

**Town of Needham  
Board of Selectmen  
Minutes for August 17, 2010  
Public Services Administration Building**

- 6:45 p.m. Informal Meeting with Citizens:  
Mr. Chris Fisichella, 37 Hill Street, spoke with the Selectmen regarding the disrepair of abutting Booth Street and the desire some neighbors have in making the street a public way. Mr. Fisichella said a letter was sent by a neighbor to Mr. Anthony DelGaizo, Town Engineer, asking the Town to assume responsibility for the roadway. Mr. Fisichella stated a written response was received from Mr. DelGaizo outlining the steps involved in fixing the roadway.
- 7:00 p.m. Call to Order:  
A meeting of the Board of Selectmen was convened by Chairman John A. Bulian. Those present were Gerald A. Wasserman, Daniel P. Matthews, Denise C. Garlick, Maurice P. Handel, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.
- 7:00 p.m. Introduction of Water and Sewer Superintendent & Parks and Forestry Superintendent:  
Mr. Bob Lewis, Assistant Director of Public Works, appeared before the Board to introduce Mr. Vincent Roy, newly appointed Water and Sewer Superintendent and Mr. Edward Olsen, newly appointed Parks and Forestry Superintendent. The Board welcomed both Mr. Roy and Mr. Olsen to the Town and wished them well in their new positions.
- 7:00 p.m. Public Hearing - NSTAR Petition for Tolman Street:  
Maureen Carroll, NSTAR representative appeared before the Board requesting permission to install approximately 8 feet of conduit at Pole 337/1 Tolman Street.
- Motion by Mr. Handel that the Board of Selectmen approve and sign petition from NSTAR to install approximately 8 feet of conduit at Pole 337/1 Tolman Street, Needham. This work is necessary to provide underground electric service for a new addition at #3 Tolman Street, Needham.**
- Second: Mr. Wasserman. Unanimously approved 5-0.**
- Mr. Bulian informed members of the public the meeting is being tape recorded.
- 7:05 p.m. Public Hearing – Shade Tree Removal Newell Road:  
Mr. Bob Lewis, Assistant Director of Public Works and Ed Olsen, Tree Warden/Parks & Forestry Superintendent appeared before the Board to

discuss removal of one Norway maple located on Town property. Mr. Olsen stated that Matt Hughes on behalf of Patricia O'Meara, has petitioned the Town for removal of the tree to widen their driveway. Mr. Olsen recommends granting permission for the removal of the 6 inch Norway maple. He further recommends the amount of \$200.00 be paid to the Town of Needham for future tree planting.

Mr. Bulian opened the public hearing and asked if anyone in the audience wanted to comment.

Mr. Don Goodman, 89 Newell Avenue, commented the driveway of the newly constructed home was placed in front of the tree and that is the reason there is a petition to remove the tree. Mr. Goodman asked for the two new trees to be planted on Newell Avenue. Mr. Olsen agreed.

**Motion by Mr. Wasserman that the Board vote to approve and sign the Public Shade Tree Hearing Form for the removal of one 6-inch Norway maple tree in front of 92 Newell Avenue.**

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

**Motion by Mr. Wasserman that the Board vote to approve the sum of \$200.00 to be paid to the "Town Needham" for future planting.**

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

7:10 p.m.

Change of Manager – Bertucci's Restaurant:

Shawn deRonde, proposed General Manager, appeared before the Board as required in response to a request for a change in manager for Bertucci's Restaurant, 1257 Highland Avenue.

Mr. deRonde told the Board he has been in the restaurant business for 20 years. He stated he been on several liquor licenses in Massachusetts without issue, and is ServSafe certified.

Mr. Matthews emphasized Needham's status as a historically dry town and stated he wants Mr. deRonde to succeed, but there are rules and regulations that must be followed to ensure safety of residents and visitors. Mr. deRonde commented he understands the laws. Mr. Matthews welcomed Mr. deRonde to Needham.

