

Town of Brookline

2018 Annual Report

TOWN OF BROOKLINE MASSACHUSETTS



313th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2018

www.brooklinema.gov

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TOWN OFFICERS
For the Municipal Year 2018

ELECTED TOWN OFFICES

MODERATOR

Edward (Sandy) Gadsby (2021)

TOWN CLERK

Patrick J. Ward (2021)

SELECT BOARD

Neil Wishinsky, Chair (2019)

Benjamin J. Franco (2020)

Nancy S. Heller (2021)

Bernard Greene (2021)

Heather Hamilton (2020)

TRUSTEES OF THE PUBLIC LIBRARY

Regina Healy, Chair (2021)

Carol Axelrod (2021)

Michael Burstein (2019)

Chris Chanyasulkit (2020)

Koinonia Givens (2019)

Vivien Goldman (2021)

Gary Jones (2020)

Karen Livingston (2020)

Carol Troyen Lohe (2021)

Jonathan Margolis (2020)

Puja Mehta (2019)

Judith Vanderkay (2019)

SCHOOL COMMITTEE

David Pollark, Chair (2019)

Helen Charlupski (2019)

Susan Wolf Ditkoff (2019)

Suzanne Federspiel (2020)

Michael Glover (2020)

Jennifer L. Monopoli (2021)

Julie Schreiner-Oldham (2020)

David Arenas Pearlman (2021)

Barbara C. Scotto (2021)

BROOKLINE HOUSING AUTHORITY

Michael Jacobs, Chair (2021)

Joanne M. Sullivan, Vice Chair (2020)

Sue Cohen (2023)

Barbara B. Dugan (2020)

Judith Katz (State Appt) (2021)

CONSTABLES

Joseph G Figler (2019)

Neil Gordon (2019)

Stanley N. Rabinovitz (2019)

Cheryl Ann Snyder (2019)

APPOINTED BY THE MODERATOR

ADVISORY COMMITTEE

Sean Lynn-Jones (2019)

Carla Wyman Benka, Vice Chair (2019)

Benjamin Birnbaum (2021)

Clifford M. Brown (2019)

Carol B. Caro (2019)

John Doggett (2020)

Dennis L. Doughty (2020)

Harry Friedman (2019)

Janet Gelbart (2020)

David-Marc Goldstein (2019)

Neil R. Gordon (2019)

Susan Granoff (2019)

Kelly A. Hardebeck (2020)

Amy Hummel (2021)

Alisa G. Jonas (2019)

Janice S. Kahn (2020)

Steven R. Kaness (2021)

Bobbie M. Knable (2021)

David C. Lescohier (2020)

Carol S. Levin (2019)

Pamela C. Lodish (2021)

Mariah C. Nobrega (2019)

Michael Sandman (2019)

Lee L. Selwyn (2020)

Kim Smith (2021)

Stanley L. Spiegel (2020)

Claire B. Stampfer (2019)

Charles Swartz (2020)

John R. VanScoyoc (2021)

Christine Westphal (2021)

COMMITTEE ON TOWN ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair (2020)

Dick Benka (2021)

Harry Bohrs (2019)

Betsy DeWitt (2020)

Michael Robbins (2021)

Martin R. Rosenthal (2021)

Robert M. Stein (2019)

COMMITTEE ON CAMPAIGNS

James Fleming, Chair (2013)

Gary Jones (2014)

Barbara Pastan (2015)

Joel Shoner (2014)

Sloan Sable (Select Board's Rep.)

Linda Golburgh (Town Clerk Rep.)

