

Report to Town Meeting

May 5, 2025

Kate Fitzpatrick,
Town Manager

In accordance with Section 20B (10) of the Town Charter, the Town Manager is responsible for reporting to Town Meeting on the status of prior votes:

“The Town Manager shall be responsible for the implementation of Town Meeting votes and shall report annually in writing to the Town Meeting over the status of prior Town Meeting votes on which implementation is not complete except matters as relate to the schools.”

This report includes a full status report on warrant articles approved at the October 21, 2024 Special Town Meeting, the May 13, 2024 Special Town Meeting, and the 2024 Annual Town Meeting.

The report also includes a status report on warrant articles for which implementation is *not complete* from the October 30, 2023 Special Town Meeting, the 2023 Annual Town Meeting, and the 2022 Annual Town Meeting.

A chart listing open capital warrant articles with remaining balances, approved prior to May 2022 is attached. This report includes action on School Department capital articles.

October 21, 2024, Special Town Meeting

Article 1: Appropriate for Roadway Improvements (Eversource)

Appropriated: \$255,855

Spent/Encumbered as of March 1, 2025: \$214,920

The majority of the road work that was authorized under this article was completed last year, to include Sunnyside Road and Nichols Street. The remainder of these funds will be allocated to Tanglewood Road, Damon Road, Tillotson Road, Hollow Ridge Road, and Pythias Circle for this year's paving plan.

Article 2: Appropriate for Community Opioid Settlement Fund Program

Appropriated: \$82,000

Spent/Encumbered as of March 1, 2025: \$0

This funding has not yet been spent because complete liquidation of the funding appropriated on October 30, 2023 is still in progress. Based on salary spending projections for the Behavioral Health Peer Support Specialist, the 2023 appropriation will be fully expended in July/August 2025 and spending from this article will commence at that time. Spending was slower than anticipated due to hiring delays, but the pace has increased since early March when the Behavioral Health Peer Support Specialist began working full-time.

Article 3: Appropriate for Stephen Palmer Planning

Appropriated: \$150,000

Spent/Encumbered as of March 1, 2025: \$41,500

The Stephen Palmer building is a former elementary school that was converted in 1977 to 28 apartments for individuals who are fifty-five years of age or older. The lease with Crowninshield/Stephen Palmer Associates who manage the property expires on May 2, 2027, at which time the property will revert to the Town. This appropriation supports two initiatives: \$50,000 for relocation planning services and \$100,000 for development services to support planning the future of the site. The Town procured the services of relocation specialists, HousingToHome LLC, to undertake the tenant relocation planning for a contract award of \$41,500 (encumbered). The procurement process is underway to secure the needed development planning consultants.

Article 12: Appropriate for High School Tennis Courts

Appropriated: \$3,000,000

Spent/Encumbered as of March 1, 2025: \$2,600,000

A contract has been awarded to Argus Construction. Pre-construction work has begun on site. After school closes, the project will begin with all major work being completed prior to school reopening, with full opening of the courts in the fall of 2025.

Article 13: Appropriate for Town Hall Repairs and Upgrades

Appropriated: \$100,000

Spent/Encumbered as of March 1, 2025: \$0

The Building Maintenance Division is working with Information Technology Services to design a solution for the replacement of certain HVAC systems and the generator to address prior failures impacting the server room at Town Hall.

May 13, 2024 Special Town Meeting

Article 2: Appropriate for Town-Owned Land Surveys

Appropriated: \$100,000

Spent/Encumbered as of March 1, 2025: \$95,473

The following land surveys are all in process with expected completion in June 2025:

- Thorpe Park
- Charles River Water Treatment Facility
- The wooded area at Birch Street and West Street
- Dwight Field and associated parking lot
- Drainage easement at 130 Linden Street
- Property line stakeout at 478 Charles River Street
- Noyes Park
- Needham Heights Common

Article 5: Appropriate for Auditorium Upgrades and Improvements

Appropriated: \$344,558

Spent/Encumbered as of March 1, 2025: \$302,882

This article is funding needed work in multiple school theaters. Hewshott completed design on the theatrical system upgrades for the Newman Elementary School, culminating in the release of bid documents in April 2025. Construction funding in the amount of \$1,812,820 is requested at the 2025 Annual Town Meeting under Article 31. Construction is estimated to be complete in the summer of 2026. Walker Specialties, Inc.

has completed safety and code compliance repairs at the Pollard School and will be performing repairs at the High School and Newman School theaters in the summer of 2025.

Article 7: Amend General By-Laws - Fines Under Section 3.5

The By-Law amendment was approved by the Office of the Attorney General on September 5, 2024.

2024 Annual Town Meeting

Article 6: Appropriate for Needham Property Tax Assistance Program

Appropriated: \$50,000

Spent/Encumbered as of March 1, 2025: \$0

Applications are under review by the Taxation Aid Committee and the Property Tax Assistance Committee. Awards will be made later this spring.

Article 7: Appropriate for Facilities Maintenance Program

Appropriated: \$1,000,000

Spent/Encumbered as of March 1, 2025: \$498,364

Project	Spent or Encumbered
Broadmeadow, Eliot, and Pollard Schools - Flooring Replacements	\$5,701.84
Eliot School – VAV Test and Balance	\$32,911.39
NHS – Cupola Restoration	\$211,688.79
NHS – Boiler Replacement Work	\$198,454.00
NHS –Gym Wrestling Room Wall Pad Replacement	\$18,365.00
Newman School – Heat Exchanger and Gas Train ERU #7 Replacement	\$21,242.32
Reservoir B Pump Station– Mechanical and Electrical Systems Assessment	\$10,000.00

The remaining balance will be used for upgrades to the bathrooms and other areas at 470 Dedham Avenue to make the space more habitable for the short term, duct cleaning at Town Hall and the Newman School, High Rock School crawl space upgrades, HVAC testing and balancing at the Broadmeadow School, and improvements to the HVAC system at the Public Services Administration Building.

Article 8: Appropriate for Small Repair Grant Program

Appropriated: \$50,000

Spent/Encumbered as of March 1, 2025: \$0

Since the start of the Small Repair Grant Program, the Town has awarded 48 grants most typically for window replacement, electrical upgrades, stair and railing replacement, and plumbing improvements. Over the last year, the Community Housing Specialist has de-obligated unspent funds by closing out all previously awarded projects with unspent balances. Many of these projects had been extended due to the COVID-19 pandemic and/or the grantees' difficulty finding contractors to undertake the work. Staff will be

making recommendations to the Affordable Housing Trust to inform the next grant cycle in the Spring of 2025, which will commit funds from this appropriation and the balances from the 2023 and 2022 Annual Town Meetings referenced later in this report.

