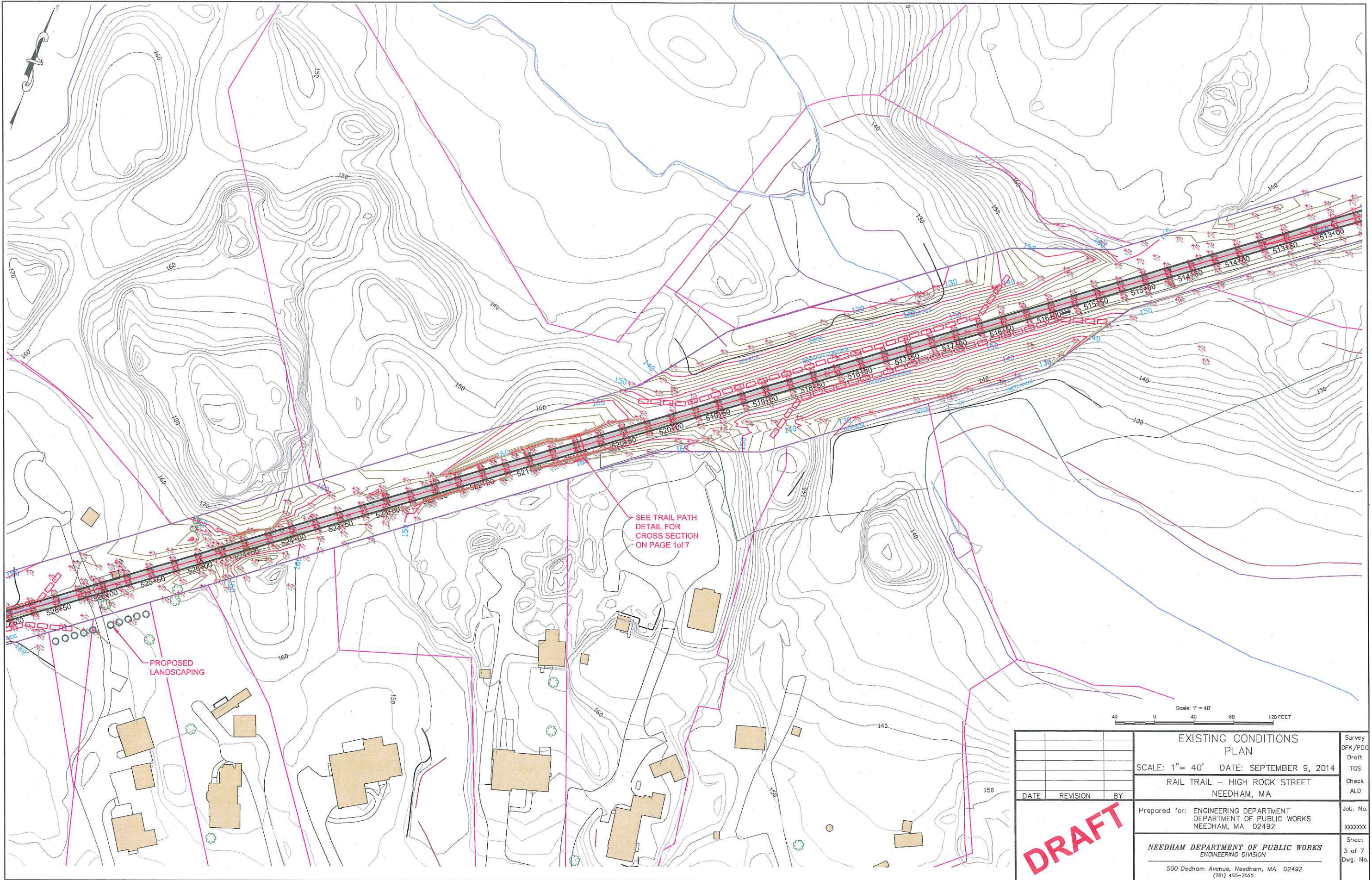
PROPOSED RAIL TRAIL SIGNAGE

Not To Scale



			EXISTING CONDITIONS PLAN		Survey
			SCALE: 1" = 40'		DFK/PDC
			DATE: SEPTEMBER 9, 2014		Draft
			RAIL TRAIL - HIGH ROCK STREET		TGS
			NEEDHAM, MA		Check
			Prepared for: ENGINEERING DEPARTMENT		Job. No.
			DEPARTMENT OF PUBLIC WORKS		XXXXXX
			NEEDHAM, MA 02492		
			NEEDHAM DEPARTMENT OF PUBLIC WORKS		Sheet
			ENGINEERING DIVISION		1 of 7
			500 Dedham Avenue, Needham, MA 02492		Dwg. No.
			(781) 455-7350		

DRAFT



DATE

REVISION

BY

Scale: 1" = 40'

40 0 40 80 120 FEET

EXISTING CONDITIONS
PLAN

SCALE: 1" = 40' DATE: SEPTEMBER 9, 2014

RAIL TRAIL – HIGH ROCK STREET
NEEDHAM, MA

Prepared for: ENGINEERING DEPARTMENT
DEPARTMENT OF PUBLIC WORKS
NEEDHAM, MA 02492

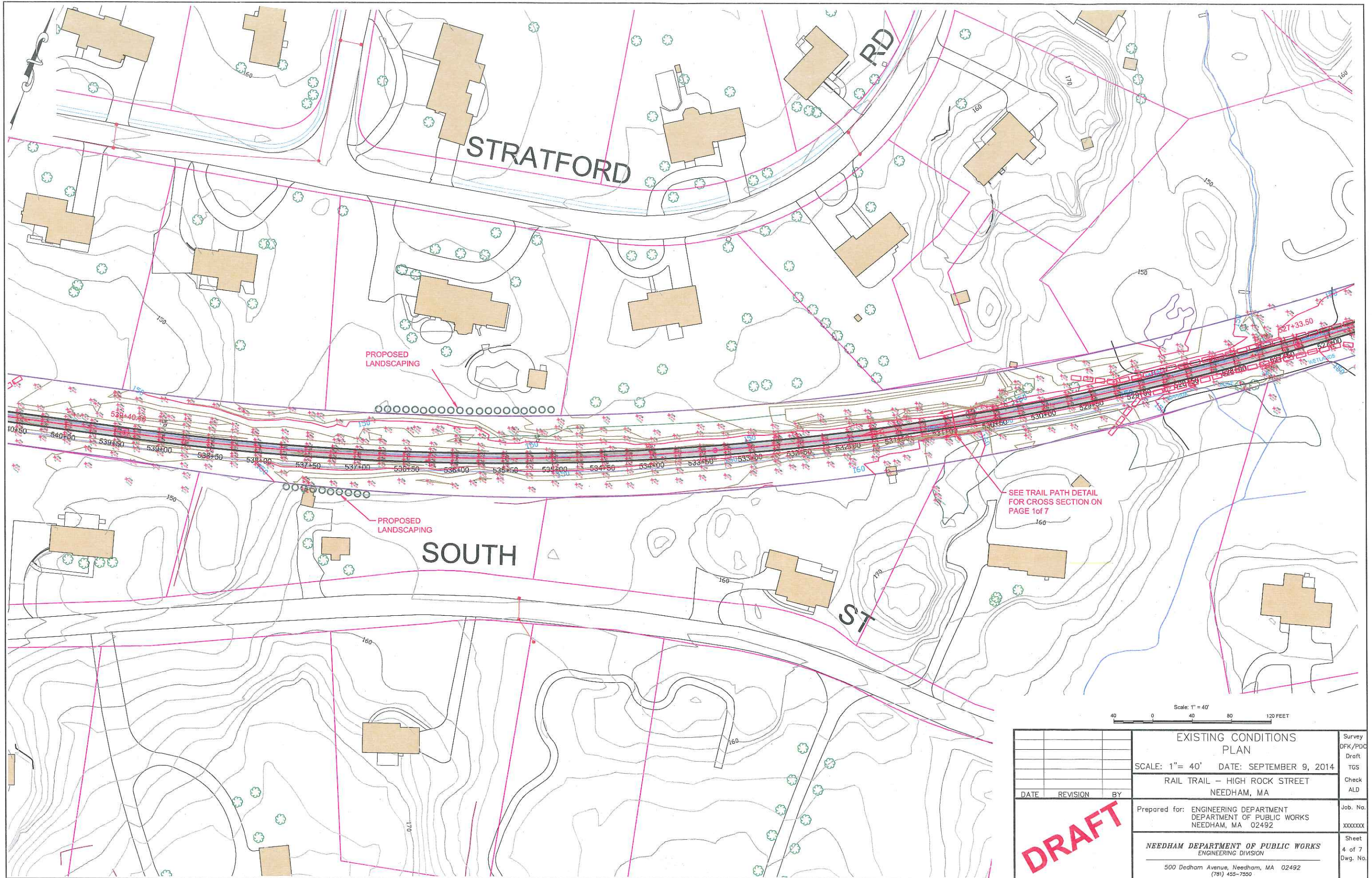
NEEDHAM DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
500 Dedham Avenue, Needham, MA 02492
(781) 455-7550

Survey
DPK/POC
Draft
TGS
Check
ALD

Job. No.
XXXXXX

Sheet
3 of 7
Dwg. No.

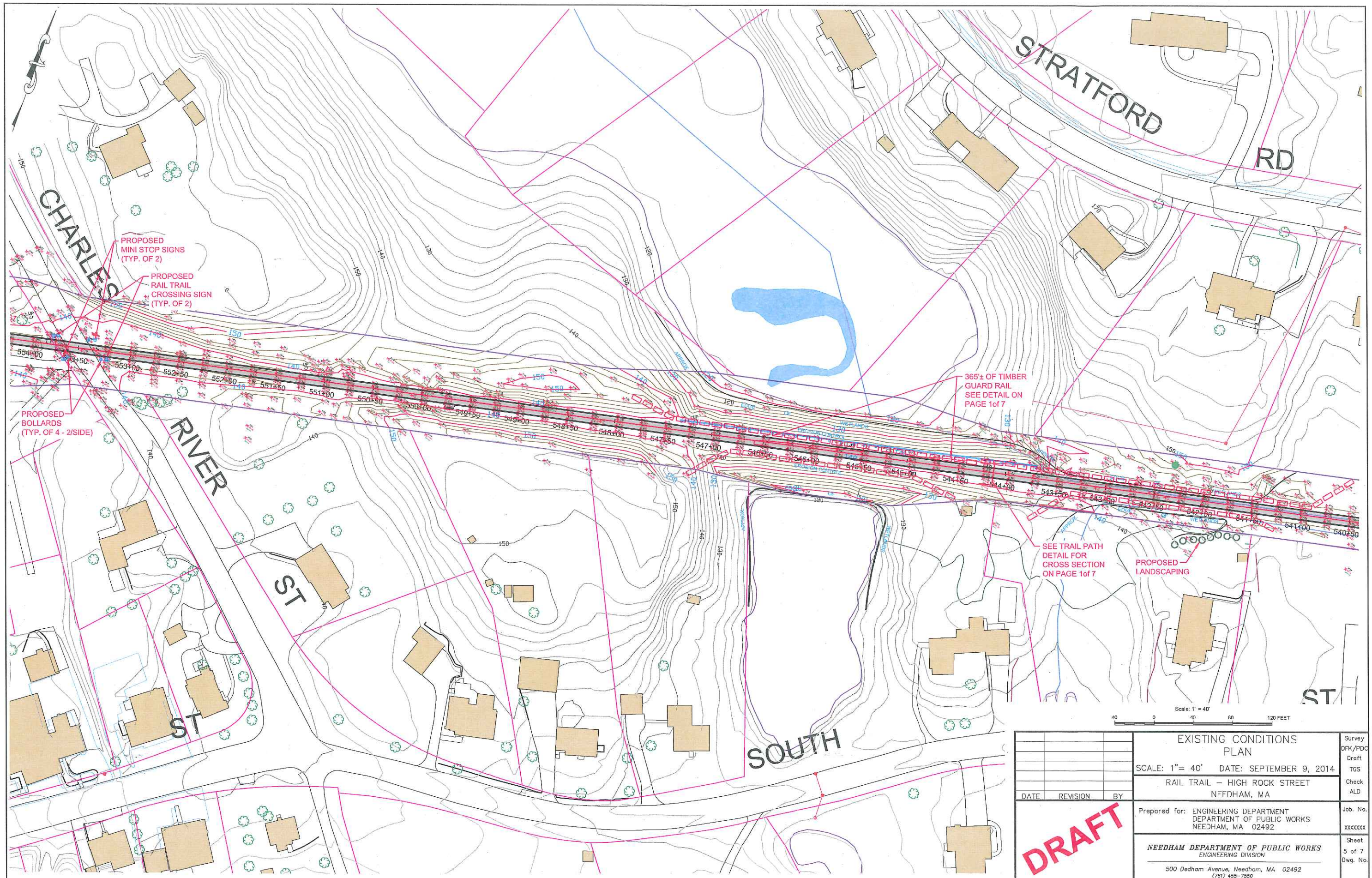
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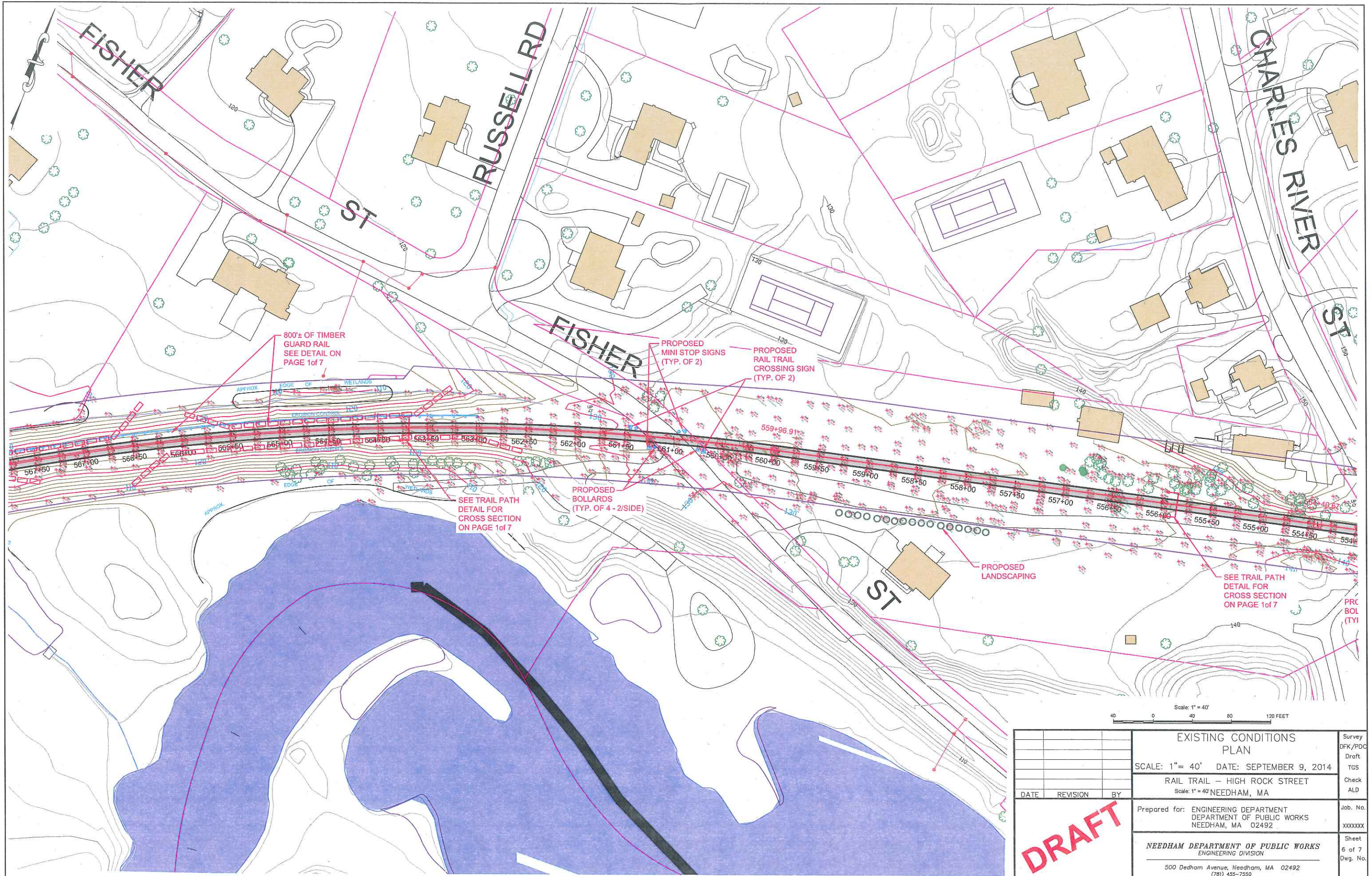
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			RAIL TRAIL - HIGH ROCK STREET NEEDHAM, MA		TGS
					Check ALD
			Prepared for: ENGINEERING DEPARTMENT DEPARTMENT OF PUBLIC WORKS NEEDHAM, MA 02492		Job. No. XXXXXX
			NEEDHAM DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION		Sheet 4 of 7
			500 Dedham Avenue, Needham, MA 02492 (781) 455-7550		Dwg. No.

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			EXISTING CONDITIONS PLAN		Survey
			SCALE: 1" = 40' DATE: SEPTEMBER 9, 2014		DPK/POC
			RAIL TRAIL - HIGH ROCK STREET		Draft
			NEEDHAM, MA		TGS
			Prepared for: ENGINEERING DEPARTMENT		Check
			DEPARTMENT OF PUBLIC WORKS		ALD
			NEEDHAM, MA 02492		Job. No.
			NEEDHAM DEPARTMENT OF PUBLIC WORKS		XXXXXX
			ENGINEERING DIVISION		Sheet
			500 Dedham Avenue, Needham, MA 02492		5 of 7
			(781) 455-7550		Dwg. No.



			EXISTING CONDITIONS PLAN		Survey DFK/PDC
			SCALE: 1" = 40' DATE: SEPTEMBER 9, 2014		Draft
			RAIL TRAIL - HIGH ROCK STREET Scale: 1" = 40' NEEDHAM, MA		TGS
			Prepared for: ENGINEERING DEPARTMENT DEPARTMENT OF PUBLIC WORKS NEEDHAM, MA 02492		Check ALD
			NEEDHAM DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION		Job. No. XXXXXX
			500 Dedham Avenue, Needham, MA 02492 (781) 455-7550		Sheet 6 of 7 Dwg. No.
DATE	REVISION	BY			



			EXISTING CONDITIONS PLAN		Survey DFK/PDC
			SCALE: 1" = 40' DATE: SEPTEMBER 9, 2014		Draft TGS
			RAIL TRAIL - HIGH ROCK STREET NEEDHAM, MA		Check ALD
			Prepared for: ENGINEERING DEPARTMENT DEPARTMENT OF PUBLIC WORKS NEEDHAM, MA 02492		Job. No. XXXXXX
			NEEDHAM DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION		Sheet 7 of 7
			500 Dedham Avenue, Needham, MA 02492 (781) 455-7550		Dwg. No.
DATE	REVISION	BY	DRAFT		



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

MEETING DATE: 10/28/2014

Agenda Item	Large House Study Committee Update
Presenter(s)	Liz Grimes, Planning Board Lee Newman, Director of Planning and Community Development Marianne Cooley, Board of Selectmen

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Ms. Grimes, Ms. Cooley and Ms. Newman will update the Board on the work of the Large House Study Committee and answer any questions the Board may have.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Presentation: Overview of Residential Reconstruction in Needham – Lee Newman b. Memo: dated June 12, 2014 from Planning & Community Development Dept. c. Report: Planning & Community Development Dept, Large House Study Review Committee d. Comparison: How is Gross Floor Area defined? e. Pictures: houses & floorplans f. Table Comparing Tree Regulations in Lexington, Wellesley & Newton			

Overview of Residential Reconstruction in Needham



Lee Newman
Town of Needham
Director of Planning and Community Development

Dimensional Regulations: Single Residence B & General Residence Zoning Districts

	Minimum Lot Area (sq ft)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)	Maximum Floor Area Ratio (FAR)	Maximum Lot Coverage %	Maximum Stories	Maximum Height (feet)
Single Residence B & General Residence Zoning Districts (post-1986 lots)	10,000	80	20	12.5 ^a	10	NR	NR	2.5	35
Single Residence B & General Residence Zoning Districts (pre-1986 lots)	10,000	80	20	10	10	NR	NR	2.5	35
Single Residence B Zoning District (New Construction)	10,000	80	20	12.5 ^a	20	NR	25%-30%	2.5	35
General Residence Zoning District (New Construction)	10,000	80	20	12.5 ^a	20	NR	30%-35%	2.5	35

* 10' side setback for non-conforming lots

^a Increased to 14.5' for any length over 28'

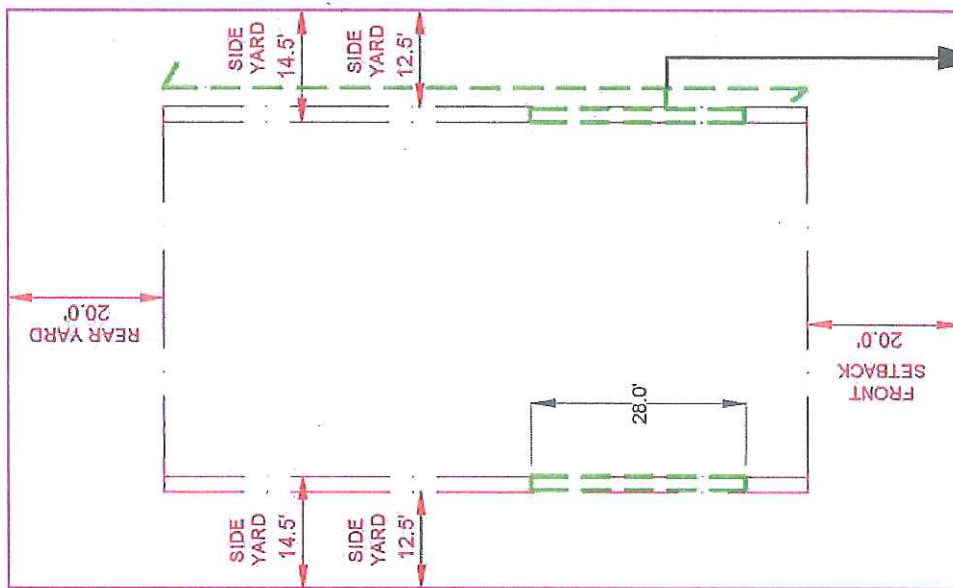
Definition of New Construction

1. Any construction of a structure on a vacant lot.
2. Any construction which involves demolition of more than 50% (fifty percent) of the exterior frame or exterior envelope of an existing structure.
3. Any addition to an existing one-story structure which results in a gross floor area greater than 240% (two hundred forty percent) of the gross floor area of the existing structure.
4. Any addition to an existing one and one-half story structure which results in a gross floor area greater than 220% (two hundred twenty percent) of the gross floor area of the existing structure.
5. Any addition to an existing two-story or two and one-half story structure which results in a gross floor area greater than 175% (one hundred seventy-five percent) of the gross floor area of the existing structure.

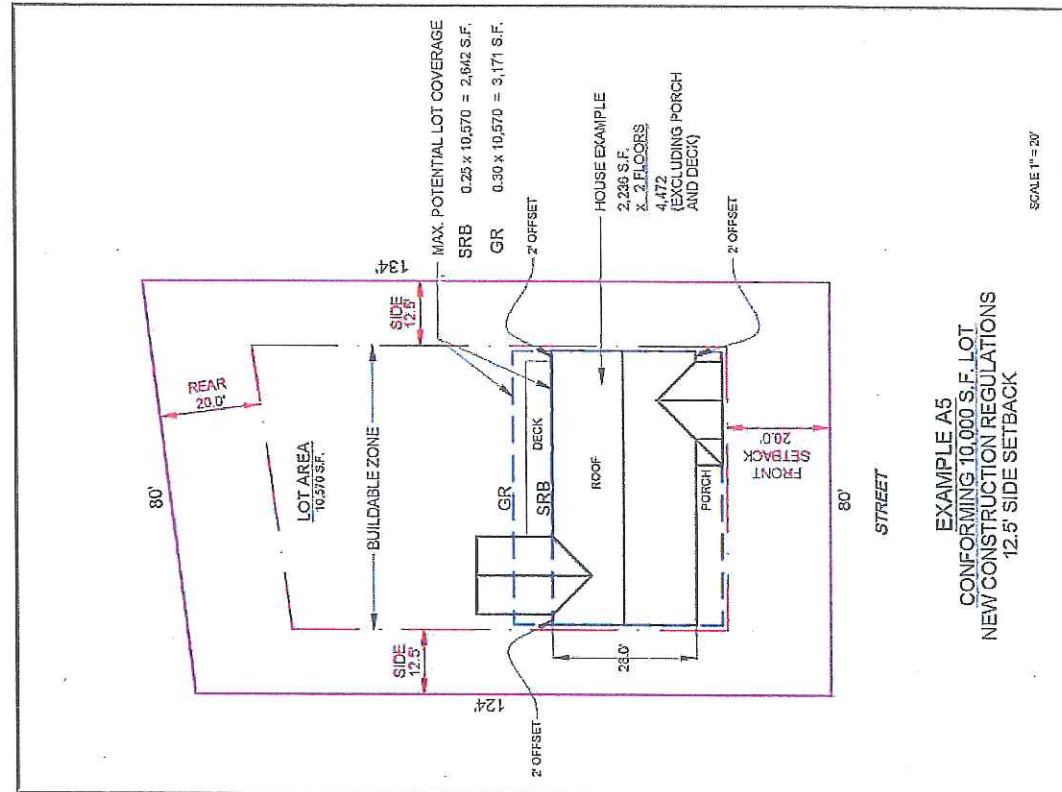
For purposes of calculating the percentages of any construction, addition or demolition under this definition, all construction shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, reconstruct, alter, add, extend or otherwise structurally change any structure.

