

**Town of Needham
Board of Selectmen
Minutes for March 17, 2017
Selectmen's Chamber
Needham Town Hall**

8:35 a.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chairman Matthew D. Borrelli. Those present were Maurice P. Handel, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

8:35 a.m. Town Manager:
Kate Fitzpatrick, Town Manager appeared before the Board with 3 items to discuss:

1. Verizon Cable Television Final License Amendment

Ms. Fitzpatrick asked the Board to sign the Report of the Town of Needham on the Request for Amendment to the Town of Needham Cable Television Final License that extends the term of the license to June 5, 2017. She noted as per Massachusetts Division of Telecommunications & Cable (DTC) at 207 CMR Section 3.07, newspaper notice was published fourteen (14) days before a required 21 day comment period. No comments were received with this period.

Motion by Mr. Bulian that the Board vote to sign the Report of the Town of Needham on the Request for Amendment to the Town of Needham Cable Television Final License dated December 5, 2006 and forward to the Massachusetts Division of Telecommunications & Cable.

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

8:37 a.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 at this meeting.

CONSENT AGENDA

1. **Ratify a request for a Special One Day Wine and Malt Beverages license for Joshua Botsford, of North Hill Needham, who held an event for the Needham Community Council on Thursday, March 2, 2017 from 6:00 p.m. to 8:30 p.m. The event was held at North Hill Needham, 865 Central Avenue, Needham.**
2. **Ratify a request for a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club who hosted a Baby Shower event on March 11, 2017 from 3:00 p.m. to 7:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.**
3. **Ratify a request for a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club who hosted a Celebration Party event**

on March 12, 2017 from 1:00 p.m. to 5:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.

4. Approve a request for a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club to host a fundraiser for Needham Lacrosse event on March 25, 2017 from 7:00 p.m. to 11:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.
5. Approve a Special One Day Wines & Malt Beverages License for Morgan Murphy, Restaurant Associates, of Trip Advisor to host a “Universal Design Symposium at Mt. Ida” on March 24, 2017 from 5:30 p.m. to 8:00 p.m. The event will be held at Trip Advisor headquarters, 400 First Avenue, Needham, MA.
6. Approve a Special One Day Wines & Malt Beverages License for Morgan Murphy, Restaurant Associates, of Trip Advisor to host an event for Waypoint Adventure on March 30, 2017 from 6:00 p.m. to 10:00 p.m. The event will be held at Trip Advisor headquarters, 400 First Avenue, Needham, MA.
7. Approve a Special One Day Wines & Malt Beverages License for Morgan Murphy, Restaurant Associates, of Trip Advisor to host an event for Baby Basics on March 31, 2017 from 6:30 p.m. to 9:00 p.m. The event will be held at Trip Advisor headquarters, 400 First Avenue, Needham, MA.
8. Approve a Special One Day Wines & Malt Beverages License for Morgan Murphy, Restaurant Associates, of Trip Advisor to host an event for WBUR on April 13, 2017 from 5:30 p.m. to 6:30 p.m. The event will be held at Trip Advisor headquarters, 400 First Avenue, Needham, MA.
9. Water & Sewer Abatement Order # 1233
10. Accept the following donations made to the Needham Park and Recreation Commission’s Arts in the Parks Summer Concert Series: \$700 from Copley Motorcars; \$700 from Roche Brothers; and \$700 from Louise Condon.
11. Accept the following donation made to the Needham Community Revitalization Trust fund: \$200 from Needham Open Studios for the Banner Showcase Program.
12. Approve minutes of February 28, 2017, open session.
13. Approve road event form from Stephen Mortimer of Needham Baseball and Softball, to hold its opening day parade in Needham on April 30, 2017 from 11:00 a.m. to 12:00 p.m. The route of the parade has been approved by the following departments: DPW, Police, Fire, and Park and Recreation.
14. Grant permission for the following residents to hold block parties:

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Celia Carboni	42 Greenwood Avenue	Greenwood Avenue	7/22/17	7/23/17	1pm-11 pm

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

2. Open May 2017 Special Town Meeting Warrant

Ms. Fitzpatrick asked the Board to open the warrant for the May 8, 2017 Special Town Meeting. She reviewed items in the draft warrant dated March 10, 2017.