SENIOR MANAGEMENT APPOINTMENTS

SELECT BOARD'S OFFICE

Melvin A. Kleckner, Town Administrator
Melissa Goff, Deputy Town Administrator
Justin Casanova-Davis, Asst. Town Administrator

BUILDING DEPARTMENT

Daniel Bennett, Commissioner
Charles Simmons, Public Buildings Director
Tony Guigli, Building Project Administrator

COUNCIL ON AGING

Ruthann Dobek, Director

DIVERSITY INCLUSION/COMMUNITY RELATIONS

Lloyd Gellineau, Director

FINANCE DEPARTMENT

Jeana Franconi, Director of Finance/
Treasurer/Collector
David Geanakakis, Chief Procurement Officer
Michael DiPietro, Comptroller
Gary McCabe, Chief Assessor

FIRE CHIEF

John F. Sullivan

HEALTH & HUMAN SERVICES

Dr. Swannie Jett, Director

HUMAN RESOURCES

Vacant, Director

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

PLANNING & COMMUNITY DEVELOPMENT

Alison Steinfeld, Director
Joseph Viola, Assistant Director
Polly Selkoe, Chief Planner
Kara Brewton, Economic Development Officer

POLICE CHIEF

Andrew Lipson

PUBLIC WORKS DEPARTMENT

Andrew Pappastergion, Commissioner
Frederick Russell, Water and Sewer Director
Peter Ditto, Engineering/Transportation Director
Erin Chute Gallentine, Parks & Open Space Director
Kevin Johnson, Highway Director

RECREATION

Leigh Jackson, Acting Director

SCHOOL SUPERINTENDENT

Andrew Bott

TOWN COUNSEL'S OFFICE

Joslin Ham Murphy, Town Counsel
John Buchheit, Assoc. Town Counsel
Patricia Correa, First Asst. Town Counsel
Jonathan Simpson Assoc. Town Counsel

TOWN LIBRARIAN

Sara Slymon, Director

VETERANS SERVICES

William McGroarty, Director

Boards and Commissions Appointed by the Select Board

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. Anthony Schlaff, Chair (2020)
 Cheryl Lefman (2019)
 Patricia Maher (2020)
 Dr. Peter Moyer (2018)
 Dr. Nalina Narain (2019)
 Gretchen Soddard (2018)

AUDIT COMMITTEE

Bernard Greene, Chair
 Susan Wolf Ditkoff
 Peter Finnerty
 Gregory Grobstein
 James Littleton
 Lee Selwyn

BOARD OF ASSESSORS

Gary McCabe, Chair (2019)
 Mark J. Mazur (2021)
 Harold Petersen (2020)

BOARD OF EXAMINERS

Barnett Berliner (2017)
 Fred Lebow (2018)
 Vacancy (2016)

BROOKLINE INTERACTIVE GROUP

Amy Emmert
 Leslie Forde
 Lori Landay
 Karim Martin
 Laura Nooney
 Noah Xu

COMMISSION FOR THE ARTS

Lea Cohen (2019)
 Ohad Cohen (2020)
 Amy Emmert (2019)
 Sara Erkal (2021)
 Betsy Frauenthal (2019)
 Kebbie Ghaderi (2021)
 Daniel Gostin (2018)
 Donna Hollengerg (2018)
 Ilana Hirsch Lescohier (2018)
 Courtney McGlynn (2018)
 Syndey Nolan (2020)
 Peg O'Connell (2021)
 Chris Santos (2019)
 Austin Seeley (2021)

COMMISSION FOR WOMEN

Chris Chanyasulkit, Co-Chair (2018)
 Casey Hatchett, Co-Chair (2020)
 Jennifer Goldsmith (2020)
 Sonal Jhaveri (2018)
 Nicole McClellan (2020)
 Rita McNally (2017)
 Dr. Gloria Rudisch (2017)
 Cheryl Ann Snyder (2018)
 Ginny Vaz (2017)
 Grace Yung Watson (2017)

BUILDING COMMISSION

Janet Fierman, Chair (2018)
 Karen Bresawski (2020)
 George Cole (2019)
 Kenneth Kaplan (2019)
 Nathan Peck (2018)

COMMISSION ON DISABILITY

Saralynn Allaire, Chair (2019)
 James Miczek, Deputy Chair (2019)
 Myra Berloff, Treasurer (2018)
 Select Board Member Ben Franco
 Robert Heist (2018)
 Ann Kamensky (2018)
 Joan Mahon (2017)
 Elaine Ober (2017)
 Henry Winkelman (2019)

CONSERVATION COMMISSION

Marcus Quigle, Chair (2018)
 Roberta Schnoor, Vice Chair (2018)
 Pamela Harvey (2019)
 Werner Lohe (2020)
 Pallavi Kalia Mande (2018)
 Deborah Myers (2019)
 Roberta Schnoor (2018)
 Benjamin Wish (2018)