Table of Lot Size Ranges

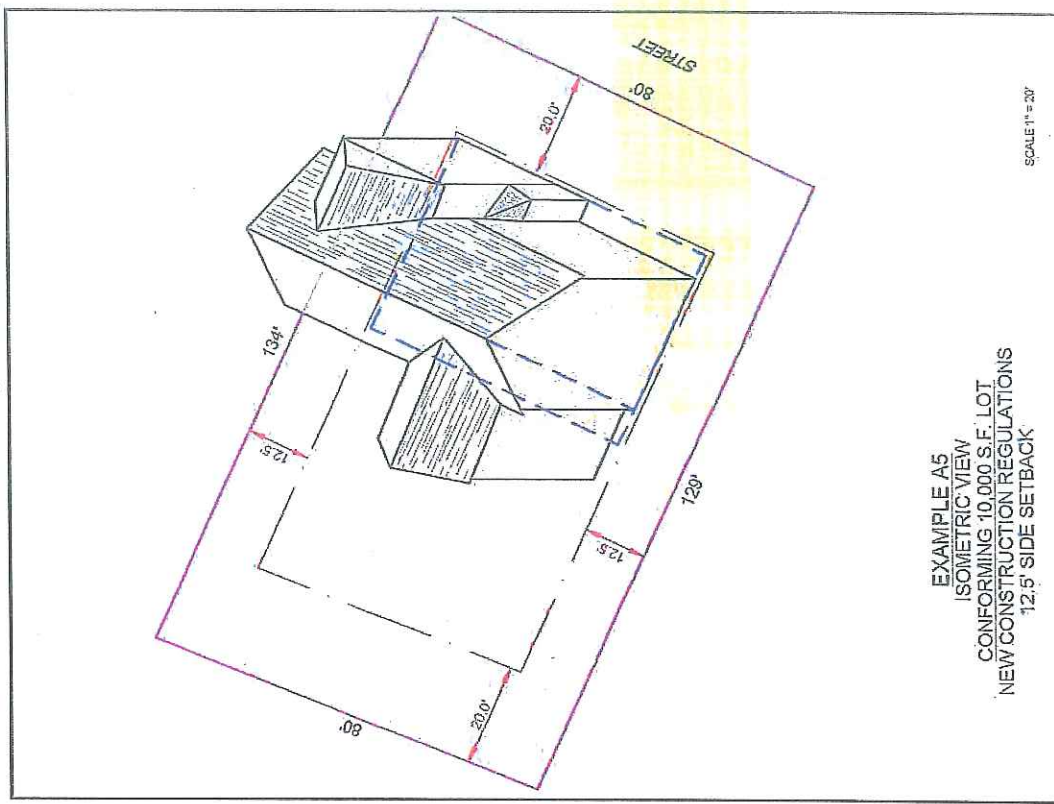
	Lot Size (SF)	% Coverage	Allowable Coverage (SF)
Single Residence B	7500 or more	25	1875 or more
	7000-7499	26	1820-1950
	6500-6999	27	1755-1890
	6000-6499	28	1680-1820
	5500-5999	29	1595-1740
	5499 or less	30	1650 or less
	9000 or more	30	2700 or more
General Residence	8500-8999	31	2635-2790
	8000-8499	32	2560-2730
	7500-7999	33	2475-2640
	7000-7499	34	2380-2550
	6999 or less	35	2450 or less



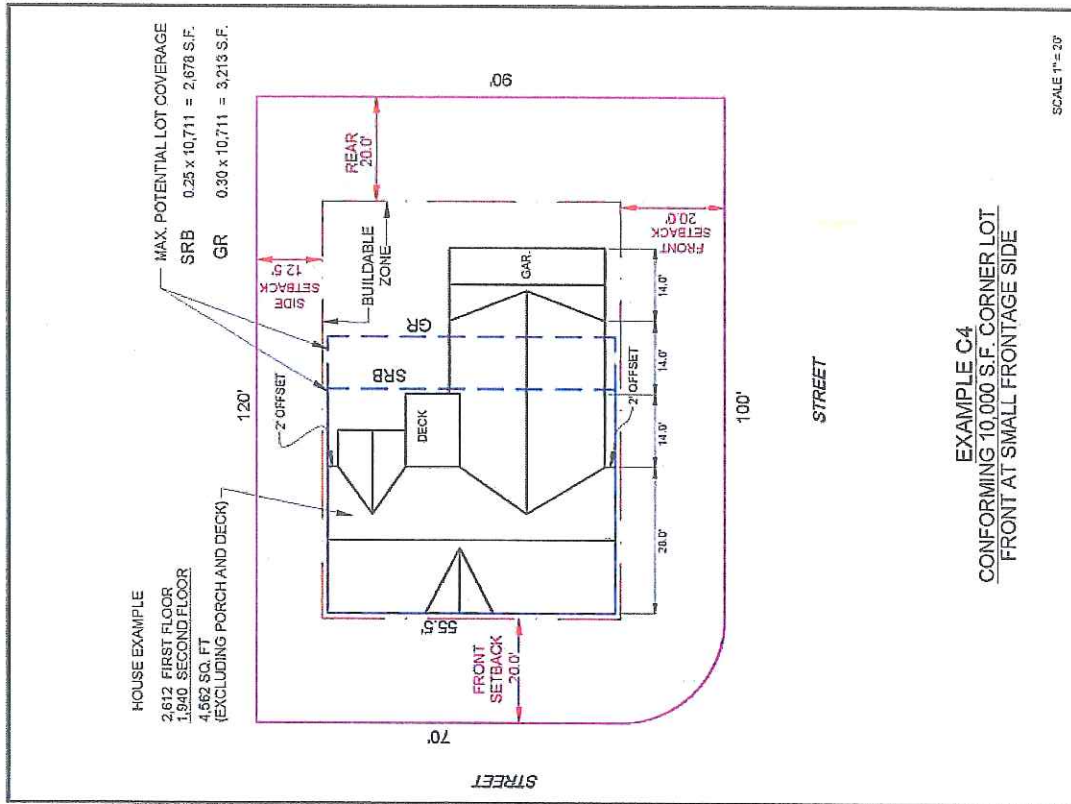
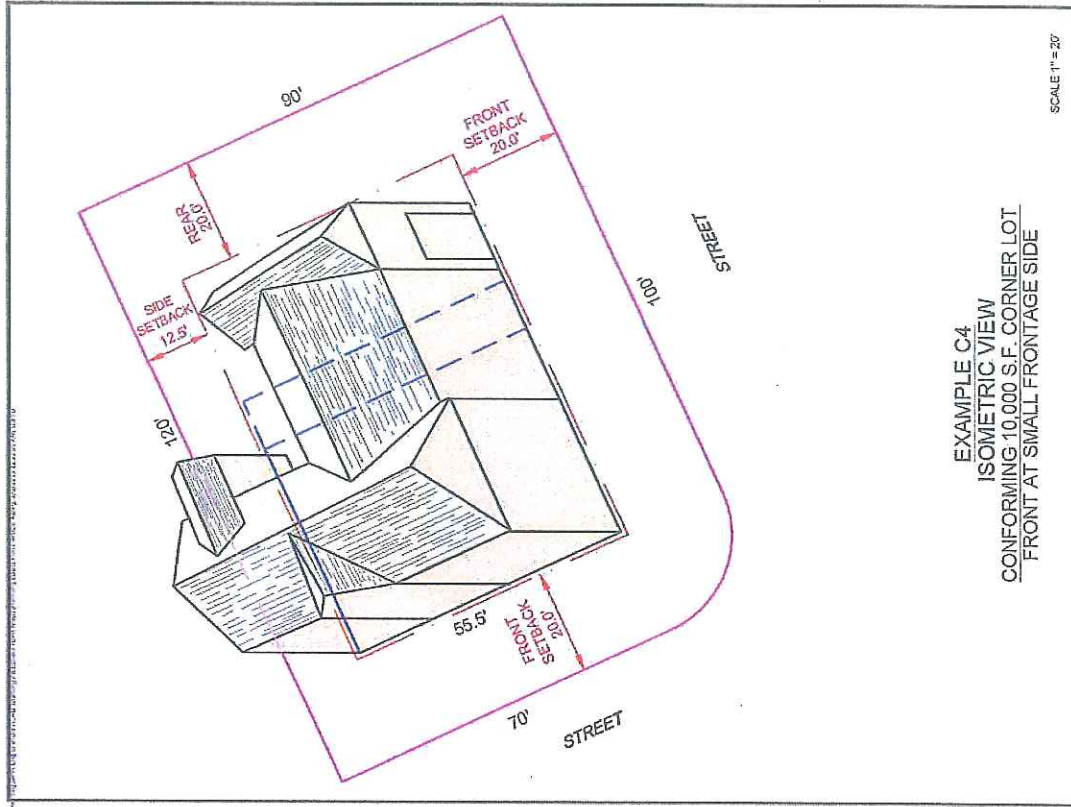
MAXIMUM OF 28 FEET OF STRUCTURE ALLOWED AT THE 12.5 FOOT SIDE YARD. REMAINING STRUCTURE TO HAVE 14.5 FOOT SIDE YARD. PORTION OF STRUCTURE WITH 12.5 FOOT SIDE YARD MAY BE PLACED AT ANY LOCATION BETWEEN FRONT AND REAR YARD SETBACKS.

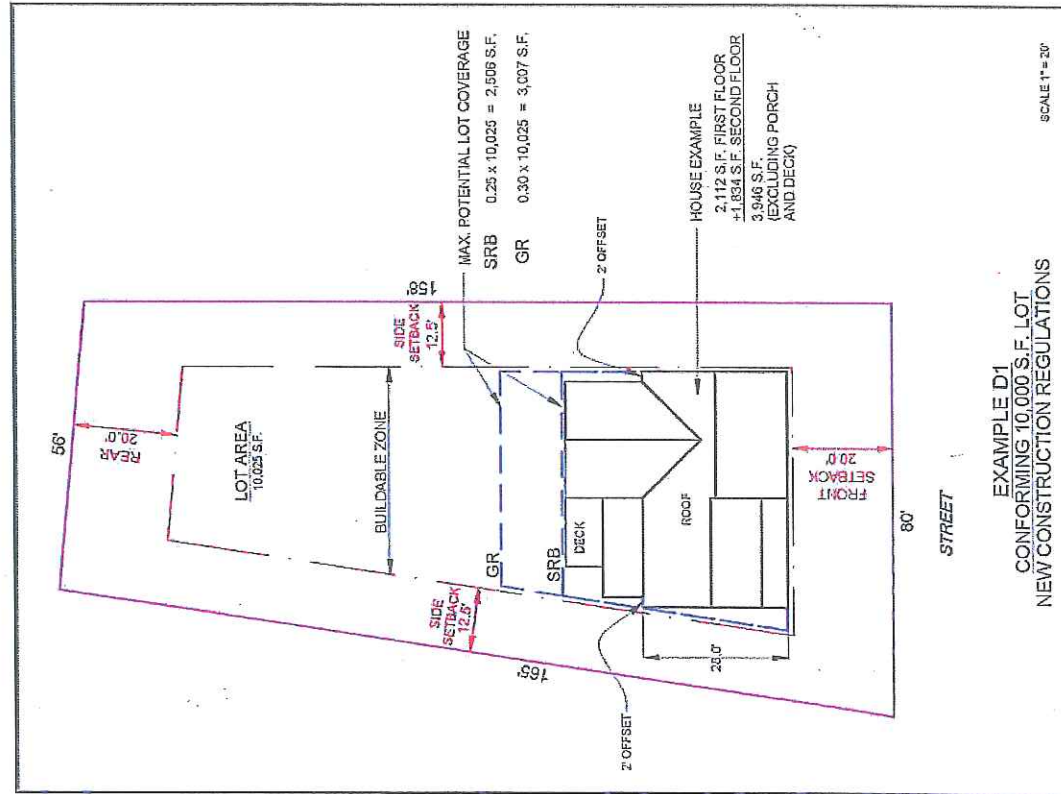


EXAMPLE A5
 CONFORMING 10,000 S.F. LOT
 NEW CONSTRUCTION REGULATIONS
 12.5' SIDE SETBACK

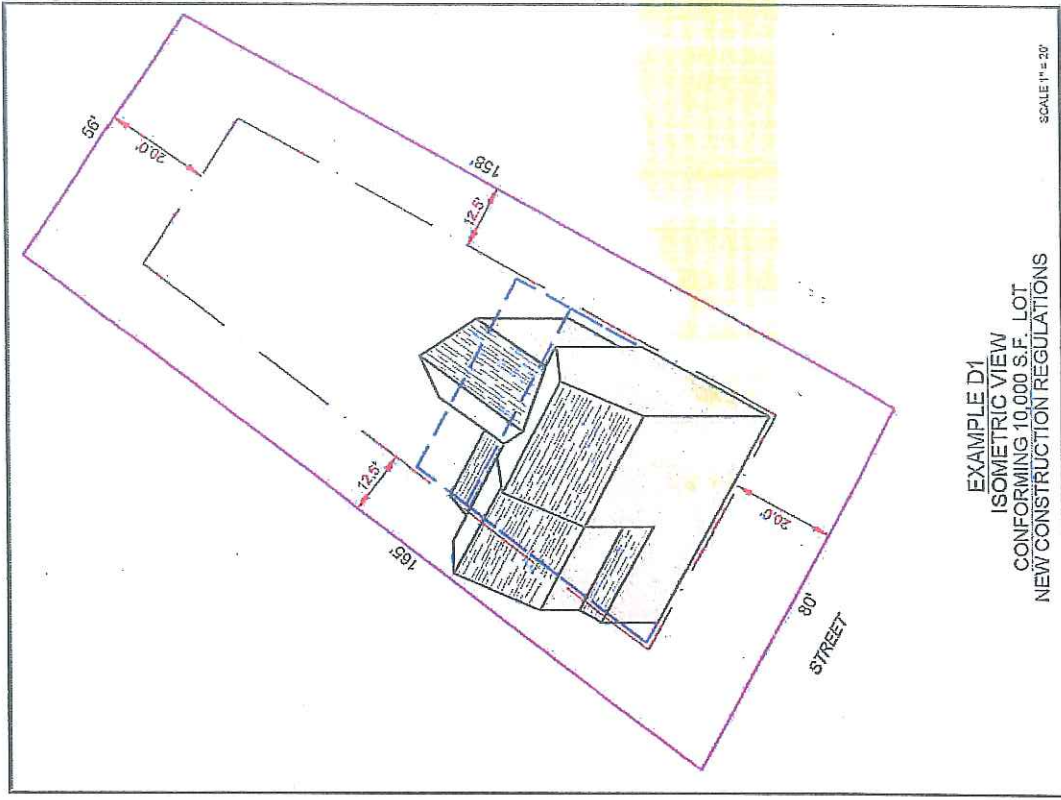


EXAMPLE A5
 ISOMETRIC VIEW
 CONFORMING 10,000 S.F. LOT
 NEW CONSTRUCTION REGULATIONS
 12.5' SIDE SETBACK

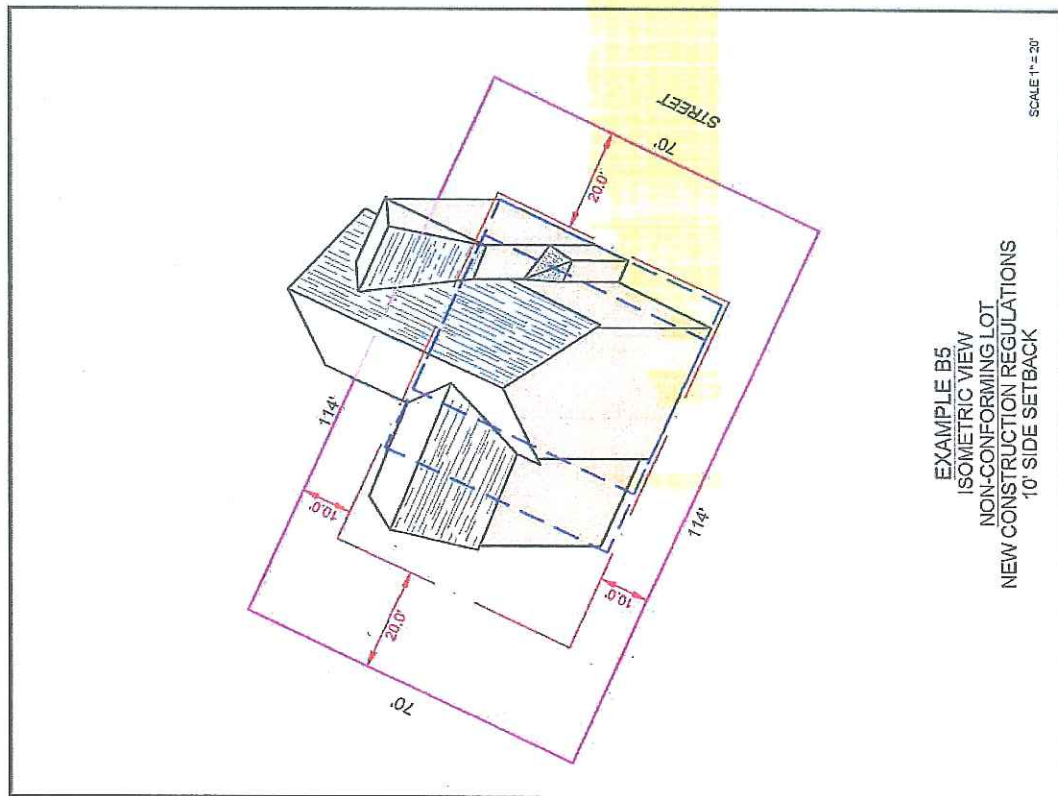
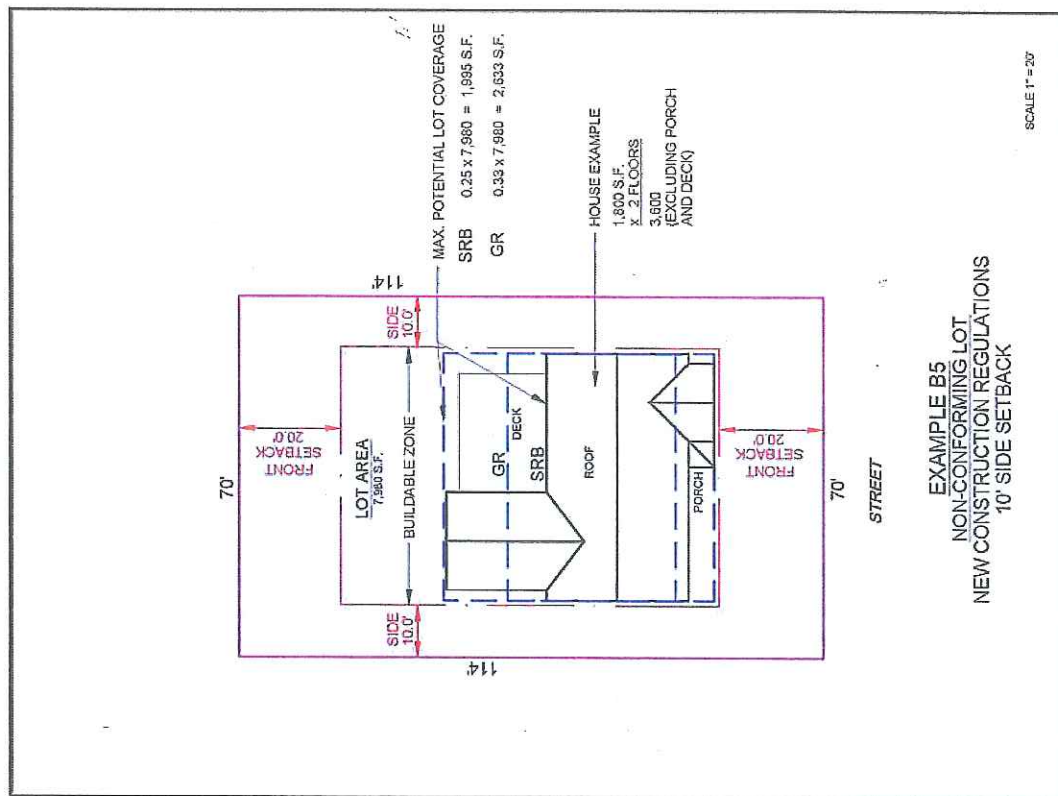


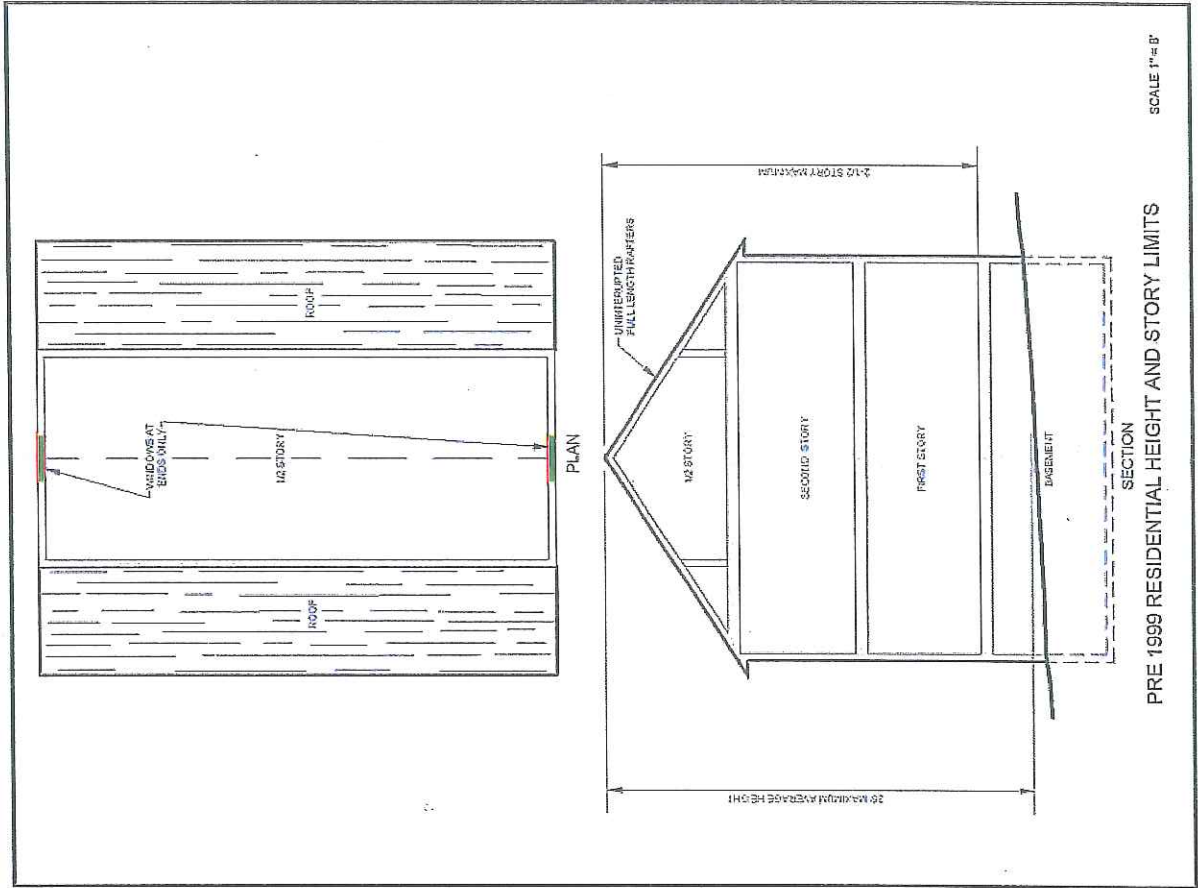


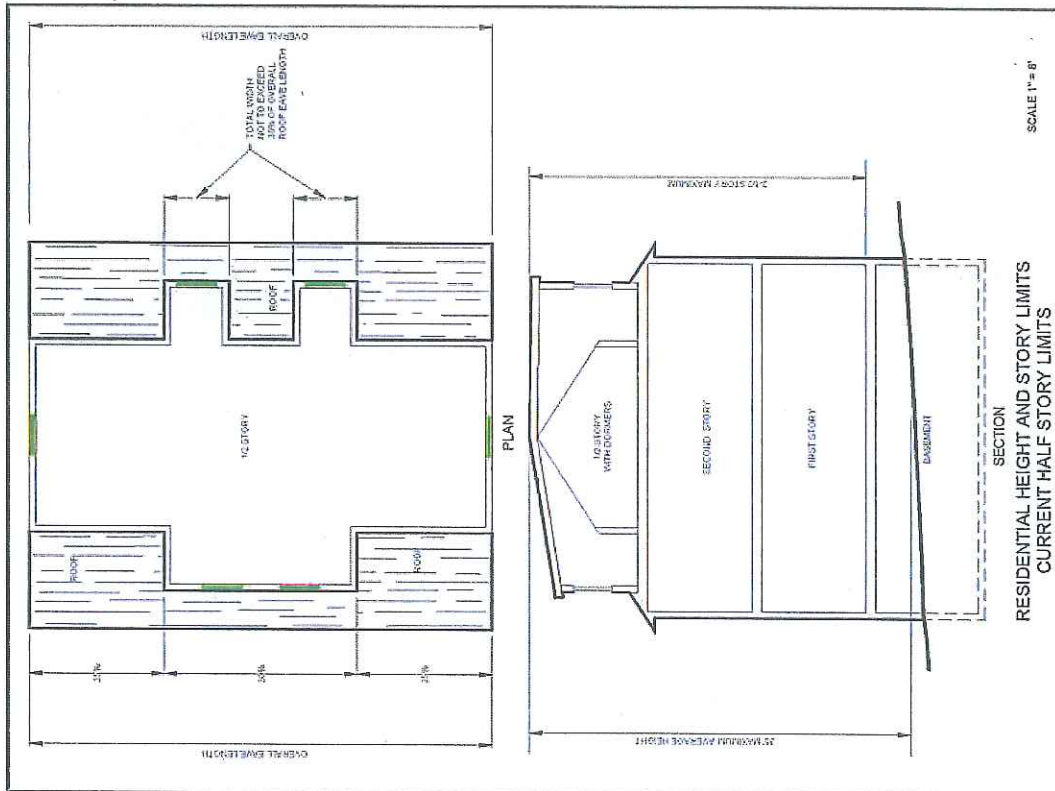
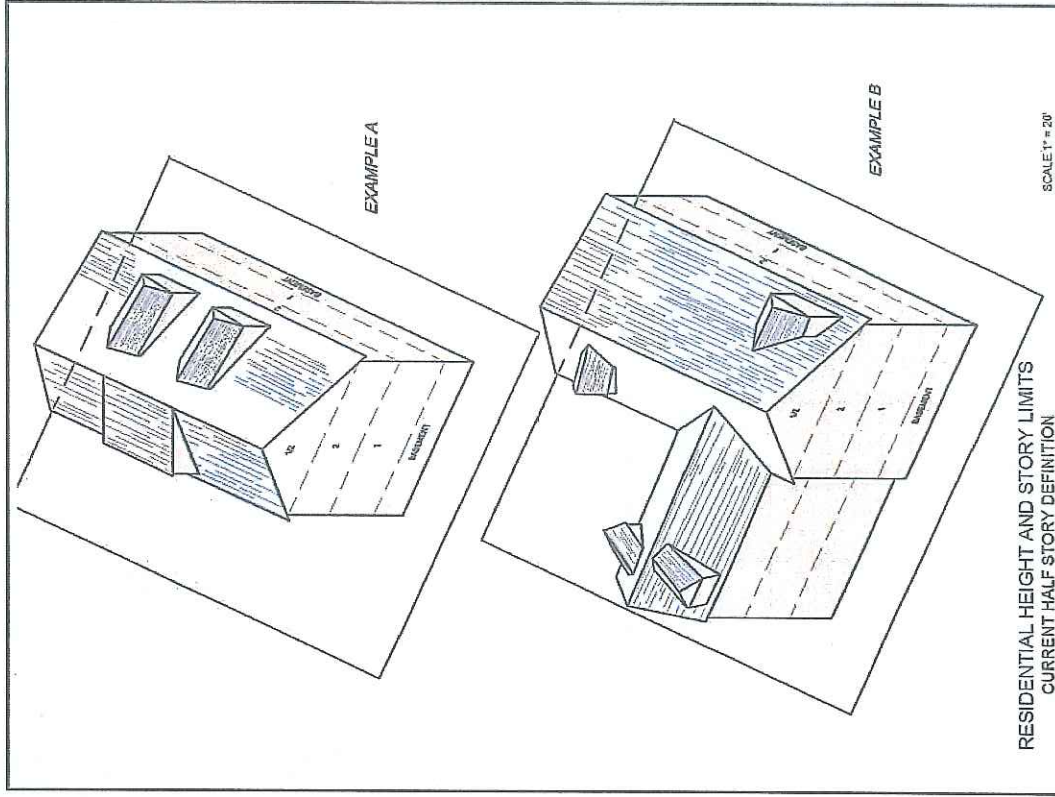
EXAMPLE D1
ISOMETRIC VIEW
CONFORMING 10,000 S.F. LOT
NEW CONSTRUCTION REGULATIONS



