

Town of Needham
Select Board
Minutes for Tuesday, May 12, 2020
By Zoom Video Conference
<https://zoom.us/j/88122904309>

6:00 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick. Also participating were Dave Davison, Assistant Town Manager/Finance, Tim McDonald, Health and Human Services/Director, and Tiffany Zike, Public Health Nurse. Denise Garlick, State Representative was present remotely. Recording Secretary Mary Hunt recorded the meeting remotely.

Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Handel stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website www.needhamma.gov.

6:03 p.m. National Public Works Week Proclamation:
Mr. Borrelli read a proclamation recognizing the week of May 17th through May 23th, 2020 as National Public Works Week.

Motion by Mr. Borrelli that the Select Board approve and sign the Proclamation for National Public Works Week May 17th through May 23th, 2020.

Second: Mr. Bulian. Unanimously approved 5-0 by roll call vote.

Ms. Fitzpatrick commented the Town was recently notified by the American Public Works Association that Edward Olsen, Parks and Forestry Superintendent received the Professional Manager of the Year. She said the award is a great honor for Mr. Olsen and thanked him for his service to Needham.

Mr. Handel pointed out that public works employees are now considered First Responders.

6:05 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Select Board vote to approve the Appointments and Consent Agenda as presented.

Appointments: No Appointments were made at this meeting.

Consent Agenda:

- 1. Accept donation of 4,200 KN95 masks with 1,200 earmarked for Beth Israel Deaconess Medical Center in Needham; and 400 Tyvek suits with 100 earmarked for Beth Israel Deaconess Medical Center in Needham from the City of Daxing, China.**
- 2. Approve display of 2020 Graduation Banner on Town Hall.**
- 3. Water and Sewer Abatement Order #1290**
- 4. Accept the following gifts received by the Needham Public Library for the period of January 1, 2020 to April 30, 2020: Faith Crisley donated the children's book, Henry Hikes to Fitchburg by D.B. Johnson in memory of her mother Greta Crisley (\$15.00); Ellen Fisher gave the Children's Room four Junie B. Jones books (\$4.99 each); Tom Harkins donated the puzzle Beers of New England (\$16.00); Michael Gottesman gave the library a copy of the CD Madonna – Madame X (\$10.00); Matthew and Greta Geist made a “thank you” donation of \$15.00 in honor of Children's Assistant Carolin Davis; Joanne Neale donated several toys for the STEAM Room (\$300.00); Sumner N. Milender gave the library a copy of The Wizard War: British Scientific Intelligence 1939-1945 by R.V. Jones (\$12.95); Ellen Knizeski made a donation in memory of her father, Bernie Ford (\$150); Thomas M. Kane donated a copy of his new book, The Witches of Crannock Dale, Book One: Mara of the League (\$12.00); Author Andy Havens gave the library copies of books One, Two, and Three of his The Side Ways series: Awake (\$10.00), Aware (\$12.00), Again (\$14.00); Tom Keating donated a copy of his books, Yesterday's Soldier: A Passage from Prayer to the Vietnam War (\$16.99); Janet Krawiecki gave the library a copy of Ann Patchett's new book, The Dutch House (\$27.99); Cathy and Barbara Collishaw made a donation in memory of Lean Rose Piccioli (\$36.00); Linda DeFruscio-Robinson gave the library a copy of her books, Transgender Profiles: Time for a change (\$24.95); and Storytime Crafts donated an autographed copy of Danny Dollar Millionaire Extraordinaire: The Lemonade Escapade by Ty Allan Jackson to the Children's Department (\$7.95).**
- 5. Approve a 20B Exemption for Rana Mana-Doerfer who is an employee at the Department of Public Works as a Department Specialist to engage in work with the Design and Review Board as a Recording Secretary.**
- 6. Accept the following donation made to the Needham Health Division's COVID19 fund: \$40 from Barbara Ryan, a Needham resident.**
- 7. Accept the following donation made to the Needham Health Division's Traveling Meals program: \$500 from Richard Sanders, a Needham resident.**
- 8. Accept the following donation made to the Needham Health Division's Gift of Warmth Fund: \$150 from Appleton Adams, a Needham resident.**
- 9. Approve open session minutes from April 9, 2020 and April 28, 2020.**

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Mr. Handel acknowledged the donation of KN95 masks and Tyvek suits from Needham's sister city, Daxing, China.