ASSOCIATE MEMBERS

Marian Lazar (2017)

COUNCIL ON AGING

Yolanda Rodriguez, Chair (2020)
 Peter Ames (2020)
 Doris Toby Axelrod (2020)
 Judith Chasin, Vice Chair (2021)
 Rita d'Entremont (2020)
 Jean Doherty (2020)
 Philip Fullerton (2021)
 Barbara Kean (2020)
 Helen Lew (2020)
 Alberta Lipson (2021)

John Mulhane (2019)
Muriel Stark (2021)
Roberta Winitzer (2019)
William Wong (2020)
Jackie Wright (2020)

ASSOCIATE MEMBERS

Pat Ahlin (2021)
Clara Chin (2021)
Paula Friedman (2020)
Joanne Katz (2021)
Sherri Lee (2019)
Mimi O'Connor (2021)
Fran Perler (2020)
Martha Schieve (2021)
Antoinette (Toni) Schroder (2020)
Vera Sharma (2021)
Marian Weissman (2020)

HONORARY MEMBERS

Celia Lascarides
Agnes Rogers
Evelyn Roll

**COMMISSION FOR DIVERSITY,
INCLUSION & COMMUNITY RELATIONS**

Kelly Race, Chair (2020)
Sandy Batchelder, Jr. (2020)
John Malcolm Cawthorne (2019)
Jessica Chico (2019)
Sean Jaynes (2019)
Joan Lancourt (2021)
Bob Lepson (2020)
Dwaign Tyndal (2018)
Cornelia Van Der Ziel (2020)
Vishni Samaraweera Student Rep.
Micheal Gropman Police Liaison
Susanne Federspiel School Liaison
Lloyd Gellineau Diversity Office Liaison

ECONOMIC DEVELOPMENT ADVISORY BOARD

Paul Saner, Co-Chair (2020)
Anne Meyers, Co-Chair (2018)
Clifford Brown (2020)
Derrick Choi (2017)
Alan Christ (2019)
Susan Houston (2018)
Carol Levin (2018)
Kenneth Lewis (2019)
Thomas Nally (2019)
Marilyn Newman (2019)
Alden Raine (2018)
Donald A. Warner, AIA (2019)

HOUSING ADVISORY BOARD

Roger Blood, Chair (2021)
William Madsen Hardy (2020)
Jonathan Klein (2021)
Rita McNally (Tenant Rep.) (2020)
Jennifer Raitt (2019)
Steven Heiken (Planning Board Rep.)
Michael Jacobs (Housing Authority Rep.)

HUMAN RESOURCES BOARD

Edward DeAngelo, Chair (2019)
Lori G. Cawthorne (2018)
Gerald Raphel (2019)
Dana M. Teague (2020)
Beth Venti (2018)

MARTIN LUTHER KING COMMITTEE

Select Board Member Bernard Greene, Chair
Jack Curtis
Robert Daves
Amy Kamensky
Bobbie Knable
Bill Mitchell

NAMING COMMITTEE

Fred Lebow, Chair (2017)
John Bain (2018)
Carla Benka (2017)
Helen Charlupski (2018)
Wendy Ecker (2018)
Harry Friedman (Alternate) (2017)

NEIGHBORHOOD CONSERVATION DISTRICT

Dick Garver, Chair (2016)
Paul Bell, Vice Chair (2016)
Mark Allen (2020)
Dennis DeWitt (2017)
Deborah Goldberg (2015)
David Jack (2016)
Robin Koocher (2015)
VACANCY (2020)

ALTERNATES

Stephen Chiumenti (2015)

PARK AND RECREATION COMMISSION

John Bain, Chair (2019)
Clara Batchelor (2020)
Antonia Bellalta (2018)
James K. Carroll (2018)
Daniel Lyons (2020)
Nancy O'Connor (2020)
Wendy Sheridan (2019)