**Motion by Mr. Matthews that the Board of Selectmen approve and sign an application, for a Change in Manager to Shawn M. deRonde, at Bertucci's Restaurant, 1257 Highland Avenue and to forward this application to the ABCC for approval.**

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

7:10 p.m.

Change of Manager – Not Your Average Joe’s Restaurant:

Ralph Vitiello, proposed Manager, appeared before the Board as required in response to a request for a change in manager for Not Your Average Joe’s Restaurant, 109 Chapel Street.

Mr. Vitiello told the Board he has been in the restaurant business for 25 years. He stated he has held several liquor licenses in the Commonwealth, as well as outside the State of Massachusetts, without incident. Mr. Vitiello mentioned he is certified in responsible alcohol service and will uphold the responsibilities put forth.

Mr. Matthews told Mr. Vitiello the Board wants him to succeed but the rules must be enforced. Mr. Matthews welcomed him to the Town.

**Motion by Mr. Matthews that the Board of Selectmen approve and sign an application, for a Change in Manager to Ralph Vitiello for Not Your Average Joe’s Restaurant, 109 Chapel Street, Needham and to forward this application to the ABCC for approval.**

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

7:15 p.m.

Needham Tercentennial Committee Update:

Valerie Herman and Bill Tilburg, Co-Chairs, updated the Board about the activities of the Needham Tercentennial Committee. Ms. Herman spoke about the tercentennial float and the excitement it created among townspeople at the Fourth of July parade. She told the Board the schedule for the “Needham 300 Kickoff Weekend” set for November 5-6, 2010. Plans include a Friday night football game (Needham vs. Dedham), preceded by a movie entitled “100 Years of Needham Football”, to be shown on a giant screen at Memorial Park. Mr. Tilburg told the Board the Needham Rotary Club will hold a Pancake Breakfast, and an “Old Fashioned Field Day” will also be held for ages 3-12. The “Needham 300 Promenade” will take place from Greene’s Field to Memorial Field, where the “Needham Market” will have food, entertainment, and family activities. Mr. Tilburg said the highlight on Saturday evening will be at 8:00 p.m. when the 1901 time capsule will be opened. Ms. Herman mentioned events planned for Sunday, November 7, 2010. Mr. Tilburg commented on “300 Laps for 300 Years”, an event sponsored by Roche Brothers to encourage fitness during this tercentennial year.

Mr. Bulian reiterated that on June 11, 2011 “Needham 300 Night at the Pops” will be held at Symphony Hall in Boston. He inquired about transportation options from Needham to Symphony Hall. Mr. Tilburg stated several transportation options are currently being considered.

The Board thanked Ms. Herman and Mr. Tilburg for their hard work in planning the events.

7:20 p.m.

Needham Housing Authority 5-Year Plan:

Mr. Robert Stegman, Chair, Needham Housing Authority and Mr. Reg Foster, Needham Housing Authority appeared before the Board to discuss the process of updating its 5-Year Plan, as part of statutory and regulatory requirements from the DHCD and HUD. Mr. Stegman reviewed a handout titled "Needham Housing Authority 5-Year Plan Process" and asked for an advisory letter from the Board of Selectmen as to the issues the Town would like the Housing Authority to consider.

Mr. Bulian inquired about the timeframe for issuing an advisory letter, and Mr. Stegman said he hopes the Board of Selectmen can respond by October.

Mr. Foster explained the Housing Authority needs the plans completed and submitted to the state and federal authorities by the end of 2010. He said the Needham Housing Authority strives to be completely inclusive, especially since the 2007 Needham Affordable Housing Plan, which lays out a very specific blueprint on how the Town may improve and increase the stock of affordable housing in Needham.

Mr. Wasserman commented on the great job the Needham Housing Authority has done over the last several years, especially with the High Rock Homes project.