6:06 p.m. Public Hearings: Eversource Grant of Locations
Maureen Carroll, Eversource Energy Representative discussed with the Board 2 Eversource Energy Grant of Locations.

1. South Street

Ms. Fitzpatrick said all paperwork is in order.

Mr. Handel invited public comment. No comments were heard.

Motion by Mr. Bulian that the Select Board approve and sign a petition from Eversource Energy to relocate two (2) poles on South Street. This work is necessary to provide underground transmission upgrades on South Street, Needham, MA.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

2. Hunnewell Street

Ms. Fitzpatrick said all paperwork is in order.

Mr. Handel invited public comment. No comments were heard.

Motion by Mr. Bulian that the Select Board approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Hunnewell Street. This work is necessary to provide underground electric service to 262 Hunnewell Street, Needham, MA.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

6:10 p.m. Continue Public Hearing – Transfer of All Alcoholic Beverages License: Spiga LLC d/b/a Spiga located at 18 Highland Circle (originally scheduled 3/24/2020)

Motion by Mr. Bulian that the Select Board vote to continue this public hearing to its June 9, 2020 meeting.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

6:10 p.m. Public Hearing: Continue Community Stormwater Mitigation Assessment (from 4/14/20) - Cancelled

6:12 p.m. Annual Town Meeting/Citizen's Petition - Household Waste Disposal:
Joe Leghorn spoke with the Board about his Citizen's Petition - Article 31 in the 2020 Annual Town Meeting Warrant.

Mr. Leghorn showed the Board a picture of unsightly disposal bins, explaining the bins have remained on the street for several years. He said neighbors have

approached the homeowners to no avail. Mr. Leghorn said the concern is that people may rummage trash bins and there is an adverse effect on property values.

Mr. Handel noted the Citizen's Petition has been withdrawn from the 2020 Annual Town Meeting warrant and will be a topic in the next available Town Meeting. He thanked Mr. Leghorn for helping in the effort to make sure Town Meeting functions efficiently under the current circumstances.

Mr. Borrelli said there are personal property rights to contend with, and that the petition is not narrow enough to get at the crux of the issue. He said in principal he agrees something must be done.

Mr. Bulian asked Mr. Leghorn if private haulers have been part of the discussion? Mr. Leghorn said the Citizen's Petition was drafted to not impose any burden on the trash haulers. Mr. Bulian said he agrees barrels should not be in the public way, but a more robust public process is needed.

Ms. Cooley said she supports some regulation, noting other communities have private haulers that do not have bins at the street.

Mr. Matthews concurred with Ms. Cooley. He said the problem is bothersome, suggesting Mr. Leghorn look at how other communities regulate the issue. Mr. Matthews said a 30ft. setback must be reconsidered and that the petition seems to apply to all trash removal.

Discussion ensued on the health code, whole house clean outs, household waste, and writing a by-law.

The Board thanked Mr. Leghorn for the discussion.

6:45 p.m. State Budget Update:

Denise Garlick, State Representative provided the Board with an update on preliminary projections for the FY2021 State Budget.

Ms. Garlick thanked the Select Board for their service to Needham, and for their work to stabilize the Town during this difficult time. Ms. Garlick shared legislative actions that have taken place and said the House of Representatives is now able to vote remotely. She also commented on the current status of the budget, and her desire to enhance the town and state partnership. Two slides were shown to the Board including Legislative Relief for Towns and Residents, as well as Massachusetts Economic Indicators. Ms. Garlick said as Vice Chair of Ways and Means, at a revenue hearing in December of 2019 economic experts discussed the economic outlook for Massachusetts. She said at that time, predictions indicated a 3.4% increase in revenue for the Commonwealth. Ms. Garlick said in March, the same experts convened, admitting the predictions for the Commonwealth are now grim due to the pandemic. She noted a 6.1% decline in the Massachusetts GDP in