Article 9: Appropriate for Planning Consulting Assistance

Appropriated: \$80,000

Spent/Encumbered as of March 1, 2025: \$7,677

The funding committed to date supported technical assistance for the development of the MBTA Communities Act multi-family housing zoning. It is anticipated that the remaining funds will be used to support upcoming Planning Board priorities including technical assistance for the development of design guidelines for the MBTA zoning district and technical assistance for the Large House Review Committee including 3D house modeling and preparation of a fiscal impact analysis of Committee recommendations.

Article 10: Appropriate for Scientific Experts & Consultants

Appropriated: \$50,000

Spent/Encumbered as of March 1, 2025: \$0

These funds allow the Board of Health to retain outside scientific experts and consultants to evaluate novel and emerging health issues if the Board and the Public Health Division lack the necessary expertise. The amount of \$5,247 was encumbered in April 2025 to support follow-up environmental testing on synthetic turf fields. With no further FY2025 spending anticipated, \$44,753 will be available for expenditure in FY2026.

Article 11: Appropriate for Fire Alarm Wire Removal

Appropriated: \$201,885

Spent/Encumbered as of March 1, 2025: \$62,069

Fire Alarm Wire removal has begun throughout Town. There was a pause during the winter months due to the nature of the process. Removal has resumed as of April 2025.

Article 12: Appropriate for Information Technology Consolidation

Appropriated: \$593,643

Spent/Encumbered as of March 1, 2025: \$413,573

The consolidated School and Town IT structure began on July 1, 2024. This reorganization was supported in part by this article, which includes funds for a cybersecurity platform for monitoring, response and training, a new Town-wide Zoom phone system, IT equipment replacement, print management services, help desk support, staffing, and strategic plan and policy development. To date, the cybersecurity platform and help desk support services have been implemented, while the Zoom phone system is underway. A multi-year replacement cycle plan for devices has been developed, and a contract was awarded for print management services. The Department is nearly fully staffed, and a multi-departmental group of stakeholders has been working on the development of a new IT Strategic Plan.

Article 22: Appropriate for Linden Street Redevelopment

Appropriated: \$5,500,000

Spent/Encumbered as of March 1, 2025: \$0

The Town has entered into a grant agreement with the Needham Housing Authority (NHA) for the awarding of these Community Preservation Act funds. NHA is working to secure full funding for construction via additional outside funding sources. These Town funds will not be encumbered, but rather reimbursed to the Housing Authority as construction work is completed. The grant agreement has a set date of September 30, 2027 for NHA to meet with CPC to discuss the status of the full funding package.

Article 23: Appropriate for DeFazio Complex Fencing

Appropriated: \$417,000

Spent/Encumbered as of March 1, 2025: \$246,228

The Town has contracted this project and is in the process of replacing the fencing at the DeFazio Complex. This work is anticipated to be completed by the summer of 2025. There may be additional work related to other fencing concerns on the complex that can be addressed, including but not limited to the Tot Lot, McLeod Field, and pathways to Amity Path.

Article 25: General Fund Cash Capital

Appropriated: \$4,739,438

Spent/Encumbered as of March 1, 2025: detailed by project below

Project	Appropriation	Spent or Encumbered
Appropriate for Library Renovation Young Adult Area Design	\$454,000	\$364,479

Utile, Inc. completed bid documents in April 2025. The balance of the current funding is for construction administration. Construction funding of \$2,386,000 is requested at May ATM 2025 under Article 29. Contract award is anticipated by June 2025 with work on site starting September 2025 and substantial completion by February 2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Library Technology	\$47,000	\$1,527

The amount of \$1,527 was spent on a catalog central processing unit (CPU) and mount. The remaining funds will be used by the end of FY2025 to purchase catalog computers, self-check computers and associated hardware, gaming systems, and Chromebooks and related accessories for public use.

Project	Appropriation	Spent or Encumbered
Appropriate for Non-Public Safety & Public Safety Data Centers & Networking Equipment	\$600,000	\$561,896

This project is underway and nearing completion.

Project	Appropriation	Spent or Encumbered
Appropriate for Powers Hall IT & AV	\$220,000	\$0

Information Technology staff have evaluated the existing audio/visual equipment in Powers Hall and have developed a plan to replace the system. This project is anticipated to be completed by the end of FY2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Town Building Security and Traffic Cameras	\$190,000	\$39,125

This project is underway and will continue into FY2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Town Facility Replacement Furniture and Office Fixtures	\$40,000	\$40,000

A full replacement of office chairs, conference room chairs, specialty seating, and a small amount of outdated office furniture in Town Hall and the Public Services Administration Building was completed in winter of 2025.

Project	Appropriation	Spent or Encumbered
Appropriate for LIFEPAK 15 V4 Monitor/Defibrillator	\$44,671	\$42,879

The LIFEPAK 15 defibrillator was purchased in December 2024.

Project	Appropriation	Spent or Encumbered
Appropriate for Personal Protective Equipment	\$54,290	\$0

These funds will be combined with prior appropriations for replacement equipment, as a large amount of gear will expire at the same time.

Project	Appropriation	Spent or Encumbered
Appropriate for GPS Equipment	\$75,000	\$9,120

The Town tested a new system that did not meet identified standards. The Town is currently investigating a new GPS system that will assist in managing fleet use, to include providing real time feedback that can be used to evaluate snow removal throughout Town.

<u>Project: Specialty Equipment</u> Appropriation: \$180,000			
Equipment	Anticipated Cost	Spent or Encumbered	Status
John Deere Gator	\$32,400	\$17,292	Awaiting Delivery
Smithco Super Start Renovator	\$31,400	\$36,433	Received
Dynapac Roller	\$55,700	\$52,500	Received
Salso Paver	\$60,500	\$58,510	Received
TOTAL	\$180,000	\$164,735	

<u>Project: Appropriate for Sustainable Building Retrofit Program</u> Appropriation: \$100,000				
Building	Project	Date of Completion	Funding Spent	Vendor
Eliot School	Lighting LED upgrades	January 17, 2025	\$24,394	AECOM
Public Services Administration Building	Lighting LED upgrades	December 20, 2024	\$47,795	AECOM
Town Hall	Lighting LED upgrades	December 6, 2024	\$11,028	AECOM
TOTAL			\$83,218	

Project	Appropriation	Spent or Encumbered
Appropriate for Eliot School Boiler Design	\$34,000	\$29,500

This project is under design. Construction funding is requested at the 2025 Annual Town Meeting. This project will be constructed during the summer of 2025.