EXAMPLE D1
ISOMETRIC VIEW
CONFORMING 10,000 S.F. LOT
NEW CONSTRUCTION REGULATIONS



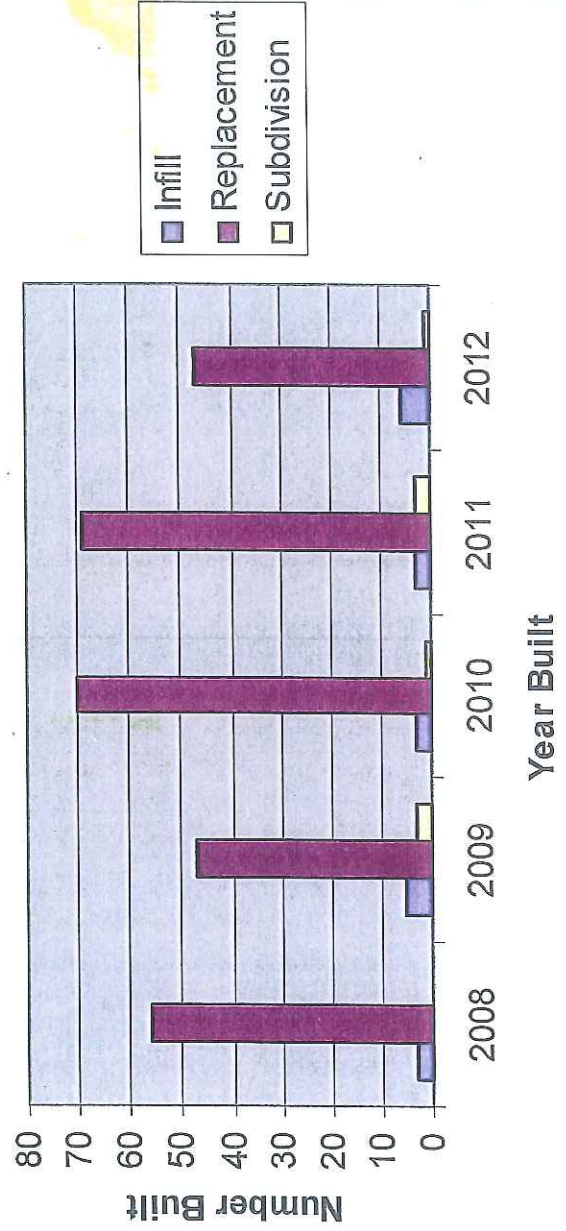




New Single Family Homes

Year	Infill	Replacement	Subdivision	Total
2008	3	56	0	59
2009	5	47	3	55
2010	3	70	1	74
2011	3	69	3	75
2012	6	47	1	54
Total	20	289	8	317

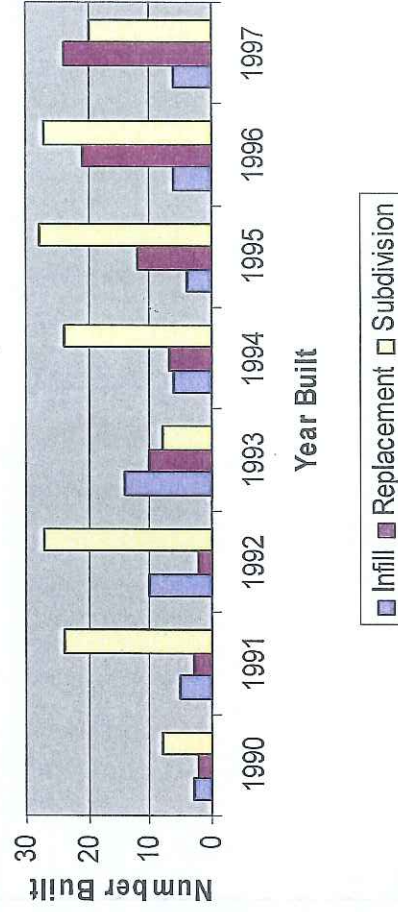
Number of New Single Family Houses Built per
Year 2008-2012



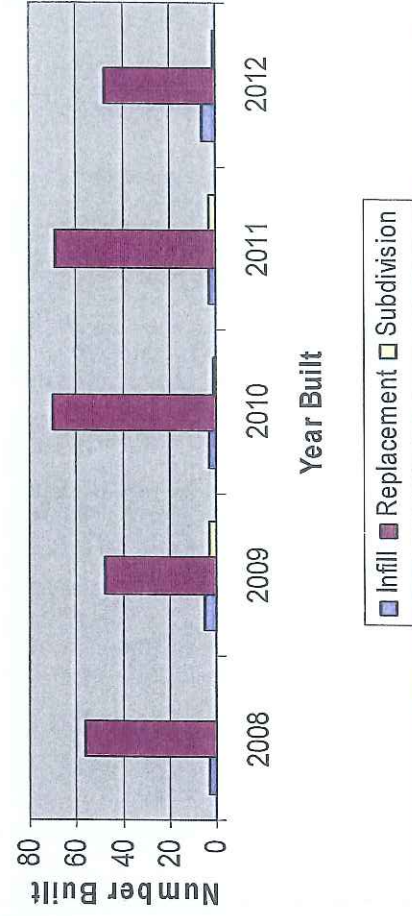
New Single Family Homes

Year	Infill	Replacement	Subdivision	Total
1990	3	2	8	13
1991	5	3	24	32
1992	10	2	27	39
1993	14	10	8	32
1994	6	7	24	37
1995	4	12	28	44
1996	6	21	27	54
1997	6	24	20	50
Total	54	81	166	301

Number of New Single Family Houses Built Per Year 1990-1997



Number of New Single Family Houses Built per Year 2008-2012



Year	Infill	Replacement	Subdivision	Total
2008	3	56	0	59
2009	5	47	3	55
2010	3	70	1	74
2011	3	69	3	75
2012	6	47	1	54
Total	20	289	8	317



Lee Newman
Town of Needham
Director of Planning and Community Development

June 12, 2014

TO: Large House Review Study Committee Members

FROM: Planning and Community Development Department

RE: 2014 Teardown/Replacement Activity

The attached table provides information on those properties that have involved the demolition and replacement of houses in 2014, as of May 12th. I eliminated several properties that were on larger lots in the Single Residence A districts.

This information compares the original and new replacement homes to lot size. The square footage for the original homes includes all finished space without the garage from Assessor's property record cards, but "new house" square footage reflects finished living space plus the garage from Building Department reports. We subtracted the garage areas to obtain the square footage of the finished spaces in the new homes to promote greater comparability in measurement between the original homes and the replacement ones. Another calculation involved computing the original house sizes as a percentage of the new finished spaces.

Additionally, we examined individual house plans not only to determine the size of the garage but to also measure any unfinished basement and/or attic space with the potential for increasing the size of the finished living area. We also reviewed plot plans to determine the lot coverage and size of the first floor space minus the garage. Liz Grimes provided information on the sales prices for the original homes as well.

This analysis suggests the following major conclusions:

- The FARs of the original houses were less than 21% with one exception at 25%, and most were well under 15%. As noted above, this space is reflective of finished space that does not include the garage.
- FARs increased substantially for the new replacement houses, ranging between 24.5% and 71.9%, with almost three-quarters over 40%. Once again these figures involve finished space plus the garage.
- The median original house size was 1,536 square feet and the median new house size was 5,314 square feet.
- By subtracting the garage space from the square footage in the new house column, we obtained the size of the finished living space for each of the properties. This made the analysis of square footage and FAR more comparable between the original and new house columns. The median square footage when reviewing finished living space was 4,830 square feet, still more than triple the size of the original house median.

- Looking at finished living space (without the garage), the FARs ranged from a low of 21% on a 17,424 square foot lot to 64% on a 6,970 square foot lot and with a median of 45%.
- Further comparisons of the size of the original house to finished living space in the new homes indicates that the square footage of the original homes as a percentage of the new homes ranged from 17% to almost 50%, with a median of 31.6%.
- Sixty percent (60%) of the basements included at least some unfinished space while 60% of the attics were finished. About one-third of the homes included in the analysis involved both finished attics and finished or partially-finished basements.
- Most of the houses had the potential for still increasing the amount of living space, and the Building Department indicated that it is not unusual for owners to pursue additional improvements. If you add the unfinished basement or attic space to the existing finished living space, the full potential living space can be calculated, ranging from a low of 3,720 square feet, for a modular house without available attic space in which to expand, to a high of 7,490 square feet on a 10,019 square foot lot, translating into 34.2% and 74.8% FARs, respectively.
- Not surprisingly there is a correlation between the size of the lot and lot coverage percentages with the smallest lots of 10,019 square feet or less having lot coverage percentages higher than 23%. The highest percentage, 26%, was on a 6,970 square foot lot and the lowest, 12%, on a lot with 17,424 square feet. The median lot coverage percentage was 23%.
- We also calculated the area of first floor space minus the garages, which ranged from 1,108 square feet for a modular house to 2,497 square feet and with a median of 1,833 square feet.
- The sales prices for the original homes ranged from \$495,000 to \$1,050,000 with one of the sales to a family member for the nominal amount of \$1. The median sales price was \$600,000. Liz also provided us with sale dates and the names of the purchasers. All of the sales for which we have information were transacted between July 2013 and March 2014 except for the family transaction that occurred in 2010. Elite Home Builders was involved in five of these sales with J. Derenzo Builders and Michael Piersiak Builder each purchasing three, in total accounting for almost half of the demo/replacement activity for the properties we identified.

Based on comments from our next meeting, I can provide additional data and analysis as required to further our understanding of teardown activity in Needham.

Information on Demolition/Replacement Activity for 2014, as of May 12th
(In square footage)

Address	Lot Size	% of							Potential			New			
		Original House	Original FAR	New House	New House FAR	Garage Space	Finished Living Space	Finished Space FAR	Original House to New**	Basement Space	Attic Space	Gross Living Space	Lot Coverage	1st Floor Minus Garage	House Sales Prices
104 Bird Street	15,682	1,764	11.2%	5,116	32.6%	672	4,444	28%	39.7%	1,653	710	6,807	18.0%	2,151	\$605,000
808 Central Ave.	10,890	988	9.1%	2,890	26.5%	242	2,648	24%	37.3%	1,072	0	3,720	12.4%	1,108	\$1
5 Colby Street	12,197	1,608	13.2%	6,679	54.8%	552	6,127	50%	26.2%	304*	F	6,431	19.0%	1,765	\$672,000
105 Damon Road	11,326	1,536	13.6%	5,008	44.2%	528	4,480	40%	34.3%	1,416	F	5,896	21.0%	1,850	\$600,000
175 Dawson Drive	10,019	1,788	17.8%	6,138	61.3%	484	5,654	56%	31.6%	1,836	F	7,490	25.0%	2,021	\$600,000
45 Dogwood Lane	17,424	1,152	6.6%	6,132	35.6%	576	5,556	32%	20.7%	F	1,000	6,556	14.7%	1,959	\$600,000
76 Edwardel Road	11,761	989	8.4%	6,338	63.9%	529	5,809	49%	17.0%	F	F	5,809	23.0%	2,176	\$680,000
99 Ellicott Street	13,068	1,574	12.0%	4,902	37.5%	480	4,422	34%	35.5%	1,700	F	6,122	18.0%	1,872	\$625,000
71 Emerson Road	9,148	1,298	14.2%	5,314	58.1%	484	4,830	53%	26.9%	2,000	F	6,830	25.0%	1,803	\$520,000
86 Evelyn Road	11,326	1,536	13.6%	4,382	38.7%	576	3,806	34%	40.4%	1,649	612	6,067	19.0%	1,576	\$558,000
89 Fair Oaks Park	15,682	2,258	14.4%	6,526	41.6%	686	5,840	37%	38.7%	1,003*	F	6,843	20.3%	2,497	\$1,050,000
19 Glendale Road	13,068	1,953	14.9%	5,688	43.5%	576	5,112	39%	38.2%	F	F	5,112	NR		\$650,000
1376 Great Plain Ave	17,424	1,080	6.2%	4,265	24.5%	598	3,667	21%	29.5%	1,451	1,030	6,148	12.0%	1,493	\$500,000
82 Grosvenor Road	10,019	1,121	11.2%	4,338	43.3%	576	3,762	38%	29.8%	1,508	F	5,270	23.0%	1,728	\$511,600
122 Grosvenor Road	10,019	1,588	15.8%	3,780	37.7%	576	3,204	32%	49.6%	1,649	612	5,465	23.0%	1,728	\$605,000
29 Hawthorne Ave.	6,970	1,416	20.3%	4,651	66.7%	465	4,186	60%	33.8%	F	880	5,066	25.6%	1,319	
40 Hazel Lane	10,019	1,485	14.8%	6,228	62.2%	552	5,676	57%	26.2%	F	F	5,676	23.0%	1,752	\$565,000
4 Holland Terrace	6,970	1,232	17.7%	5,009	71.9%	572	4,437	64%	27.8%	534*	F	4,971	26.0%	1,240	\$560,000
54 Horace Street	10,454	1,944	18.6%	5,317	50.9%	634	4,683	45%	41.5%	1,520	F	6,203	21.0%	1,561	\$570,000
169 Laurel Drive	10,019	1,592	15.9%	5,008	50.0%	517	4,491	45%	35.4%	F	672	5,163	23.4%	1,827	\$575,000
33 Longacre Road	10,890	1,248	11.5%	6,376	58.5%	672	5,704	52%	21.9%	F	F	5,704	23.0%	1,833	\$683,000
186 Melrose Ave.	9,583	2,400	25.0%	5,944	62.0%	529	5,415	57%	44.3%	F	F	5,415	25.0%	1,867	\$675,000
18 Noanett Road	10,019	908	9.1%	5,353	53.4%	539	4,814	48%	18.9%	1,651	F	6,465	24.9%	1,956	\$495,000
72 Richdale Road	11,326	1,845	16.3%	5,855	51.7%	528	5,327	47%	34.6%	F	840	6,167	24.0%	2,190	\$660,000
100 Taylor Street	10,454	1,608	15.4%	5,732	54.8%	528	5,204	50%	30.9%	F	848	6,052	22.2%	1,790	\$500,000

See notes on next page:

Original house size includes all finished space without the garage.

New house size includes all finished space plus the garage.

Finished living space is new house size minus the garage space.

Potential living space is the finished living space plus unfinished basement and attic space.

Habitable attic space is estimated as half of the attic floor area.

* Indicates the part of the space that is not finished.

** Involves finished space in new homes.

NR indicates that the lot coverage percentage is not required and not included on the plot plan for this nonconforming structure in SRA.

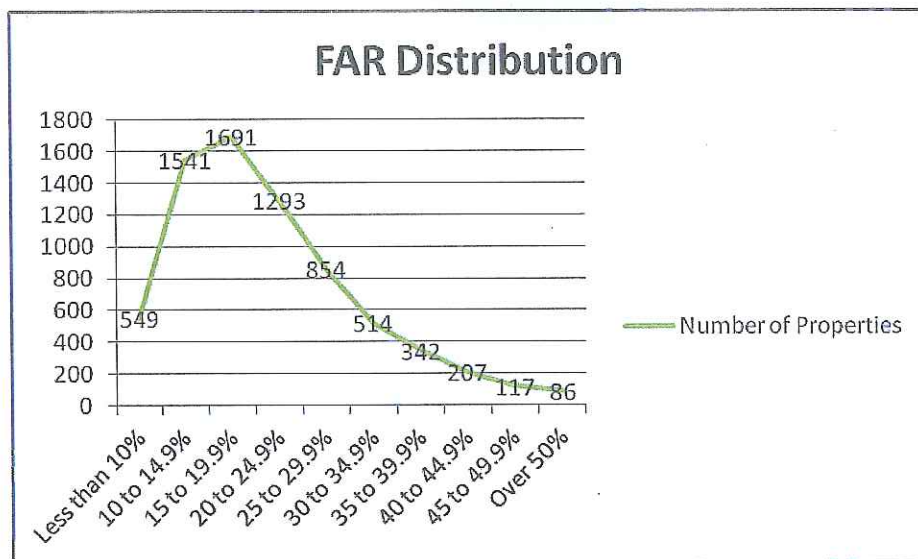
Planning and Community Development Department Large House Study Review Committee

Working with the Town Assessor and the Information Technology Unit, the Planning and Community Development Department has conducted an analysis of various features of the single-family housing stock in the Residence B districts as input into the work of the Large House Study Review Committee. This analysis, summarized below, involved a review of FAR, lot coverage, conforming versus nonconforming lots, and amounts of finished space. Some of this data has also been mapped.

FAR Distribution

The table and figure below analyze the Floor Area Ratios (FAR) of single-family homes in the Residence B districts. This data suggests that the majority of such properties were within an FAR of 20% with a median of 19.4%. About 30% of the properties had FARs above 25.0% and of these 5.6% were more than 40%. In comparison, the 25 properties we previously examined that involved demolition and replacement activity from January through May 12, 2014, the FARs ranged between 24.5% and 71.9%, with almost three-quarters over 40%.

FAR Distribution		
FAR	Number of Properties	Percentage of Properties
Less than 10.0%	549	7.6%
10.0-14.9%	1,541	21.4%
15.0-19.9%	1,691	23.5%
20.0-24.9%	1,293	18.0%
25.0-29.9%	854	11.9%
30.0-34.9%	514	7.1%
35.0-39.9%	342	4.8%
40.0-44.9%	207	2.9%
45.0-49.9%	117	1.6%
More than 50.0%	86	1.2%
	7,194	100.0%



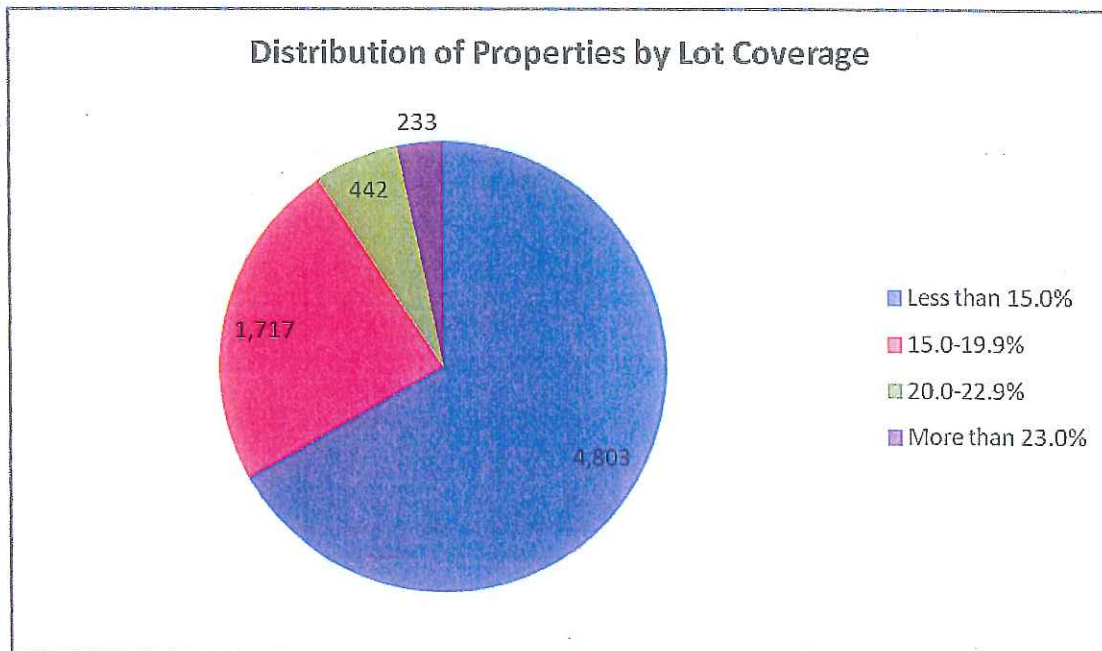
Lot Coverage

Data indicates that about two-thirds of the properties had lot coverage percentages of less than 15.0% with a median of 12.96% in comparison to a median of 23% for the 25 demo/replacement units that were previously examined. Only 233 properties had percentages of 23% or more, 80 of which involved percentages of more than 25%.

Distribution of Properties by Lot Coverage

Lot Coverage	Number of Properties	Percentage of Properties
Less than 15.0%	4,803	66.8%
15.0 to 19.9%	1,717	23.9%
20.0 to 22.9%	442	6.1%
23.0 to 24.9%	153	2.1%
More than 25.0%	80	1.1%
	7,195	100.0%

Total size of structure reflects finished space that includes attached garages



Conforming and Nonconforming Properties

The table below summarizes Assessor's data in regard to conforming and nonconforming properties. Conforming properties have lot sizes of at least 10,000 square feet in size and frontages of 80 feet or more. About three-quarters of Needham's single-family properties in the Residence B Districts are conforming with respect to lot size as well as frontage. Additionally data indicates that 1,237 properties, or 17.2% of all single-family residences in Residence B, are nonconforming for both lot size and frontage. Accommodating larger replacement homes on these properties is more challenging.

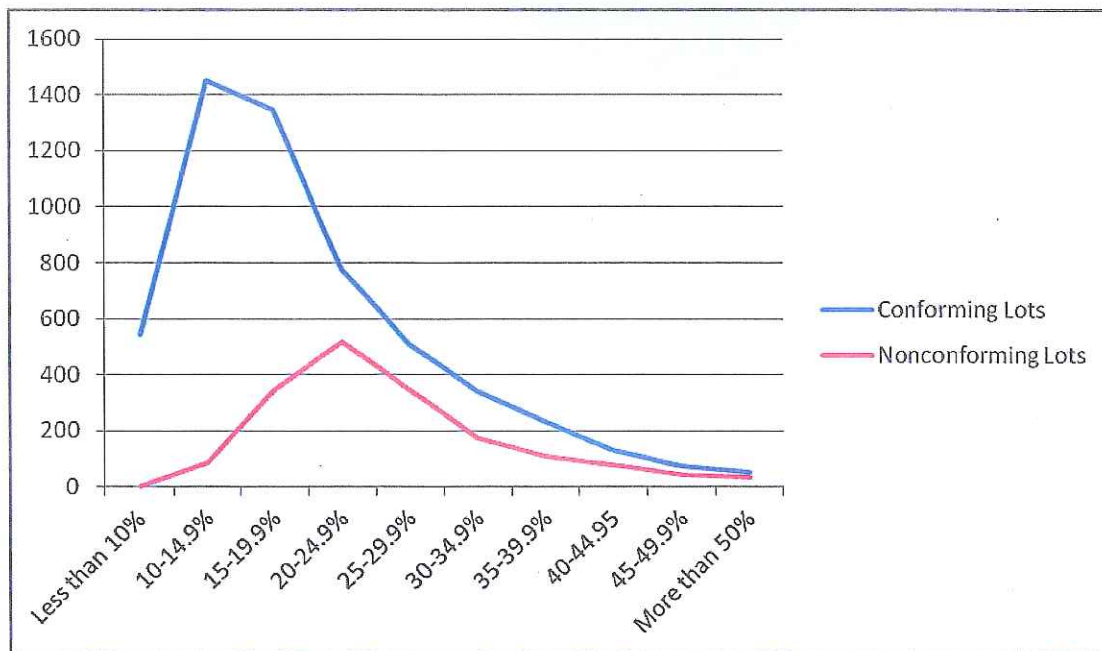
Conforming and Nonconforming Properties

Conforming				Nonconforming				Total			
Lot Size		Frontage		Lot Size		Frontage		Conforming for Lot Size and Frontage		Nonconforming for Lot Size and Frontage	
#	%	#	%	#	%	#	%	#	%	#	%
5,450	75.7	5,390	74.9	1,750	24.3%	1,810	25.1%	4,688	75.7%	1,237	17.2%

The table and figure below identify the distribution of units according to whether they are conforming as to lot size and FAR. More than half of the conforming lots involve FARs ranging from 10% to 20% while about half of the nonconforming lots have FARs between 20% and 30%. Approximately 15% of the conforming lots had FARs of more than 30% in comparison to one-quarter of the nonconforming lots.