the first quarter. She said as of this week, more than 1 million residents of Massachusetts have filed for unemployment and experts are anticipating a \$4B-\$6B deficit in the \$43 billion Massachusetts budget. She compared the 2008 recession in Massachusetts which saw a budget deficit of \$2B. Ms. Garlick shared this is a serious time and more will be known as to the status of the Commonwealth once we reach July 15, 2020. She also said it is currently unknown how much the federal government may be able to help blunt the impact on the state deficit. Ms. Garlick concurred with Mr. Davison in saying this is a time to be informed, but not a time to be reactionary. Discussion ensued on town and state budgets, and federal resources. She commented it's likely the impact of the pandemic will be strong on the budget being built for FY2022.

Mr. Bulian asked if any surprises are anticipated for FY2020 thru June 30th, 2020? FY2021? FY2022? He asked when will the impact be felt? Ms. Garlick said it is anticipated some money will be recouped through FEMA.

Mr. Borrelli asked about real estate taxes to Needham, and possible discussion on the state level allowing municipalities to defer real estate taxes for businesses? Ms. Garlick said she wants to understand the needs and is open to discussing the issue further with Mr. Borrelli and to bring it to the state level.

The Board thanked Ms. Garlick for the update.

7:04 p.m.

COVID-19 Update:

Tim McDonald, Director of Health & Human Services and Tiffany Zike, Public Health Nurse provided the Board with an update on the Town's response to the COVID-19 pandemic.

Ms. Zike gave a brief overview of the Town's response to the crises. She said she is coordinating efforts of BID Needham hospital, nursing homes, assisted living facilities, group homes, and childcare facilities to make sure their services continue, and in providing enough personal protective equipment. She commented on collaboration with the state regarding contact tracing, and that a great effort has been put into monitoring, tracking, notifying, and educating people. Ms. Zike commented on the phased reopening of businesses, asking that any Town work that can be done virtually continue that way so that services that cannot be done virtually can open during phase one. She said services that are able to open will be on an appointment only basis for each Town building, noting staff will be limited. Ms. Zike said staff will be required to monitor their symptoms prior to entering Town buildings, face coverings will be required, and the Town will provide one face covering per employee. She said measures will be taken to decrease the chance of too many people in one area.

Mr. McDonald said state guidance is anticipated regarding pools, camps, and food service. He said Needham had increased the frequency of food service inspections

since the start of the pandemic, making the reopening of restaurants slightly less challenging.

Ms. Fitzpatrick anticipates employees will begin coming back to work after the Town election. She said markings, appointments, and monitors will be in place, noting the “new normal” will be ever evolving.

Mr. Borrelli said the goal was to flatten the curve, and that Needham has done a very good job. He said he does not want to be so conservative and to lose sight of the objective which was to flatten the curve. He asked if parking lots will be available for restaurants to use as space for more capacity, and about Town fields and how to open them?

Mr. McDonald concurred the goal was to flatten the curve but reducing the possibility of community transmission through social distancing is a continuing goal. He said some activities can cautiously re-open in small groups. He commented on outdoor seating saying the Public Health Department and Board of Health are open to discussion as Needham’s restaurants are very good at making sure they are serving food in a safe, hygienic manner. He said a phased increase of areas for passive recreation was discussed by the Park and Recreation Commission last night.

Ms. Cooley said the Select Board should consider allowing businesses to use outdoor space to facilitate doing business. She acknowledged opening the Rosemary Pool Complex is challenging but is hopeful a safe and creative solution can be found. She thanked Mr. McDonald and Ms. Zike for their work.

Mr. Matthews said the simple goal is to reopen safely, but it is a lot more complicated than it seems. He said having consistent, statewide policies is important. He concurred with Ms. Cooley in allowing business to use the outdoors, noting if the health part of the equation is in place, the Select Board can coordinate with other agencies that have a role to play in getting businesses open (i.e. permitting). He commented the situation will continue for a year or more and the Select Board and Town must have a clear and consistent plan.