Project	Appropriation	Spent or Encumbered
Appropriate for High School Fitness Center Equipment	\$32,673	\$32,673

The project to update the Needham High School Fitness Center with new weight and cardio equipment is nearing completion. The Fitness Center was last updated during the renovation of Needham High School in 2013. A total of \$27,419 has been expended year-to-date, with \$5,254 ordered and awaiting delivery.

Project	Appropriation	Spent or Encumbered
Appropriate for Newman School Preschool Playground	\$54,000	\$0

The Newman preschool playground is an older playground that is situated in a part of the school that has constant sunlight. Approximately half of the children who attend the Preschool have special needs, including some students with sun sensitivity. As a result, students' access to the playground is limited to cloudy days or to mild weather. In addition, the crumbling asphalt walkway that surrounds the playground generates debris that has damaged the poured-in-place surface, creating trip hazards.

The need to update this playground was identified in FY2020, when the School Department requested and received \$69,200 from Town Meeting toward the installation of a custom shade shelter. Unfortunately, the project was deferred for two years during COVID, after which time Town engineers discovered complications related to installing the structure, given the presence of ledge underneath the soil. In 2024, Annual Town Meeting appropriated an additional \$54,000 to move forward with a new design that upgraded all of the playground equipment and replaced the existing poured-in-place surface. In the fall, an architect hired by the Town to develop plans for the project identified the additional need to re-grade the playground surface to comply with the Americans with Disabilities Act. Since the estimated cost of completing the expanded project scope now exceeds the \$230,000 budget, a decision was made to investigate alternate locations for the preschool playground on the Newman School site. The Building Maintenance Division will collaborate with Engineering Division on a new design for the project. If necessary, the School Department will request supplemental funding at an upcoming Town Meeting to complete this work.

Project	Appropriation	Spent or Encumbered
Appropriate for School Copiers	\$66,767	\$54,608

This article funds the regular replacement cycle of copy machines in school buildings and offices. Three copiers have been ordered – two for the Emery Grover Administrative Building and one for the NHS Math/Science Department.

Project	Appropriation	Spent or Encumbered
Appropriate for School Furniture	\$25,000	\$15,166

Funds spent to date have been used for furniture replacement in classrooms and offices around the district. The balance is anticipated to be spent by the summer of 2025.

Project	Appropriation	Spent or Encumbered
Appropriate for School Technology	\$661,150	\$0

This article funds the purchase of replacement cycle school technology, including desktop computers, printers, interactive whiteboards, specialized instructional labs, projectors, video displays, security cameras, and electronic door access controllers. It also incorporates funding for school technology infrastructure, consisting of servers, network hardware, wireless infrastructure, data cabling, and access points. The recent consolidation of IT services under the School Department, and subsequent need to prioritize and plan technology projects across the Town, has caused some projects to be delayed, in order to complete others with shorter deadlines. The School Department expects to continue to expend from this article through June 2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Transportation Safety Committee Improvements	\$100,000	\$60,602

This funding has been encumbered to purchase replacement LED School Zone beacons at St. Sebastian's School (\$11,521), permanent speed radar signs for Manning and Brookline Streets (\$16,817), a set of portable speed radar/collector signs with spare batteries (\$12,764), and an annual subscription to the UrbanSDK traffic data platform (\$19,500). It is anticipated that the remainder of the funds will be used towards the purchase of push-button flashing crosswalk signs for Harris Avenue at Pinewood Road as well as for Chestnut Street at Junction Street (\$27,000), and speed cushion traffic calming devices (\$4,866).

Project	Appropriation	Spent or Encumbered
Appropriate for Electric Vehicle Charging Stations	\$800,000	\$0

Shortly after Town Meeting approved the electric vehicle charging station appropriation, the Eversource Make Ready program, which provides funding for the electrical infrastructure upgrades required for charging stations, paused their incentive program for municipal DCFC charging stations. The Town elected to wait to move forward with the Newman School charging station until the mid-term update for Eversource was announced for the program as there was potential for a significant portion of the electrical infrastructure upgrades to be covered through this incentive program. Unfortunately, Eversource has elected to discontinue the municipal DCFC charging station component of their Make Ready incentive program. As a result, the Town is now proceeding with plans for the Newman School station to be covered solely through Town funding. The Town has identified the electric bus make and model that would be using this charging station at the Newman School and the compatible charging infrastructure. The Town is now beginning the process of selecting an installer for the project.

Fleet Program – Appropriation: \$960,887				
Vehicle Type	Vehicle Number	Anticipated Cost	Actual Cost	Narrative
DPW Building Maintenance Utility Van (Electric)	703	\$81,647	\$64,535	Awaiting delivery
DPW Parks and Forestry Small Pickup	302	\$50,880	\$40,949	Awaiting delivery
Fire Department Public Safety Response Vehicle	C-43	\$72,523		Contract delayed due to pricing for FY2025 not available. Contract has been requested.
Police Department Work Truck Class 3	588	\$82,902	\$70,817	Received.
School Department Utility Van with Lift	N/A - New	\$66,388		Order to be placed before the end of FY2025.
DPW Parks and Forestry Work Truck Class 5 Chip Box	72	\$152,142	\$137,435	Awaiting delivery
DPW Parks and Forestry Work Truck Class 5	74	\$116,996	109,249	Awaiting delivery
DPW Parks and Forestry Work Truck Class 5 Specialty Tractor	350	\$68,229	\$66,515	Awaiting delivery
DPW RTS Forklift	61	\$149,884	\$146,450	Received
DPW RTS Specialty Trailer	89T	\$119,296	\$112,175	Awaiting delivery
TOTAL		\$960,887	\$748,125	

Article 26: Appropriate for Pollard Middle School Feasibility Study/MSBA

Appropriated: \$2,750,000

Spent/Encumbered as of March 1, 2025: \$224,850

The Building Design & Construction Department has been appointed by the Massachusetts School Building Authority (MSBA) as the Employee Owners Project Manager (OPM) with support from consultant LiRo Hill. The Town and MSBA will be selecting the project designer in May 2025.

Article 28: Appropriate for Athletic Facility Improvements – Claxton Field

Appropriated: \$3,600,000

Spent/Encumbered as of March 1, 2025: \$3,406,362

The remediation project related to the historic burn dump site has been completed. The regrading of the property and layout are complete including the installation of lighting and multiple structures such as fencing, irrigation, batting cages, and dugouts. Topical

work including diamond skins, tree and shrub plantings, and turf grass are expected to be complete by the end of May.