Ms. Garlick commented that the National Citizens Survey could be a helpful tool in that it contains data and information on peoples' perceptions of affordable housing. She said she would like to see the work done on the Linden Chambers Senior Housing project included in the 5-Year Plan.

Mr. Matthews commented that although the Housing Authority and the Town government are separate agencies there are many common areas of concern and it helps the public that they are working together. Mr. Matthews said there are challenges in managing the current housing units and trying to add to the stock of affordable housing. He also commented on achieving the 10% state mandate of affordable housing.

Mr. Handel said it would be helpful to assess what has been good and what has not been successful with respect to the 2007 Plan, and what lessons can be learned.

Mr. Bulian said he was pleased with the entire High Rock Homes project and the way it changed the look and feel of a part of Town that needed to be redeveloped. Mr. Bulian agreed there is a dire need for more affordable senior housing in Needham and it should be a priority in the 5-Year Plan.

7:25 p.m.

Town Hall Project Scope Modification Proposal:

Mr. George Kent, Chairman, PPBC, Mr. Steve Popper, Director of Design and Construction, and Mr. Wendall Kalsow, McGinley Kalsow & Associates, appeared before the Board asking the Selectmen to consider a change in scope for the Town Hall project that would render the balcony both accessible and usable by the public.

Mr. Kent gave a brief background of the project and construction until this point, questioning why the balcony portion wasn't included in the renovation. He feels it is the responsibility as the Building Committee to bring issues forward to the User Agency that may be appropriate. Mr. Kent said he authorized the architectural team to look at the area and see what could be done to utilize the balcony. Mr. Kent noted accessibility as the main issue. He said early on the total cost was unknown, even without adding additional items to the scope of the project. Mr. Kent said the estimate came in under budget and he felt it was necessary to take another look at the balcony area and provide some additional information to the Selectmen as to the issues and value added in making the area available in the future.

Mr. Kalsow showed some sketches of the floor plan of the balcony area to the Selectmen. He said typically in Town Hall projects it is not economically feasible using the balcony space. In the case of the Needham Town Hall project however, Mr. Kalsow said it is much more feasible than a typical situation because the elevator is close to the balcony in the new addition, and the ability to easily join the two spaces with a bridge, without adding a stairway or elevator is a huge savings. He said the balcony area would add approximately 100 additional seats. Mr. Kalsow also spoke about sight lines to the stage area from the balcony. Mr. Kalsow said refurbishing the balcony area would completely restore the building.

Mr. Kent stated the original building plans for the project included the cost for carpeting and painting in the balcony area, but not fixed seating. Mr. Kent said the rest of the project would be structural and include the bridge and handicap accessibility. Mr. Kent told the Board the contractor on the project was provided sketches who then estimated the additional cost of refurbishing the balcony to be \$500,000. Mr. Kent said the cost for the balcony could be lower depending upon whether a stairway needed to be replaced. Mr. Kent said the architectural team has developed detailed design drawings, and based on the decision by the Board of Selectmen, the contractor would then be asked for a bid. Mr. Kent commented there is about \$3.9 million left in the project contingency fund, with the project being 40% complete and on schedule. He stated that adding to the scope of the project would not have an impact on the schedule, if the decision to

refurbish the balcony is made at this time. Mr. Kent said the Planning Board must also approve the project.

Rick Hardy, Historical Commission, said the Historical Commission recommends usage of the auditorium and balcony, but is concerned about the detailed woodwork in Town Hall and requests saving any woodwork for other projects.

Jane Howard, Chairman, Community Preservation Committee stated the CPC voted unanimously to support refurbishment of the balcony.

Mr. Handel said he is in favor of the balcony refurbishment. Mr. Wasserman agreed it is a very smart project and will increase the historic nature of the building. Mr. Wasserman asked about the process for approval of the change. Ms. Garlick said she welcomes the idea of the renovation of the balcony and the accessibility modifications. She also said the Town needs to use its resources in the best way possible and applauds the vision on this project.

