

**Town of Needham
Select Board
Minutes for Tuesday, September 9, 2025
Select Board Chambers and
Via ZOOM
<https://us02web.zoom.us/j/89068374046>**

- 6:02 p.m. Call to Order
A meeting of the Select Board was convened by Chair Heidi Frail. Those present were Marianne Cooley, Cathy Dowd, Joshua Levy, Kevin Keane, and Town Manager Katie King. David Davison, Deputy Town Manager/Director of Finance was also in attendance.
- 6:03 p.m. Public Comment Period

Debbie Bryson, 18 Hoover Road, commented on the upcoming road redesign at the intersection of Tower Ave, Hoover Road, and Paul Revere Road. She requested that the Board deny the design in its current form. She reported an incident where a school bus could not pass when she was coming in the opposite direction, with both vehicles at a standstill due to the size of the travel lanes and the size and angle of the berms. She noted that this plan does not address the speed concerns at the top of the hill. She also asked the Board why berms are being added instead of sidewalks given the number of children who walk through this intersection to reach the Mitchell School. She notified the Board of a petition that she is collecting signatures to oppose this design.
- 6:08 p.m. 2025 Hispanic Heritage Month Proclamation

Vice Chair Cathy Dowd read the 2025 Hispanic Heritage Month Proclamation, designating September 15, 2025 through October 15, 2025 as Hispanic Heritage Month in Needham.

Motion by Ms. Cooley that the Board vote to approve and sign the 2025 Hispanic Heritage Month Proclamation.
Second: Mr. Levy. Unanimously approved 5-0.
- 6:10 p.m. Appointment Calendar and Consent Agenda
Motion by Ms. Cooley that the Board vote to approve the Appointment Calendar and Consent Agenda.
Second: Ms. Dowd. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Kate Weinograd	Golf Course Advisory Committee Term Exp: 6/30/2028
2.	Rich Adduci	Technology Advisory Board Term Exp: 6/30/2028

CONSENT AGENDA

1.	Approve Open Session Minutes of July 3, 2025; July 22, 2025; and August 12, 2025 and Executive Session Minutes of July 22, 2025 and August 12, 2025
2.	Approve Water & Sewer Abatements #1348 and #1351
3.	Accept the following donation made to Needham's Aging Services Division: \$500 from Denise Garlick in honor of Colleen Schaller
4.	Accept the following donation made to the Needham Community Revitalization Trust Fund: \$100 from Charles River Center for September Banners

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Robert Petitt	80 Robinwood Ave	50-94 Robinwood Avenue	9/1/25	3:30pm-7pm	N/A
Laura Raff	52 Wilshire Park	52-69 Wilshire Park	9/12/25	5pm-9pm	9/20/25
Neeti Mehta	56 North Hill Ave	Howe Road	9/13/25	3pm-10pm	9/14/25
Neil Baron	38 Helen Road	Helen Road	9/13/25	4pm-8pm	9/14/25
Denise Arrondo	21 Prince Street	21 Prince Street	9/13/25	5pm-8pm	9/14/25
Sidonie Granadillo	96 Greendale Ave	From Webster Street to 67 Spring Road	9/14/25	12pm-8pm	N/A
Matt Corkin	14 Pinewood Road	Pinewood Road between Great Plain & Harris Avenue	9/20/25	12pm-7pm	9/21/25
Dan O'Neill	75 Kimball Street	Grant Street	9/21/25	4pm-6:30pm	N/A
Sue Pouliot	54 Eaton Road	54 Eaton Road	9/27/25	4:30-10pm	9/28/25
Dale McCarthy	72 Stevens Road	Midway down Stevens Rd	10/5/25	4:00-6:30pm	10/12/25
Mark Pantridge	102 Lexington Ave	Burnside Road between 102 & 88 Lexington Avenue	10/18/25	6pm-9pm	N/A