Article 28: Appropriate for Fire Engine

Appropriated: \$1,275,000

Spent/Encumbered as of March 1, 2025: \$1,098,588

A contract is in place for purchase of the engine. Remaining funds will be used to purchase equipment required for the apparatus.

Article 29: Appropriate for Water Fleet Refurbishment

Appropriated: \$75,000

Spent/Encumbered as of March 1, 2025: \$0

Funds will be spent when the next Water vehicle is identified as being in the appropriate condition for refurbishment to prolong its useful life.

Article 30: Appropriate for Quiet Zone Project

Appropriated: \$750,000

Spent/Encumbered as of March 1, 2025: \$590,600

The Town is working with the engineering firm Tighe and Bond and their subconsultant Benesch to prepare design documents for review by the MBTA. The diagnostic review on-site meeting has been completed. The Town is presently working with the MBTA to determine the best method of review for design and construction. A request for funding for the construction phase of the project is planned for the October 2025 Special Town Meeting.

Article 31: Appropriate for Public Works Infrastructure

Appropriated: \$1,065,000

Spent/Encumbered as of March 1, 2025: \$520,782

Project	Allocation	Spent or Encumbered
Design of Improvements to Remove Sediment, Vegetation and Repair Culvert Walls at Alder Brook	\$288,000	\$288,000

Project	Allocation	Spent or Encumbered
Sidewalk and Curbing (Dedham Avenue Partially Reimbursed by MassDOT)	\$232,782	\$232,782

The remaining balance of \$544,218 will be allocated to the Stormwater Master Plan, curb ramp compliance, and street resurfacing work anticipated to be completed in Summer 2025.

Article 32: Appropriate for Public Works Facilities Improvement Phase I Design

Appropriated: \$2,300,000

Spent/Encumbered as of March 1, 2025: \$1,518,973

Weston Sampson Engineers have completed Design Development drawings and started permitting for the proposed Fleet Maintenance building addition to the Jack Cogswell Building. Construction Funding of \$19,600,000 is requested at 2025 Annual Town Meeting under Article 33.

Article 33: Appropriate for Sewer Main Replacement

Appropriated: \$13,600,000

Spent/Encumbered as of March 1, 2025: \$0

The Town is presently out to bid on the construction of the second phase of the replacement and relining of the interceptor sewer along Greendale Avenue. The first phase of the project was funded through American Rescue Plan Act funding (ARPA). This work is anticipated to begin this summer.

Article 34: Appropriate for Water Enterprise Fund Cash Capital

Appropriated: \$180,814

Spent/Encumbered as of March 1, 2025: \$61,256

Vehicle Type	Vehicle Number	Anticipated Cost	Actual Cost	Narrative
DPW Water Specialty Trailer	151T	\$31,323		Currently working on quote and contracts.
DPW Water Specialty Trailer	157T	\$81,991		Currently working on quote and contracts.
DPW Water Mini-Excavator	N/A - New	\$67,500	\$61,256	Received.
TOTAL		\$180,814	\$61,256	

Article 35: Appropriate for Water Service Connections

Appropriated: \$1,000,000

Spent/Encumbered as of March 1, 2025: \$475,000

The Town performed 59 water service connection upgrades in 2024 that removed suspect materials from the system for lead and copper under EPA regulations and installed new services. The remainder of the funds is anticipated to be expended this construction season.

Article 38: Amend General By-Laws – Periodic General By-Law Review

The By-Law amendment was approved by the Office of the Attorney General on September 6, 2024.

Article 39: Amend General By-Laws – Non-Criminal Disposition/Plastic Bags

The By-law amendment was approved by the Office of the Attorney General on September 6, 2024.

Article 40: Amend General By-Laws – Technology Advisory Board

The By-Law amendment was approved by the Office of the Attorney General on September 6, 2024.

Article 41: Authorize Select Board to Remove Restrictions

The Select Board released certain recorded restrictions affecting the Needham Housing Authority property at 0 Linden Street and 5 Chambers Street on February 25, 2025.

Article 42: Amend General By-Laws – Local Historic District

This article was adopted by Town Meeting and is under review by the Office of the Attorney General.

Article 45: Citizens' Petition – Single Use Plastics Ban By-Law

The By-law amendment was approved by the Office of the Attorney General on September 6, 2024.

October 30, 2023 Special Town Meeting

Article 2: Appropriate for Youth Health Initiatives

Appropriated: \$400,000

Spent/Encumbered as of March 1, 2025: \$188,933

This funding, provided by Boston Children's Hospital, supports two full-time employees in Youth & Family Services for two years: an outreach clinician co-located at the Library and Park & Recreation and a community training coordinator working to expand mental health offerings to the community. Both employees began working in June 2024, and spending to date is nearly \$190,000, leaving approximately \$210,000 to cover the anticipated costs in FY2026. A request for future appropriation of Children's Hospital funding will be made at the 2026 Annual Town Meeting for FY2027.

Article 4. Appropriate for Community Opioid Fund Planning

Appropriated: \$145,000

Spent/Encumbered as of March 1, 2025: \$125,198

The Public Health Division committed \$90,000 to complete a community engagement process, conducted by Regina Villa Associates. The final report was submitted in April 2024 and was used to inform the creation of a five-year strategic plan and an ongoing evaluation framework (by Educational Development Center) for the Opioid Settlement funds. These plans were finalized in September 2024. The Public Health Division has purchased and received 11 SamBoxes (opioid overdose rescue kits) for \$3,000, which were installed in Town Buildings in FY2024. The remaining \$52,000 funds a Peer Behavioral Health Peer Support Specialist, who was hired and began providing part-time services in January 2024. The Behavioral Health Peer Support Specialist was converted into a full-time role in March 2025 and since that point spending of the warrant article funding has accelerated.

Article 9. Appropriate for General Fund Cash Capital

Appropriated: \$96,200

Spent/Encumbered as of March 1, 2025: \$41,573

These funds are reserved to supplement the acquisition of vehicle units 5 and 712.

Article 10. Appropriate for Sewer Cash Capital

Appropriated: \$55,000

Spent/Encumbered as of March 1, 2025: \$35,058

These funds are reserved to supplement the acquisition of vehicle unit 19.

2023 Annual Town Meeting

Article 6. Appropriate for Small Repair Grant Program

Appropriated: \$50,000

Spent/Encumbered as of March 1, 2025: \$0

In Fiscal Year 2024, \$37,670 was committed for repair work through this program. Ultimately, \$29,830 was invoiced to the Town for payment upon completion of the work. Fund balances that remained from prior appropriations for the Small Repair Grant Program were used to meet these FY2024 obligations, leaving the full balance of \$50,000 available to fund future applications in FY2026.