**Motion by Mr. Matthews that the Board of Selectmen endorse the proposal to amend the scope of the Town Hall project to include renovation of the balcony and associated accessibility modifications. Second: Mr. Handel. Unanimously approved 5-0.**

Mr. Matthews thanked Mr. Kent, Mr. Popper, and Mr. Kalsow for their thoughtful presentation and stated he is convinced if the Town does not make the balcony accessible now, the Board will be questioned later.

Mr. Bulian agrees now is the time to complete the balcony. He asked whether the heating and ventilation system would accommodate the additional 100 seats. Mr. Kalsow said that there are no proposed changes to the heating and ventilation system. Mr. Bulian also asked whether the bathrooms will accommodate the change. Mr. Kalsow responded there are enough plumbing fixtures to meet code for the auditorium usage. He noted that the facility was designed for either office or auditorium use, but not at the same time.

8:00 p.m.

Feasibility of Emery Grover as a Location for the Senior Center:

Mr. George Kent, Chairman, PPBC, Mr. Steve Popper, Director of Design and Construction, and Mr. Joel Bargmann, Bargmann Hendrie & Archetype, appeared before the Board to present the findings of the ongoing study as to the feasibility of locating the senior center at the Emery Grover facility.

Mr. Bargmann presented photos of the site as it currently exists and spoke about the high quality and beautiful windows in the building. He also

showed historical images of Emery Grover and pointed out the porticos of the building which could be restored, as well as historic remnants that could be brought back to life. Mr. Bargmann outlined the street boundaries surrounding Emery Grover and said there were 72 parking spaces in the lot, plus the possibility of an additional 10 spaces of street parking. Mr. Bargmann also mentioned the possibility of swapping parking spaces with the Stephen Palmer building and St. Joe's School. Conceptual floor plans were also viewed showing lower, main, upper, and attic levels of the building. Mr. Bargmann stated the Emery Grover building is 1,200 feet shy of the desired program space identified by the SCEC. He also told the Board the outside of the building needs repair, including a new slate roof, masonry improvements, and restoration of the arched windows. The inside of the building, he said, would be gutted and replaced with a new fully modernized and contemporary interior.

Mr. Bargmann told the Board to renovate the building it would cost about \$8.6 million, and that approximates \$2.5 million may be CPA eligible. If a new building were to be considered, Mr. Bargmann stated the cost would be \$8.5 million plus \$400,000 for demolition, with no CPA funding, totaling an \$8.9 million new construction project.

Mr. Bargmann completed the presentation saying there are some issues with the building and it is not perfect and a little bit undersized. He said there are ways to overcome the issues and to renovate a historic building.

Mr. Kent said the CPA funding would have to be looked at separately and the numbers are only estimates.

Ms. Garlick asked Town Manager Kate Fitzpatrick to address the issue CPA funding and what is available and what is projected. Ms. Fitzpatrick stated if the CPC would be willing to consider using almost all available CPA cash, there is approximately \$2.3 million to \$2.5 million available. Ms. Fitzpatrick was unable to address the issue of bonding at this time.

Ms. Garlick, on behalf of the SCEC and the COA, asked how much storage space would be available. Mr. Bargmann said that in the larger rooms space is available for closets and there is also about 1,000 sq. ft. left over on the attic level which could be reached by elevator. Ms. Garlick asked about possible alterations made to the entrance and how they would effect the outside presentation of the building. Mr. Bargmann said there could be three possibilities of addressing the issue, but it is something that would be resolved during the next phase. Ms. Garlick asked Mr. Bargmann to comment on the traffic congestion and the issue of on-street parking, and asked if he could make a recommendation as to how the SCEC could gather more information on the issue. Mr. Bargmann said the engineer on the project could do a more in-depth study.

Mr. Wasserman asked if the handicapped entrance would be on the basement level. Mr. Bargmann said the handicapped entrance would be on the main level.