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Needham History Center & Museum	Exhibit Opening Reception	Needham History Center & Museum	9/10/2025
Charles River Center	Charles River Center 5k Run/1Mile Walk	Charles River Center	9/29/2025

6:11 p.m. Rabies Vaccination and Dog Licensing By-Laws
Presenter: Louise Miller, Town Clerk

Town Clerk Louise Miller provided the Select Board with proposed changes to the General By-Laws, relative to Rabies Vaccination and Dog Licensing, some of which are required following changes to Massachusetts General Law. The amendments are a result of Ollie's Law, which requires the Department of Agricultural Resources to establish reasonable rules and regulations for boarding kennels and daycare facilities. Town Counsel Christopher Heep was also present.

There are three different Articles (3, 4, 8) that will need to be changed based on the proposed amendments. One element of this would involve changing the authority of the Town Clerk to be able to assess a late fee when a dog is not licensed on time. Board members discussed the nuances of the changes with Ms. Miller, including the licensing period as explained in the General By-Laws, fees for dog licenses, and how kennels are licensed.

6:23 p.m. Public Hearing: Eversource Grant of Location – 1092 Highland Avenue
Presenter: Joanne Callender, Eversource Energy

Eversource Energy requested permission to install approximately 9 feet of conduit in Carey Road. The reason for this work is to provide electric service to 1092 Highland Avenue.

The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.

Motion by Ms. Dowd that the Board vote to approve and sign a petition from Eversource Energy to install approximately 9 feet of conduit in Carey Road. Second: Mr. Levy. Unanimously approved 5-0.

6:26 p.m. Massachusetts Property Assessed Clean Energy Program (PACE)
Presenters: Gabby Queenan, Sustainability Manager, David Davison, Deputy Town Manager/Director of Finance, Cecilia Simchak, Assistant Director of Finance, Chris Heep, Town Counsel

Gabby Queenan provided an overview of the Property Assessed Clean Energy (PACE) Program in Massachusetts, which was established in July 2020 (M.G.L. c.23 M). PACE provides a long-term financing option for energy improvements for commercial and industrial property owners. Eligible measures that can be financed include improvements that reduce energy consumption and the installation of renewable energy systems. The PACE financing process is completed through a third-party capital provider and is overseen by MassDevelopment Finance Agency and the Massachusetts Department of Energy Resources. Energy upgrades through PACE are funded via voluntary betterment assessments placed on the property owner's municipal property tax bills. Private capital providers are then repaid via the betterment assessments collected by the municipality. Individual municipalities must opt-in to participate in the PACE program by a majority vote of their governing body. The four projects completed via this program thus far are located in Boston, Greenfield, and New Bedford. Ms. Queenan noted that she met with the Finance Department and the Board of Assessors to evaluate the utility of this program for the Town.

Discussion ensued regarding the legal liability of the financing, the nuances of the agreements established, and the continued improvements that are needed to the program to make it more accessible to property owners. Board members expressed concerns about the risks of this program, the time commitment for Town staff to execute the program, and the challenges of implementing this program in Needham.

Motion by Ms. Dowd that the Board vote pursuant to M.G.L. c.23M to authorize the Town of Needham to participate in the Massachusetts Property Assessed Clean Energy Program (PACE Massachusetts), and to approve and adopt the resolution to that effect as published in the Select Board's meeting materials.

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

6:44 p.m.

Sign Notice of Traffic Regulation – George Aggott Road and Sutton Road
Presenter: Carys Lustig, Director of Public Works

Carys Lustig presented the request by residents on George Aggott Road for a parking regulation limiting parking on both sides of George Aggott Road and portions of Sutton Road during certain times of the day. During activities at the nearby DeFazio Sports Complex, overflow parking significantly reduces the travel widths of the roadways and causes vehicle access issues into the neighborhood.

Mr. Levy asked about a plan for communication of these new regulations. Ms. Cooley asked about other methods of preventing parking, such as cones, in order to avoid enforcement issues in the future. Ms. Lustig noted that the Police Department will increase enforcement during the adjustment period.