Article 8. Appropriate for Outside Recruitment Services

Appropriated: \$60,000

Spent/Encumbered as of March 1, 2025: \$26,530

The Town used the services of an outside recruiting firm in the hiring of a new Director of Streets and Transportation, Director of Public Library and Director of Administration for Public Works. The balance will be used as needed.

Article 9. Appropriate for Temporary Staffing Services

Appropriated: \$40,000

Spent/Encumbered as of March 1, 2025: \$0

These funds are reserved to support temporary staffing of hard to fill municipal positions that required interim support.

Article 11. Appropriate for Fleet Refurbishment

Appropriated: \$300,000 (\$150,000 Fleet; \$150,000 Sewer)

Spent/Encumbered as of March 1, 2025: \$164,367 (\$118,068 Fleet; \$46,298 Sewer)

General Fund Fleet Refurbishment – Update from 2024 Report (repairs completed prior to March 1, 2024 were previously reported)	
Project	Paid as of March 1, 2025
Unit 47 – Engine Repairs	\$10,768
Unit 8029 – Purchase of Snowplow Hoist and Related Components	\$16,110
Unit 47 – Spreader replacement	\$6,062
Unit 9 – Purchase of Two Hydraulic Pistons	\$2,899
Unit 73 – Engine Repairs	\$12,956
Unit 8101 – Brakes Accumulators and Other Brake Repairs	\$3,249
Unit 721 – Repairs	\$6,004
Refurbishment Parts for Use on Multiple Units	\$3,331
Unit 7 – Repairs To Kingpin	\$3,930
Unit 49 – Rims and Tire for	\$3,346
Hydraulic Tank – Parts Purchase	\$1,757
Unit 8029 – Undercoating and Installing Rhino Liner	\$5,800
Unit 5 – Repair Parts	\$6,000
Unit 829 – Repair Parts	\$1,618
CCTV Truck – Software Updates	\$34,238

Sewer Enterprise Fund Refurbishment – Update from 2024 Report (repairs completed prior to March 1, 2024 were previously reported)	
Project	Paid as of March 1, 2025
Unit 19 – Piston	\$2,250
Vactor Truck – Repairs	\$8,000
Unit 16 – Repairs	\$1,810
CCTV Truck – Software Updates	\$34,238

Article 23. Appropriate for NHA Seabeds Cook Preservation

Appropriated: \$241,052

Spent/Encumbered as of March 1, 2025: \$106,704

The Town signed a grant agreement with the NHA for this Community Preservation Act award. NHA has initiated a contract with an outside consulting firm. To date, \$106,704.11 has been expended. This project is ongoing and is being overseen by the Town-Financed Community Housing Oversight Committee (T-CHOC).

Article 24. Appropriate for DeFazio Playground Design

Appropriated: \$35,000

Spent/Encumbered as of March 1, 2025: \$9,027

The Park and Recreation Department and Department of Public Works utilized an on-call engineering firm to draft an initial design for an updated playground at the site of the

current DeFazio Tot Lot. In 2024, the Town of Needham was invited to partner with the Massachusetts School Building Authority (MSBA) to conduct a feasibility study for the Pollard Midde School. A portion of DeFazio is one of the locations that will be explored through this feasibility study. The Park & Recreation Commission voted to defer any further design of this playground until the conclusion of the MSBA process.

Article 25: General Fund Cash Capital

Appropriated: \$5,936,607 total

Spent/Encumbered as of March 1, 2025: detailed by project below (projects completed prior to March 1, 2024 were previously reported)

Project	Appropriation	Spent or Encumbered
Appropriate for Center at the Heights Generator	\$250,000	\$0

The Town contracted with Dore & Whittier Architects, Inc. to design the removal of the existing temporary generator and install a permanent generator at the Center at the Heights. The permitting process has just been completed. The Town will order a generator in the short term as there is a long lead time on this item and then bid the installation for the summer of 2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Video Equipment Rosemary Complex	\$55,000	\$0

No funds have yet been spent, while the ITS completes other projects with shorter deadlines, including the renovated Emery Grover building and projects with expiring funds from the American Rescue Plan Act (ARPA).

Project	Appropriation	Spent or Encumbered
Appropriate for Town Building Switches	\$130,000	\$113,724

This project is underway. The Town has encumbered funds to purchase the switches.

Project	Appropriation	Spent or Encumbered
Appropriate for Personal Protective Equipment	\$51,030	\$0

These funds are reserved to ensure that all staff have two sets of protective equipment.

Project	Appropriation	Spent or Encumbered
Appropriate for RTS Property Improvements	\$135,000	\$32,130

Ventilation and exhaust system improvements were made to the Transfer Station building facility. The balance will be used to make safety and structural improvements.

Project	Appropriation	Spent or Encumbered
Appropriate for School Technology	\$460,750	\$241,834

This article is reserved for the purchase of school technology, including desktop computers, printers, interactive whiteboards, specialized instructional labs, projectors, video displays, security cameras, and electronic door access controllers. It also incorporates funding for school technology infrastructure, consisting of servers, network hardware, wireless infrastructure, data cabling, and access points. The School Department anticipates spending the remainder of these funds through FY2026.

Project	Appropriation	Spent or Encumbered
Stormwater NPDES Support Projects	\$260,000	\$33,687

Funds were used to complete the study of Watersheds 4 & 6. The remaining funds will be used to construct the Best Management Practices (BMPs) recommended in the study.

Fleet Program – Appropriation: \$2,735,263				
Vehicle Type	Vehicle Number	Anticipated Cost	Actual Cost	Narrative
DPW Building Maintenance Work Truck	701	\$92,216	\$64,528	Awaiting delivery
School Passenger Van	Van	\$71,698	\$71,698	Awaiting delivery
School Passenger Van	Van	\$71,698	\$71,698	Awaiting delivery
DPW Highway Heavy Duty Truck Class 8	9	\$347,431	\$394,750	Awaiting delivery
DPW Highway Work Truck Class 5	66	\$142,050	\$119,024	Awaiting delivery
DPW Engineering Pick-Up	68	\$99,410	\$74,900	Awaiting delivery
DPW Parks Work Truck Class 5	73	\$142,050	\$109,249	Awaiting delivery
DPW Parks Work Truck Class 5	75	\$142,050	\$109,249	Awaiting delivery

Article 26. Appropriate for Fire Ladder Truck

Appropriated: \$2,000,000

Spent/Encumbered as of March 1, 2025: \$1,923,485

The ladder truck is in production with expected delivery in November 2025.