PLANNING BOARD

Stephen Heikin, Chair (2020)
 James Carr (2019)
 Robert Cook (2017)
 Linda Hamlin (2018)
 Blair Hines (2020)
 Matthew Oudens (2019)
 Mark Zarrillo (2020)

PRESERVATION COMMISSION

David King, Chair (2020)
 James Batchelor (2020)
 Wendy Ecker (2020)
 Elton Elperin (2020)
 Rosemary Battles Foy (2018)
 David Jack (2020)
 Peter Kleiner (2018)

ALTERNATE MEMBERS

Elizabeth Armstrong (2020)
 Richard Panciera (2018)

REGISTRARS OF VOTERS

Linda Golburgh, Chair (2018)
 Andrew J. McIlwraith (2016)
 Peggy McGuire (2018)
 Patrick J. Ward, Ex Officio

RETIREMENT BOARD

Gary Altman, Chair (2018)
 John Canney (2020)
 Jeana Franconi (2021)
 Robert Ward (2020)
 Michael DiPietro, Ex-Officio

SOLID WASTE ADVISORY COMMITTEE

John Dempsey, Chair (2017)
 Deane Cody (2018)
 Mary Litterst (2019)
 Kathleen O'Connell (2018)
 Clint Richmond (2017)
 Susan Rittling (2017)
 John Shreffler (2019)

TRANSPORTATION BOARD

Chris Dempsey, Chair (2021)
 Ashley Haire (2020)
 Jonathan Kapust (2019)
 Cynthia Lee (2019)
 Nancy Moore (2020)
 Ali R. Tali (2021)

TREE PLANTING COMMITTEE

Nadine Gerdts, Chair (2019)
 Elizabeth Erdman (2019)
 Hugh Mattison (2018)

TRUSTEES OF WALNUT HILL CEMETERY

Joslin Ham Murphy (2019)
 Nina Brown (2017)
 Bob Cook (2018)
 Gerard Hayes (2017)
 Peggy McGuire (2016)
 Vacancy (2018)

ZONING BOARD OF APPEALS

Jesse Geller (2018)
 Christopher Hussey (2020)
 Mark Zuroff (2019)

ASSOCIATE MEMBERS

Stephen Chiumenti (2018)
 Randolph Meiklejohn (2020)
 Lark Palermo (2018)
 Kate Poverman (2020)
 Johanna Schneider (2019)

MISCELLANEOUS APPOINTMENTS

**AGENT FOR MANAGEMENT OF REAL
ESTATE**
Vacant

CIVIL DEFENSE DIRECTOR
John F. Sullivan

FENCE VIEWER
Peter Ditto

INSPECTOR OF ANIMALS
Miranda Corbine & Patrick Maloney

INSPECTOR OF PETROLEUM
John F. Sullivan

INSPECTOR OF WIRES
Theodore Steverman

KEEPER OF THE LOCK-UP
Andrew Lipson

**LOCAL MOTH SUPERINTENDENT OF
INSECT PEST CONTROL**
Andrew Pappastergion

RIGHT TO KNOW COORDINATOR
Vacant

MEASURERS OF WOOD AND BARK
William McGroarty & Elmon Hendrickson

Select Board



L-R: Town Administrator Mel Kleckner, Nancy Heller, Neil Wishinsky (Chair), Heather A. Hamilton, Benjamin J. Franco, and Bernard Greene.

The Select Board is pleased to submit this report of its activities during 2018. At the Annual Town Election on May 8, Select Board Members Nancy Heller and Bernard Greene were reelected to serve new three-year terms. The Board chose Neil Wishinsky to serve as its chair for the upcoming year.

The Board meets on most Tuesday evenings throughout the year to handle a variety of important tasks, including adopting Town policies, issuing licenses and permits for restaurants and other commercial activity, approving contracts for municipal projects and services, and making recommendations on the annual budget and other matters to come before Town Meeting. The Board assigns its members to serve as liaisons to various municipal boards and committees throughout the year. In addition, individual Select Board Members serve as chairs of many ad hoc committees to advance a project or policy issue.

2018 was an extremely busy year for the Town. With the Select Board handling a multitude and wide range of issues such as moving forward with the 9th school, Newbury College's decision to close, and the implementation of recreational marijuana regulations in the Town being just a few of the issues the Select Board addressed in 2018. The following are some of the more notable activities that took place in 2018.