Conforming and Nonconforming Properties Based on Lot Size and FAR

FAR	Conforming Lots		Nonconforming Lots		Total	
	#	%	#	%	#	%
Less than 10.0%	544	10.0	5	0.3	549	7.6
10.0 to 14.9%	1,452	26.6	89	5.1	1,541	21.4
15.0 to 19.9%	1,344	24.7	347	19.9	1,691	23.5
20.0 to 24.9%	774	14.2	519	29.8	1,293	18.0
25.0 to 29.9%	508	9.3	346	19.8	854	11.9
30.0 to 34.9%	341	6.3	173	9.9	514	7.1
35.0 to 39.9%	231	4.2	111	6.4	342	4.8
40.0 to 44.9%	130	2.4	77	4.4	207	2.9
45.0 to 49.9%	75	1.4	42	2.4	117	1.6
50.0% or more	51	0.9	35	2.0	86	1.2
Total	5,450	100.0	1,744	100.0	7,194	100.0



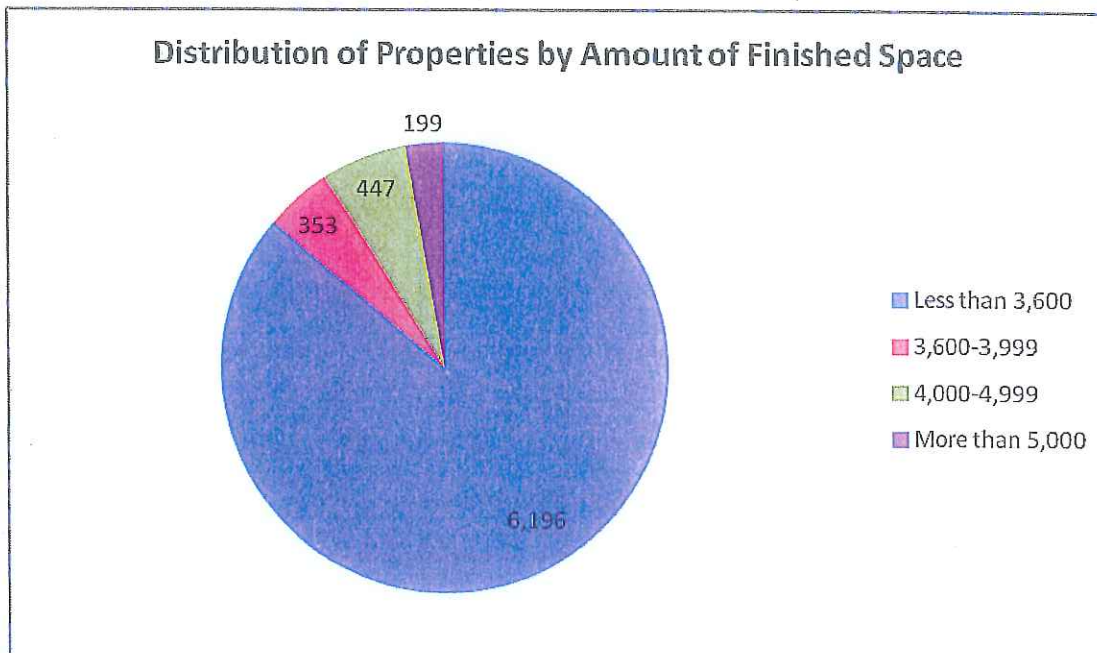
Amount of Finished Space

As the following table and chart indicate, the substantial majority of Needham's properties have less than 3,600 square feet of finished space (includes attached garages) with a median of 2,092 square feet. Nine percent involve large houses of 4,000 square feet or more which likely includes many of the new replacement homes.

Distribution of Properties by Amount of Finished Space

Finished Space (square footage)	Number of Properties	Percentage of Properties
Less than 3,600	6,196	86.1%
3,600 to 3,999	353	4.9%
4,000 to 4,999	447	6.2%
More than 5,000	199	2.8%
	7,195	100.0%

Finished space includes attached garages

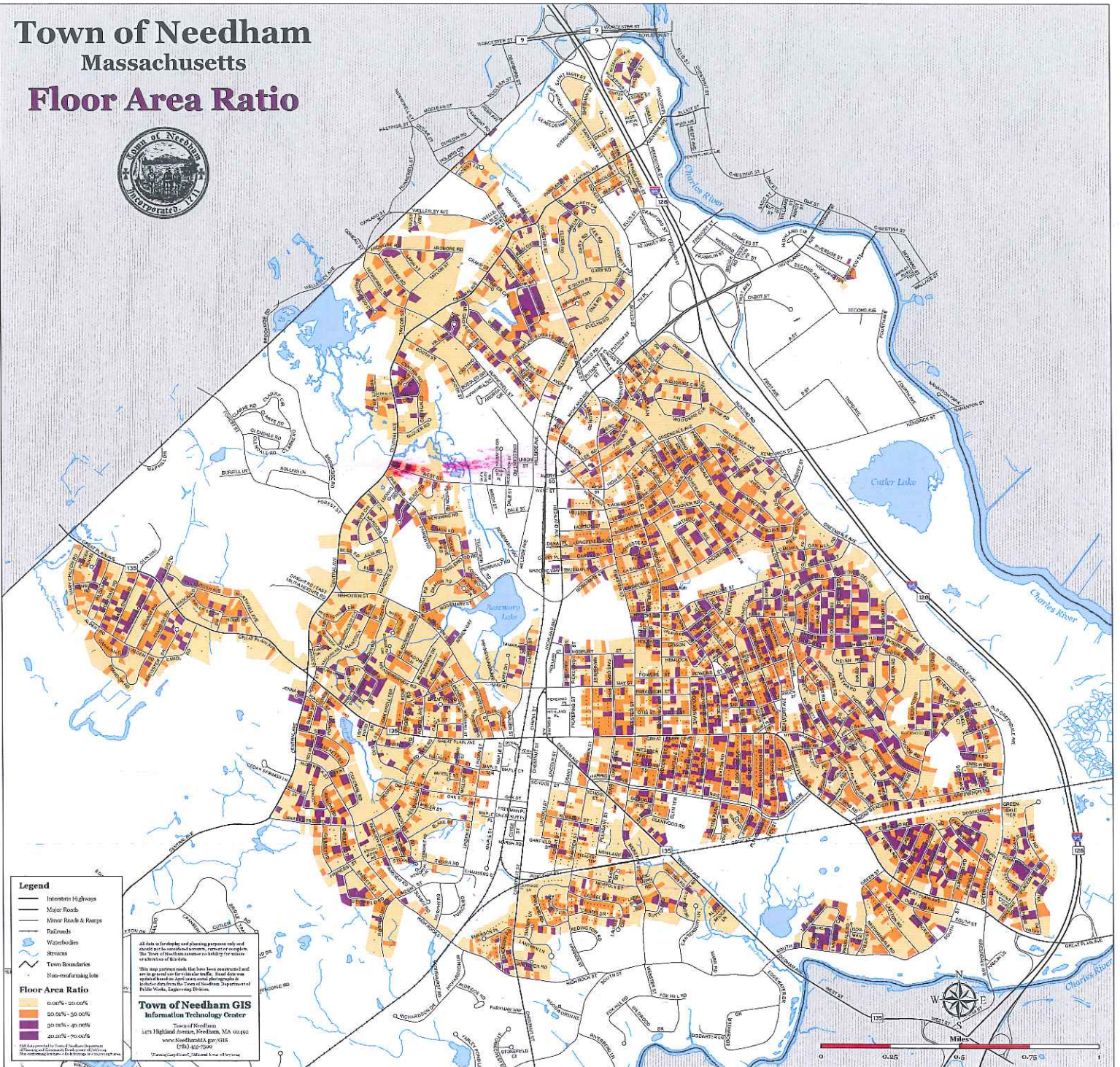


Note: Some of the totals from the above tables and charts deviate somewhat due to the inclusion of a number of zero figures for the particular type of data we were examining.

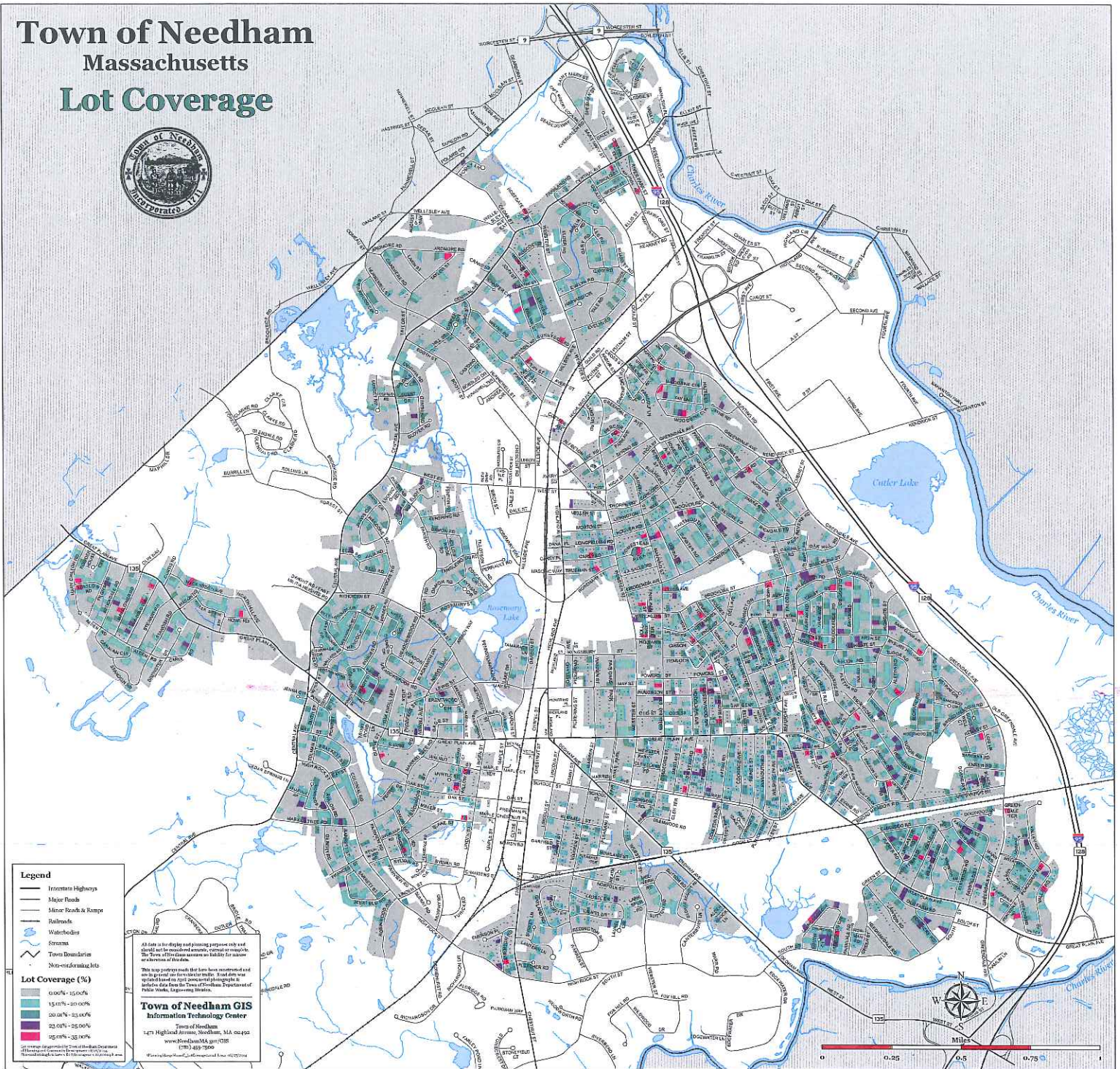
Town of Needham

Massachusetts

Floor Area Ratio



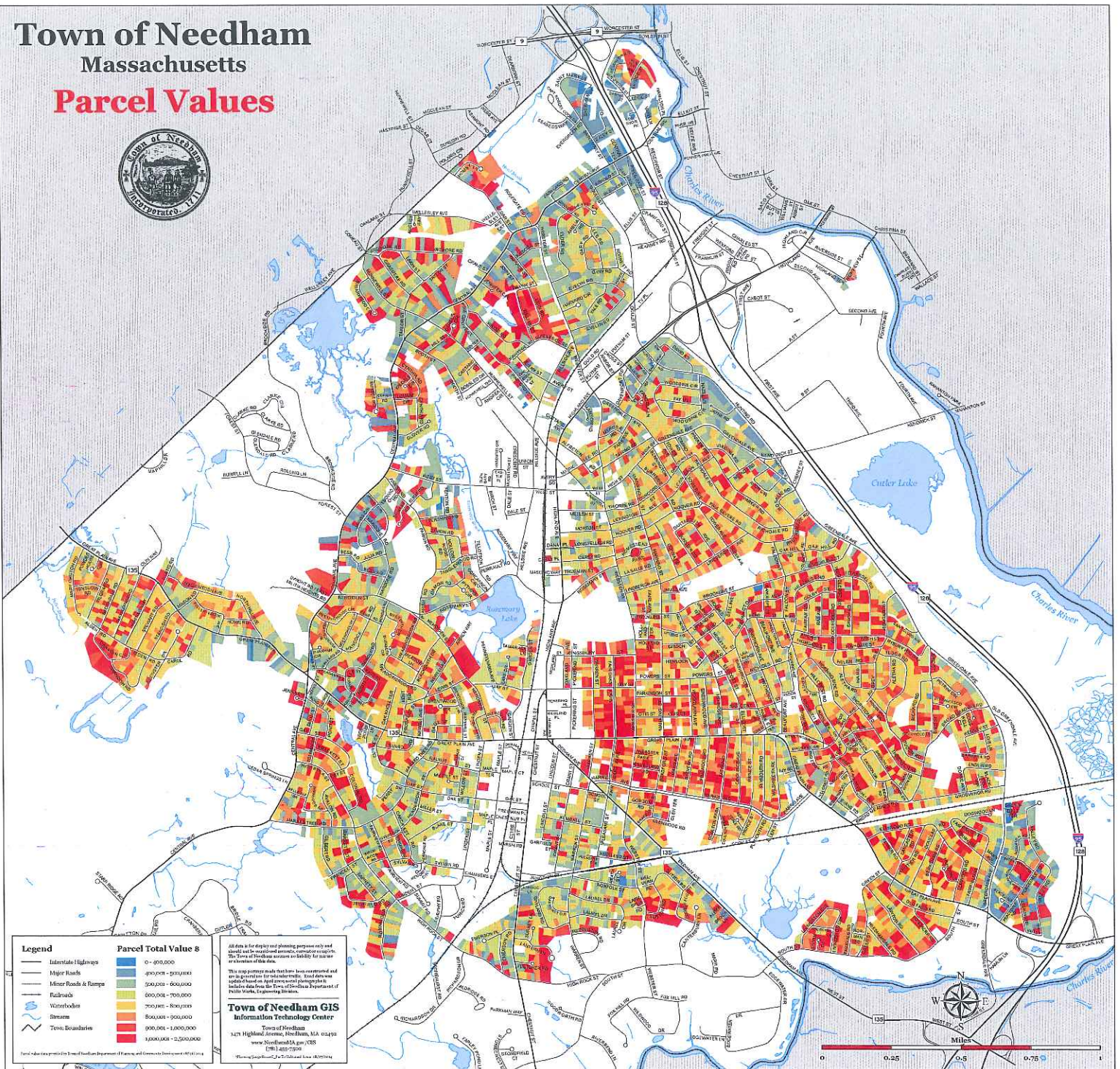
Town of Needham Massachusetts Lot Coverage



Town of Needham

Massachusetts

Parcel Values



Community	How is Gross Floor Area defined?	What is being regulated?	What FAR/square footage is being utilized?	What type of process?
Newton	Gross Floor Area Shall Include: i. First and second stories; ii. Any floor area above the second story, whether finished or unfinished, that meets all of the following criteria: 1. It lies within the area of a horizontal plane that is five (5) feet above the floor and which touches the side walls and/or the underside of the roof rafters; 2. Is at least seven (7) feet in any horizontal dimension, as measured within the area having a wall height of five feet or more; 3. Has a minimum ceiling height of seven (7) feet on at least 50 percent of its required floor area; and 4. Has a floor area of not less than 70 square feet as measured within the area having a wall height of five feet or more. iii. Atria, open wells, and other vertical open spaces, where floor area shall be calculated by multiplying the floor level area of such space by a factor equal to the average height in feet divided by ten (10); iv. Enclosed porches; v. Attached garages; vi. Detached garages and any space above the first story of a detached garage that has a ceiling height of 7' or greater; vii. Other detached accessory buildings, such as sheds or cabanas, except as exempted in (iii) below. viii. A portion of mass below the first story, to be calculated as follows: The lesser of 50% of the floor area of mass below first story OR the following: $XIV * \text{floor area of mass below first story}$ Where: $X = \text{Sum of the width of those sections of exposed walls below the first story having an exterior height equal to or greater than four (4) feet as measured from existing or proposed grade, whichever is lower, to the top of the subfloor of the first story}$ $Y = \text{Perimeter of exterior walls below first story}$ Gross floor area shall not include: i. Unenclosed porches; ii. Carports; and iii. One detached accessory building equal to or less than 120 square feet in size.	FAR for building an addition, replacing a portion of an existing home or new construction (not for finishing existing space within an existing building shell)	Ranges depending on lot size and zoning district. For Single and Two-family houses: from .26 to .46 (in the Single Residence zones) and from .38 to .58 (in the Multi Residence Zones)	Special Permit (by Board of Alderman) for FAR above allowed limit.

Community	How is Gross Floor Area defined?	What is being regulated?	What FAR/square footage is being utilized?	What type of process?
Wellesley	"Total Living Area plus Garage Space" - This term includes: (i) The sum of the horizontal area(s) of the above-grade floors, including portions of attics, in the residential building(s) on a lot, measured from the exterior face of the exterior walls; and (ii) Area(s) of attic(s) measured from the floor to the interior roofline if 7 ft. or greater in height, and 5 ft. or greater in height on a sloped interior roofline; and (iii) Garage and storage space, whether in principal or accessory structures, in excess of 600 sq ft.; and (iv) Basement areas multiplied by a fraction, the numerator of which is the external above ground surface of basement walls and the denominator of which is the total surface (both above and below ground) of external basement walls, provided that if such fraction is less than .25, then the basement areas shall not be included. Exemptions: (1) Pursuant to Section XVII, C, 3, in attics where the pitch or construction renders the attic space unable to be finished, therefore uninhabitable under the MA Building Code, the floor area shall not count; however, where the pitch or construction does not render an attic uninhabitable under the MA Building Code and the attic could be converted into habitable space without exterior alterations shall count. (2) Exterior areas occupied by a chimney, covered or uncovered patios or stairs, areas under a canopy, decks, unheated porches and bay or bow windows having no foundation will not count toward TLAG. (3) Attics in existing structures where the completion or finishing of the attic does not require any exterior alterations associated with the construction are exempt. If new exterior alterations such as windows, skylights, cupolas or dormers are necessary and/or desired in the proposed finished space a TLAG Affidavit must be submitted for calculations to the Building Department. Ordinary maintenance and repair, replacement in kind, the addition of a vent pipe, and resingling of the roof will not be considered exterior alterations for the purposes of finishing the attic.	Applies to all building permits issued after January 1, 2008 for new single family dwellings where the Total Living Area Plus Garage Space of the dwelling, after completion exceeds a certain square footage.	3,600 square feet for dwellings within the Single Residence 10,000 Square Foot Area Regulation District; 4,300 square feet for dwellings within the Single Residence 15,000 Square Foot Area Regulation District; 5,900 square feet for dwellings within the Single Residence 20,000 Square Foot Area Regulation District; and 7,200 square feet for dwellings within the Single Residence 30,000 and 40,000 Square Foot Area Regulation Districts. Also applies to all building permits issued after January 1, 2008 for alteration of single family dwellings where the alteration will increase the TLAGS of the dwelling by more than 10%, and the TLAG of the dwelling, after completion of the project, will exceed the applicable threshold, as listed above.	Large Design Review Board recommendation to the Planning Board. Large House Review process through Planning Board (includes notice to abutters), Decision issued by Planning Board with 30-day appeal period.

Community	How is Gross Floor Area defined?	What is being regulated?	What FAR/square footage is being utilized?	What type of process?
Weston	Residential Gross Floor Area Included in calculation: • Area of all above grade floors, measured from exterior wall to exterior wall • Finished or unfinished area above garages, finished or unfinished 1/2 story above 2nd floor and finished attics • Garages (detached, attached, drive-under) and accessory buildings, enclosed porches, basements when considered a story above grade Exemptions from RGFA: • Unfinished attics when located above the uppermost story of the building. A 1/2 story is only considered and attic when built in pitched roof construction. If dormers or similar features are built through the roof, the area shall not be considered an attic and therefore is included in the RGFA calculation.	The RGFA applies to: • new home construction including after an existing home has been demolished • Demolition or replacement of more than 50% of an existing home's roof or more than 50% of an existing home's walls by one or more building permit dated after October 28, 1998 • building an addition to an existing home which received a building permit as a new or replacement home dated after October 28, 1998	The Residential Gross Floor Area "RGFA" of any new or replacement single family dwelling use constructed pursuant to a building permit issued on or after October 29, 1998, may not exceed the greater of 3,500 s.f. or 10% of the lot area up to a maximum of 6,000 s.f.	Allowed with Site Plan Approval : New or replacement single-family dwelling, together with accessory buildings not containing a housekeeping unit, in conformity with Section VI, subsection F.2, which is constructed pursuant to a building permit issued on or after October 29, 1998 and which exceeds the RGFA limit provided in Section V.B.1.a.

