

**Town of Needham
Board of Selectmen
Minutes for July 29, 2014
Selectmen's Chamber
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 John A. Bulian. Those present were Maurice P. Handel, Matthew D. Borrelli, Daniel P. Matthews, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Marianne B. Cooley was not present.

7:00 p.m. Public Hearing - NSTAR Petition for Pleasant Street:
Maureen Carroll, NSTAR representative appeared before the Board requesting permission to install approximately 15 feet of conduit at pole 50/4 on Pleasant Street, Needham. Ms. Carroll said this work is necessary to provide new underground electric service for a new house at 30 Pleasant Street, Needham.

Mr. Bulian invited public comment. No comments were made.

Ms. Fitzpatrick said all paperwork is in order.

**Motion by Mr. Borrelli that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 15 feet of conduit at pole 50/4 on Pleasant Street, Needham. This work is necessary to provide underground electric service for a new house at 30 Pleasant Street, Needham.
Second: Mr. Handel. Unanimously approved 4-0.**

7:01 p.m. Public Hearing - Verizon and NSTAR Joint Petition for Webster Street:
Ellen Joy, Verizon representative and Maureen Carroll, NSTAR representative appeared before the Board requesting permission to install one Pole #83 at the property line between 695 and 701 Webster Street, Needham. Ms. Joy said the homeowner at 695 Webster Street has requested that the existing pole which is directly in front of her house be relocated to the property line between 701 and 695 Webster Street.

Mr. Bulian invited public comment. No comments were made.

Ms. Fitzpatrick said all paperwork is in order.

Motion by Mr. Borrelli that the Board of Selectmen approve and sign a petition from Verizon and NSTAR to install one Pole #83 at the property line between 695 and 701 Webster Street, Needham. The homeowner at 695 Webster Street has requested that the existing pole which is directly in front of

her house be relocated to the property line between 701 and 695 Webster Street.

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

7:03 p.m. Public Hearing - NSTAR Petition for School Street:
Maureen Carroll, NSTAR representative appeared before the Board requesting permission to install approximately 5 feet of conduit at pole 55/9 A on School Street, Needham. Ms. Carroll said this work is necessary to provide underground electric service for a parking lot at 88 Chestnut Street, Needham.

Mr. Bulian invited public comment. No comments were made.

Ms. Fitzpatrick said all paperwork is in order.

Motion by Mr. Borrelli that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 5 feet of conduit at pole 55/9 A on School Street, Needham. This work is necessary to provide underground electric service for a parking lot at 88 Chestnut Street, Needham.

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

7:05 p.m. Director of Public Works:
Richard P. Merson, DPW Director appeared before the Board with 3 items to discuss.

1. Sign Notice of Traffic Regulation - Country Way

Mr. Merson said the Traffic Management Advisory Committee (TMAC) has recommended that the southerly leg of Country Way traveling westbound be designated as a stop at the intersection where the road crosses itself.

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #SS14-07-29 requiring that the southerly leg of Country Way be designated as a stop street at the intersection of Country Way.

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

2. Sign Notice of Traffic Regulation - Garden Street

Mr. Merson said the Downtown Streetscape Committee recommended a Parking Regulation by established for the East side of Garden Street in order to accommodate eight parking spots.

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P14-07-29 creating a parking regulation for Garden Street, east side, from a point 80 feet north of Great Plain Avenue to a point 415 feet north of Great Plain Avenue, time - 2 hours, 9 AM - 3 PM, M-F.
Second: Mr. Borrelli. Unanimously approved 4-0.

Mr. Borrelli asked about the proposal and whether there was adequate space for two lanes of traffic plus parking spots. Mr. Merson said there is enough space for two lanes of traffic as well as parking space.

Mr. Handel noted this is a creative solution by the Downtown Streetscape Committee to maximize parking in downtown Needham.

3. Sign Notice of Traffic Regulation - Chestnut/Lincoln Street & Lincoln/School Street Municipal Parking Lots

Mr. Merson asked that parking space designations be instituted for Chestnut/Lincoln Street Municipal Parking Lot and Lincoln/School Street Municipal Parking Lot.

