

**Article 5**  
**October 27, 2008 Special Town Meeting**  
**Appropriate \$5,725,000 for**  
**PUBLIC SERVICES ADMINISTRATION BUILDING**

**The Project:** The 2008 Annual Town Meeting appropriated \$500,000 for design of a Public Services Administration Building to be constructed at the DPW Complex on Dedham Avenue. The Public Services Administration Building will be approximately 22,000 square feet and will house the administrative offices of the Department of Public Works (Administration, Engineering, Highway, Garage & Equipment, Water & Sewer, and Parks & Forestry), Building, Public Facilities, Park & Recreation, and Planning, Conservation & Zoning. Under the direction of the Permanent Public Building Committee, the Town engaged the services of Winter Street Architects who have completed the schematic design phase of the project. The Board of Selectmen and Finance Committee have both voted to recommend adoption of Article 5.

**The Timeline:** The project will be put out to bid in December, 2008 with construction to begin in February, 2009. When the project is completed in late 2009, the departments located in Town Hall will be relocated to the Public Services Administration Building on an interim basis until the Town Hall renovation project is complete. When the Town Hall departments relocate to Town Hall in 2011, the Public Services Administration Building will revert to its intended use.

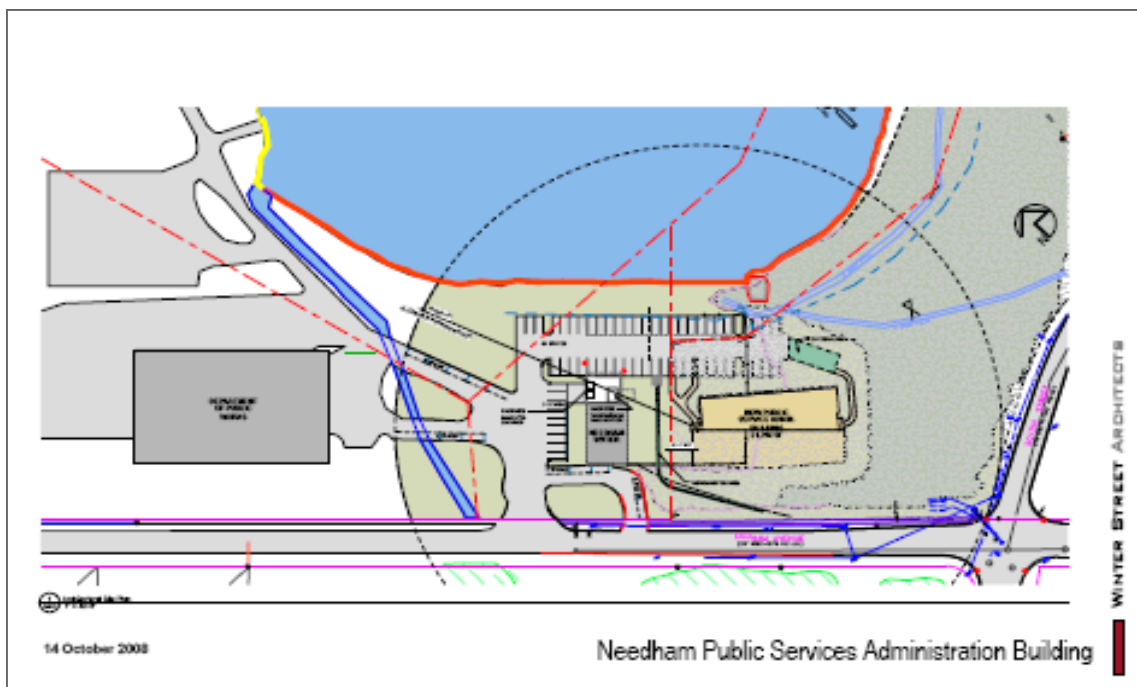
**The Need:** The current DPW facility is too small for department needs, and associated garage space is inefficient and inappropriate. The second floor office space has only a fire escape as a second means of egress, there is no handicap accessibility, and there is a history of air quality concerns relating to fumes from the garage below the office spaces.



*View of Public Services Administration Building from Dedham Avenue*

The Town is also under federal mandate related to storm water management which will require environmental modifications to the site.

The first phase of the renovation of this site is the construction of the Public Services Administration Building. This phase will alleviate overcrowding, and resolve air quality and accessibility issues. After the offices are relocated to the new building, the second floor of the existing building will be available for storage for all Town departments, which is a critical factor in planning for the Town Hall renovation. Phase 2 of the Dedham Avenue project, which is planned for several years from now, will address garage, equipment, workshop, and storm water, and remaining air quality challenges. A portion of the former water pumping station located at 484 Dedham Avenue will be removed, but the majority of the structure will remain in use for DPW Water and Sewer activities.



*Left: Proposed layout of the Public Services Administration Building (tan color) along with the proposed parking areas, reservoir, existing Water Pumping Station (small grey building) and existing DPW facility (large grey building) on Dedham Avenue.*

*The impact on the "Gateway" to Needham:* Public works functions have been performed at the Dedham Avenue site since the late 19<sup>th</sup> century. The complex is surrounded by approximately 120 acres of open space including the golf course, DeFazio Park, and the Reservoir. The transition between the DPW complex and the rural character of Dedham Avenue and South Street has been an important consideration in the development of the proposed building. Winter Street Architects has worked closely with the Planning Board and the Conservation Commission to design an aesthetically pleasing building and associated parking lot which will minimize the loss of trees, create the widest buffer, and be respectful of the environment and the surrounding neighborhood.

***History of the Dedham Avenue Site:*** A grouping of parcels was acquired over 100 years ago to construct a reservoir for water supply purposes. The reservoir and pump station served as Needham's main water supply until the mid-1930's. In 1941, the Town purchased the adjacent Norris Farm on Dedham Avenue to be used as a sandpit for DPW operations. The DPW garage was built on the site in 1961, and served as the first building to house all of the DPW vehicles and equipment since the creation of the consolidated DPW in 1934. The original construction consisted of a single story structure with a large vehicle storage garage attached to a main building containing small garage bays and a few offices. In 1966, a second story was added over the main building to house administrative offices.

There are several other facilities located at the DPW Complex. The former water pumping station continues to serve consolidated Water & Sewer Division functions. The site also hosts several equipment sheds, storage stockades, a salt shed, and a trailer used for snow and ice operations. In the 1960's, to meet the needs of the community, a large portion of the former Norris Farm parcel was transferred to the Park and Recreation Commission (about 8 acres) and School Department (about 11 acres) to create DeFazio Park.



*View of the Public Services Administration Building from the Water Pumping Station.*



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21 October 2008

Needham Public Services Administration Building

WINTER STREET ARCHITECTS

*Preliminary Schematic Design First Floor Layout*



02 Second Floor  
1/8" = 1'-0"

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Needham Public Service Administration Building

WINTER STREET ARCHITECTS

*Preliminary Schematic Design Second Floor Layout*