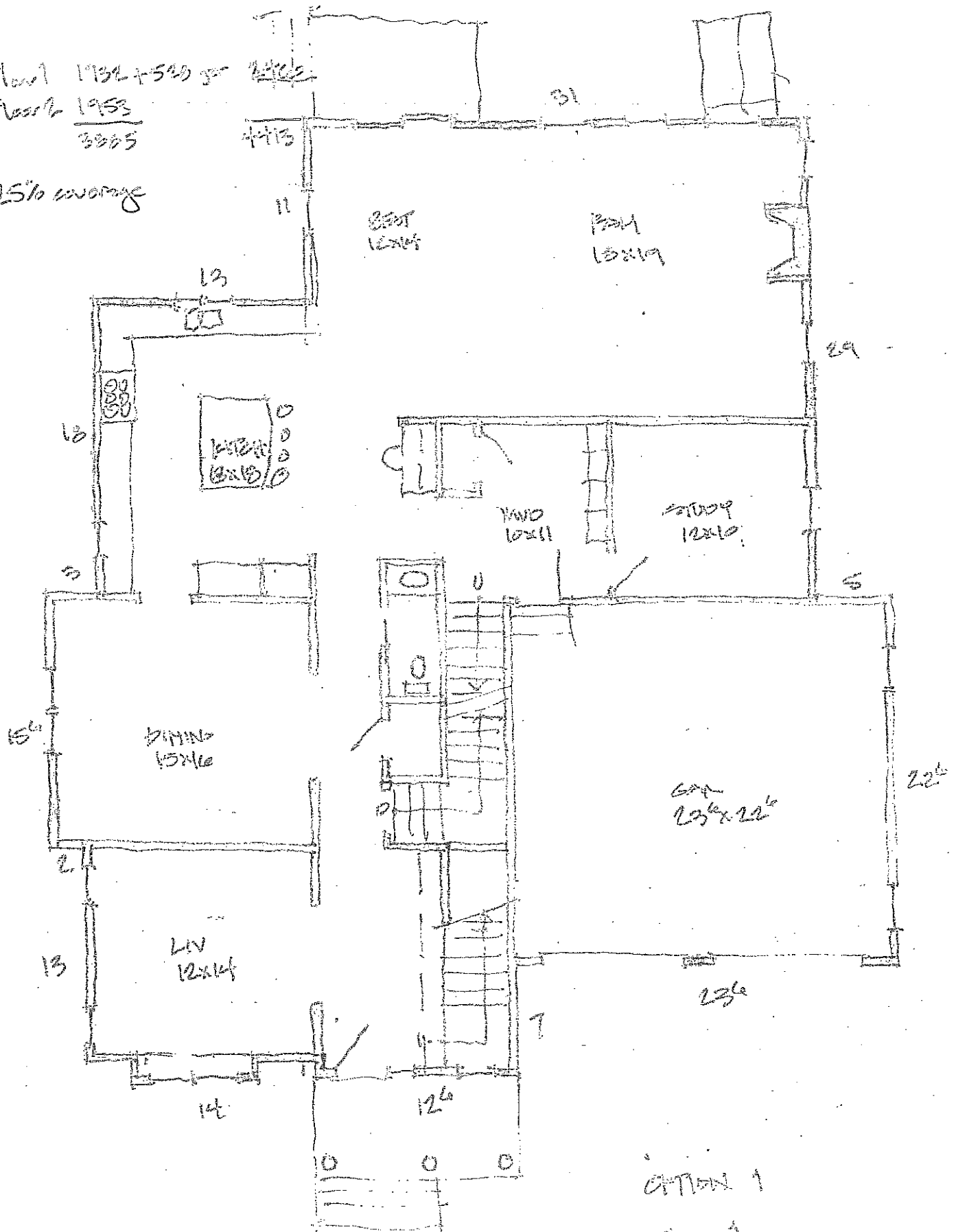


Example B

Floor 1 1932 + 543 sq ft

Floor 2 1953
3885

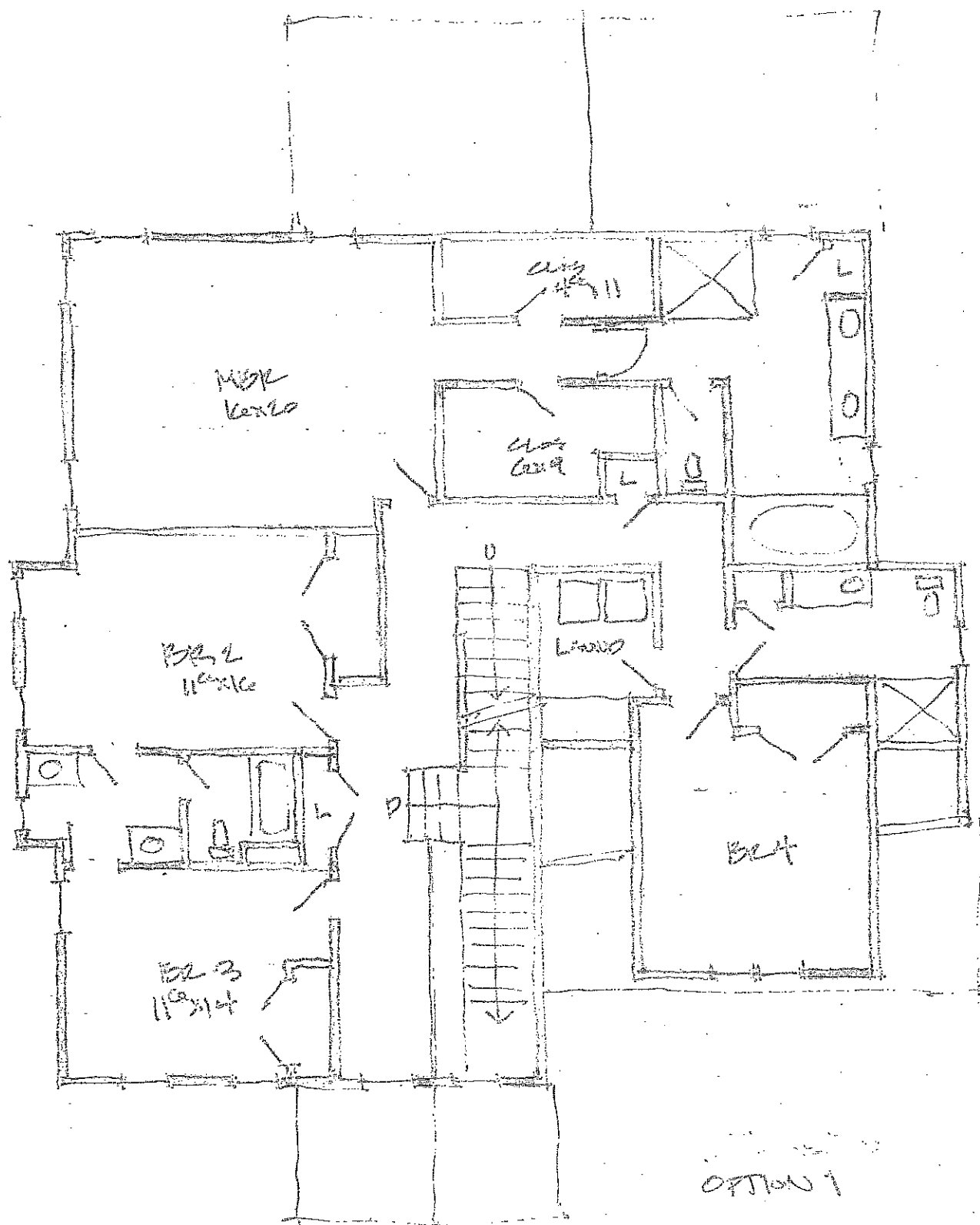
15% increase



OPTION 1

Floor 1
1932 sq ft w/ 513 sq ft
Lot area 2,500 sq ft

Example B



OPTION 1

Floor 2
1453

8-21-13



Erasmus A

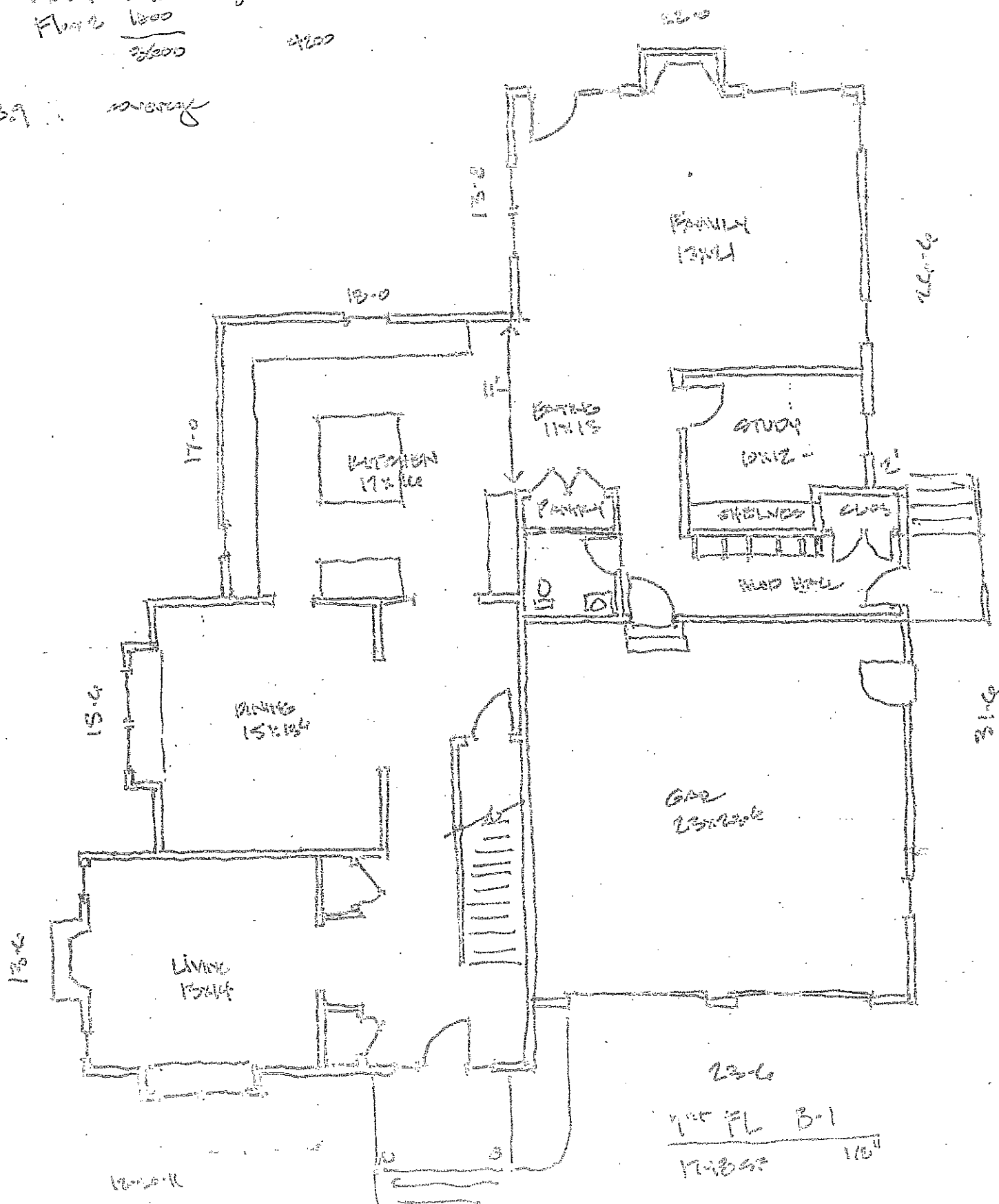
Flow 1 $1790 + 600 \text{ gal} = 2390$

$$\begin{array}{r} \text{Flat } 100 \\ \hline 2000 \end{array}$$

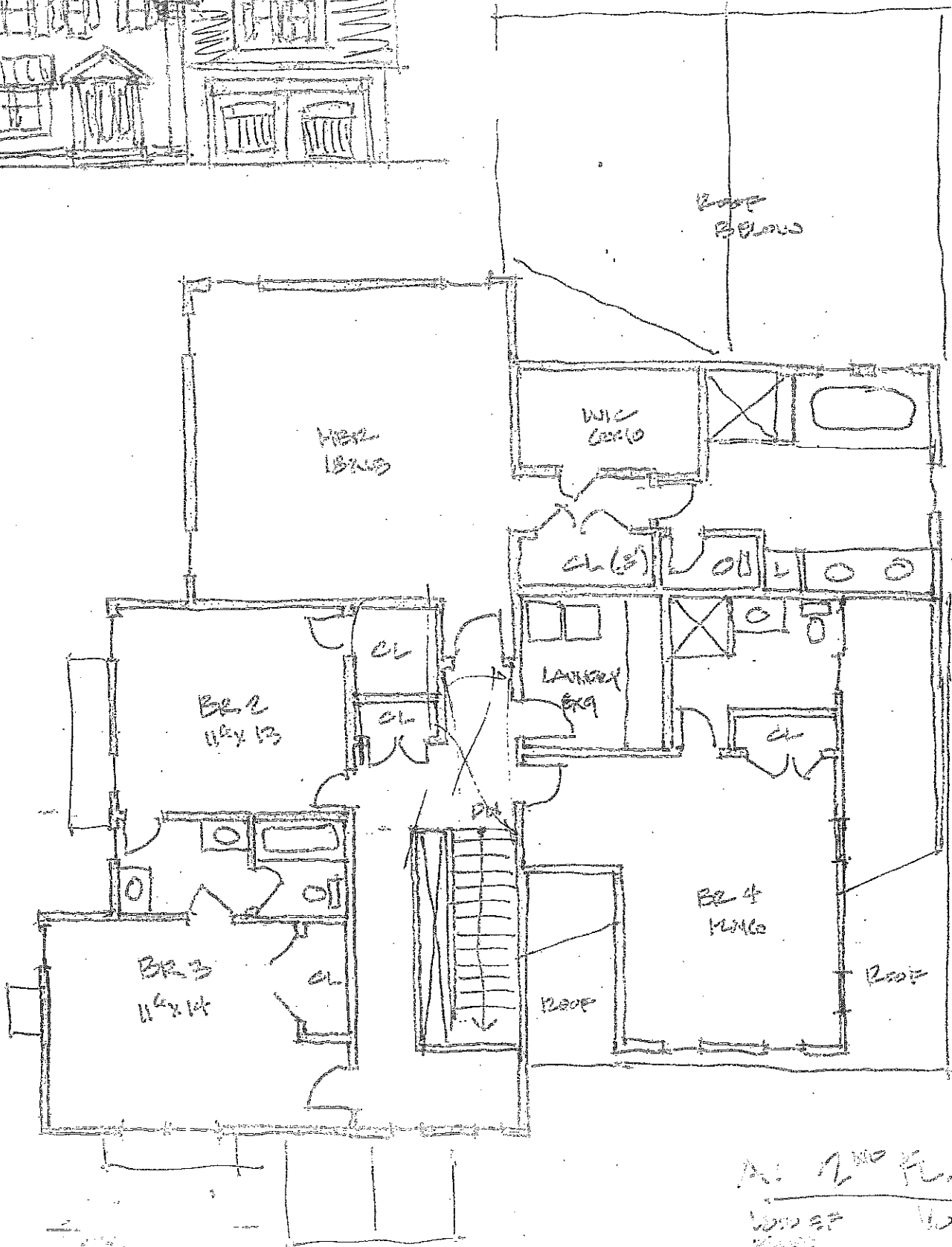
420

137

20-10-1944



EXAMPLE A



A: 1st FL.
 WOOD
 1/2"
 (SEE P. 10)

Table comparing Tree Regulations in Lexington, Wellesley and Newton.

Table only includes regulations on private land (not public trees)

Prepared on October 1, 2014.

Note that much of the text is copied and pasted from regulations, however, sometimes I paraphrased. I also added emphasis in some places.

	Lexington	Wellesley	Newton
Applicability	The circumstances under which the tree protection, removal and replacement regulatory process delineated in this bylaw shall apply are as follows: (1) Proposed cutting (trunk, limbs or roots) of existing public shade trees on public and private ways (accepted or unaccepted streets) or of Town trees on Town-owned (or leased land being used as a public facility) by any person. (2) Proposed demolition of an existing residential or nonresidential structure. (3) Proposed major construction on an existing residential or nonresidential lot. Additionally, if any protected trees were removed during the 12 months preceding the application for the building or demolition permit, a tree removal and mitigation proposal regarding the protected trees already removed shall be submitted to the Building Commissioner.	The by-law applies when any of the following are true: • demolishing a structure with a footprint of 250 sq. ft. or greater; • constructing a structure on a vacant lot; • constructing a retaining wall with a height of 4 feet or greater; • constructing a structure or an addition that increases the total existing footprint (lot coverage) by 50% or more. Protected Trees (as defined below) removed within the past 12 months prior to an application for any of the projects above are also subject to the requirements of the Tree Bylaw.	The terms and provisions of this article shall apply to any protected tree (as defined below) located on land within the city not owned by the city, the commonwealth, or any independent authority of the commonwealth, or by the federal government except protected tree(s) located on an <i>exempt lot</i>. Exempt lot: (1) The lot is occupied and used primarily as a dwelling for up to four families at the time any protected tree(s) are removed. (2) The lot owner at the time of protected tree removal has owned the lot continuously for a minimum of ninety (90) days prior to the removal of any protected tree(s). (3) The existing structure on the lot remains occupied as a dwelling with a person or persons living in it for eighteen consecutive months from the date any protected tree(s) are removed. (4) The lot remains owned by the same person for eighteen consecutive months from the date any protected tree(s) are removed.

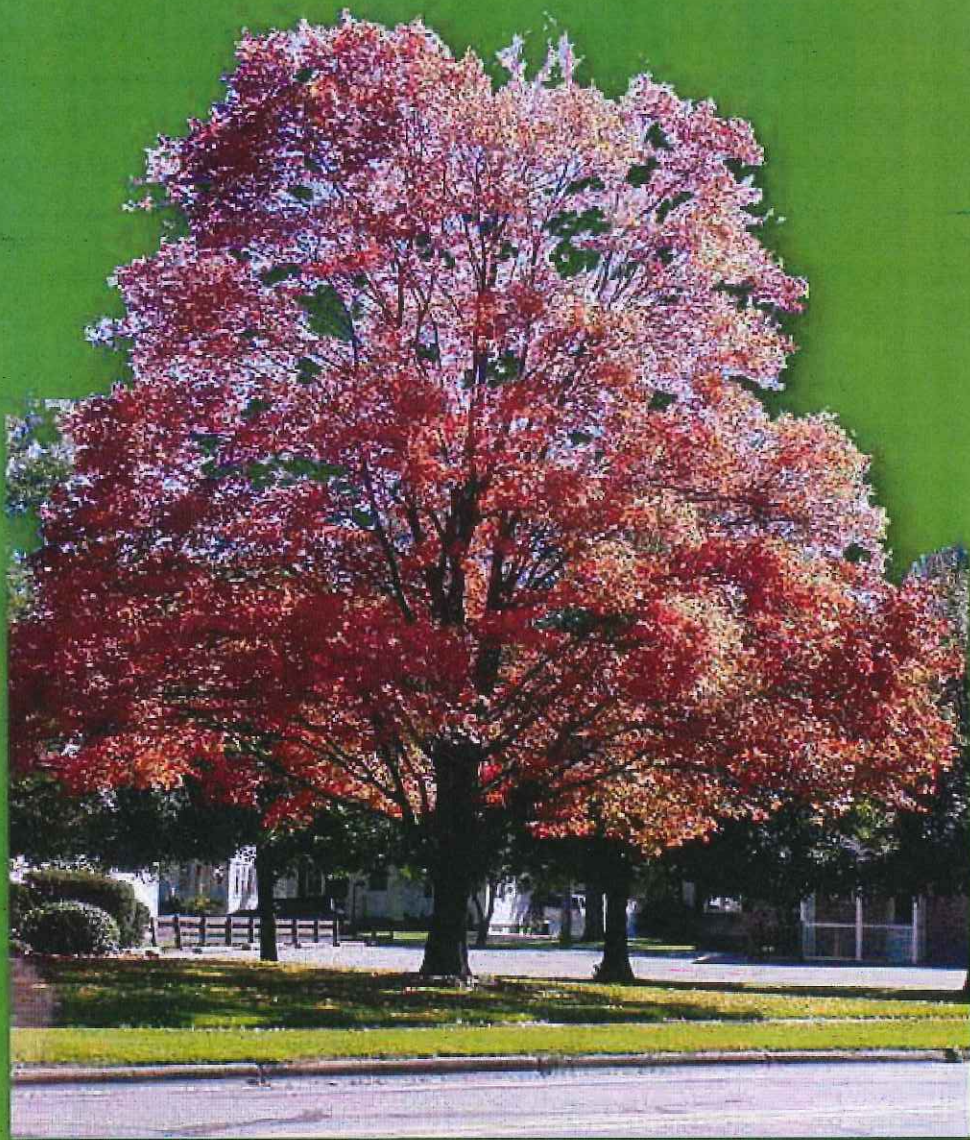
	Lexington	Wellesley	Newton																																			
What is a Protected Tree?	Any tree on private land, with a DBH of six inches or greater (or any multiple trunk tree with a DBH of 15 inches or greater), located in the setback area (or which, as determined by the Tree Warden, has any portion of the stem between six inches and 4 ½ feet above grade actively growing into the setback area), provided that the tree is not hazardous or undesirable as defined in the Tree Manual. <i>The minimum setback area</i> around a lot shall be measured in accordance with the larger dimension of 30 feet from the front and 15 feet from the two sides and from the rear of the lot; and the minimum front yard, side yard and rear yard dimensional requirements under the Zoning Bylaw of the Town of Lexington. For the purposes of establishing the setback area in which the provisions of the bylaw shall apply, the measurement shall be from any point on any property line of the lot, to points along an imaginary line drawn representing the setback area as specified. Final judgments regarding required tree protections during construction shall be made by the Tree Warden where deviations from the setback are required.	a. SINGLE FAMILY RESIDENTIAL PROPERTY: If a project triggers the Tree Bylaw and the site is in a Single Residence District 10, 15, 20, 30, or 40, or a General Residence District, any tree with a DBH of 10" or greater within the Tree Yards is considered to be a Protected Tree. The Regulations contain a table depicting the location on the lot, or Tree Yard, where trees 10" DBH or greater must be protected if retained or compensated for if removed. <table><tr><th colspan="4">Tree Yard Locations – Property Zoned Single Residence District or General Residence District</th></tr><tr><th rowspan="2">Zoning District</th><th colspan="3">Minimum Tree Yard (feet)</th></tr><tr><th>Front</th><th>Side</th><th>Rear</th></tr><tr><td>SRD 10</td><td>20</td><td>10</td><td>10</td></tr><tr><td>SRD 15</td><td>20</td><td>20</td><td>20</td></tr><tr><td>SRD 20</td><td>20</td><td>20</td><td>20</td></tr><tr><td>SRD 30</td><td>40</td><td>30</td><td>30</td></tr><tr><td>SRD 40</td><td>40</td><td>40</td><td>40</td></tr><tr><td>General Residence</td><td>20</td><td>10</td><td>10</td></tr></table> b. MULTI-FAMILY AND COMMERCIAL/OFFICE PROPERTY: If a project triggers the Tree Bylaw and the site is in any of the following zoning districts, any tree with a DBH of 10" or greater located anywhere on the property is considered to be a Protected Tree and must be protected if retained or compensated for if removed: Townhouse, Multi-Family, Educational, Educational A, Educational B, Lower Falls Village Commercial, Wellesley Square Commercial, Limited Business, Business, Business A, Industrial, Industrial A, Administrative or Professional, Limited Residence, Limited Apartment. c. DETERMINING TREE DIAMETER: Trees with a diameter of 10" or greater and located on property as specified in a. or b. above, are considered to be Protected Trees. The diameter of a tree is measured at breast height, which is considered to be the area of the trunk four and one-half (4.5) feet above the existing grade at the base of the tree; the following formula may be used to determine the diameter: Tree circumference at breast height ÷ π = diameter	Tree Yard Locations – Property Zoned Single Residence District or General Residence District				Zoning District	Minimum Tree Yard (feet)			Front	Side	Rear	SRD 10	20	10	10	SRD 15	20	20	20	SRD 20	20	20	20	SRD 30	40	30	30	SRD 40	40	40	40	General Residence	20	10	10	Any tree having a diameter of eight inches (8") DBH or larger or having an aggregate diameter of fifteen inches (15") DBH or larger and which is located on land subject to the provisions of section 20-32. (typo, it is actually 21-82) – (see "Applicability" Section above).
Tree Yard Locations – Property Zoned Single Residence District or General Residence District																																						
Zoning District	Minimum Tree Yard (feet)																																					
	Front	Side	Rear																																			
SRD 10	20	10	10																																			
SRD 15	20	20	20																																			
SRD 20	20	20	20																																			
SRD 30	40	30	30																																			
SRD 40	40	40	40																																			
General Residence	20	10	10																																			

	Lexington	Wellesley	Newton
Options for Mitigation	(1) Replanting of trees: such replanting shall be on the basis of one inch of caliper of new tree(s) for each inch of DBH of tree(s) removed, and each replanted tree must have a minimum caliper of three inches. The replanting shall occur no later than 12 months after completion of the construction work, either on applicant's land or on land abutting applicant's land with express approval of the owner of such abutting land; (2) Contribution into the Lexington Tree Fund; or (3) (Reserved) <i>Editor's Note: Former Subsection C(3), which required the applicant to demonstrate the desirability of removal of a protected tree, was repealed 3-22-2010 ATM by Art. 27.</i> (4) All evergreens planted as replacement trees must be a minimum of six feet in height and may include, without limitation, pine, hemlock, spruce and fir. Low-growing evergreens shall not be accepted as replacement trees. Trees not removed. Trees that are to be left on the site must be protected as specified in the Tree Management Manual.	A. Preserving and Protecting -Tree Retention Plan The Critical Root Zone, Drip-Line and location of the Tree Save Area shall be shown for all Protected Trees to be retained; Plans must specify tree protection measures; Certified Arborist must certify Tree Save Area has been installed correctly; If encroaching in Critical Root Zone, maintenance plan prepared by Certified Arborist required. B. Tree Replanting Plan – Tree Removal One-half (0.5) inches of caliper of new trees is needed to mitigate 1 DBH inch of Protected Trees removed. Additionally: 1. Each new tree must have a minimum caliper of 2 inches. 2. Replanting must be complete prior to Final Inspection or the issuance of a Certificate of Occupancy. 3. May plant on abutting land with approval of the abutting property owner. 4. Overstory Tree species (trees that will reach a mature height of <40 ft) must be replaced with an Overstory Tree species. 5. Invasive tree species identified in Appendix A shall not be replanted. C. Tree Removal with Contribution to Tree Bank D. Combination Options	Sec. 21-85. Tree replacement. Tree Replacement must occur within eighteen (18) months, or prior to transfer of property ownership whichever comes first from the date the tree permit is issued and in accordance with the following standards: (1) New tree shall be of same or similar species or such other species as advised by Tree Warden in accordance with the Tree Manual and shall have the same DBH inches as that of removed protected tree. (2) In the event that a tree of the same DBH inches cannot be planted, then multiple smaller replacement trees may be planted provided that total DBH of the replacement trees shall, when added together, equal the total DBH of removed protected tree. The tree warden may specify minimum caliper. (3) A replacement tree must survive for a minimum of 18 months from the date it is planted. Documentation of date of planting shall be provided. (4) Replacement tree shall be planted on the same lot from which the tree was removed. Sec. 21-86. Tree replacement fund.

Urban Street Trees

22 Benefits

Specific Applications



Dan Burden,
Senior Urban Designer, Glatting Jackson, Walkable Communities, Inc.,
Summer, 2006

Urban Street Trees

22 Benefits

By Dan Burden, Senior Urban Designer
Glatting Jackson and Walkable Communities, Inc;
August, 2006

U.S Forest Service facts and figures and new traffic safety studies detail many urban street tree benefits. Once seen as highly problematic for many reasons, street trees are proving to be a great value to people living, working, shopping, sharing, walking and motoring in and through urban places.

For a planting cost of \$250-600 (includes first 3 years of maintenance) a single street tree returns over \$90,000 of direct benefits (not including aesthetic, social and natural) in the lifetime of the tree. Street trees (generally planted from 4 feet to 8 feet from curbs) provide many benefits to those streets they occupy. These trees provide so many benefits that they should always be considered as an urban area default street making feature.

With new attentions being paid to global warming causes and impacts more is becoming known about negative environmental impacts of treeless urban streets. We are well on the way to recognizing the need for urban street trees to be preferred urban design, rather than luxury items tolerated by traffic engineering and budget conscious city administrators.

The many identified problems of street trees are overcome with care by designers. Generally street trees are placed each 15-30 feet. These trees are carefully positioned to allow adequate sight triangles at intersections and driveways, to not block street luminaries, not impact utility lines above or below ground. Street trees of various varieties are used in all climates, including high altitude, semi-arid and even arid urban places.



The science of street tree placement and maintenance is well known and observed in a growing number of communities (i.e. Chicago, Illinois; Sacramento, Davis, California; Eugene, Oregon; Seattle, Redmond, Olympia and Issaquah, Washington; Charlotte, N.C.; Keene, New Hampshire and Cambridge, Mass). Although care and maintenance of trees in urban places is a costly task, the value in returned benefits is so great that a sustainable community cannot be imagined without these important green features.

Properly placed and spaced urban street trees provide these benefits:

Increased motorized traffic and pedestrian safety (contrary to engineering myths). See below article for details on mode safety enhancements. See especially the compilation of safety benefits detailed in, *Safe Streets, Livable Streets*, by Eric Dumbaugh Journal of the American Planning Association, Vol. 71, No. 3, Summer 2005. One such indication of increased safety with urban street trees is quoted from this document:

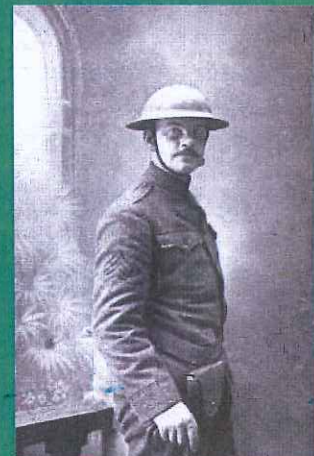
"...Indeed, there is a growing body of evidence suggesting that the inclusion of trees and other streetscape features in the roadside environment may actually reduce crashes and injuries on urban roadways. Naderi (2003) examined the safety impacts of aesthetic streetscape enhancements placed along the roadside and medians of five arterial roadways in downtown Toronto. Using a quasi-experimental design, the author found that the inclusion of features such as trees and concrete planters along the roadside resulted in statistically significant reductions in the number of mid-block crashes along all five roadways, with the number of crashes decreasing from between 5 and 20% as a result of the streetscape improvements. While the cause for these reductions is not clear, the author suggests that the presence of a well defined roadside edge may be leading drivers to exercise greater caution."



Trees

I think that I shall never see
A poem lovely as a tree.
A tree whose hungry mouth is prest
Against the sweet earth's flowing breast;
A tree that looks at God all day,
And lifts her leafy arms to pray;
A tree that may in summer wear
A nest of robins in her hair;
Upon whose bosom snow has lain;
Who intimately lives with rain.
Poems are made by fools like me,
But only God can make a tree.