Mr. Bulian said he is concerned about traffic flow during peak times, as well as parking and how it affects the neighborhood. He stated this is an opportunity to renovate a historic building that is in desperate need of repair.

Mr. Matthews commented on the tight space and the potential challenges. Mr. Bargmann said that there are some challenging issues, but with the right attitude the project could work.

Mr. Bulian thanked Mr. Bargmann for the presentation.

8:35 p.m.

Committee Report:

Ms. Garlick asked Town Manager Kate Fitzpatrick to update the Board on the work on the “T” that is related to one of the sites. Ms. Fitzpatrick told the Board the Town has had preliminary discussions with the MBTA about swapping one of the Town owned lots with the Needham Heights commuter parking lot. Ms. Fitzpatrick said further information is expected from the MBTA.

Ms. Garlick updated the Board on the activities of the SCEC stating 5 sites remain under consideration. She said the SCEC looked at the Stephen Palmer building and the Wingate property, as recommended by the Board of Selectmen. The SCEC has unanimously decided to remove both from the list of potential sites. She told the Board the SCEC has reviewed the remaining sites and discussed the strengths and limitations of each site. Ms. Garlick mentioned the SCEC met with COA and discussed each site. She stated there is unanimity that the process must move forward and now is the time for a new senior center. She told the Board a public hearing will be held on September 7, 2010 concerning the Emery Grover building and the Heights “T” lot. Ms. Garlick said the SCEC will meet several times during the month of September, and will have a recommendation to the Board of Selectmen no later than September 28, 2010.

8:40 p.m.

Sign Notice of Traffic Regulation – Gayland Road:

Mr. Bob Lewis and Mr. Douglas appeared before the Board requesting that a no parking zone be established to prevent all-day parking on Gayland Road from Monday through Friday.

**Motion by Mr. Wasserman that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P10-08-17 for Gayland Road, Parking Prohibited, Both sides from Warren Street to Warren Street, “No All Day Parking Mon-Fri”.**

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

8:45 p.m.

Town Manager:

Town Manager Kate Fitzpatrick appeared before the Board with 6 items to discuss:

1. Proposed Change in September Meeting Schedule:

Ms. Fitzpatrick told the Board that due to the timing of the State Primary Election on September 14, 2010, the Board may wish to reschedule its first September meeting to Tuesday, September 21, 2010.

**Motion by Mr. Handel that the Board vote to change its regularly scheduled for September 14, 2010 to September 21, 2010.**

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

2. Athletic Facility Update:

Ms. Fitzpatrick updated the Board on the status of the Asa Small/DeFazio Complex and Memorial Park baseball diamond projects. She told the Board the Little League has a strong interest in constructed dugouts at the Asa Small field and has donated \$50,000 to the Town to supplement the project.

Ms. Fitzpatrick informed the Board netting was installed at Memorial Park to catch balls along the first and third baseline. Mr. Bulian thanked the neighbors in the area for collecting and returning baseballs to the athletic department.

3. OPEB/Post Employment Benefit Actuarial Analysis Contributory Retirement Actuarial Valuation Analysis:

Kate Fitzpatrick, Town Manager and David Davison, Assistant Town Manager/Finance, appeared before the Board to outline the results of the OPEB/Post Employment Benefit study.

Ms. Fitzpatrick said the Town has completed an update of its actuarial analysis of its OPEB/Post Employment Benefit costs. She stated the Town's funded ratio has increased from 6.6% in 2007 to 10.2% in 2009, and the Town's expected contribution for FY2012 of \$3,906,275 is an increase over FY2011 of approximately 7.7%.