Mr. Bulian encouraged outdoor activity. He said preparing for the fall and winter is important, as people will be indoors again, agreeing restaurants should be able to use parking lots for serving customers.

Mr. Handel said using the outdoors offers the best means of getting business to function again, noting this is a time to experiment with solutions.

Ms. Fitzpatrick thanked Mr. McDonald and Ms. Zike for their around the clock work coordinating and keeping people safe.

7:30 p.m.

Budget Update:

Dave Davison, Assistant Town Manager/Finance Director provided the Board with an update on FY2020 and FY2021 planning.

Mr. Davison said as of May 1, 2020, 84% of property taxes had been collected, noting the due date extension to June 1, 2020. He said he anticipates normal levels of collection to resume. He commented on local receipts, a decrease in discretionary spending (participation in programs), and the lag in posting receipts due to staffing. He commented on restaurant receipts, noting the Town is at about 98% of the normal level, which he said shows the Town was tracking for a “banner year” but things “dried up” in April due to the pandemic. He said room excise taxes are similar. Mr. Davison commented motor vehicle excise tax is also behind, as people are taking the extra time to pay their bill without penalty. He said he anticipates coming in slightly above budget, noting the importance of motor vehicle excise taxes on the Town’s budget. Mr. Davison said the submitted FY2021 budget did not factor in COVID-19, but he is monitoring local revenues and real estate development. He commented on state aid, saying there are many unknowns. He spoke about the gas tax, meal tax, lottery receipts and their impact on cities and towns, and that he anticipates a 20% reduction in governmental aid from the Commonwealth. He said in planning for FY2021, revenue estimates for many smaller aid programs will be cut, citing Charter School tuition reimbursement, elderly exemption aid, public library aid, and veteran’s benefits. He said he is assuming some aid from Chapter 70 (education aid) will be cut. Mr. Davison said by the time of the October 2020 Town Meeting, more will be known. He said initial FY2021 local receipts were estimated at an 8.7% increase, but since the pandemic estimates for local receipts are now cautiously expected to decrease to just under 10%. He spoke about expected declines in room taxes, meals taxes, motor vehicle excise taxes, and construction activity.

Mr. Bulian said there are so many unknowns. He asked about collecting commercial business real estate taxes in Needham Crossing. Mr. Davison said he is not anticipating a significant decrease in real estate taxes. Discussion ensued on real estate tax and personal property tax estimates.

Mr. Borrelli commented he believes revenues from permits will come back due to pent up demand. He asked about water, RTS, and Rosemary Pool revenues and how they affect budgeting? He also asked about the Town’s fund investment. And, will there be a transfer of funds to make up for the shortfall in FY2021? Mr. Davison said discretionary spending will end for FY2020 and the Town should close out in the black. He said for FY2021 many things have changed, noting the greatest exposure is Chapter 70 aid. He said FY2022 will probably be more difficult, but there is time to adapt to the new realities. He said while the full impact is not known, Needham is in a better position than other communities to weather the tighter years. Mr. Davison cautioned it will take time to recover the losses of the first and second quarter of FY2020.

Ms. Cooley said she appreciates the update and understands where the Town currently stands.

Mr. Matthews said the numbers are daunting, but it is good to have them. He said with careful planning, hopefully the Town will come through it well.

The Board thanked Mr. Davison for the update.

8:05p.m.

Town Manager:

Kate Fitzpatrick, Town Manager spoke with the Select Board concerning 3 items.