**...Joyce Kilmer (1913)
American poet,
killed during WWI at the age of 31**



22 Benefits Detailed:

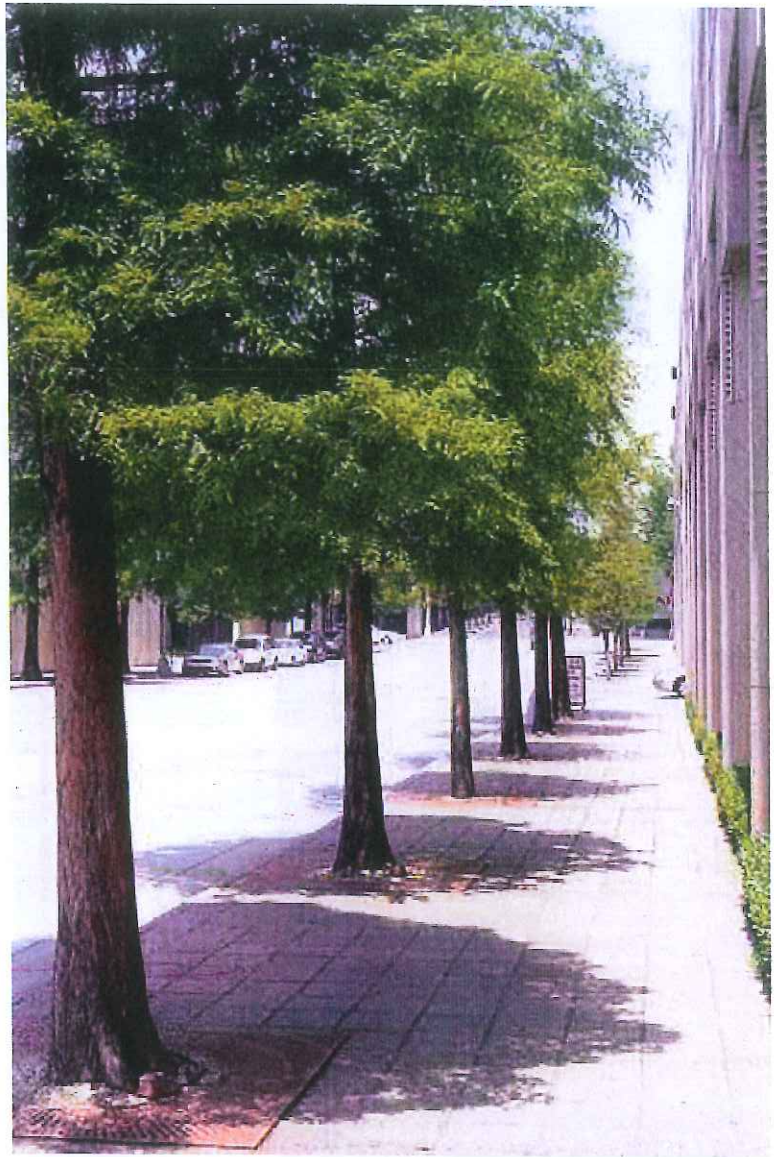
1. **Reduced and more appropriate urban traffic speeds.** Urban street trees create vertical walls framing streets, providing a defined edge, helping motorists guide their movement and assess their speed (leading to overall speed reductions). Street safety comparisons show reductions of run-off-the-road crashes and overall crash severity when street tree sections are compared with equivalent treeless streets. (Texas A and M conducted simulation research which found people slow down while driving through a treed scape. These observations are also seen in the real world when following motorists along first a treed portion of a street, and then a non treed portion (see page 13). Speed differentials of 3 mph to 15 mph are noted.
2. **Create safer walking environments,** by forming and framing visual walls and providing distinct edges to sidewalks so that motorists better distinguish between their environment and one shared with people. If a motorist were to significantly err in their urban driving task, street trees help deflect or fully stop the motorist from taking a human life.
3. **Trees call for placemaking planting strips and medians,** which further separate motorists from one another, pedestrians, buildings and other urban fabric. This green area adds significantly to aesthetics and placemaking. Urban area medians with trees are safer than those without trees (R. Ewing, Caltrans Study, circa 2003). Medians reduce crashes by 50% or more.



4. **Increased security.** Trees create more pleasant walking environments, bringing about increased walking, talking, pride, care of place, association and therefore actual ownership and surveillance of homes, blocks, neighborhoods plazas, businesses and other civic spaces.
5. **Improved business.** Businesses on treescaped streets show 12% higher income streams, which is often the essential competitive edge needed for main street store success, versus competition from plaza discount store prices.
6. **Less drainage infrastructure.** Trees absorb the first 30% of most precipitation through their leaf system, allowing evaporation back into the atmosphere. This moisture never hits the ground. Another percentage (up to 30%) of precipitation is absorbed back into the ground and taken in and held onto by the root structure, then absorbed and then transpired back to the air. Some of this water also naturally percolates into the ground water and aquifer. Storm water runoff and flooding potential to urban properties is therefore reduced.
7. **Rain, sun, heat and skin protection.** For light or moderate rains, pedestrians find less need for rain protection. In cities with good tree coverage there is less need for chemical sun blocking agents. Temperature differentials of 5-15 degrees are felt when walking under tree canopied streets.



8. **Reduced harm from tailpipe emissions.** Automobile and truck exhaust is a major public health concern and contains significant pollutants, including carbon monoxide (CO), volatile organic compounds (VOC), nitrogen oxides (NO_x), and particulate matter (PM). Tailpipe emissions are adding to asthma, ozone and other health impacts. Impacts are reduced significantly from proximity to trees.
9. **Gas transformation efficiency.** Trees in street proximity absorb 9 times more pollutants than more distant trees, converting harmful gasses back into oxygen and other useful and natural gasses.
10. **Lower urban air temperatures.** Asphalt and concrete streets and parking lots are known to increase urban temperatures 3-7 degrees. These temperature increases significantly impact energy costs to homeowners and consumers. A properly shaded neighborhood, mostly from urban street trees, can reduce energy bills for a household from 15-35%.
11. **Lower Ozone.** Increases in urban street temperatures that hover directly above asphalt where tailpipe emissions occur dramatically increase creation of harmful ozone and other gasses into more noxious substances impacting health of people, animals and surrounding agricultural lands.

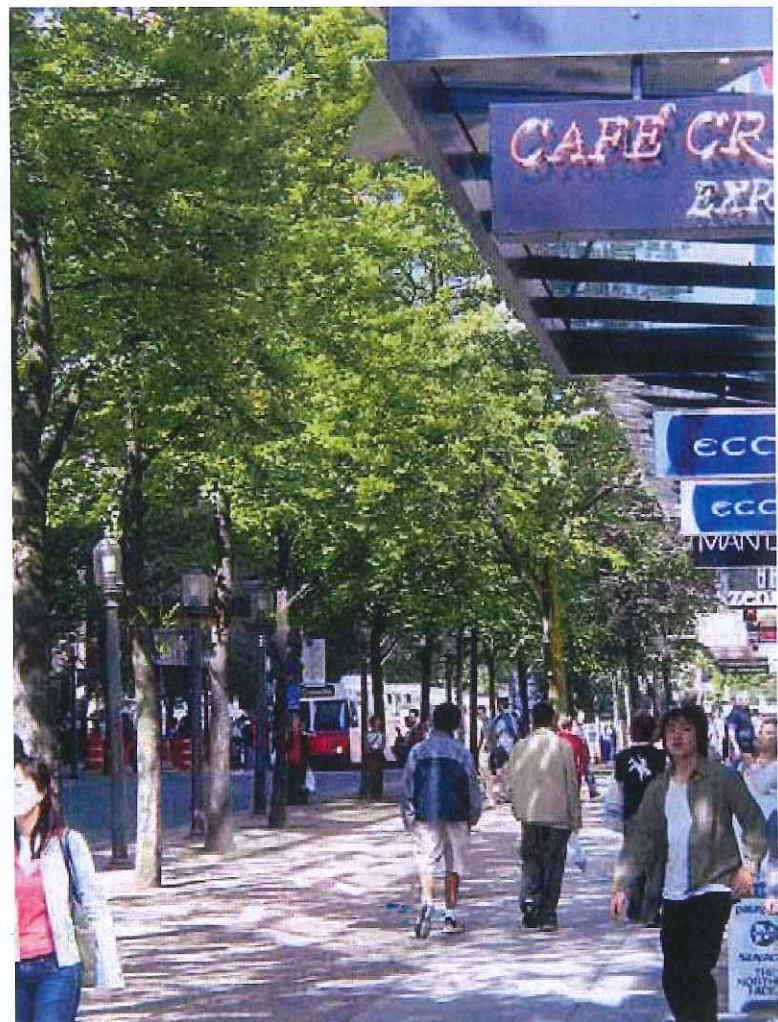


12. **Convert streets, parking and walls into more aesthetically pleasing environments.** There are few streetmaking elements that do as much to soften wide, grey visual wastelands created by wide streets, parking lots and massive, but sometimes necessary blank walls than trees.

13. **Soften and screen necessary street features** such as utility poles, light poles and other needed street furniture. Trees are highly effective at screening those other vertical features to roadways that are needed for many safety and functional reasons.

14. **Reduced blood pressure, improved overall emotional and psychological health.** People are impacted by ugly or attractive environments where they spend time. Kathlene Wolf, Social Science Ph.D. University of Washington gave a presentation that said "the risk of treed streets was questionable compared to other types of accidents along with the increased benefit of trees on human behavior, health, pavement longevity, etc." She noted that trees have a calming and healing effect on ADHD adults and teens.

15. **Time in travel perception.** Other research and observations confirm that motorists perceive the time it takes to get through treed versus non-treed environments has a significant differential. A treeless environment trip is perceived to be longer than one that is treed (Walter Kulash, P.E.; speech circa 1994, Glattig Jackson).



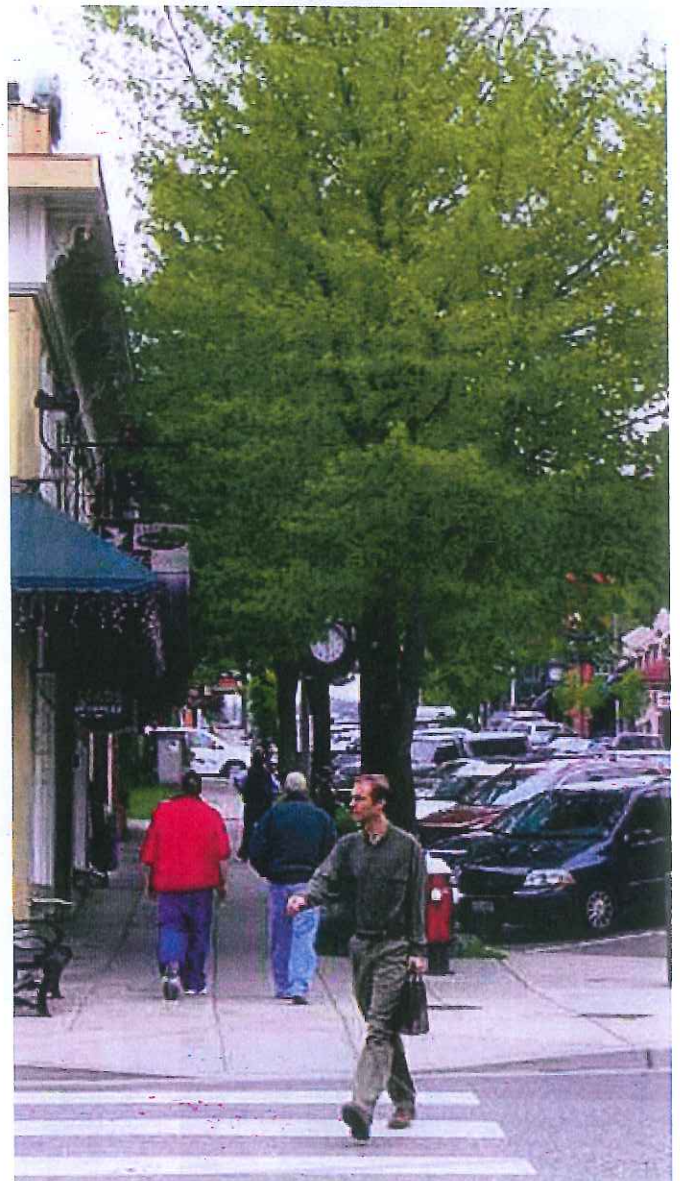
16. **Reduced road rage.**

Although this may at first seem a stretch, there is strong, compelling research that motorist road rage is less in green urban versus stark suburban areas. Trees and aesthetics, which are known to reduce blood pressure, may handle some of this calming effect.

17. **Improved operations**

potential. When properly positioned and maintained, the backdrop of street trees allow those features that should be dominant to be better seen, such as vital traffic regulatory signs. The absence of a well developed Greenscape allows the sickly grey mass of strip to dominate the visual world. At the same time, poorly placed signs, signals, or poorly maintained trees reduces this positive gain, and thus proper placement and maintenance must be rigidly adhered to.

18. **Added value to adjacent homes, businesses and tax base.** Realtor based estimates of street tree versus non street tree comparable streets relate a \$15-25,000 increase in home or business value. This often adds to the base tax base and operations budgets of a city allowing for added street maintenance. Future economic analysis may determine that this is a break-even for city maintenance budgets.



19. **Provides a lawn for a splash and spray zone, storage of snow, driveway elevation transition and more.** Tree lawns are an essential part of the operational side of a street.
20. **Filtering and screening agent.** Softens and screens utility poles, light poles, on-street and off-street parking and other features creating visual pollution to the street.
21. **Longer pavement life.** Studies conducted in a variety of California environments show that the shade of urban street trees can add from 40-60% more life to costly asphalt. This factor is based on reduced daily heating and cooling (expansion/contraction) of asphalt. As peak oil pricing increases roadway overlays, this will become a significant cost reduction to maintaining a more affordable roadway system.
22. **Connection to nature and the human senses.** Urban street trees provide a canopy, root structure and setting for important insect and bacterial life below the surface; at grade for pets and romantic people to pause for what pets and romantic people pause for; they act as essential lofty environments for song birds, seeds, nuts, squirrels and other urban life. Indeed, street trees so well establish natural and comfortable urban life it is unlikely we will ever see any advertisement for any marketed urban product, including cars, to be featured without street trees making the ultimate dominant, bold visual statement about place.





Trees provide enclosure

West Hartford's Farmington Avenue tree canopy forms an attractive wall of green. This sense of enclosure creates an important quality allowing pedestrians to feel fully separated from the movement of more than 25,000 vehicles in the adjacent street.





Trees provide shelter

It rained all day. When author Dan Burden spent mid morning to mid-afternoon on West Hartford's Farmington Avenue he did not get wet. The canopy cover kept sidewalks dry, despite a steady light all-day rain. Trees have the ability to capture significant rainfall then transpire it back into the atmosphere before reaching the ground. Meanwhile water runs down branches and trunk to allow deep root penetration.



Tree and Lamp Placement

Well placed trees allow even and attractive lamp placement. It is important that lamps provide proper levels of lumination to create welcoming and comfortable walking environments.

Generally lamps are placed mid-way between trees, allowing for some variation between other essential furniture such as seating and fire hydrants.





Traffic Calming results from correct tree placement

The top two images are both collector category streets (Avenues). Historic tree plantings reduce speeds, provide greater green cover, and allow homes to face streets, thus rewarding walking activity. More recent street making maximizes asphalt, increases the tendency to speed and highly discourages developers from orienting homes toward the street. Walking becomes a lonely and sometimes scary activity. The bottom two images each have the same curb to curb dimensions. Trees placed at the street and on street parking bring speeds down 7-8 mph.

Trees Screen Parking

Effective tree placement softens harshening effects of on-street parking. A combination of tree planting tools, from curb extensions, block entry tree clusters, mid-block tree clusters at curb extensions and tree wells are common tools for screening and greening parking areas.





Alley versus driveway loaded blocks

There is a distinct visual advantage in using alley loaded properties. Driveways break up the natural rhythm and opportunity of attractively and evenly spaced street trees. Driveways also eliminate the possibility of using a longer tree planter strip. Long and narrow strips are sometimes essential to getting in quality growth trees in a minimum right-of-way.



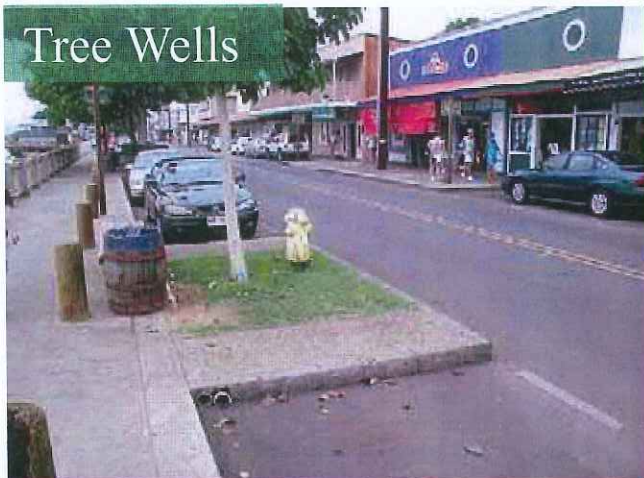
Maximize Green

Plan good caliper trees (3" or wider) on all streets to soften buildings and street impacts. Use wide or long tree wells and all of the technical knowledge for setting and maintaining successful urban trees. Utilities are placed in locations minimizing impact on green cover.

Urban street trees are generally placed each 15-20 feet. Dense placement is highly desired.



Tree Wells



Tree Wells

In tight urban spaces there may be insufficient space in sidewalks to place trees. In these settings placement of tree wells roughly every 40-60 feet allows two or three parking spaces. Often not a single parking space is lost. Tree wells can be added to both parallel and angled parking. Depending on the amount of parking needed, desired visual pattern, and tree density wells are placed every other car, third car and sometimes every fourth car. Wells must be deep enough to prevent backing into trees.

Tree Wells



Tree Wells and curb extensions

One of the greatest benefits to the use of tree wells is the added screening of parked cars. Properly used tree wells establish a compelling line of green, hiding much of the excess asphalt needed for parking. Tree wells are often accented with colorful ground cover. The term tree well is used independently of curb extension. Curb extensions add to the use of tree wells, but are much larger, and often include sitting areas or corner placement.

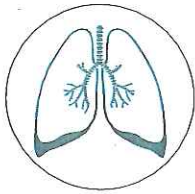




THE BENEFITS OF TREES

COOL THE PLANET

PROVIDE OXYGEN



Trees release oxygen for us to breathe.



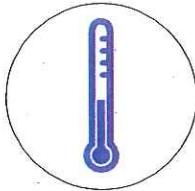
Trees counter global warming by absorbing carbon dioxide from the air.

IMPROVE LIFE



Trees beautify neighborhoods and reduce crime, improving the quality of life.

COOL DOWN



The net cooling effect of a healthy tree is equivalent to 10 room size airconditioners operating 20 hours a day.

CREATE HABITATS



Many birds and animals use trees for food and shelter.

HEALTHY KIDS



Kids in tree-lined neighborhoods have lower rates of ADD and asthma.

PREVENT EROSION



Tree roots stabilize steep slopes by slowing down runoff, keeping soil in its place.

CLEAN THE AIR



Trees filter the air by removing dust and absorbing air pollutants.

ADD VALUE



Trees and landscaping can raise property values up to 20%.

PREVENT FLOODING



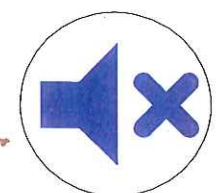
Trees can reduce annual storm water runoff by 2-7%.

SAVE MONEY



Shade trees in your neighborhood can cut summer cooling costs by 30-40%.

REDUCE NOISE



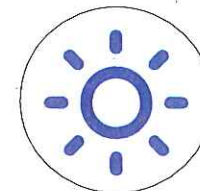
Tree-lined streets reduce noise pollution by absorbing sounds and slowing down traffic.

REDUCE VIOLENCE



Studies have shown that tree planted neighborhoods have lower crime rates and incidences of violence.

CREATE SHADE



Trees shield and protect you from harmful sunrays that can cause skin cancer, the most common form of cancer in the U.S.

SLOW DOWN



Street trees reduce the speed of motorists, helping to keep your children safe.



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

MEETING DATE: 10/28/2014

Agenda Item	Interim Rules and Regulations for the Use of the Center at the Heights
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager will outline for the Board proposed interim facility use regulations for the Center at the Heights, with associated fees. At its meeting on October 9, 2014, the Council on Aging voted to support the regulations.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board of Selectmen vote to approve the Interim Rules and regulations for Use of the Center at the Heights dated October 28, 2014.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Rules and Regulations for Use of the Center at the Heights dated October 28, 2014			

**Interim Rules and Regulations for Use of
The Center at the Heights
Approved by the Council on Aging: October 9, 2014
Board of Selectmen: October 28, 2014**

All authorized persons or organizations must comply with the following rules and regulations for use of the Center at the Heights. The Town reserves the right to make changes to these rules and regulations.

Policy:

1. It is the policy of the Town of Needham to permit use of the Center at the Heights to incorporated charitable or non-profit organizations engaged in municipal, educational, recreational, and/or cultural activities. Other activities, whose proceeds are directed entirely to the benefit of the Town of Needham, other municipalities, and/or government agencies, may be authorized by the Town Manager.
2. The Center at the Heights may be permitted to a religious organization for non-religious purposes on the same basis as those available to the general public. Political campaign fundraising or other events will not be authorized.
3. Scheduling priority will be given to Town of Needham Departments, boards, commissions, and committees, and then to Needham-based charitable or non-profit organizations, and then to other organizations and citizens meeting the guidelines of these regulations.
4. Municipal events will take precedence over other activities and events for scheduling purposes. Special or unforeseen events may supersede previously scheduled permitted events. The Town reserves the right to cancel a permit in these circumstances.
5. Service of alcoholic beverages may be allowed in certain circumstances in accordance with the Board of Selectmen's One-Day Liquor License Regulations and Needham General By-law Section 3.1.9.

Procedures:

1. Appropriate Use
 - a. The Executive Director of the Council on Aging will determine whether requested uses are in conformance with the policy, and will process appropriate permit requests for use of the Center at the Heights and collect the designated fees.

- b. The Executive Director of the Council on Aging will make the determination on the specific space available that is appropriate for the individual request.
- c. In the event of a request that is non-routine in nature, the Executive Director of the Council on Aging will refer the request to the Town Manager for further action.
- d. Except in extraordinary circumstances as determined by the Town Manager/designee, the Center at the Heights will be available for use after 6:00 p.m. on Friday evenings, and all day Saturday and Sunday. All events must be concluded by 11:00 p.m. on Friday and Saturday, and 9:00 p.m. on Sunday. The Center at the Heights will be available for municipal use Monday through Thursday in the evening. No non-municipal use will be allowed during the day Monday through Friday, or on recognized holidays.
- e. The room or facility occupancy capacity cannot be exceeded. Occupancy of the rooms available for rent at the Center at the Heights is as follows:

Rental Space	Maximum Occupancy	Room Dimensions
Lobby	N/A	980 sq ft
Multi-Purpose Room	281	37'8w x 48'8
Cafe	64	37'8w x 26'8
Kitchen	N/A	N/A

- f. Use of the Center at the Heights includes access to 180 chairs (100 padded folding), (10) 48"round tables, (9) 36" x 60" tables and (12) 36" x 72" tables.
- g. The Center at the Heights has full kitchen facilities. Onsite preparation and/or sale of food and beverages will be allowed with a permit from the Board of Health. A Town custodian must be in attendance for use of this area.
- h. All areas used for a function, including floors, stairs and bathroom, must be left in the same condition as they were found.
- i. Access to areas beyond permitted areas, except the bathrooms, is prohibited.

2. Permitting Requirements

- a. Applicant must be at least 21 years of age and a representative of an eligible organization as set forth above.

- b. Completed applications for permits must be submitted at least 10 working days in advance of the requested event. Application forms can be found on the Town's website. Completed forms may be submitted by fax (781) 444-1476 or in person at the Center at the Heights, 300 Hillside Avenue, Needham. A 50% deposit is required to hold the requested event date. The Executive Director of the Council on Aging may waive this advance requirement at his or her discretion in unusual circumstances.
- c. Permit requests with an anticipated attendance level of more than 50 people, or with special circumstances that warrant review will be forwarded to the Needham Police Department and Needham Fire Department. In some instances, the Chief of Police and/or the Fire Chief will require a police detail and/or fire detail. Arranging for the police and/or fire detail will be the responsibility of the applicant, and a deposit for same may be required.
- d. The person submitting the permit request will be the primary contact for the program to be held under that permit. That person's signature on the final permit will signify understanding and acceptance of all rules and regulations, responsibility for payment of all designated fees, and the responsibility for ensuring that all rules are followed by participants in the event. Failure to follow regulations and/or make appropriate payments will affect the applicant's ability to obtain permits for the use of the Center at the Heights.
- e. A written notice of cancellation is due at least 24 hours prior to the scheduled use for weekday events, 48 hours prior to Saturday events, and 72 hours for Sunday or holiday events. Fax notices can be sent to (781) 444-1476. Failure to provide written cancellation notice will result in forfeiture of the deposit.
- f. A Certificate of Liability Insurance, with the Town as an additional named insured, must be submitted to the Department of Public Facilities prior to the issuance of the final permit. General liability coverage shall be in the amount of at least \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury liability and \$1,000,000 per occurrence and \$2,000,000 aggregate for property damage liability.
- h. Permit holders may not alter the premises or install equipment. Posting of signs or hanging of decorations of any type is prohibited without the approval of the Executive Director of the Council on Aging.
- i. The permit holder is responsible for the cost of repairs needed for damage occurring during his/her use. Failure to pay will lead to denial of future permits for that individual and organization.

- j. The Town is not responsible for lost, stolen or damaged items.
3. Use Fee and Custodial and Monitoring Fees
- a. A use fee, to account for energy, additional maintenance, and permitting costs will be charged to all groups, except those sponsored by Town departments, boards, commissions, and committees. The fee schedule for use of the Center at the Heights is included in Appendix A and is subject to change.
 - b. At least one custodian will be required for events in the Multi-Purpose Room. There will be a four-hour minimum for custodial services. The custodial and building monitor fees are subject to change and are listed in Appendix B.
 - c. A custodian on regular duty will not be available for service during the time of the rental, except in cases of emergency. The responsibility of a regularly scheduled custodian will be limited to opening/closing the facility. In the event that extra duties are needed, the group holding the permit will be charged for any additional custodial time needed for the activity or for clean up of the facility.
 - d. Under no circumstances shall a custodian, either on regular duty or assigned for a specific event, be responsible for supervision of participants before, during, or after an activity. Adequate and responsible adult supervision shall be provided at all activities throughout the event. Entry into the facility will not be permitted until the responsible supervision is present, and at the conclusion, the supervisor must remain until the last participant has safely left the Center at the Heights.
 - e. The custodian will only provide access to spaces/equipment that are approved on the permit, and will not authorize use of any other space/equipment.
4. Service of Alcohol
- a. Service of alcoholic beverages may be allowed in certain circumstances in accordance General By-laws Section 3.1.9.
 - b. A One-Day Liquor License will be required from the Board of Selectmen.
 - c. In accordance with Town of Needham General By-Law Section 3.1.9, no person shall possess or consume an alcoholic beverage within the limits of any park, playground, public land or public building owned or under the control of the Town of Needham, except with written permission of the appropriate controlling Town tribunal. In the event that a one-day license

for the sale of alcohol is approved by the Board of Selectmen, a Police detail will be required.