School Expansion and Building Projects

Amongst a variety of infrastructure projects ongoing in the Town in 2018, school expansion projects have garnered some of the most attention. The entire Board has been actively involved in School Expansion and Building Projects. In 2018, a lot of progress was made on several school projects. In May, Brookline residents voted in favor of moving forward with the Brookline High School Renovation and Expansion project by supporting a debt exclusion override. This support moves the project to the Design Development phase where final design, floor plans and drawings will be completed. The current proposed plan would add a 9th grade building, create a new Science and Stem Center, make renovations to existing infrastructure in the main building, as well as improvements to Cypress Field. The Brookline High School Building Committee was co-chaired by Select Board member Nancy Heller.

In September, a charge was established for the Baldwin School Building Committee and Driscoll School Building Committee. Select Board member Bernard Greene was selected as the co-chair for the Baldwin School Committee. While Select Board member Neil Wishinsky was selected as co-chair for the Driscoll School Building Committee with Select Board member Heather Hamilton serving as an alternate. In December, during a special Town Meeting, Town

meeting members voted to advance the Baldwin and Driscoll projects. The Driscoll School Renovation and Expansion project was allocated \$1.5 million in order to move the project into the Schematic Design Phase. While the Baldwin School Building project was allocated \$1.5 million in order to move the project into the Schematic Design Phase. The Board will continue to be actively engaged in school expansion and building projects. In order to move forward with the Town's plan to expand its public school facilities because of serious overcrowding.

2018 Override

In October 2017, the Select Board appointed an Override Study Committee (OSC) in order to determine whether an operating tax override of Proposition 2½ would be recommended to support the Town's FY2019 budget. Select Board members Ben Franco and Heather Hamilton served as co-chairs of this committee. The Board is appreciative of the comprehensive analysis and recommendations that were made by the OSC. Their work provided a useful framework for the Board. In March 2018, after much deliberation and consideration the Select Board voted to adopt language that sought to place a question for a three year plan that sought \$6,575,425 in tax override funds. The three year plan also does include \$2,057,619 in new non-tax revenue. The Board is pleased that the question passed at the ballot box. In conjunction with the override, it was determined that the Town's fiscal policies and projections should be reviewed. Thus, in August 2018, the Select Board approved the establishment of the Fiscal Policy Advisory Committee (FPAC). The charge of the FPAC committee will be to review and evaluate the Town's fiscal and financial projections through FY22; examine Town and School budget principles and financial policies; and deliver a report to the Select Board offering recommendations and actions in 2019. Select Board member Ben Franco serves as the Select Board's liaison to the committee. The Board believes it is prudent to periodically review our fiscal policies and fiscal discipline to ensure that they remain the best municipal budgeting and fiscal practices.

Recreational Marijuana

New England Treatment Access (NETA) has operated in the Town of Brookline at the former Brookline Bank building in Brookline Village as a medical marijuana dispensary since 2016. After Brookline residents voted in favor of authorizing the consumption and sale of marijuana for recreational purposes. The Town, through the Select Board's Licensing Committee, co-chaired by Select Board member Bernard Greene and Ben Franco, and the Planning Department in particular, proposed an approach for local regulation and worked on new zoning by-laws to regulate these uses. Together, the local regulations proposed were voted favorably at the May 2018 Annual Town Meeting. At the end of 2018, the Town had reached Host Community Agreements with four separate retail operations. It is expected that once all required state and local licenses are received that these operations will open in 2019. NETA is finalizing state and local licensing requirements in order to commence the sale of adult-use recreational marijuana. It is expected that it will be the first Boston-area dispensary. The Select Board will continue to monitor NETA as well as the other potential retail operations very carefully.