Article 27. Appropriate for Rooftop Unit (TRU) Replacement

Appropriated: \$9,000,000

Spent/Encumbered as of March 1, 2025: \$8,659,116

Enterprise Equipment Company, Inc completed construction of the four Eliot School RTUs during the summer of 2024. CAM HVAC & Construction, Inc. was awarded the Broadmeadow School bid in June 2024 and will replace all five RTUs at that school during the summer of 2025.

Article 29. Appropriate for Public Works Infrastructure

Appropriated: \$2,581,500

Spent/Encumbered as of March 1, 2025: \$2,203,663

Street Resurfacing

Project	Allocation	Spent or Encumbered
Road Asset Management Platform – Update and Support Services (BETA Group)	\$20,000	\$20,000
Dedham Avenue Traffic Calming Improvements Design (Fuss & O'Neill)	\$77,494	\$39,676
Webster Street Traffic Calming Improvements Design (Fuss & O'Neill)	\$2,240	\$2,240
Paving (On-Call Contractor, Dedham Avenue Partially Reimbursed by MassDOT)	\$257,227	\$255,814
Replacement Castings for Resurfacing Projects	\$24,000	\$24,000
New Signage for Dedham Avenue Roadway Project	\$8,553	\$8,553
Installation of Combo Speed Feedback/School Zone Signs	\$7,260	\$7,260

Sidewalk Program

Project	Allocation	Spent or Encumbered
Conceptual Design for Elevated Sidewalk on Central Avenue	\$10,016	\$10,016
Sidewalk and Curbing (On-Call Contractor)	\$685,861	\$685,861

Roadway Reconstruction - Marked Tree Rd

Project	Allocation	Spent or Encumbered
Conceptual Redesign of Marked Tree Road (GPI)	\$243,104	\$243,104

Intersection Improvements

Project	Allocation	Spent or Encumbered
Conceptual Redesign of the Central Avenue at Great Plain Avenue intersection (GPI)	\$143,353	\$143,353
Conceptual Redesign of the Central Avenue at Hunnewell Street intersection (GPI)	\$44,343	\$44,343
Installation of Weed Fabric and Plantings for Curb Extension on Brewster Street at Alden Road	\$2,534	\$2,534
Pedestrian Signal Improvements and Traffic Cameras for Dedham Avenue at Webster Street Intersection (Partial reimbursement by MassDOT)	\$53,997	\$53,997

Guardrail

Project	Allocation	Spent or Encumbered
New Guardrails on Dedham Avenue, Central Avenue, and Farley Pond Lane (Steelco Fence)	\$608,641	\$608,641
Police Details and Additional Materials for Central Avenue Fence Replacement	\$3,412	\$3,240

Stormwater/ Storm Drain Improvements

Project	Allocation	Spent or Encumbered
Relief Drain on Concord and Burnside Road Phase I (Revoli)	\$41,131	\$41,131
Drainage Structure Installation on Webster Street near raised crosswalk (Flynn)	\$9,909	\$9,909

The remaining balance of \$377,837 will be allocated to curb ramp compliance and street resurfacing work anticipated to be completed in the Summer of 2025.

Article 30: Appropriate for Sewer Cash Capital

Appropriation: \$584,641

Spent/Encumbered as of March 1, 2025: outstanding items listed below (projects completed prior to March 1, 2024 were previously reported)

Sewer Enterprise Fund Fleet Program				
Vehicle Type	Vehicle Number	Anticipated Cost	Actual Cost	Narrative
Sewer Work Truck Class 5	17	\$148,477	\$109,249	Awaiting delivery

Project	Appropriation	Spent or Encumbered
Cooks Bridge Sewer Pump Station	\$54,000	\$51,700

This project was to determine if an alternative to the pump station at Cooks Bridge would be available including connecting to sewers in the neighboring community. This was studied and determined not feasible. The existing pump station needs to be updated, and remaining funds will be applied to the design phase of the project.

Article 31: Appropriate for Water Cash Capital

Appropriated: \$771,633

Spent/Encumbered as of March 1, 2025: outstanding projects listed below (projects completed prior to March 1, 2024 were previously reported)

Project	Appropriation	Spent or Encumbered
Charles River Water Treatment Plant HVAC	\$34,000	\$24,000

The Town is working with BLW Engineering to design and bid the updated dehumidification system. Funding for construction is being sought at the 2025 Annual Town Meeting.

Project	Appropriation	Spent or Encumbered
Water Supply Development	\$595,500	\$52,000

The Town is working with Weston & Sampson to develop a design and permit through the Massachusetts Department of Environmental Protection (MassDEP) to authorize an additional well on this site. The Town is presently in the process of performing test borings at this location to determine the suitability of the site for a redundant well.

Article 32. Appropriate for Water System Distribution Improvements

Appropriated: \$6,500,000

Spent/Encumbered as of March 1, 2025: \$5,595,724

This project was broken into two construction seasons. The first season replaced the existing water line with a 16" water main from Chestnut Street to Marant Drive. The project has also included the installation of two BMPs that will assist in stormwater treatment in this area.

During the 2025 construction season, the remaining 16” water main from Marant Drive to Charles River Street will be replaced in two sections. The first is from Marant Drive to Crestview Road, and the final section will be from Crestview Road to Charles River Street, along with the remaining BMPs. The final restoration/mill and overlay paving will most likely be completed in the spring of 2026 to allow any settlement over the winter.

2022 Annual Town Meeting

Article 6. Appropriate for Small Repair Grant Program

Appropriated: \$50,000

Spent/Encumbered as of March 1, 2025: \$35,222

The Small Repair Grant Program provides financial assistance to low-and moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to \$5,000 in grant funding is available per participating household. The entire \$50,000 appropriation was committed for repair work under the program, but the total amount invoiced for work completed came in at a lower total. The balance of \$14,778 is now available to fund future applications in the next grant round.

Article 17. Appropriate for NHA Pre-Development Linden Chambers

Appropriated: \$1,386,000

Spent/Encumbered as of March 1, 2025: \$422,593

The Town signed a grant agreement with the NHA for this project and Community Preservation Act award. NHA has initiated a contract with an outside consulting firm. To date, \$422,593 has been expended. This is the pre-development work required to renovate the housing at the Linden Street property and is ongoing as NHA seeks to secure full funding for the construction phase. This project is being overseen by T-CHOC.