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P14-07-29A for the Chestnut/Lincoln Street Municipal Parking Lot, one hundred forty parking spaces as designated in the lot shall be designated two hour parking. Fifty-one parking spaces as designated in the lot shall be designated Permit Parking, Monday through Friday 8 AM to 2 PM, Four parking spaces as designated in the lot shall be designated 30 minute parking; and Permit #P14-07-29B for the Lincoln/School Street Municipal Parking Lot: Thirty-one parking spaces as designated in the lot shall be designated permit parking, Monday through Friday, 8 AM to 2 PM.

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

7:12 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 4 items to discuss:

1. Off-Leash Dog Area Regulations

Ms. Fitzpatrick asked the Board to review and approve the regulations for Needham's Off Leash Dog Recreations Area. She stated construction of the new dog recreational area at the Nike site is scheduled to begin in the early fall of 2014.

Motion by Mr. Handel that the Board vote to approve the Needham Dog Recreational Area Regulations.

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

2. RTS Stickers FY2015

Dave Davison, ATM/Finance asked the Board to approve certain changes to the RTS Sticker standard sticker fee schedule for FY2015. Mr. Davison said no change is proposed for commercial hauler stickers.

Motion by Mr. Borrelli that the Board vote to eliminate the fee for additional Standard Stickers, Replacement Standard Stickers, and lost Standard Stickers effective immediately if a Needham household has already purchased a

Standard Sticker, and that the half-year Standard Sticker is eliminated effective October 1, 2014.

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

3. Citizen Satisfaction Survey

Ms. Fitzpatrick and Paul Buckley, Fire Chief appeared before the Board to discuss the recently completed National Citizen's Survey, including methodology and results. A PowerPoint presentation titled "The National Citizen Survey - Town of Needham, MA 2014" was viewed. Ms. Fitzpatrick highlighted aspects of the survey, including the 97% rating received for Needham as an excellent or good place to live. Ms. Fitzpatrick said residents can view the survey on the Town's website.

4. Town Manager's Report

Ms. Fitzpatrick recognized Michelle Vaillancourt, Town Accountant who recently achieved the designation of Certified Governmental Accountant from the Massachusetts Municipal Auditors and Accountants Association. The Board congratulated Ms. Vaillancourt on her achievement and thanked her for the work she does for the Town.

Ms. Fitzpatrick reported that on July 22, 2014 the Commonwealth opened bids for the last phase of the Add-A-Lane project. She said she is pleased the Commonwealth respected Needham's desire to have infrastructure in place prior to the opening of the new TripAdvisor building in 2015 and other development at Needham Crossing.

7:45 p.m.

Appointments and Consent Agenda:

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

APPOINTMENTS

1. Council on Aging

Monica Graham (term expires 06/30/2017) (School Committee recommendation)

Tom Keating (term expires 06/30/2016) (Public Library recommendation)

2. Needham Community Television Development Corporation

Crystal Carter (term expires 6/30/2016)

CONSENT AGENDA

1. Accept a \$655 donation made to the Needham Health Department's Coalition for Suicide Prevention from John Cusick and Lynwood Hamilton.

2. Approve minutes from June 3, 2014, Open and Executive sessions; and June 24, 2014 Open and Executive sessions.

3. Accept the following donations made to the Needham Public Library during the period April 10, 2014 to June 30, 2014: The Friends of the Needham Public Library gave the library a copy of program speaker Anthony Sammarco's new book, A History of Howard Johnson's (\$19.99); The following people have