Motion by Mr. Keane that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P25-09-09 for George Aggott Road and a portion

of Sutton Road, Parking Prohibited During Certain Hours, Both Sides, Monday – Friday 2:00 PM – 7:00 PM, Saturday and Sunday 8:00 AM – 2:00 PM.

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

6:49 p.m. Senior and Veteran Property Tax Work-Off – Proposed Rules and Procedures
Presenter: Myles Tucker, Support Service Manager

The May 12, 2025 Special Town Meeting authorized MGL Chapter 59, Section 5K and modified the Town’s authorization of MGL Chapter 59, Section 5N, allowing the Town to implement property tax work-off programs for residents over 60 years old and veterans. Both statutes grant municipalities the “power to create local rules and procedures for implementing.” Support Services Manager Myles Tucker provided the Select Board a draft policy detailing proposed local rules and procedures for discussion. Mr. Tucker outlined the main elements of the program, which Town Departments would administer. The draft policy provides for who is eligible and the benefits of the programs for participants. Board members asked questions about eligibility, discussed the proposed 80% area median income (AMI) cap, the age of eligibility for an approved representative, and benefits of the program for Town residents.

7:03 p.m. Town Manager

Appointment of Deputy Town Manager

Ms. King recommended that the Select Board vote to approve the appointment of Elizabeth LaRosee as Deputy Town Manager in accordance with Section 20(c) of the Town Charter. She reported that there was an excellent candidate pool with three rounds of interviews. Ms. LaRosee is the current Director of Library, Recreation, and Community Programs in the Town of Randolph with over a decade of experience. She also serves as the Town’s Communications Director and co-led the COVID-19 response and emergency management and has experience with HR, budgets, and negotiations. If approved, the anticipated start date for this position is September 22, 2025.

Motion by Mr. Keane that the Board vote to approve the Town Manager’s appointment of Elizabeth LaRosee as Deputy Town Manager in accordance with Section 20(c) of the Town Charter.

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

Memorandum of Agreement with the Needham Police Superior Officers Association and Memorandum of Agreement with the Needham Police Union

Ms. King recommended that the Board approve and sign a Memorandum of Agreement with the Needham Police Superior Officers Association and a Memorandum of Agreement with the Needham Police Union for fiscal year 2026. Both of these contracts expired on June 30, 2025; an agreement was not reached by

May Annual Town Meeting. Discussions continued, leading to the current agreements, which include both a 3% increase in base wages for fiscal year 2026 and an increase in the private detail rate from \$60 to \$68.

Motion by Ms. Dowd that the Board approve and sign the Memorandum of Agreement with the Needham Police Superior Officers Association for fiscal year 2026.

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

Motion by Mr. Keane that the Board approve and sign the Memorandum of Agreement with the Needham Police Union for fiscal year 2026.

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

Close October 20, 2025 Special Town Meeting Warrant

Ms. King reviewed the current status of specific warrant articles for the October 20, 2025 Special Town Meeting. Ms. King noted that articles removed since the Board's last meeting included: revolving funds, drainage, GIS updates, and accessory dwelling units zoning. She then discussed the remaining articles:

- Articles 1 and 2: collective bargaining MOAs approved during this meeting
- Articles 3 and 4: appropriate for infiltration and inflow and appropriate for intersection improvement analyses
- Article 5: appropriate for Stephen Palmer Lease Expiration
 - o Continue planning efforts for the expiration of the lease.
- Articles 6, 7, 8: Operating Budget
 - o 6: amend the FY2026 Operating Budget; amend by increase appropriation to Town Clerk expenses; purchase a mail opening and dating machine; seeking during this Town Meeting so the Town is prepared for the April election
 - o 7: amend the FY2026 Sewer Enterprise Fund Budget; amendment to increase for the MWRA Assessment; appropriation by Town meeting was a level dollar, did not have final assessment yet for FY 2026
 - o 8: amend the FY2026 Water Enterprise Fund Budget
- Article 9: appropriate for Public, Education, and Government (PEG) Programming
- Articles 10 and 11: Quiet Zone
 - o 10: appropriate for Feasibility Study – Culvert at Needham Golf Course Commuter Rail Crossing
 - o 11: appropriate for Quiet Zone Construction
- Article 13: amend General By-Law – Stormwater
 - o Public hearing scheduled during September 24 meeting
- Articles 14 and 15 to be removed from the warrant given that free cash will not be available by this Special Town Meeting,