- d. A dedicated Police Detail will be required when alcoholic beverage service has been authorized.

5. Fire Safety Regulations

- a. Use of a smoke machine is not allowed. Use of matches, candles, incense, and pyrotechnics are strictly prohibited.
- b. Each permit with expected attendance of more than 50 people or with special circumstances will be forwarded to the Needham Fire Department for compliance with the Massachusetts Board of Fire Prevention Regulations (527 CMR) and the Needham Board of Selectmen's Policy on Fire Details dated 10/28/03 for a determinations as to whether fire detail is required. The Firefighter's role will be to insure that occupancy limits have not been exceeded; to monitor that all egress areas remain available for use and are marked; to check that all fire protection devices are working; to insure that all fire codes are followed; to respond to any immediate fire emergency and evacuation; and to perform as first responder to any medical emergency.
- c. In the event that a fire detail is required, the applicant will comply with Fire Department rules and regulations governing details and a deposit may be required.
- d. Use of any equipment/material that is judged to potentially jeopardize fire safety will require review, permission and a permit from the Needham Fire Department.

5. Police Safety Regulations

- a. Each permit will be forwarded to the Needham Police Department for compliance with Massachusetts General Laws and local regulations to determine whether a police detail is required. The Police Officer's role will be to provide security to the facility; insure that vehicles are parked legally; insure that emergency vehicles have access to the facility; and provide first responder first aid in the event of an accident or injury.
- b. In the event that a police detail is required, the applicant will comply with Police Department rules and regulations governing details and a deposit may be required.

6. Board of Health Regulations

- a. Smoking is not permitted in the Center at the Heights in accordance with Article 1 of the Needham Board of Health regulations.
- b. A temporary food permit and license fee is required for any event that involves the preparation, sale or distribution of food, in accordance with Article 1 of the Needham Board of Health regulations.

7. Raffle and Bazaar Regulations

- a. A request for a permit must be submitted to the Needham Town Clerk's Office in order to hold a raffle or bazaar, according to MGL, Chapter 271. A raffle is defined as "an arrangement for raising money by the sale of tickets, certain among which, as determined by chance after the sale, entitle the holders to prizes." A bazaar is defined as "a place maintained by the sponsoring organization for disposal by means of chance of one or both of the following types of prizes: (1) merchandise, of any value, (2) cash awards, not to exceed twenty-five dollars each." An example of a bazaar is a Las Vegas Night. There is a permit fee charged at time of application.
- b. Any person wishing to hold an auction must apply for a permit through the Needham Town Clerk's Office, according to MGL, Chapter 100. A copy of the application will be reviewed by the Needham Police Chief and returned to the Town Clerk with a recommendation. There is a permit fee charged at time of application.

8. Use of Technology and Audio Visual Equipment

- a) Should a permit request include the use of televisions, microphones, VCR or DVD players, or any other type of technology and/or audiovisual equipment, a determination will be made by the Executive Director of the Council on Aging on the availability of the equipment and on the need for a specially trained staff member to be present during use. In the event a specially trained staff person must be on duty, a fee will be charged to cover the cost of his/her time. The hourly fee is listed in Appendix A.

9. Accidents and Damage to Town Facilities

- a. In the event of an accident during the time of the permit, the permit holder must complete an accident form and submit it to the Executive Director of the Council on Aging within twenty-four hours of the accident or on the first business day after the accident.

- b. The permit holder is responsible for the cost of repairs needed for damage occurring during his/her use. Failure to pay will lead to denial of future permits for that individual and organization.
 - c. The permit holder is responsible for surveying the room(s) provided by the permit prior to use, and notifying the custodian/monitor immediately if there are any problems that could jeopardize the safety of any individual.
 - d. In the event that damage to the facility or equipment occurs, the custodian/monitor must be notified immediately. Permit holders may not make any repairs without the approval of the Executive Director of the Council on Aging or his/her designee.
10. The Executive Director of the Council on Aging and/or the Town Manager, or their designee therefore, reserves the final right of approval for use of the building and may, under extraordinary circumstances, cancel the function.

APPENDIX A
USE FEES
7/1/2014

A base fee of \$50 per hour not to exceed \$250 plus 5% of ticket sales, if any, will be charged for the first space rented. Additional spaces may be rented for \$10 per hour.

Room Description
Multi Function Room
Café
Lobby
Kitchen

The Use fee is payable each day of use. 50% of the base fee is payable at the time of application.

APPENDIX B
HOURLY RATES FOR CUSTODIAL AND MONITORING STAFF
7/1/2014
Rates Subject to Change

<u>Staff</u>	<u>Weekdays/Saturdays</u>	<u>Sundays/Holidays</u>
Custodian (4 hour min)	\$38.00	\$50.00
Monitor	\$15.00	\$15.00
Monitor/AV Tech	\$20.00	\$20.00



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

MEETING DATE: 10/28/2014

Agenda Item	Rail Trail Advisory Committee
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager will recommend that the Board of Selectmen approve the creation of a Rail Trail Advisory Committee to provide a forum for abutters, residents and trail users to provide feedback and concerns after the trail is operational, and to make recommendations to the Board of Selectmen with respect to trail policy, maintenance, and future trail improvements, as appropriate.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to approve the Charge and Composition of the Rail Trail Advisory Committee dated October 28, 2014.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Rail Trail Advisory Committee Charge and Composition dated October 28, 2014			

Proposed Charge
Rail Trail Advisory Committee
Approved by Board of Selectmen: October 28, 2014

Charge

The charge of the Rail Trail Advisory Committee will be to monitor the design and construction of the portion of the Bay Colony Rail Trail in Needham, to provide a forum for abutters, residents and trail users to provide feedback and concerns after the trail is operational, and to make recommendations to the Board of Selectmen with respect to trail policy, maintenance, and future trail improvements, as appropriate.

Composition

The Rail Trail Advisory Committee shall consist of 7 members. When practicable, the committee should include a member of the Park and Recreation Commission, two residents who are members of the Bay Colony Rail Trail Committee, and 2 residents at large. When possible, one member of the RTAC should be an abutter to the trail. The Director of Park and Recreation/Designee and the Superintendent of Parks and Forestry/Designee shall be ex officio and non-voting members of the Committee.

Staff Support

The Director of Park and Recreation/Designee and the Superintendent of Parks and Forestry/Designee will be the staff liaisons for the committee and will be responsible for ensuring that meetings are posted and minutes are taken, transcribed, and posted on the website in a timely manner. Additional staff resources include the Director of Conservation.

Meetings

The Committee will meet at least quarterly for the first year, at a time and date convenient for the members.

Chair

The Committee will elect a chair who shall rotate at least biannually.

Budget

Nominal costs such as printing and mailing will be absorbed by the Park and Recreation Department and/or the Department of Public Works.



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

MEETING DATE: 10/28/2014

Agenda Item	Quiet Zone Evaluation
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board will discuss the evaluation of a quiet zone in Needham.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			



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

MEETING DATE: 10/28/2014

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

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

**Town of Needham
Board of Selectmen
Minutes for October 14, 2014
Selectmen's Chamber
Needham Town Hall**

- 6:45 p.m. Informal Meeting with Citizens:
Thomas Crimlisk, 4 Memorial Circle spoke with the Board about overhanging tree branches and brush on his street. He also commented on litter at the High School and suggested the area be cleaned up.
- 7:00 p.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chairman John A. Bulian. Those present were Maurice P. Handel, Matthew D. Borrelli, Daniel P. Matthews, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Marianne B. Cooley arrived at 7:35 p.m.
- 7:00 p.m. Change of Manager - Blue on Highland:
Scott Drago, Proposed Manager appeared before the Board in response to a request for a change in manager to the liquor license at Blue on Highland restaurant located at 882 Highland Avenue, Needham.
- Mr. Matthews reminded Mr. Drago about the alcohol laws in Needham. He commented the rules must be followed and that the Town will be strict about enforcement.
- Motion by Mr. Handel that the Board of Selectmen approve and sign an application for a Change in Manager to Scott Drago for Blue on Highland LLC, 882 Highland Avenue, Needham and to forward this application to the ABCC for approval.**
Second: Mr. Borrelli. Unanimously approved 4-0.
- 7:05 p.m. Change of Manager - Not Your Average Joe's Restaurant:
Guy Hinkson, Proposed Manager appeared before the Board to discuss a request for a change in manager to the liquor license at Not Your Average Joe's restaurant located at 109 Chapel Street, Needham.
- Mr. Matthews reminded Mr. Hinkson about the alcohol laws in Needham, saying public safety is most important and that the rules must be followed.
- Motion by Mr. Handel that the Board of Selectmen approve and sign an application for a Change in Manager to Guy Hinkson for Not Your Average Joes's Restaurant, 109 Chapel Street, Needham and to forward this application to the ABCC for approval.**
Second: Mr. Borrelli. Unanimously approved 4-0.

7:06 p.m. Public Hearing - Health and Human Service Department Consolidation:
Ms. Fitzpatrick, Town Manager noted the proposal to consolidate the Health Department with the Human Services Department. She said in accordance with Section 20B (2) of the Town Charter, the Board must hold a public hearing prior to approval of a consolidation.

Ms. Fitzpatrick said there are five key reasons for consolidating departments, noting overlapping missions of each department, formalized communication efforts, minimize duplication of effort/maximize resources, flexibility in transferring funds, and expansion of opportunities for department managers to help other department managers meet challenges.

Mr. Bulian opened the public hearing.

James Hugh Powers, 141 Chestnut Street, favors reorganization but cautioned about maintaining the role of elected boards. He suggested Town Counsel review the language detailing the autonomy of affected boards and the Town Manager, to avoid unnecessary problems in the future.

Colleen Schaller, 24 Avon Circle, Co-chair Council on Aging, noted the COA voted unanimously in support of consolidating departments. She said the COA would also like to be notified prior to any potential staffing changes, particularly additional personnel between the directors of each department and the Town Manager.

Phyllis Campbell, 865 Central Avenue, asked what other Town departments have undergone consolidation.

Mr. Bulian closed the public hearing and asked for Board comment.

Mr. Borrelli favors of consolidating the departments.

Motion by Mr. Handel that the Board vote to approve the creation of a Health and Human Services Department as presented by the Town Manager in a proposal dated October 10, 2014.

Second: Mr. Borrelli. Unanimously approved 4-0.

7:23 p.m. Discussion of Zoning Articles on the STM Warrant:
Lee Newman, Director of Planning & Community Development and Marty Jacobs, Planning Board Chairman, appeared before the Board to discuss the three zoning articles contained on the warrant for the October 27, 2014 Special Town Meeting and answer any questions the Board may have.

Ms. Newman gave a brief synopsis of each article:

Article 7 - Amend Zoning By-law - Outdoor Seating

Ms. Newman said Article 7 amends the zoning by-law to allow for outdoor seating for restaurants with waiter and waitress service. She said the article will extend use to the Industrial, Industrial 1, Mixed use 128-Highland Commercial, and the New England Business Center district.

Article 8 - Amend Zoning By-law - Personal Fitness

Ms. Newman said Article 8 allows for Personal Fitness use in Industrial 1 district, adjacent to Gould Street, by right if parking is provided or by special permit if parking waivers are required.

Article 9 - Amend Zoning By-law - Flood Plain District

Ms. Newman said Article 9 allows for swimming pools to be located in the Flood Plain District by special permit from the ZBA, providing there is compensatory storage provided to accommodate the use.

The Board thanked Ms. Newman for the presentation.

7:28 p.m.

Discussion of High School Renovation Article on STM Warrant:

Dan Gutekanst, Superintendent of Schools, appeared before the Board to discuss the high school renovation article contained on the warrant for the October 27, 2014 Special Town Meeting and to answer any questions the Board may have.

Dr. Gutekanst said Needham High School needs additional space to meet enrollment programming. He noted the facility was designed for 1,400 students, but projected enrollment for the foreseeable future exceeds 1,700 students. He asked the Board of Selectmen for its support of Article 10 to appropriate \$200,000 for engineering, design, and construction to reconfigure two large classroom spaces into four smaller classrooms, and additional computers. He commented the plan is for work to be completed by September 2015.

Mr. Borrelli suggested all technology be implemented so the Town does not have to revisit the issue.

Dr. Gutekanst also said that the School Committee is considering a capital plan and potential request for expanding the cafeteria and construction of additional classrooms in a portion of the "inner core" at the high school.

Mr. Matthews asked about the phases of the project.

The Board thanked Dr. Gutekanst for the presentation.

7:38 p.m.

Non-Essential Outdoor Water Use Restrictions Update:

Richard Merson, DPW Director and Vincent Roy, Water & Sewer Superintendent, appeared before the Board with an update on the results of the Water Conservation Program for the 2014 summer period.

Mr. Merson said the Water Conservation Program has been successful in its first year to limit the amount of water use, compared to prior years. He noted this occurred while experiencing the driest summer period in the last ten years.

Ms. Fitzpatrick pointed out that the outdoor water use restrictions were started in the middle of the season. She said last year the Water and Sewer Department issued 690 first violations and eighty-two fines. She noted the 2014 season saw 149 violations and only two fines.

Mr. Merson commented on the rain barrel and soil moisture sensor program.

The Board thanked Mr. Merson for the update.

7:45 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 3 items to discuss:

1. Positions on Warrant Articles

The Board took positions on the October 27, 2014 Special Town Meeting Warrant Articles:

Motion by Mr. Matthews that the Board vote to support Article 1 - Approve ITWA Collective Bargaining Agreement in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 2 - Appropriate for Matching Grant in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 3 - Amend the FY2015 Operating Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 4 - Amend the FY2015 RTS Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 5 - Amend the FY2015 Sewer Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Borrelli that the Board vote to support Article 6 - Amend the FY2015 Water Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Handel that the Board vote to support Article 7 - Amend Zoning By-law - Outdoor Seating in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 8 - Amend Zoning By-law - Personal Fitness in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

Motion by Mr. Borrelli that the Board vote to support Article 9 - Amend Zoning By-law - Flood Plain District in the Special Town Meeting Warrant. Second: Ms. Cooley. Unanimously approved 5-0.

Motion by Mr. Matthews that the Board vote to support Article 10 - Appropriate for High School Renovation in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

7:50 p.m. **Appointments and Consent Agenda:
Motion by Mr. Handel that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.**

APPOINTMENTS

There are no appointments this meeting.

CONSENT AGENDA

- 1. Accept gift of \$5,000 from SolarCity for professional service expenses related to the Needham Solar Project as they relate to the Revised and Restated Energy Services Management Contract.**
- 2. Accept the following donation to the Off Leash Dog Area : \$100 from Howard Cohen.**
- 3. Accept the following donations to the New Years Needham Committee: \$1,000 from Briarwood Operator; \$100 from Chestnut Street Animal Hospital; \$1,000 from the Needham Women's Club; \$500 from the Sheraton.**
- 4. Ratify a request for a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host a wedding that was held on October 4, 2014. The event was from 6:00 p.m. to 12:00 a.m. and was held at The Village Club, 83 Morton Street, Needham.**
- 5. Approve a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host an event for Parent Talk on November 21, 2014 from 6:00 p.m. to 12:00 a.m. The event will be held at the Village Club, 83 Morton Street, Needham.**
- 6. Approve a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host the class of 1984's reunion on November 29, 2014 from 6:00 p.m. to 12:00 a.m. The event will be held at the Village Club, 83 Morton Street, Needham.**

7. Accept a \$750 donation made to the Needham Health Department's Gift of Warmth fund from the First Baptist Church in Needham.
8. Sign the Warrants for the State Election to be held on November 4, 2014.
9. Approve a Special One Day Wines and Malt Beverages license from Christine Burke of Baker's Best to hold a donor reception event on behalf of the Needham Community Council on Thursday, December 11, 2014 from 6:00 p.m. to 7:30 p.m. The event will be held at Copley Motorcars, 37 Chestnut Street, Needham.
10. Approve minutes of September 23, 2014 Open and Executive Session meetings.
11. Approve and authorize the Town Manager to sign and submit a Community Innovative Challenge Grant entitled "Increasing Efficiency in Municipal Field Operations" to the Commonwealth of Massachusetts on behalf of the Board.
12. Water & Sewer Abatement, Order #1186
13. Accept a \$1,500 donation from the Congregational Church of Needham made to Needham Youth Services VIP program.
14. Accept the following donations made to the Needham Public Library during the period July 1, 2014 to October 8, 2014: The Needham Lions Club donated \$500 for the purchase of large print books; Abigail Bilbrey gave the library a copy of Robert Kennedy: Brother Protector by James W. Hilty (\$31.95); Mae Siu-Wai Stroshane donated a copy of her book, Measured by the Soul: The life of Joseph Carey Merrick (also Known as, 'The Elephant Man') (\$12.99); Arnold Bearak gave the library the seven-volume "complete seasons" set of DVDs for Boy Meets World. (\$56.99) and the six-volume set of DVDs for Planet of the Apes (\$50.00); Peter Down of Needham Market, England, sent the library a copy of Needham Market Remembers, a book that provides a biography of each of the forty-nine Needham Market men who were World War I casualties. The book will be placed in the library's Archives. (priceless); George Noyes gave the library a copy of Passion for Reality: The Extraordinary Life of the Investing Pioneer Paul Cabot by Michael R. Yogg (\$29.95); Gail Hedges donated thirty-eight books to the Children's Room (\$700); Robert Franco donated a \$65 commission from the sale of one of his paintings that was displayed in the library; Hazel Standeven sent a \$20.00 donation in appreciation for using the Genealogy materials; John Marshall made a \$100.00 donation in memory of Margaret Coveney; Ford Peckham donated the following to the library: Books: Bowen—Six Days (\$29.95), Gaskin—Blitz (27.00), Kershaw—The Envoy (\$26.00), Sowell—Applied Economics (30.00), DVDs: As Time Goes By (\$15.00), New Tricks, Season Eight (\$21.00), Touch of Frost, Seasons Nine and Ten (\$27.00); and Paul Shore gave the library the following language dictionaries: Ethnologue: Languages of the World, 16th Edition (\$600.00), NTC's Romanian and English Dictionary (\$21.95).
15. Grant permission for the following residents to hold a Block Party:

Name	Address	Party Location	Party Date	Party Rain date	Party Time
Ratify:	58 Mayo Ave	Middle of block from	9/28/2014		3-8pm

Kristin Mockus		Harris Avenue to Great Plain Avenue			
Ratify: Kelly Allen	103 Sylvan Road	Sylvan/Harding/overlook Harding Street	10/5/2014		2-6pm
Michael McHugh	25 Blacksmith Drive	25 Blacksmith Drive	10/19/2014		2-6pm

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

Mr. Borrelli asked Ms. Fitzpatrick to describe the Community Innovative Challenge Grant (#11 on the Consent Agenda).

Ms. Fitzpatrick said the Commonwealth offers the Community Innovative Challenge Grant program to allow communities to look at ways of improving efficiencies. She said Needham has partnered with the Town of Arlington for a grant request of \$75,000 to evaluate the processes that municipal staff are performing out in the field including conservation, public safety, inspectional services etc., and to have a consultant develop a tactical plan and establish best practices so technology can improve efficiency and public access to information.

2. Budget Consultation

Kate Fitzpatrick, Town Manager and Dave Davison, Assistant Town Manager/Finance Director, appeared before the Board to discuss the FY2016 budget process, and preliminary financing concepts for the initial Facility Master Plan projects.

Ms. Fitzpatrick commented on the Budget Guidelines dated September 29, 2014. She said the Board of Selectmen will be asked for input on budget guidelines and budget priorities for FY2016 in November. She said draft capital plan recommendations will be presented in December to the Board. She commented all Boards will meet next week to discuss the Facility Master Plan, which will certainly have an impact on the capital planning process.

Ms. Fitzpatrick also commented on debt exclusion proposed projects, as well as the Rosemary Pool project. Ms. Fitzpatrick referred to draft financing plans for each project, which include Hillside School, DPW (Parcel 74), Modular Classrooms at DeFazio, New Public Safety Building, and Mitchell School.

Dave Davison discussed some of the assumptions for each project, noting calculations of debt service in each year of a project that would take several years to complete. He also commented on the projects other than Rosemary Pool, which have been identified as potential debt exclusion funded projects, and the potential impact on the average single family home.

The Board thanked Ms. Fitzpatrick and Mr. Davison for the consultation.

3. Town Manager's Report

Ms. Fitzpatrick reported on the Rail Trail, saying the BCRT invited abutters and all other interested parties to attend an informational session to view a draft final plan for the trail. The meeting will be held on October 15, 2014 at the PSAB building on Dedham Avenue. She said final plans will be presented to the Board of Selectmen at its meeting on October 28, 2014.

Ms. Fitzpatrick told the Board that Lorraine Lederhos, Department Assistant has retired and the Town is looking to fill the position. She thanked Ms. Lederhos for her service.

8:05 p.m.

Board Discussion:

1. Boston MPO Municipal Election

Mr. Handel asked the Board to authorize him to cast ballots at the MPO annual election on October 29, 2014.

Motion by Mr. Borrelli that the Board vote to authorize the Chairman to designate Moe Handel to cast ballots for Michael P. Cahill, Mayor, City of Beverly, Dennis P. Crowley, Chairman, Medway Board of Selectmen, Carlo DeMaria, Mayor, City of Everett, and Joseph N. Pato, Chairman, Lexington Board of Selectmen at the MPO election on October 29, 2014.

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

2. Committee Reports

No reports were made.

8:10 p.m.

Adjourn:

Motion by Mr. Handel that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of October 14, 2014.

Second: Mr. Borrelli. 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=>

**Town of Needham
Board of Selectmen
Minutes for November 12, 2013
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens:
Susan Getman, CEO, Walker School spoke with the Board about the services and programs provided at the school. She told the Board of her 40 years experience in the field of child support services and invited the Selectmen to tour the school campus.

7:00 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, Maryanne Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

Mr. Matthews spoke of the devastating typhoon that occurred in the Philippines last week. He said financial support is a primary need and encouraged residents to contribute to the American Red Cross or other charity organizations to help the Philippine people.

7:03 p.m. Public Hearing - Verizon Petition for Chestnut Street:
Ellen Joy, Verizon representative appeared before the Board requesting permission to install approximately 200 feet of conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street, Needham.

The Department of Public Works has approved this petition, based on Verizon'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 Verizon to install approximately 200 feet of conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street, Needham.

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

7:05 p.m. Public Hearing - Level 3 Communications Petition for 56 Brook Road:

Dan George, Level 3 Communications representative and Fred York, Phoenix Communications appeared before the Board requesting permission to lay and maintain underground conduit with cables placed therein, under the surface of the

following public way: in front of 56 Brook Road at Pole #3, place a 10' rigid conduit beside the pole. They will place approximately 20' of 4" sch40 pvc conduit out towards Route 128 to the existing Level 3 conduits banks. Phoenix Communications is their preferred contractor for this work and they have filed a bond with the Town of Needham for this construction.

The Department of Public Works has approved this petition, based on a commitment from Level 3 Communications 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 Level 3 Communications to lay and maintain underground conduit with cables placed therein, under the surface of the following public way: in front of 56 Brook Road at Pole #3; place a 10' rigid conduit beside the pole. They will place approximately 20' of 4" sch40 pvc conduit out towards Route 128 to the existing Level 3 conduits banks.

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

Mr. Matthews noted the reason for the public hearing is a grant of an authority to place private communications equipment under a public way.

6:30 p.m.

Consent Agenda:

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

CONSENT AGENDA *=Backup attached

- 1. Accept the following donations made to the Needham Off-Leash Dog Area gift account: \$50 from Risa Weinrit \$100 from Laurie Hutcheson; \$25 from Lois Sockol; \$500 from Michael Verdun; \$100 from Paul Delaney /MacMill Inc. Doody Calls; \$100 from Chillybears; \$50 from Harvey Pullman; \$50 from Jane Strickland; \$50 from Marsha Shorthose; \$100 from Carleen O'Brien; \$75 from Daniel Mazza.**
- 2. Accept donation of two new Valley Forge Koralex II polyester flags for the Needham Town Common and the Needham Heights Common in preparation for the winter months from the Norfolk Lodge, A.F & A.M.**
- 3.* Approve a 2013/2014 Weekday Entertainment license from Chalermopol Intha of Zucchini Gold, LLC d/b/a The Rice Barn, located at 1037 Great Plain Avenue, Needham.**
- 4. Accept a \$250 donation made to the Needham Health Department's Domestic Violence Action Committee from the Needham Women's Club.**
- 5. Approve a \$1189.65 grant from the Needham Commission on Disabilities to the Town Departments and the Needham Community Council to purchase**

seven Comfort Duett Classic Communicator Kits at \$169.95 each from the company Maxi Aids.

- 6.* Approve a One Day Special Wines and Malt Beverages Only License for Nancy Wright of Perennial Designs to host a Fall Festival and Holiday Preview event on November 14, 2013 from 6:00 p.m. to 9:00 p.m. at Perennial Designs, 117 Chapel Street, Needham.
- 7.* Approve a One Day Special Wines and Malt Beverages Only License for Nancy Wright of Perennial Designs to host a Holiday Open House event on December 5, 2013 from 6:00 p.m. to 9:00 p.m. at Perennial Designs, 117 Chapel Street, Needham.
8. 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 November 16, 2013 to December 16, 2013: 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
- 9.* Approve and authorize the Town Manager to sign an application for a Community Innovation Challenge Grant for cloud accounting, security and public access through the Community Software Consortium.
10. In accordance with Section 20B (5) of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, approve a general wage increase for non-represented employees of 2 1/2% for fiscal year 2015.
- 11.* Water & Sewer Abatement, Order #1170
- 12.* Approve Minutes from October 22, 2013, October 29, 2013, and November 4, 2013.
- 13.* Approve Executive Session Minutes from October 8, 2013 and October 22, 2013.
14. Authorize Town Manager to issue a letter to Verizon Communications requesting that Verizon relocate its equipment in the Needham Channel located at 257 Chestnut Street from one room to its adjoining room within that building without charge, in accordance with section 5.1.3 of the Final License. The other cable providers, Comcast and RCN, have already agreed to relocate their equipment at no charge.
15. Grant permission for the following resident to hold a Block Party:

Name	Address	Location	Party Date	Party Rain Date	Time
Ratify Claudia Carroll	140 Valley Road	Intervale Road from Norwich to Peacedale	10/26/2013	10/27/2013	1-4pm

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

7:06 p.m. Needham Crossing Logo:
Matt Talcoff, Chair, Council of Economic Advisors and Devra Bailin, Director of Economic Development appeared before the Board to review the final renderings

for the new Needham Crossing logo. Ms. Bailin said the Council of Economic Advisors conducted a public meeting to discuss various options and is recommending the design depicting the yellow/gold curved line with building boxes floating above it in blue and yellow. Ms. Bailin asked for the Board's approval on a design to move forward with the consultant work which will include signage and tagline.