made donations to the library in memory of Richard —Dickll Carter: Dr. William Cristo (\$30.00), Debra Olshever (\$20), Patrice and John Snellings (\$50.00), and Friends of the Library from various donors (\$280.00); The following people have made donations to the library in memory of Margaret L. Coveney: Pamela Stryjewski (\$50.00), Ann MacFate (\$25.00), Ruth DeLuca (\$40.00), Colleen Harkins (\$25.00), Olin College of Engineering (\$100.00), Joseph and Carol Muratore (\$25.00), Patricia Menno-Coveney and Stephen Menno (\$100.00), Kevin and Pat O'Bryan (\$50.00), and John F. Coveney (\$50.00); Gloria Polizzotti Greis gave the library a copy of her book, *A Noble Pursuit: The Duchess of Mecklenburg Collection from Iron Age Slovenia* (\$21.95); The Needham Coalition for Suicide Prevention donated the following books to the library: *Mindfulness-Based Cognitive Therapy for Depression* (\$55.00), *Treating Self-Injury* (\$47.00), *The Power of Resilience* (\$16.95), and *Teen Suicide Risk* (\$30.00); John Quagliaroli gave the library a box of white binders and a box of manila folders; John Dewey donated the following CDs: *Jazzin: the Blues: 18 Cool Jazz Moods* (\$15.00), *Benny Goodman and Sid Catlett—Roll Em!* (\$30.00), *Charlie Parker—Bird of Paradise* (\$5.00), and *Teddy Wilson—Of Thee I Swing* (\$15.00); The Needham Community Council paid for a library subscription to *Easy English News* (\$40.00); Ann MacFate donated \$250.00 in memory of Irene MacFate; Needham author Rose A. Doherty gave the library a copy of her new book, *Katharine Gibbs: Beyond White Gloves* (\$18.95); David Rich gave the library a copy of his new children's book, *The Witch and the Baby Princess* (\$8.99); Keith and Lynn McClelland donated a copy of Keith's sister Janet Bolin's new book, *Night of the Living Thread* (\$7.99); Margaret Pantridge made donations to the library in memory of Henry Salaun and Roy Nutile (\$50.00); The library received a \$21,143.00 donation from a donor who wishes to remain anonymous; Michael and Martha Michalewich honored granddaughter Ayla Jane Harding with a \$25.00 gift to the Children's Room; and The Friends of the Library donated \$5,000.00 for the purchase of audiovisual materials.

4. Accept a \$600 donation made to the Needham Park and Recreation Commission from the Needham Exchange Club. The monies are to be used for the 2014 Arts in the Parks concert series.
5. Accept a \$175 donation made to the Student Awareness Fire Education program from the Needham Congregational Church Board of Deacons in memory of William C. Weitzel, Jr.
6. Approve a Special One Day Wines and Malt Beverages License for Kristin Mockus, of Needham Pool & Racquet Club to hold its —Hats Off to Summer! event on Thursday, July 31, 2014 from 6:00 p.m. to 9:00 p.m. The event will be held at Needham Pool & Racquet Club, 1550 Central Avenue, Needham.
7. The Council on Aging requests that the Board of Selectmen accept the donation of patio furniture valued at approximately \$8000.00 from the Needham Exchange Club to the Center at the Heights.
8. Sign the Warrants for the State Primary to be held on September 9, 2014.

9. **Approve request from Park and Recreation Commission to host their annual “Spooky Walk” on Saturday, October 18th, 2014 which commences on Town Common at 10:45am, with a rain date for Saturday, October 25th, 2014.**
10. **Approve request from the Park and Recreation Department to offer archery programs this summer at the Claxton quarry area during July 28 through August 1, 2014 and at the Outdoor Living Program, located at Ridge Hill, during various points throughout the summer. These programs utilize bows and arrows.**
11. **Accept the following donation made to the Needham Community Revitalization Trust Fund from the following resident: \$ 100 from Daniel P. Matthews**
12. **Approve a Special One Day All Alcoholic Beverages License for Jodie Kaplan, of Bright Spirit Children’s Foundation to hold its Bright Spirit Charity Poker event on November 21, 2014 from 5:30 p.m. to 11:30 p.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.**
13. **Approve a request from Peter Latvis, Assistant Director in the Events Management Office at Babson College, who has submitted a Road Event form, to hold a portion of its —Babson Runs for Rett- 5K and Fun Run— in Needham on Saturday, September 20, 2014 from 10:30 a.m. to 11:30 a.m. The route has been approved by the following departments, DPW, Police, Fire and Park and Recreation.**
14. **Approve continuation of the experimental Traffic Regulation in accordance with the Needham Traffic Rules and Regulations Section 3-6 for Great Plain Avenue for the period July 28, 2014 to August 27, 2014: one Handicap Parking spot, and one 15 minute Parking spot, in front of the former Eaton Square Right of Way adjacent to MBTA Right of Way.**
15. **Approve continuation of the experimental Special Permit Parking Regulation to allow temporary parking for construction vehicles on Ellis Street at Mills Field. This regulation will allow parking for up to twelve vehicles for the period July 26, 2014 to August 25, 2014.**
16. **Approve road race event form from Christopher George of the Sean Biggs Memorial Foundation, to hold its 5K race in Needham on October 19, 2014 from 6:00 a.m. to 12:30 p.m. The route of the race has been approved by the following departments: DPW, Police, Fire, and Park and Recreation.**
17. **Approve a request from Allan Eyden, Road Coordinator for the Pan Mass Challenge, to have a portion of its ride to go through Needham. The event is scheduled for August 2, 2014 and August 3, 2014 starting at 7:00 a.m. The route of the race has been approved by the following departments: DPW, Police, Fire, and Park and Recreation.**
18. **Approve request from the Needham Business Association to hold Annual Blue Tree Ceremony on Saturday, December 6, 2014 at 4:30 p.m. in Avery Square and Blue Tree festivities at the Town Common at 5:00 p.m. Approval also includes use of Garrity Way from 1:00 p.m. to 5:00 p.m.**
19. **Approve request from the Needham Business Association to have —meter-free— parking in Needham Center and Needham Heights from November 27, 2014 to January 2, 2014.**

