

**Town of Needham  
Board of Selectmen  
Minutes for December 3, 2013  
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: No activity.

7:00 p.m. Call to Order:  
A meeting of the Board of Selectmen was convened by Chairman Daniel P. Matthews. Those present were John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, Marianne Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

7:00 p.m. Public Hearing - Transfer of Liquor License/Manager from Mandarin Gourmet, Inc., d/b/a Mandarin Cuisine Locus TO Low and Zhang Co., d/b/a Mandarin Cuisine:  
Attorney Christopher Farnsworth and Yoong Low, proposed Manager, appeared before the Board petitioning for a transfer of License from Mandarin Gourmet, Inc., d/b/a Mandarin Cuisine, to Low and Zhang Co., d/b/a Mandarin Cuisine located at 238 Highland Avenue, Needham. Ms. Low has not operated a restaurant for the 12 month period immediately preceding this application and is asking the Board for a waiver of Town of Needham Regulation for the Sale of Alcoholic Beverages section 6.6.4.

Mr. Matthews reminded Ms. Low about alcohol service in Needham, saying the rules must be followed and that the Town will be strict about enforcement.

**Motion by Mr. Bulian that a). The Board vote to approve and forward to the ABCC petition for transfer from Mandarin Gourmet, d/b/a Mandarin Cuisine, to Low and Zhang d/b/a Mandarin Cuisine; and b.) grant a waiver of Town of Needham Regulation for the Sale of Alcoholic Beverages section 6.6.4. Second: Mr. Handel. Unanimously approved 5-0.**

7:02 p.m. Appointments and Consent Agenda:  
**Motion by Mr. Bulian that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented:**

**APPOINTMENTS: No Appointments were made.**

**CONSENT AGENDA**

- 1. Accept a \$100 donation made to the Needham Health Department's Gift of Warmth fund from the First Baptist Church in Needham.**
- 2. Approve a One Day Special All Alcoholic Beverages License for Marsha Moller of Temple Beth Shalom Sisterhood/Brotherhood to hold its "Hoedown" event on Saturday, January 11, 2014 from 7:00 p.m. to 11:00 p.m. at the Temple Beth Shalom, 670 Highland Avenue, Needham.**

3. **Water & Sewer Abatement Order #1171**
4. **Accept \$1,500 donation from the Congregational Church to the Youth Services Department's VIP program.**

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

7:03 p.m.

Property Tax Classification Hearing:

Damon Borrelli, Vice Chair, Board of Assessors, Chip Davis, Administrative Assessor, and Dave Davison, ATM/Finance appeared before the Board regarding allocation of the fiscal year 2014 tax levy among the various classes of property in Town.

Mr. Damon Borrelli provided an overview of the Assessor's Office, saying staff focused on several key areas in preparation for setting the Real and Personal property valuation for FY14. He noted leading and lagging indicators show stability and growth in terms of the residential value of real estate in Needham. He said bidding wars, teardowns, and building permits increased, all leading to a synergistic effect of new growth that are used in setting the tax levy. He noted a 34% spike in overall new growth revenue for FY14 vs. FY13. Mr. Damon Borrelli commented on Needham Crossing saying the new hotel, in addition to the advancement of the Trip Advisor project, may well contribute increased rental income and lower vacancy rates as the Industrial Park continues to morph into Needham Crossing. He commented on personal property, saying if businesses and industry are growing, the tools used to facilitate growth are also growing. Mr. Damon Borrelli also commented that the Assessor's Office processed upward of 30,000 Auto Excise bills. He summarized saying the Town has a stable economic situation regarding real estate and personal property.

Chip Davis, Administrative Assessor reviewed with the Board information contained in a handout titled "Town of Needham Classification Hearing FY2014." Mr. Davis stated the estimated residential factor is 88.59503.

**Motion by Mr. Borrelli that the Board of Selectmen establish a residential factor of 88.59503 for the purposes of setting the fiscal year 2014 tax rates.**

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

7:20 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with one item to discuss:

1. Review of Polling Locations

Ms. Fitzpatrick reminded the Board it voted to request that staff evaluate the number of precinct voting locations that can be accommodated at each available Town-owned building. Ms. Fitzpatrick said the completed evaluation is based on the following considerations: available space, voter convenience and accessibility, traffic and parking, and impact on the primary use of the facility. Ms. Fitzpatrick

gave a brief overview of the assumptions and discussed options, including the pros and cons of each potential location. Ms. Fitzpatrick commented on the conclusions from the evaluation and identified two options: Option 1: Relocate Precincts E & F to the High School gym; and Option 2: Relocate Precincts E & F to the Town Hall. She said the Board may wish to consider substituting Precinct G for Precinct E. She also noted that as the precincts have changed over the years, Precinct E is for the most part more proximate to the Broadmeadow School, and Precinct G is closer to downtown.

Mr. Bulian commented he is most interested in reducing voter disruption. He suggested keeping Precinct G and Precinct H as they are currently located through the trial. He said he favors the idea of polling locations at the High School, but is concerned with safety, both of high school drivers and the general public. He suggested police presence at the High School on voting days.

Mr. Handel concurred with the comments made by Mr. Bulian.

Mr. Borrelli commented he is supportive of the High School as a polling location, and of Mr. Bulian's suggestion to keep Precinct G and Precinct H where they are currently located and re-addressing it in the future.

Ms. Cooley commented she is supportive of the High School as a polling location, and said if the High School is a good idea, then why defer a change that may ultimately take place. She said the High School has one of the best parking sites, and the Town should want to make it work.

Mr. Matthews said the High School is a good location. He suggested deferring decision on which precincts should move, to allow the Board more time to think about logistics and safety.

The Board agreed to defer action.

7:40 p.m.

Board Discussion:

1. Committee Reports

Ms. Cooley informed the Board that the Minuteman School Building Committee has cancelled meetings scheduled for December 9, 2013 and December 16, 2013.

Ms. Fitzpatrick reminded the Board it will hold a joint meeting with the Planning Board on Tuesday, December 10, 2013 in Powers Hall.

7:45 p.m.

Adjourn:

**Motion by Mr. Borrelli that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of December 3, 2013.**

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