Town Meeting

Town Meeting is Brookline's legislative arm of government. It consists of 240 elected Town Meeting members, members of the Select Board, and any State Representative or State Senator who resides in Brookline. The Representative Town Meeting meets to appropriate funds, pass local by-laws and adopt policy resolutions. The Board thanks the elected Town Moderator Sandy Gatsby, as well as all staff that ensure that Town Meetings are ran efficiently and fairly. In 2018, three Town Meetings were held. There were over sixty articles considered during the Town Meetings held in May, November, and December. In addition to passing the Budget, Town Meeting considered a range of proposals this past year including, but not limited to, the renaming of the Devotion School, the establishment of a Land Bank committee, the establishment of a Surveillance Technology committee, and the acquisition of Oak Street properties.

Other Assignments

In addition to the specific issues listed above, each Board member devotes a great deal of time to other priorities and projects of the Town. It is impossible to list them all, but a few other key areas for the Select Board in 2018 include; Neil Wishinsky- 9th School Building Committee and the Coolidge Corner Study Committee; Ben Franco- the Select Board's Committee on Senior Tax Policy and the Noise By-Law Committee; Nancy Heller- the Climate Action Committee and the Age Friendly Cities program; Bernard Greene- the Commission for Diversity Inclusion and

Community Relations and the Audit Committee; Heather Hamilton- the Land Bank Study Committee and the Kent/Station Street Affordable Senior Housing Committee.

Budget Objectives

Each year as part of the annual budget process, the Select Board adopts a series of objectives and priorities for the coming year. This process is instructive when allocating funds in the Budget, but also when determining the weekly agenda and ongoing activities of the Board. The following objectives were adopted by the Board in January as part of the annual budget process;

Finance and Administration

1. To continue to observe and implement policies and practices to ensure long-term financial sustainability, including:
 - the recommendations of the Override Study Committee, as adopted by Town Meeting Resolution in March, 2008.
 - build on the work of the 2014 and 2017 Override Study Committees in order to determine the support needed to sustain quality town and school services.
 - the recommendations of the Efficiency Initiative Committee and OPEB Task Force, where feasible, and to explore new opportunities for improving productivity and eliminating unnecessary costs.
 - fiscal policies relative to reserves and capital financing as part of the ongoing effort to observe sound financial practices and retain the Aaa credit rating.
 - efforts to enter into PILOT Agreements with institutional non-profits along with an equitable approach for community-based organizations.
 - support the vibrancy of our commercial areas as well as support and increase small businesses.
2. To develop and implement a CIP that addresses pressures caused by K-12 enrollment growth, while at the same time continues investment in other high-priority projects:
 - to support the completion of major public projects in various stages of planning and development, such as the Brookline High School, Baldwin, Driscoll and Pierce School projects, Fire Station Renovations, the upgrade of Police and Fire radio infrastructure, and Water and Sewer infrastructure improvements.
 - to continue to invest in technology upgrades and energy efficiency projects that yield long-term operating budget relief.
 - to continue to upgrade parks, playgrounds, and other open spaces.
3. To continue to support the work of the Brookline Fiscal Advisory committee as the committee works to provide a report to the Board concerning Town and School budget principles and policies as well as long-term fiscal projections.
4. To continue to encourage the improvement of our performance criteria and measures.
5. To continue to work with the School Committee on the development and execution of a comprehensive plan to address the space and enrollment needs in the schools.
6. To abide by the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
7. To allocate additional liquor licenses granted through the enactment of the home rule bill and remain diligent about inspections and compliance of licensed entities within the Town.
8. To continue to prudently determine how to allocate the tax burden through the tax classification process and pursue opportunities to grow the tax base through commercial development.
9. To continue to pursue succession planning for Department Heads and promote professional development.
10. To continue to explore options to rectify inequities inherent in the Norfolk County structure.

11. To continue to evaluate the operational and financial merits of contracted services to see if the Town would be better served by bringing services in-house.
12. To advocate for increases in state funding in order to alleviate pressure on the Town's budget. In particular increased funding for: Ch. 70 Educational Aid; Ch. 90 Road Improvement Aid; Unrestricted Government Aid.