20. **Special Sewer Assessment Order No. 591**
21. **Special Sewer Assessment Order No. 592**
22. **Water & Sewer Abatement Order No. 1183**
23. **Grant permission for the following residents to hold a Block Parties:**

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Ratify Sarah McElroy	23 James Avenue	James Ave	7/3/2014		5-9:30pm
Jerome Kassel	174 Parker Rd	159 Parker Rd	9/6/2014	9/7/2014	3-8pm
Virginia Carnahan	671 Great Plain	Greenwood Avenue	9/6/2014	9/7/2014	3-11pm
Janine McGuire	60 Colby St	Rae Avenue within the intersections of Colby and Arch	9/6/2014	9/7/2014	3-9pm 3-8pm
Yelena Viktorov	82 Canterbury	Canterbury	9/6/2014	9/7/2014	4-9pm
Jeanne Martin	139 Plymouth Rd	Plymouth Rd	9/7/2014	9/14/2014	1-7pm
Cindy Fionda Osgood	27 Laurel Drive	Lower Laurel	9/20/2014	9/21/2014	3:30-7:30pm 3-7pm

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

7:45 p.m. Board Discussion:

1. Town Manager Performance Evaluation

Mr. Bulian stated in accordance with the Board's policies, the Board of Selectmen prepared the annual performance evaluation of the Town Manager. He said each member of the Board completed an evaluation that is then compiled into a consensus evaluation document containing the numerical average for each point of evaluation and a summary of overall evaluation comments. The Board's policy, he said, calls for the overview to be released at a meeting of the Board of Selectmen. He asked for Board comments.

Mr. Matthews said Ms. Fitzpatrick is one of the best Town Managers in the State of Massachusetts. He said Ms. Fitzpatrick completed a long list of very impressive accomplishments over the last year, always with high standards, an ethical approach, and with good cheer. He said he is glad Ms. Fitzpatrick is working for the Town of Needham. Mr. Handel, Mr. Borrelli, and Mr. Bulian concurred with the comments made by Mr. Matthews. Mr. Bulian read a comment from the

consensus evaluation document, “Kate’s effectiveness as Town Manager is enhanced by her knowledge of the community and the community benefits from that effectiveness.” He said the Board is very appreciative of the work done by Ms. Fitzpatrick and thanked her for her service to the Town of Needham.

Motion by Mr. Matthews that the Board vote to approve the Town Manager Consensus Evaluation Overview Document dated July 29, 2014.

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

7:55 p.m.

Executive Session:

Motion by Mr. Handel that the Board of Selectmen vote to enter into Executive Session.

Exception 2 - To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.

Second: Mr. Borrelli. Mr. Bulian polled the Board. Unanimously approved 4-0.

Exception 3 - To discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares.

Not to return to open session prior to adjournment.

Second: Mr. Borrelli. Mr. Bulian polled the Board. Unanimously approved 4-0.

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