Article 18. Appropriate for NHA Property Survey

Appropriated: \$81,978

Spent/Encumbered as of March 1, 2025: \$49,207

The Town signed a grant agreement with the NHA for this project and Community Preservation Act award. NHA has initiated a contract with an outside consulting firm. This project is ongoing and is being overseen by T-CHOC.

Article 19. Appropriate for Community Farm Growing Bed

Appropriated: \$200,000

Spent/Encumbered as of March 1, 2025: \$187,537

The Town signed a grant agreement with the Needham Community Farm. This project is in the final stages, and the project is anticipated to be completed by June 30, 2025.

Article 23: General Fund Cash Capital

Appropriate: \$3,116,314

Spent/Encumbered as of March 1, 2025: Outstanding Items listed below (projects completed prior to March 1, 2024 were previously reported):

Project	Appropriation	Spent or Encumbered
Appropriate for Geographic Information Systems	\$120,000	\$97,449

Aerial photography occurred in the spring of 2024 to provide updated water, sewer, and storm drain data. Any remaining funds will be used to continue to update underground infrastructure data in the Town's Geographic Information System.

Project	Appropriation	Spent or Encumbered
Appropriate for Personal Protective Equipment	\$53,174	\$0

These funds are allocated for second sets of personal protective gear for Fire Department staff. Remaining funds will be used for new sets as needed.

Project	Appropriation	Spent or Encumbered
Appropriate for Public Safety Mobile Devices	\$50,000	\$21,356

This funding is for the replacement of laptops and tablets which are installed in Fire and Police vehicles. The equipment is needed to access public safety related information by Fire and Police personnel working in the vehicles. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The project is ongoing and is expected to be completed by June 20, 2026.

Project	Appropriation	Spent or Encumbered
Appropriate for School Technology Replacement	\$437,000	\$ 263,441

This article is reserved for the purchase of school technology, including desktop computers, printers, interactive whiteboards, specialized instructional labs, projectors, video displays, security cameras, and electronic door access controllers. It also incorporates funding for school technology infrastructure, consisting of servers, network hardware, wireless infrastructure, data cabling, and access points. The School Department anticipates spending the remainder of these funds through FY2026.

Project	Appropriation	Spent or Encumbered
Appropriate for Public Works Mobile Devices	\$50,000	\$21,356

These funds are being used to assist DPW staff to work in the field directly with technology and become less reliant on paper. These funds are being used for a combination of cell phones, tablets, and laptops. Purchases currently in process or recently completed include three laptops for staff, cell phone upgrades to FirstNet priority service for emergency response, and a pilot of 16 tablets under the FirstNet program for field staff. The remainder of the funds are anticipated to be spent this calendar year after the deployment

of the new tablets and the implementation of the digital work order system throughout Public Works.

Project	Appropriation	Spent or Encumbered
Appropriate for RTS Property Improvements	\$47,500	\$0

The Town is in the process of evaluating the temporary repairs to the tipping pit to see what further design is required.

General Fund Fleet Program – Update from 2024 Report				
Vehicle Type	Vehicle Number	Anticipated Cost	Actual Cost	Narrative
Heavy Duty Truck Class 8 Large Dump	5	\$291,255	\$314,069	Awaiting delivery; balance of funds was from appropriation for supplemental funds in Oct STM 2023 Article 9

Article 25. Appropriate for Public Works Infrastructure

Appropriated: \$3,951,000

Spent/Encumbered as of March 1, 2025: \$3,930,586

Street Resurfacing

Project	Allocation	Spent or Encumbered
Dedham Avenue Traffic Calming Improvements Design (Fuss & O'Neill)	\$49,807	\$49,807
Road Surface Treatments (On-Call Contractor)	\$271,303	\$271,303
Paving (On-Call Contractor)	\$570,394	\$570,394
Central Avenue Epoxy Pavement Markings, Trees Removal, and Fence Replacement	\$31,186	\$31,186

Sidewalk Program

Project	Allocation	Spent or Encumbered
Sidewalk and Curbing (On-Call Contractor)	\$1,336,826	\$1,336,826
Tree Planting Along Sidewalk Project at Webster Street and Fox Hill Road	\$2,330	\$2,330

Intersection Improvements

Project	Allocation	Spent or Encumbered
Conceptual Redesign of the Central Avenue at Great Plain Avenue Intersection (GPI)	\$28,391	\$28,391
Conceptual Redesign of the Central Avenue at Hunnewell Street Intersection (GPI)	\$25,497	\$25,497
Conceptual Design and Proposals for Needham Center Redevelopment - Great Plain Avenue	\$13,500	\$13,500
Installation of River Rock for Curb Extension on Brewster Street at Alden Road	\$1,801	\$1,801
Traffic Signal Evaluation, Install Flashing Sign at Webster Street at South Street, and to Repair Cable Under Town Common	\$28,263	\$28,263

Guardrail

Project	Allocation	Spent or Encumbered
Design of New Guardrails on Dedham Avenue, Central Avenue, and Farley Pond Lane (Environmental Partners)	\$33,988	\$33,988

Stormwater/ Storm Drain Improvements

Project	Allocation	Spent or Encumbered
Construction Administration Services on the Concord Street and Burnside Road Relief Drain Project (Wright-Pierce)	\$120,300	\$120,300
Relief Drain on Concord and Burnside Road Phase I (Revoli)	\$536,034	\$536,034
Relief Drain on Concord and Burnside Road Phase II (Revoli)	\$880,966	\$880,966

The remaining balance will be allocated to curb ramp compliance and sidewalk work anticipated to be completed in Summer 2025.

Article 28: Appropriate for Sewer Enterprise Fund Cash Capital

Appropriated: \$901,255 total; \$610,000 for Sewer Main Project

Spent/Encumbered as of March 1, 2025: \$472,593

The Town contracted with Environmental Partners, LLC for the design work associated with the sewer interceptor improvements at Greendale Avenue and Route 128. Design and phasing work has been completed with the first phase under contract for construction using ARPA funds, and procurement for the second phase underway. Any remaining funds will be used for design work for future phases of the project.

Article 41. Omnibus Resolution on Civil Service

Town Meeting voted that after the home rule petition described in Article 4 of the Special Town Meeting Warrant for May 9, 2022 becomes effective, the Select Board will report annually to Town Meeting on the savings and benefits secured by the Town of Needham as a result of the Town's withdrawal of the Needham Police Department from Civil Service. The voters of Needham approved the ballot question to remove the Police Department from the Civil Service System in April 2023 and to remove the Fire Department from the Civil Service System in April 2024.