Diversity and Community Engagement

13. To strengthen relationships with Boards and Commissions and simplify the process to search and apply for openings.
14. To provide excellent government services that effectively addresses the needs of all citizens.
15. To integrate diversity and inclusion into the Town's services and planning, including:
 - To consider the development of business assistance programs, business incentives – including incentives for joint ventures – public-private initiatives, and utilize procurement tools to increase the number of businesses owned or operated by individuals who are (1) members of minority groups that are underrepresented in the business community of Brookline, (2) women, or (3) members of the LBGTQ community.
 - To plan and monitor implementation of programs to ensure that major Town projects, including the Baldwin, Driscoll, and Pierce school projects, possible acquisition of Newbury College, and other major Town projects include businesses owned by individuals who are (1) members of minority groups that are underrepresented in business projects in Brookline, (2) women, or (3) members of the LBGTQ community and businesses that employ significant numbers of such individuals in management and professional capacities.
 - To develop innovative programs and initiatives to increase racial diversity in Brookline housing, including marketing programs, intentional outreach programs, housing opportunity lists, and other initiatives that demonstrate Brookline's desire to increase housing opportunities for historically excluded populations in the Town, particularly African-American and Hispanic families.
 - To encourage innovative programs, thinking, and housing concepts that increase the number of middle income housing options in Brookline, including rental and owner occupied units that could attract particularly middle class, African-American families seeking housing opportunities in suburban communities.
 - To encourage and support the Commission on Diversity, Inclusion, and Community Relations to lead the foregoing objectives in partnership with other Boards and Commissions.
16. To continue to provide leadership and support to the Town Administrator, the Diversity, Inclusion and Community Relations Office, Boards and Commissions and other community stakeholders in collaborative efforts to implement meaningful diversity and inclusion initiatives.
17. To encourage Department Heads to allow for designated employees to join multi-functional teams to implement the GARE evaluation process.
18. To have three or more Town Departments be reviewed through the GARE process.
19. To add multigenerational programs centered on food and nutrition.
20. To advocate for and support jobs and a food distribution program that assists low-income elders.
21. To continue to partner with the LGBT Aging Project on training and supportive programs for gay, lesbian, bisexual and transgender elders.
22. To continue to provide support and services to Brookline residents and their families with Alzheimer's disease including hosting a Memory Café program.

Land Use, Planning and Regulation

23. To develop and implement local rules and regulations in conjunction with State regulations associated with short-term property rentals.
24. To utilize the recommendations made in the strategic asset plan.
25. To use the methodologies described in the Major Parcel Study to analyze any purchase, sale, or lease of property to or from the Town.
26. To study the feasibility of a Right of First Refusal by-law, as recommended in the Major Parcel study.
27. To begin the Complete Streets design for the full length rehabilitation of Washington Street.
28. To complete the design and begin the reconstruction of the Carlton Street Footbridge.
29. To monitor the replacement of the Town's fire alarm street and master call boxes with a state of the art wireless system that meets the Town's public safety needs.
30. To complete the design review process for the renovation of the Cypress Playground.
31. To continue the investigation, planning and implementation of the EPA mandated Phase II Permit for Massachusetts Small Municipal Separate Storm Sewers (MS4) covering storm water regulated discharges.
32. To continue to work with the Planning Department and the Department of Public Works on completion of the Gateway East Project, while coordinating the project with other public and private development projects.
33. To continue preparation of a five-year Preservation Plan to establish a comprehensive and methodical program to proactively promote the preservation of Brookline's heritage.
34. To explore the feasibility of the re-use of the Kent Street municipal parking lot for affordable rental senior housing and to consider for site disposition.
35. To update the zoning by-laws.

Economic Development

36. To continue to monitor and implement medical and recreational marijuana regulations; in accordance with the regulations of the Cannabis Control Commission and those of the Town.
37. To actively engage in the disposition of Newbury College, whether through the purchase of or the regulation of land use.
38. To review and approve the proposed uses of the Town's federal entitlement based on the recommendations of the Town's CDBG Advisory Committee.
39. To support the increase in the production of affordable housing and strive to ensure that the Town qualifies for safe harbor under Chapter 40B.
40. To continue to review affordable housing needs and support the increase of Senior Housing as well as accessible units and facilities.
41. To review and implement where feasible recommendations made by the Land Bank Study Committee.