Motion by Mr. Handel that the Board vote to approve the logo design for Needham Crossing as recommended by the Council of Economic Advisors. Second: Mr. Borelli. Unanimously approved 5-0.

7:15 p.m.

Legislative Update:

Denise Garlick, State Representative updated the Board as to the legislative accomplishments over the past year. Representative Garlick introduced Ms. Amanda Bernardo, Legislative Director for her office.

Ms. Garlick commended the Town on its Veteran's Day events, noting ever increasing crowds.

Ms. Garlick discussed the scope of her duties and responsibilities to the Selectmen, the people of Needham, and the district she serves. She said she hopes people feel she is accessible by phone or during office hours.

Ms. Garlick commented the State of Massachusetts ranks #1 in public education in the nation and #1 in service to veteran's. Ms. Garlick credited Town Manager, Kate Fitzpartick and the Board of Selectmen saying many things striking people at the State House as new and innovative ideas are things already in place in Needham. She said the State now has one of the highest bond ratings it has had in history, and expressed how proud she is to represent Needham.

Ms. Garlick spoke about her service on various committees, including Vice Chair of the Joint Committee on Education, member of the Joint Committee on Mental Health Substance Abuse, and the Joint Committee on Public Health. Ms. Garlick said she is also appointed legislative liaison to the ICC, an agency provider of early intervention. Ms. Garlick said constituent services are the "heart and soul" of what she does at the State House and that she represents 40,487 children, individuals, families, seniors, and veterans.

Ms. Garlick spoke about the Town of Needham, saying a major focus for more than a year has been the Needham Mews project. She commented she and Senator Michael Rush filed legislation to establish a buffer zone along the green space area between Greendale Avenue and Route 128 to deal with health and safety concerns of living close to a highway. She said she has met with the Executive Director of MassHousing to discuss site control and the sewer easement, and MassDOT to address storm water concerns. Ms. Garlick said she continues working with residents of Charles Court East, MassHighway, and Senator Rush to plant

vegetation along the new add-a-lane project as a buffer. She acknowledged she is also working with Congressman Kennedy, and Senators Warren and Markey for the installation of a sound barrier along the stretch of highway. Ms. Garlick noted the Town's efforts to build a rail trail from Needham Junction to Dover and Medfield, and said Needham is clearly the leader of the project. She is working to secure \$40,000 for the rail trail project, and said she is cautiously optimistic the money will be received. Ms. Garlick addressed NSTAR's vegetation plan, saying an emergency preamble was passed last year to deal with the issues of communication and how people and municipalities deserve to be treated. She commented the NSTAR issue is one of constant vigilance. Ms. Garlick said she continues to work on the Needham Street/Highland Avenue project, noting the project is "on the radar" of the Transportation Committee.

Ms. Garlick commented on the Community Preservation Act legislation, reiterating CPA money could be used for recreational use, and noted \$450,000 of the total sum for the Greene's Field project was CPA money. Ms. Garlick said she continues to visit 8th grade classrooms at Pollard Middle School to teach how a bill becomes a law, saying it is an amazing experience. She also said she realizes the importance of discussing active citizenship and politics with young people at the high school.

Ms. Garlick discussed current legislation and bills she has work on, including the American Academy of Pediatrics (AAP) regulation of newborns pulse oximetry screening and an act relative to bundled cellular transactions. She also mentioned legislative highlights including the Transportation Finance bill, strengthening EBT Reform bill, repeal of the computer and software sales tax, and the Valor Act bill to help veterans in the job market. Ms. Garlick also discussed the bill to improve oversight of compounding pharmacies, sales tax holiday, and the housing bond bill.

Ms. Garlick commented on expectations for 2014, noting the transportation bond bill, gun violence, education, and the FY2015 budget. Ms. Garlick concluded the legislative update with her contact information and said anyone is welcome to contact her at any time.

Mr. Borrelli asked Ms. Garlick about Saturday MBTA train service for Needham.

Mr. Bulian commented on the Bundled Cellular Transaction bill, and thanked Ms. Garlick for her work.

Ms. Cooley asked Ms. Garlick about possible legislation regarding "non-compete" laws concerning high tech businesses in the area.

Mr. Matthews acknowledged the amount of work by Ms. Garlick and the Board thanked her for the update.

7:50 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 2 items to discuss:

1. The Needham Exchange Club - Greene's Field Shade Structure

Ms. Fitzpatrick reminded the Board that the Town and the Needham Exchange Club entered into a License Agreement to enable the Club to construct a shade structure adjacent to the playground at Greene's Field. She said under the terms of the Agreement that she, the Director of Park & Recreation, and the Superintendent of Parks & Forestry inspected the property on November 6, 2013, and were satisfied with the condition and fitness for use of the shade structure.

Ms. Fitzpatrick recommended the Board of Selectmen accept the donation. She commended the Exchange Club and the Greene's Field Committee for their tremendous efforts to improve Greene's Field.

Motion by Mr. Borrelli that the Board of Selectmen vote to accept, with gratitude the donation of a shade structure valued at \$12,795.

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

2. Board of Selectmen Goal Update

Ms. Fitzpatrick updated the Board on the progress of the Board's goals and objectives for FY2014 and FY2015. She reviewed the "Statement of Obligations and Goals 2014-2015". She highlighted a few goals commenting on the updated Facility Master Plan, the Needham Streetscape Committee, food vendor regulations, Solar Energy Exploratory Committee, and the final agreement with the MBTA and the rail trail area.

The Board thanked Ms. Fitzpatrick for the update.

8:00 p.m. Board Discussion:

1. Medical Marijuana Dispensaries

Ms. Fitzpatrick updated the Board on the Massachusetts Department of Public Health application process for siting of dispensaries ("RMDs") and the provision that the applicants may seek letters of support or of "non-opposition" to the location of an RMD in a community. She reminded the Board of one prospective applicant who attended the Board's informal session in October and raised the question of whether the Board would be willing to send a letter of support or a letter of non-opposition. She noted applicants must, as part of the MDPH process, demonstrate they have sought such a letter. Ms. Fitzpatrick said the Town has heard from 5 prospective applicants indicating their interest in receiving a letter of support or non-opposition. Ms. Fitzpatrick asked the Board if it would be willing to entertain a letter of support or non-opposition, or some other type of response to the MDPH.

Mr. Bulian noted the November 21, 2013 deadline for letters to be submitted to the MDPH and said there are too many unknowns. He said he is open to exploring the possibility of sending a letter of non-opposition for every applicant. He said it is important the Board send a list of its recommendations to the MDPH.

Mr. Handel said it is appropriate to send a letter of non-opposition, as it is better than making no statement as it indicates the Town has received interest from an applicant.

Mr. Borrelli commented he is not comfortable sending any letter and feels more time is needed to vet the candidates. Mr. Borrelli said he supports guidelines currently being considered by the Board of Selectmen.

Ms. Cooley said she could have supported a letter of non-opposition, but also feels the parameters must be included in the letter, as it represents the framework for weighing the merits of different proposals. She asked Ms. Fitzpatrick of the timeframe for issuing licenses and opening a dispensary.

Mr. Matthews discussed the statue and recommendations from the Town. He asked the Town Manager for her recommendation on how to proceed. He suggested the Board send a letter to the State informing them that the Town is not taking action to recommend or grant a license, but rather that the Town is interested in achieving certain criteria regarding licenses in Needham. Mr. Matthews said he does not know enough about each business and cannot support any particular applicant at this time. He said he prefers to remain neutral at this point in time, and commented he does not feel bound by the November 21, 2013 deadline.

Mr. Handel suggested the Board meet the deadline. Mr. Bulian agreed. Ms. Fitzpatrick suggested the Board authorize her or the Chair to draft a letter, based on the comments of the Board. Mr. Matthews said he agrees with the approach to meet the deadline.

Ms. Cooley said it is important each applicant understand the criteria. The Board reviewed the list of recommended criteria drafted by the Town Manager.

Motion by Mr. Handel that the Board of Selectmen vote to authorize the Town Manager to prepare and sign a letter/letters to the applicants consistent with discussion by the Board of Selectmen.

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

2. Committee Reports

No Committee Reports were made.

8:40 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: Ms. Cooley. 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=>

**Town of Needham
Board of Selectmen
Minutes for March 11, 2014
Selectmen's Chambers
Needham Town Hall**

6:30 p.m. Informal Meeting with Citizens: Sara Lynn Reynolds, candidate for Massachusetts State Senate introduced herself to the Board, and said she is hosting a "meet and greet" at the Needham Historical Society on March 26, 2014 at 5 p.m.

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 B. Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

7:00 p.m. Commendation for RADD-SALSA Youth Leaders:
Michael Morrissey, District Attorney appeared before the Board to recognize the contribution and commitment of Needham RADD-SALSA members by presenting a commendation to them.

District Attorney Morrissey said Needham is a leader in dealing with alcohol and substance abuse, noting Needham is one of the first towns in the county to have a drug take-back program at the police department. He commented students who are members of RADD and SALSA engage in peer education, wellness advocacy, and prevention initiatives supporting safe and healthy decision making, mental health wellness, and reducing substance abuse. He said the student members of RADD and SALSA encourage people to "do the right thing." He presented a citation to the students and said the work they do makes a difference in the community.

The Board thanked the students for their work.

7:07 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

- | | |
|------------------------|---|
| 1. Marianne Cooley | Large House Review Study Committee |
| Joanne (Jody) Feinberg | Cultural Council (term expires 6/30/2017) |
| Kalpana Shaw | New Year's Needham (term expires 6/30/2015) |

CONSENT AGENDA *=Backup attached

- 1.* Approve a Special One Day Wines & Malt Beverages License for Sara Lynn Reynolds to host a meet and greet on March 26, 2014 from 5:00 p.m. to 8:00 p.m. The event will be held at the Needham Historical Society, 1147 Central Avenue, Needham.

- 2.* Approve a Special One Day Wines & Malt Beverages License for Maria Freda of Walnut Hill School for the Arts, to host a faculty/staff appreciation event on March 21, 2014 from 7:15 p.m. to 10:00 p.m. The event will be held at the Needham Bowl Away, 16 Chestnut Street, Needham.
- 3.* Approve a Special One Day Wines & Malt Beverages License for Robert Timmerman of the Needham Knights of Columbus to hold its St. Patrick's Dinner Dance on Saturday, March 15, 2014 from 6:00 p.m. to 11:00 p.m. The event will be held at the Needham Knights of Columbus, 1211 Highland Avenue, Needham.
4. 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 March 18, 2014 to April 17, 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.
- 5.* Approve minutes from February 11, 2014, and February 25, 2014 Open and Executive Session meetings.
6. Accept the following donations made to the Needham Off Leash Dog Area account: \$20 from John & Suzanne Ennis; \$50 from Suzanne & James Bandanza; \$50 from Kerivan-Lane, Inc.; \$10 from Elizabeth Goldman; \$25 from Mark & Mary Busa; \$200 from Paul Dellaripa & Monique Roth; \$15 from Kathleen Kelly; and \$367.35 from the 3rd graders at Newman Elementary School.
7. Approve a 20(c) exemption request for Artie Crocker, Chair of New Year's Needham and sole proprietor of Crockergraphics. Crockergraphics provides service to the Town of Needham for a fee.
8. Accept the donation of conference table and chairs from the Needham Bank. Accept donation made to New Years Needham: \$300 from William Gallagher/Needham Running Club.

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

7:08 p.m. Operational Override Recommendation - School Department Presentation, Public Comment, Board Discussion and Vote:

Joseph Barnes, School Committee Chairman and Dan Gutekanst, Superintendent appeared before the Board to outline the School Committee's proposed supplemental budget request included on the ballot for the 2014 Annual Town Election.

Mr. Matthews commented operational overrides are not common and always involve careful consideration as they are a permanent increase to the tax levy, and it is a question for voters to decide. Mr. Matthews said he anticipates the Board will recommend residents support the operational override, but said it is important to hear about the proposed override from the School Committee.

Dr. Gutekanst showed a Powerpoint presentation titled "Time for Innovation and Extended Learning in the Needham Schools" dated March 11, 2014. He explained the 3 key goals of the school district, and said the proposal from the School Committee will restore programs, provide innovative learning opportunities, extend the K-8 grade school day, and ensure educators have sufficient time to deal with tasks, mandates, and challenges. Dr. Gutekanst discussed the School Committee's budget priorities noting 4 critical factors that have influenced the proposal, including student/teacher ratio, the need for programmatic and instructional improvements, innovative programming and learning time, and expanding Federal and State mandates. He said many parents believe innovative programming and more time on learning are essential, per the Informal Parent Survey 2013. Dr. Gutekanst pointed out recent Federal and State mandates around curriculum development and educator accountability that continue to expand, citing bullying, concussion, nutrition intervention and training, adoption of the Common Core Curriculum, and PARCC test implementation. He noted the "needs" and "wants" of the school district must be balanced. Dr. Gutekanst discussed changes envisioned at the elementary level including expansion of wellness and physical education programs in grades 1-5, introduction of kindergarten music, new Spanish programs in grades 1-5, new science, technology, engineering, arts, and mathematics (STEAM) in grades 1-3, up to 75 hours of new programming, and additional preparation and planning time for teachers. Dr. Gutekanst also explained proposed changes envisioned at the secondary level, including an additional 30 hours of instruction at the middle schools, additional meeting and collaboration time for middle school teachers after school, and additional meeting and collaboration time for high school teachers each Wednesday morning before students arrive. Dr. Gutekanst commented on the time changes to the school day. He discussed the cost of the proposal, stating the school committee is requesting \$1,548,410 for new teachers, administration, salary adjustments, benefits, and crossing guards. Dr. Gutekanst said he believes the plan is right for Needham and is aligned with the core values and goals of the district. He noted if the plan is approved by the residents it will be implemented in September 2014.

Mr. Matthews invited public comment.

Steven Rosenstock, 44 Bess Road said he hopes the Board of Selectmen do not recommend approval of the proposal as presented. He said that while he is not against school overrides, the additional school time should address science, math, and reading. He referenced the most recent Program for International Student Assessment (PISA) report, completed in 2012 and the US News and World Report Survey of American High Schools. He stated he is not in favor the proposal.

Andrea Carter, 18 Colonial Road, Co-chair "Yes' for Needham Schools." Ms. Carter thanked the Board of Selectmen for putting this question on the ballot, the School Committee for recommending the changes, Superintendent Gutekanst, and the teachers and administrators who developed the proposal. Ms. Carter said she supports the override. She stated she thankful for the wisdom and thoughtfulness of

school leaders to do the very best they can for Needham students. Ms. Carter said extended hours would allow for direct classroom instruction on some days, and would address some of the points made by Mr. Rosenstock. Ms. Carter said teachers should be able to work together on curriculum and instruction, but it is almost impossible given the current schedule.

Elizabeth Mercer, resident said she is against the proposed override. She believes taxes are high enough and does not believe the teachers and students will accomplish much by adding 15 minutes to the school day. She commented the Town should return to basic classes including reading, writing, and math. She commented the override proposal should be included in the tax budget as it currently exists.

Alison Rivers, 332 Hillcrest Road feels residents should trust that Dr. Gutekanst and the school administration have interests of children and the community at heart.

Heather Salerno, 302 Nehoiden Street agrees with the comments made by Ms. Rivers. She said she respects the work of the School Committee and Dr. Gutekanst, and urged the Board of Selectmen to support the override proposal.

Ford Peckham, 26 Lawton Road said he opposes the override. He said he is concerned a school budget increase of 7.7% will double in less than 10 years and wonders how people will afford to live in Needham. He commented on the future construction of 2 new schools, renovation of the public safety building, upkeep of Pollard Middle School, and increases in department budgets "just to keep the lights on and the doors open in Town government." Mr. Peckham wonders why the Town's 5 year plan is never brought to Town Meeting for discussion and evaluation. Mr. Peckham cited an article from Baron's evaluating the indebtedness of States in the country. He said there are 45 States in better condition than Massachusetts and surmised the State will not help us out. He said until the 5 year plan is brought to Town Meeting for discussion, residents should not approve any more operating or school overrides.

Cliff Hayden, 12 Crescent Road, Co-chair "'Yes' for Needham Schools" said he supports the proposal. He pointed out Proposition 2 1/2 is designed to force towns to occasionally approve overrides because 2.5% per annum is not enough to keep up with inflation, particularly inflation as experienced by a school system which is primarily relying on human resources. He commented the proposed plan is modest. He noted the burden of mandates placed on the school system over the past several years has been enormous, and more time is needed to meet requirements. Mr. Hayden said the proposal is a good one and financially responsible for Needham.

Tony Sisto, 55 Meetinghouse Road said he opposes the proposed override and feels taxes are too high. He said he is surprised the Town is considering an override at this time, and feels it is wrong for Needham.

Susan Altman, 53 Carey Road, said she moved to Needham for the school system and feels the administration does a wonderful job for children socially and emotionally. She said Needham is blessed to have a school system and educators who care so much about the children.

Mr. Matthews closed the public hearing and asked Dr. Gutekanst and Dr. Barnes for comment.

Dr. Gutekanst thanked everyone for their comments, noting an override affects all residents, but that the School Committee feels it is the right thing to do for Needham Public Schools. Dr. Gutekanst commented new programs will complement and support reading and math courses. He said he believes the academic program will be stronger and enriched as curricula will be tied together. He commented on future construction and renovation of Hillside and Mitchell schools, saying the Town has been very thoughtful and has planned ahead for long term needs.

Dr. Barnes commented the School Committee realizes it is part of a larger community with other needs, which are also very important. He noted however, members of the School Committee were elected to advocate for the students and to provide the very best for the school community. He said he feels strongly about the time necessary to do the work expected of teachers. The extra time will allow teachers to collaborate and share best practices.

Mr. Matthews asked for comments from the Board.

Mr. Bulian thanked everyone for their comments. He stated there has not been an operating override in Needham in 7 years. He said the proposal is not unreasonable, and pointed out there is a massive distinction between capital overrides and operating overrides. He said he supports the request and will work with the override committee to see that it passes.

Motion by Mr. Bulian that the Board vote to support the operational override for the Needham Public Schools shown as Question 2 on the 2014 Annual Town Election Ballot.

Second: Mr. Handel. Approved 4-1. Mr. Borrelli voted nay.

Mr. Borrelli said he was surprised by the request for an override when he heard about it last fall. He said it is evident people want the best schools whether you favor or oppose the override proposal. He stated that over time and with more collaboration, some of needs in the override proposal could have been satisfied within the budget. He said he has received comments from parents, teachers, and constituents who want the value for the entire system, not just on the elementary or middle school level. He noted discussion about the length of the school day and the vetting process, and said he is concerned. Mr. Borrelli said this request is no different from other requests and must be looked at based on the Town's current

needs and obligations that will require overrides. He said he will not support the override, but realizes the decision will be made by the voters on April 8, 2014.

Mr. Handel said he does not take an override lightly, but the voters must decide. He commented Needham has a competitive school system and the value reflects the core mission of the community. He said the value of ones property is directly related to the quality of Needham schools and must remain competitive.

Ms. Cooley said she supports the override and feels learning Spanish is very important, noting the benefits of learning a foreign language at a young age. She said as a taxpayer she will also benefit from the override, but recognizes the burden placed on some people.

Mr. Matthews thanked everyone for participating in the public hearing. He said Needham has terrific schools and a wonderful administration that does a great deal for children and families. He concurred taxes are high in Needham, but not as high as some other communities that do not get nearly as much value for their money. He said he supports the proposed override, as it fits in with a sound long term financial plan for the Town.

The Board recessed for 2 minutes.

8:10 p.m. Community Preservation Committee - Proposals Under Review:
Janet Bernardo, CPC Chair, Patty Carey, Director of Park and Recreation, and Lita Young, CPC Vice Chair appeared before the Board to discuss the projects currently under review by the Community Preservation Committee for the 2014 Annual Town Meeting.

Ms. Bernardo reviewed four projects under consideration including Ridge Hill Swamp Trail Boardwalk and Charles River Trail Bridge replacement projects, Town Common Historic Re-Design, Memorial Park turf and drainage improvements, and Archival Vital Records Preservation.

Ms. Bernardo stated CPC Finances for FY2014 indicate the total available to be appropriated by June 2014 equals \$5,637,374, noting should the 2014 eligible projects move forward the total appropriation is \$512,719. She reiterated there is enough money from the funds available to cover the cost of the 4 projects, if approved.

The Board thanked Ms. Bernardo for the update.

8:35 p.m. Town Manager:
Kate Fitzpatrick, Town Manager appeared before the Board with 1 items to discuss;

1. Mitchell School & Pollard School Renovation - Statement of Interest

Ms. Fitzpatrick told the Board that at the March 4, 2014 School Committee meeting, it voted to authorize the Superintendent to submit the MSBA Statements of Interest for the Mitchell School and the Pollard School. She said the Statements of Interest for these two schools were filed in calendar year 2013 along with the Statement of Interest for the Hillside School, which was accepted for participation in the MSBA process. Ms. Fitzpatrick said a vote of the Board of Selectmen is required for the submission.

Motion by Mr. Bulian that the Board of Selectmen vote as follows:

Resolved: Having convened in an open meeting on March 11, 2014, the Board of Selectmen of Needham, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 4, 2014 for the Mitchell School located at 187 Brookline Street, Needham, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 2: Elimination of severe overcrowding, and Priority No. 7: Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

Resolved: Having convened in an open meeting on March 11, 2014, the Board of Selectmen of Needham, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 5, 2014 for the Pollard School located at 200 Harris Avenue, Needham, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 2: Elimination of severe overcrowding, and Priority No. 7: Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

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

8:35 p.m. Board Discussion:

1. Board Position on Ballot Question - Sale of Alcoholic Beverages in Restaurants with Fewer than 100 Seats

Motion by Mr. Handel that the Board vote to support Question 1 on the Annual Town Meeting Warrant authorizing the issuance of licenses for the sale of all alcoholic beverages to be drunk on the premises to restaurants with a seating capacity of fewer than 100 persons.

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

2. Committee Reports

No Reports were made.

Mr. Borrelli thanked the Needham Bank for offering a large table for use in the Selectmen's Chambers. Mr. Matthews said it is a wonderful piece of furniture and thanked the Needham Bank for their generosity.

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 litigation position of the public body and the chair so declares.

Not to return to open session prior to adjournment.

Second: Mr. Borrelli. 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=>



The Revitalization Trust Fund

Needham Community

10/12/2014

“It is only through reaching out,
that we are drawn together”[™]

To: Kate Fitzpatrick-Town Manager
Needham Board Of Selectmen

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

Re: Request for Approval of Banner

Dear Kate and the Board of Selectmen,

Needham Farmer's Market has requested permission from the NCRTF and the Town for acceptance of their banner for use within the NCRTF/Town of Needham Banner Display program.

Needham Farmer's Market is a Needham based non-profit organization.

We are requesting your approval of this banner.

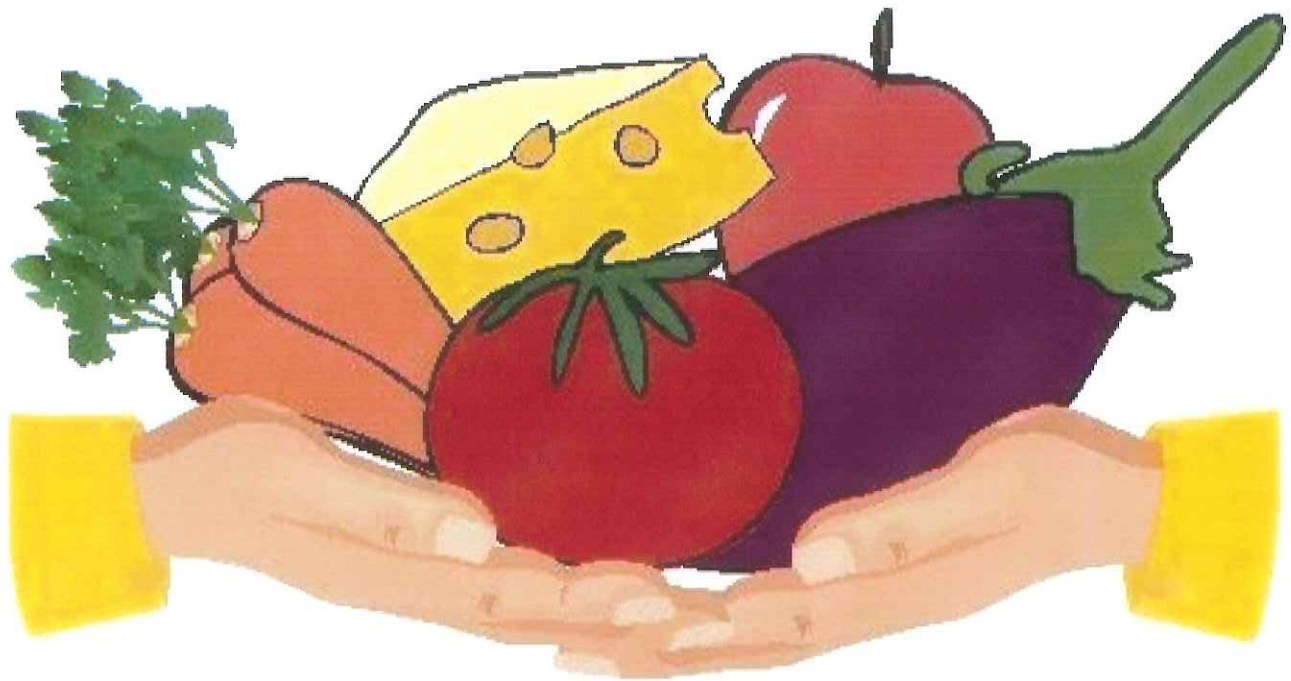
Needham Farmer's Market would sponsor the banner and the hanging costs. Their banner will be displayed beginning in 2015 in accordance with the expanded Banner Display Policy currently being created by the NCRTF and the Town of Needham.

Thank you for your consideration.

Sincerely,

Paul A. Good
Founder/Chair
The Revitalization Trust Fund (NCRTF)

Needham **Farmers Market**



Sundays
Noon to 4 PM

Behind Needham Bank