1. Positions on Warrant Articles

Annual Town Meeting Warrant

Motion by Mr. Bulian that the Select Board vote to support Article 3 - Establish Elected Officials' Salaries in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 4 - Fund Collective Bargaining Agreement - Needham Police Union in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion Mr. Bulian by that the Select Board vote to support Article 5 - Fund Collective Bargaining Agreement - Needham Police Superior Officers Association in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 6 - Fund Collective Bargaining Agreement - Needham Fire Union in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 7 - Appropriate for Needham Property Tax Assistance Program in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 8 - Appropriate for Compensated Absences Fund in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 9 - Appropriate for Public Facilities Maintenance Program Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 10 - Appropriate for Planning Consulting Assistance in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 11 - Appropriate for Parking Study in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to defer Article 12 - Appropriate for Public Health Consulting Assistance in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 13 - Appropriate for National Pollutant Discharge Elimination System (NPDES) Permit Compliance in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 14 - Appropriate the FY2021 Operating Budget Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 15 - Appropriate the FT2021 Sewer Enterprise Fund Budget in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Bulian that the Select Board vote to support Article 16 - Appropriate the FY2021 Water Enterprise Fund Budget in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 17 - Set the Annual Department Revolving Funding Spending Limits in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 18 - Authorization to Expend State Funds for Public Ways in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to defer Article 19 - Citizen's Petition/Amend Zoning By-Law - Pediatric Medical Facility in the New England Business Center District in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to defer Article 20 Citizen's Petition/Amend Zoning By-Law - Map Change to General Residence B Zoning District in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 21 - Appropriate for General Fund Cash Capital in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 22 - Appropriate for Public Works Infrastructure in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 23 - Appropriate for Mitchell School Restroom Upgrades in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 24 - Appropriate for Sewer Enterprise Fund Cash Capital in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 25 - Appropriate for Water Enterprise Fund Cash Capital in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 26 - Appropriate for Stormwater Stabilization Fund in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 27 - Acceptance of Provisions M.G.L. Chapter 451 Section 111f - Special Injury Leave Indemnity Fund in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 28 - Foster Care Transportation Reimbursement in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 29 - Special Education Stabilization Fund in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Borrelli that the Select Board vote to withdraw Article 30 - Amend General By-Law - Authorize Town Clerk to Ensure Consistency in Numbering in the Annual Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Article 31 - Citizen's Petition - Storage of Receptacles Used for Household Waste Disposal Pickup at Residential Properties by Commercial Vendors in the Annual Town Meeting Warrant. Withdrawn by the Petitioner.

Motion by Mr. Bulian that the Select Board vote to defer Article 32 - Citizen's Petition Sewer Line Extension in the Annual Town Meeting Warrant.

Second: Mr. Matthews. Unanimously approved 5-0 by roll call vote.

Special Town Meeting Warrant

Motion by Mr. Bulian that the Select Board vote to defer Article 1 - Appropriate for Traffic Consulting & Engineering in the Special Town Meeting Warrant.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

Mr. Borrelli said he wanted more information before voting on Article 1.

Motion by Mr. Bulian that the Select Board vote to withdraw Article 2 - Amend the FY2020 Operating Budget in the Special Town Meeting Warrant.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

Motion by Mr. Bulian that the Select Board vote to support Article 3 - Appropriate for Payment of Unpaid Bills of Prior Years in the Special Town Meeting Warrant.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

2. Approve Memorandum of Agreement - Needham Fire Union

Ms. Fitzpatrick recommended that the Select Board approve and sign the Memorandum of Agreement with the Needham Fire Union Local 1706. The Agreement is for a one-year contract extension with a wage adjustment of 2% on

July 1, 2019 and 1% on January 1, 2020, an increase in the detail rate, and minor language changes.

Motion by Mr. Matthews that the Board approve and sign the MOA between the Town of Needham and the Needham Fire Union Local 1706 for fiscal year 2020.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

3. Town Manager's Report

Ms. Fitzpatrick reported the Town will shift to its summer schedule on May 22, 2020.

Ms. Fitzpatrick recognized Aicha Kelley, Assistant Director of Elder Services at the Center at the Heights for her good work in sending out a daily newsletter to more than 2,000 people keeping them informed of various COVID-19 articles, remote programs, current events, brain exercises, sing-a-longs, available legal services, and yoga classes through the ZOOM app. She said people are feeling a sense of connection during this time of isolation and thanked Ms. Kelley for her hard work.

8:29 p.m. Board Discussion:

1. Committee Reports

No Committee Reports were made.

8:31 p.m. Adjourn:

Motion by Mr. Bulian that the Select Board vote to adjourn the Select Board meeting of Tuesday, May 12, 2020.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

A list of all documents used at this Select Board meeting are available at:

<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID=>