In FY2025, the Town hired GetBadged.com to host a digital platform for entry level police officer candidates. More than 170 applicants took the online exam, and the Town has hired two candidates who will be attending the Police Academy. The Town also posted an opportunity for two sworn police officers to transfer to the Needham Police Department and received 15 applications. Two candidates will be appointed from that pool. Acceptance of academy-trained police officers was not as straightforward under the old system (only Civil Service officers could transfer and only with the approval of the sending community). Hiring fully trained officers saves significant time and funding. Finally, the Town hired the firm Badge Quest to conduct an examination for the ranks of sergeant and lieutenant. The lists were created and an appointment was made within a week. This is exceptionally faster than the Civil Service promotional system.

In the Fire Department, the Human Resources Department proctored an examination (provided by PSHRA) for entry level firefighters in March, 2025 and more than fifty applicants took the exam. The Fire Department has hired two candidates from that list. The Department is also conducting an examination process provided by John Parrow, LLC for the ranks of lieutenant and captain in May, 2025.

In both entry-level recruitments, the pool of applicants was larger and more diverse than the Town has experienced in decades. Many shift vacancies in the Police and Fire Departments are covered on an overtime basis. The sooner that trained employees are working shifts, the greater the savings in overtime costs and reduction of mandatory overtime.

Key Terms

Encumbered: Funds are already committed to a vendor for services not yet delivered or invoiced.

Allocated/Reserved: The funds are not yet spent or encumbered but will be used for the stated purpose.

OPEN APPROPRIATIONS APPROVED PRIOR TO 2022 ANNUAL TOWN MEETING CARRYING FORWARD TO THE NEXT YEAR

Fiscal Year	Description	A/S	Town Meeting	Article #	Appropriation	Available	Comment
2022	Town Network & Internet Control Analysis and Reporting	S	May-21	11	\$75,000	\$75,000	Project is on hold.
2022	Planning Consulting Assistance	S	May-21	12	\$60,000	\$2,000	Reserved for Large House Review Committee Study.
2022	Town Common Redesign	A	May-21	26	\$1,364,000	\$46,701	Project completed pending final bills.
2022	Van 10 replacement passenger van	S	May-21	35	\$51,419	\$51,419	Reserved for the purchase.
2022	Van 9 replacement passenger van	S	May-21	35	\$51,419	\$51,419	Reserved for the purchase.
2022	Broadmeadow School Technology Room Conversion	S	May-21	35	\$213,100	\$212,190	Cancelled; reserved for future appropriation.
2022	Public Safety Mobile Devices	S	May-21	35	\$50,000	\$9,088	Project is ongoing.
2022	School Technology	S	May-21	35	\$479,650	\$67,185	Reserved for future purchases.
2022	Ridge Hill Demolition	S	Oct-21	6	\$603,091	\$130,747	Reserved for future appropriation.
2021	Billing and Collection Software and Financial Archiving	S	Oct-20	4	\$1,075,000	\$858,767	Reserved for the archiving of the financial records per Massachusetts Public Records Law.
2021	NPDES Support Projects	A	Jun-20	21	\$770,500	\$22,345	Project is ongoing.
2021	Specialty Equipment - Loader Mounted Snow Blower (H)	S	Jun-20	21	\$192,000	\$31,352	Reserved for future appropriation.

OPEN APPROPRIATIONS APPROVED PRIOR TO 2022 ANNUAL TOWN MEETING CARRYING FORWARD TO THE NEXT YEAR

Fiscal Year	Description	A/S	Town Meeting	Article #	Appropriation	Available	Comment
2021	Walker Lane Sewer	S	Oct-20	8	\$270,000	\$161,615	A funding source for the 2025 ATM.
2020	Temporary Staffing Program	A	May-19	10	\$76,000	\$11,272	Reserved for the program.
2020	Ridge Hill/Nike Site Consulting & Feasibility Study	A	May-19	13	\$50,000	\$27,585	Project is on hold.
2020	Modernization and Redevelopment of Affordable Housing	A	May-19	30	\$150,000	\$17,397	Project is ongoing.
2020	Rosemary Lake Trail Project	A	May-19	33	\$200,000	\$194,100	The project is on hold.
2020	Building Management System Upgrade	A	May-19	37	\$392,000	\$241,622	Project is ongoing.
2020	Library Furniture Replacement	A	May-19	37	\$112,960	\$77,884	Reserved for furniture purchases after the Library improvements are completed. Construction funding being sought at the 2025 ATM.
2020	Newman Preschool Playground Custom Shade Shelter	A	May-19	37	\$69,200	\$69,200	Reserved; additional funding sources required. The project will be re-bid.
2020	Public Safety Desktops, Printers and Peripherals	A	May-19	37	\$200,000	\$37,365	Reserved for future purchases.
2020	Sustainable Building Management Facility Assessment	A	May-19	37	\$100,000	\$77,689	Project is ongoing; roof top units are being installed.

OPEN APPROPRIATIONS APPROVED PRIOR TO 2022 ANNUAL TOWN MEETING CARRYING FORWARD TO THE NEXT YEAR

Fiscal Year	Description	A/S	Town Meeting	Article #	Appropriation	Available	Comment
2020	Sewer Pump Station (Lake Drive)	A	May-19	39	\$630,000	\$17,244	Project is ongoing
2020	Water Distribution System Improvements	A	May-19	41	\$4,791,500	\$521,144	Project is ongoing.
2019	RTS Efficiency Study	A	May-18	14	\$100,000	\$25,306	Project completion pending action.
2019	Streetlight Conversion to LED	A	May-18	32	\$685,000	\$36,592	Reserved for future appropriation.
2019	RTS Property Improvements	A	May-18	37	\$645,000	\$55,000	Project is on hold.

Notes:

A = Annual Town Meeting; S = Special Town Meeting

Encumbered = Funds have not be paid.

Reserved = The balance is reserved for the project but has not yet been encumbered.

Reserved for Appropriation = The project is near completion or is completed and the remaining balance is (by law or policy) reserved to be a funding source for a future project. The use of the funds for another project would require a warrant article and a vote of Town Meeting to happen.

State law requires excess proceeds from the sale or bonds or notes to be reserved and appropriated for a similar purpose; Select Board polices related to capital and debt require that any capital project funded by cash with a residual balance in excess of \$25,000 be reserved and that the Town Manager will propose a reallocation for other future capital projects.

Reserved for Transfer = The project is completed and the balance is proposed to be transferred to an appropriate Town Reserve. This action would require a warrant article and a vote of Town Meeting to happen.