Motion by Mr. Handel that the Board vote to open the warrant for the May 8, 2017 Special Town Meeting.

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

3. Food Truck Regulation Provisions

Ms. Fitzpatrick noted discussion of the Food Truck Regulation Provisions will take place at the Board of Selectmen meeting on March 28, 2017. She reported that she and Mr. Matthews met with the Park and Recreation Commission on Monday, March 13, 2017 noting a revised proposal, based on feedback from the Commission, will be presented at the meeting on March 28th.

Mr. Borrelli commented he gave the proposal to the Trustees, who he said will take it under consideration.

Ms. Cooley said terminology must be consistent suggesting food trucks and food carts be referred to as mobile food vendors. Ms. Fitzpatrick concurred.

4. Town Manager Report

Ms. Fitzpatrick reported the Town has been notified by MassDOT that they are contemplating changing the Highland Avenue/Needham Street corridor project to accommodate for a bicycle lane, which she said will have a significant impact on the project. She said MassDOT is proposing to delay the project until federal FY2019. She said the City of Newton has been contacted recommending a joint letter outlining concerns be sent to MassDOT. Ms. Fitzpatrick said there are many questions and concerns that need answers, particularly why the change is happening now. She noted the project is nearly 100% designed and has been in the works for more than decade. Ms. Fitzpatrick said the First Avenue signal project is scheduled to commence this week, and will not tie in with the Highland Avenue project if a change occurs. Ms. Fitzpatrick said there are many concerns including the fact that the Town of Needham and the City of Newton were not notified. She asked the Board support sending a letter to MassDOT.

Mr. Handel said delaying the project at this point is unconscionable and that Needham and Newton must push to make sure the project stays on schedule.

Ms. Cooley agreed with Mr. Handel. She suggested the Town express its support for a bridge and bicycle lane as a separate project in the future.

Discussion ensued about potential alternatives for a bike lane.

Motion by Mr. Matthews that the Board of Selectmen vote to authorize Matthew D. Borrelli, Chairman to sign a joint letter with the mayor of the City

of Newton outlining concerns as to contemplated changes in the design of the Highland Avenue/Needham Street corridor project.

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

8:45 a.m. Board Discussion:

1. Property Tax Assistance Program Appropriation

The Board discussed the appropriation for the Property Tax Assistance Program for FY2018. Mr. Borrelli suggested raising the amount to the maximum of \$25,000 from \$7,292. He said the Board agrees more private contributions are needed, as well as a better way to build up the fund. He asked the Board consider increasing the amount for one year.

Mr. Matthews asked what the appropriation was last year? Ms. Fitzpatrick said the amount was approximately \$15,000. Mr. Matthews suggested maintaining the same appropriation. He commented the idea is for the public contributions to match the private contributions as the source of funding the program. He said if the public is not willing to contribute, it is disappointing and questioned why continue the appropriation. He commented the public is willing to support the program, but the Town must do a better job notifying and acquiring additional funds. Mr. Matthews suggested keeping the appropriation at \$15,000 for this year while working to obtain more funding. He noted legal restrictions associated with the government soliciting private charitable donations. He suggested talking Town Meeting about reaching the goal.

Ms. Cooley said people need to understand the importance of a contribution and who it benefits.

Discussion ensued on the Town's contribution, application criteria, and granting an appropriation.

Mr. Matthews said he welcomes ideas on wording to comply with state law and to get the message out to people. He said Needham's policy is for a maximum matching contribution of \$25,000. He commented on encouraging civic engagement.

Ms. Cooley noted discussion with the appropriation committee indicates 100% of the demand is met. She said there could be people who are not asking for assistance, but of the people who meet the criteria the demand is being met.

Mr. Borrelli said a lot needs to be done, but there are people who could use the money. He asked for the maximum amount of \$25,000 with the understanding of reassessing next year.

Motion by Mr. Handel that the Board of Selectmen recommend funding of the Needham Property Tax Assistance Program at \$25,000 for FY2018.

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

2. Committee Reports

No Committee Reports were made.

9:05 a.m.

Adjourn:

Motion by Mr. Bulian that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of March 17, 2017.

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