Ms. Fitzpatrick told the Board the Needham Contributory Retirement Board also completed an update of its actuarial analysis. She stated the Retirement Board voted to adopt a funding schedule that reduces the annual interest rate assumption from 8.25% to 8% and eliminates one year from the funding schedule. Ms. Fitzpatrick commented that

based on the recent analysis, there are 17 years remaining on the funding schedule for the Town's unfunded liability. The Town's funded ratio is expected to be 100% by 2027. She stated that based on the Board's long tradition of asset smoothing, Needham will not experience a significant spike in its pension funding appropriation for FY2012. The proposed FY2012 appropriation, she told the Board is 3.7% higher than the FY2011 appropriation.

4. Carol-Brewster Restoration and Land Use Plan:  
Ms. Fitzpatrick updated the Board on the progress of the Carol-Brewster "Enchanted Forest" project and asked the Board to endorse the invasive species control plan.

**Motion by Mr. Matthews that the Board of Selectmen votes to endorse the invasive species control plan, invasive species monitoring plan, and site plan proposal presented by BCS dated July 22, 2010.**

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

5. Citizen Satisfaction Survey:  
Ms. Fitzpatrick and Paul Buckley, Fire Chief appeared before the Board to discuss the recently completed National Citizen Survey, including methodology and results. A PowerPoint presentation titled "The National Citizen Survey – Town of Needham MA 2010" was viewed. Ms. Fitzpatrick highlighted the more interesting aspects of the survey, including the 96% rating received for Quality of Life in Needham and high marks for Public Safety. Ms. Fitzpatrick stated the survey is available on line at the Town's website.

9:25 p.m.

Consent Agenda:

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

**CONSENT AGENDA**

1. **Sign the Warrant for the State Primary to be held on September 14, 2010.**
2. **Approve application for new 2010 Common Victualler license for Treat LLC d/b/a Treat Cupcake Bar, 1450 Highland Avenue, Needham, David LaLiberte, owner.**
3. **Accept \$50,000 donation to the Park and Recreation Department from Needham Little League for the creation of new dugouts at the Asa Small, Jr. baseball diamond at DeFazio Park.**
4. **Accept a donation in the amount of \$1,500 from "The 1998 Joseph T Charney Trust" made to the Council on Aging.**

5. Ratify permission for free parking at the meters downtown for the Needham Business Association's inside/outside sale to be held on July 30<sup>th</sup> and 31<sup>st</sup>, and August 6<sup>th</sup> and 7<sup>th</sup>.
6. In accordance with Section 20B(5) of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, adopt a classification and compensation plan for fiscal year 2011.
7. Accept the following donations made to the Needham Youth Services Spring programming: \$20 from Lisa Cherbuliez, \$50 from Takako Hirayama, \$10 from Kathleen Ganz, \$10 from Martha S. Visner, \$45 from Maureen Kirshy, \$25 from Barbara Mason, \$40 from Lynn Franceschi, \$10 from Tricia Trebino, \$100 from Lonni Campbell, \$5 from Lois Merrill, \$10 from Veronica Schauer, \$20 from Susan Murphy, \$25 from Elyse Goodman, \$30 from Colleen Kinder, \$25 from Tracy Zendzian, \$30 from Deborah Vlock, and \$50 from Kim Notkin.
8. Accept a donation of \$200 to the Needham Community Revitalization Trust Fund from The Laurie Raskin Katz Fund/managed by the Savannah Community Foundation, Inc.
9. Accept the following donations made to the Needham Public Library for the period: July 9, 2010 through August 5, 2010:
  - o The Friends of Boston Harbor gave the library three books: *East of Boston* by Stephanie Schorow (\$19.99), *Chestnuts, Galls, and Dandelion Wine* by William D. Perkins (\$6.95), *King's Handbook of Boston Harbor* by M.F. Sweetser (\$14.95)
  - o John F. Dewey donated the following CDs: *Masters of Classic Jazz: The Trumpet* (\$19.98), *The Best of Hal Holbrook in Mark Twain Tonight* (\$9.99) Van Cliburn: *Tchaikovsky, Concerto No. 1, Rachmaninoff, Concerto No. 2* (\$9.99), Mel Powell: *Piano Prodigy* (\$17.75), Mildred Bailey: *Cocktail Hour* (\$14.00), John Kirby: *Rehearsin' for a Nervous Breakdown* (\$7.00), Jean Goldkette and His Orchestra: *Victor Recordings (1924-1928)* (\$20.00), Stan Kenton: *The Formative Years* (\$1.10), Van Cliburn: *Piano Favorites* (\$12.00)
  - o Ameriprise Financial/David Allen gave the library \$200.00 for children's books.
  - o The Byrd Family donated books on the Arctic and the Antarctic: Bryce—*Cook & Peary: The Polar Controversy Resolved* (\$22.00) Amundsen—*The South Pole* (\$29.95), Random—*Sea of the Bear* (\$5.00), Rosove—*Antarctica, 1772-1922* (\$250.00)
  - o Paul Shore donated the following language books: *The Modern English-Nihongo Dictionary* (\$8.00), *Kodansha's Basic English-Japanese Dictionary* (\$20.00), *New Romanized English-Japanese Dictionary* (\$10.00), *English Romanized Japanese Dictionary for Practical Conversation* (\$8.00)