Motion by Mr. Levy that the Board vote to close the warrant for the October 20, 2025 Special Town Meeting, subject to minor technical corrections to be

**made by the Town Manager, Town Counsel, and Bond Counsel with the removal of Articles 14 and 15 from the warrant.
Second: Ms. Dowd. Unanimously approved 5-0.**

Town Manager Report

- Ms. King provided an update on the Pollard project:
 - o The school district submitted the first half of the Feasibility Process under the MSBA Partnership. The Preliminary Design Plan was submitted to the MSBA on September 3. This plan outlines the school district's educational plans and goals and articulates seven options for building projects.
 - o The next step in the Feasibility Process is to develop a Preferred Schematic Report. Superintendent Dan Gutekanst and Ms. King will be meeting with the various boards who are stakeholders in this process in order to narrow from seven to one preferred option to submit to the MSBA.
 - o Ms. King has addressed previous questions regarding the DeFazio site and potential impacts on DPW operations with DPW staff. DPW core operations could continue although further assessment would be necessary for DPW overflow uses of DeFazio.
 - o Ms. King also discussed the potential development of a parcel in Dedham over the Needham Town line and the impacts of traffic on Dedham Ave.
 - o The next community meeting is on September 10 at 6:30 p.m. at Pollard.

7:36 p.m. Board Discussion

Committee Reports

Ms. Cooley reported that Large House Review Committee met and there is a public hearing on September 15, from 7-9 p.m. in Powers Hall and on Zoom. The presentation will be available by Friday.

Mr. Levy reported that the Stormwater By-Law Working Group has met and has been working on the draft regulations and by-laws and an upcoming public hearing.

Ms. Dowd reported that T-CHOC met for their quarterly meeting and heard from the Charles River Center, with new renderings that were improved from last time after feedback. The Charles River Center is also finalizing reports, have met with the Planning Board, and are planning to submit paperwork in the winter in anticipation of the new funding round next year. The Needham Housing Authority also presented on their two projects: Seabeds Way and Linden Street.

Mr. Keane reported that Branding & Town Seal Committee met; there is consensus on a new seal, and the Committee would like to present it to collect feedback.

7:42 p.m. Adjourn

Motion by Ms. Frail that the Board vote to enter into executive session pursuant to Exception 3: to discuss Springfield Water and Sewer Commission and others v. Massachusetts Department of Environmental Protection, Appeals Court Case No. 2024-P-0931, where the Chair declares that an open meeting may have a detrimental effect on the litigating position of the public body [The Chair so declares.] and pursuant to Exception 6: to discuss the purchase, lease and value of real property, in particular the residential dwelling units located at the Stephen Palmer Building, 83 Pickering Street, Needham, MA, where the Chair declares that an open meeting on both of these items may have a detrimental effect on the negotiating position of the public body [The Chair so declares.] and to adjourn at the conclusion of the executive session without returning to open session.
Second: Mr. Keane. Unanimously approved 5-0 by roll call.

A list of all documents used at this Select Board meeting is available at:
<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID>

The next Select Board meeting is scheduled for Wednesday, September 24, 2025, at 7:00 p.m.

A video recording of the September 9, 2025 Select Board meeting can be found at <https://www.youtube.com/watch?v=NweoiZD-YcA> and at <https://www.needhamchannel.org/2025/09/needham-select-board-9-9-25/>.