- o Harriet Goldin gave the library a copy of her new book, *Above and Beyond: Excellence in Education* (\$18.00)
  - o Al & Diane Israel donated \$10.00 in memory of Donald B. Fleming, Jr.
10. Approve and sign the integrated collective bargaining agreement between the Town and Local #1116, Laborers' International Union of North American in behalf of Building Custodian and Tradesmen Independent Association for the period July 1, 2009 through June 30, 2012.
  11. Approve the following updated Board of Selectmen's policies: BOS-FIN-004 Distribution of RTS Stickers and Pay-Per-Throw Bags to Low Income Households; BOS-FIN-005 General Fund Contribution to Solid Waste Enterprise Fund Policy; and BOS-FIN-006 Needham Community Revitalization Trust Fund (NCTRF).
  12. Water & Sewer Abatement Order #1110
  13. Approve minutes of July 13, 2010 meeting.
  14. Grant permission for the following residents to hold block parties:

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Stephanie Wallace	81 Gary Road	Lee Road	Sept 4	Sept 5	4-7pm
Jeanie Martin	139 Plymouth Road	Plymouth Rd-Harris Ave & railroad tracks	Sept 12	Sept 19	1-7pm
Kate Deeley	61 Kenney St	Corner of Barbara Rd & Kenney St	Sept 11	Sept 12	3-9pm
Christen Robins	45 Broadmeadow Road	Broadmeadow Rd from intersection of Bird St to Greendale Ave	Sept 25		1-4pm
Molly Kerrigan	386 Warren Street	13 -21 Laurel Drive	Sept 11	Sept 12	4-8pm
Ellie Ward	85 Whittier Road	Whittier Road	Sept 12	Sept 19	3:30-6:30
Donna Trabucco	45 Coulton Park	Coulton Park	Sept 6		2-8pm
Sally Wade	29 Thorpe Road	Thorpe Road	Sept 11		2-10pm
Bruce Patz	39 Woodbine Circle	Woodbine Circle/Fay Lane	Sept 19	Sept 26	3-7pm

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

6. Fiscal Year 2012 - 2016 Pro Forma Budget:  
Ms. Fitzpatrick and David Davison, Assistant Town Manager/Finance provided the Board with the "Town of Needham General Fund

Revenue and Expense FY2012 – FY 2016 Pro Forma”. Mr. Davison reviewed the budget and gave an overview of the points made in the Pro Forma. Mr. Davison highlighted page 9 commenting, in particular, on the Surplus and Incremental Gap. The Board commented on the very detailed nature of the report and thanked Mr. Davison for his hard work.

10:10 p.m.

Adjourn:

**Motion by Mr. Wasserman that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of August 17, 2010.**

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