Environmental Planning

42. To assist with the development of solar facilities on appropriate Town-owned property.
43. To establish a more ambitious energy reduction plan and continue improving energy efficiency in all Town and School buildings by using grant, rebate monies and/or CIP funds.
44. To identify and pursue fossil fuel-free opportunities for municipal buildings and support energy efficient projects.
45. To encourage the use of different portfolio options for our municipal electricity contract to ensure overall environmental integrity, including the percentage of fossil fuel-free electricity the town uses as well as increasing the percentage of renewable energy requisitions purchased that results in the production of new renewable energy sites.
46. To establish a goal for the Town to pursue fossil-fuel free, alternative fuel and advanced technology vehicles.
47. To communicate an energy conservation policy to all municipal departments and the school community to reduce energy consumption and more proactively monitor energy usage.

48. To continue to install water bottle refill stations in parks and open spaces to reduce the use of single serving disposable water bottles.
49. To continue to work with National Grid to ensure they document gas leaks throughout the community, grade them by severity, and undertake appropriate mitigation and restoration actions.

The Select Board wishes to acknowledge some management transitions that occurred in 2018. Police Chief Dan O'Leary retired from municipal service after 40 years of dedicated service to the Town, nearly 23 of those years as the Chief of Police. The Board is appreciative of Mr. O'Leary's long tenure with the Town. The Board also wishes to congratulate Assistant Town Administrator Austin Faison as he left his position in Brookline to become Town Manager in Winthrop and welcome Justin Casanova-Davis as the new Assistant Town Administrator.

The Board thanks Town Administrator Mel Kleckner, Deputy Town Administrator Melissa Goff, and the entire staff of the Select Board's office for their dedication and competence in coordinating the Board's activities while managing the affairs of the Town government. The Board also acknowledges the fine work of all the department heads and their staff during 2018. Finally, the Board also wishes to thank all of the volunteers who serve on the Town's many boards and committees or otherwise volunteer their time to the Town.

Town Administrator

Melvin A. Kleckner



It is a pleasure once again to report on the activities and policy issues facing the Town of Brookline. While 2018 represented a challenging period for the Town, it was also a year that produced many positive developments.

School Expansion Planning

The Town continued to move closer to implementing a plan to expand its public school facilities to overcome serious overcrowding within existing facilities. The plan combines the expansion of existing facilities along with the search for a site to construct an additional (9th) elementary school. The search for a new site is complicated by the fact that Brookline's K-8 school model involves a large school; essentially the combination of an elementary school and a middle school. Larger schools require a bigger footprint of land and generate greater volumes of traffic and congestion, creating difficult issues for a densely populated community like Brookline. In addition, legal restrictions on municipally owned land, including the constitutional protection of land dedicated for open space or recreational use (referred to as Article 97), limits the parcels available to the Town and exposes them to political and legal challenges.

In June, the Select Board and School Committee approved a plan to develop the site of the former Baldwin School for a 9th K-8 school. In response to the concerns about the development of a school in a densely populated neighborhood already impacted by commuting traffic, the plan involves a smaller school than originally envisioned. In addition, the Town reached agreement to acquire a three-unit condominium building on Oak Street adjacent to the Baldwin parcel to allow more flexibility in the design of this school building. The smaller school at Baldwin prompted the Town to include in its plan the expansion of other existing school facilities to accommodate the necessary amount of additional classrooms. Thus, the Select Board and School Committee's approved plan also includes expansion and comprehensive renovation of the Driscoll School and the Pierce School.

At Special Town Meetings in November and December, the body endorsed the expansion plan by appropriating schematic design funding for the Baldwin project, authorizing the acquisition of the Oak Street property and approving schematic design funding for replacing the Driscoll School with a larger facility on site. We were pleased to learn in December that the Pierce School project was invited for participation (funding) by the Massachusetts School Building Authority. Feasibility planning will be the first step of this process and will commence in 2019.

On Saturday, October 13, the Town dedicated an expanded school on Harvard Street in Coolidge Corner with a new name. Formerly the Edward Devotion School, the new school was named the Coolidge Corner School pending further consideration of a permanent name (more on this later in the report). The Coolidge Corner School is essentially a new facility connected to the original 1913 building. In addition to being a new facility conducive to 21st century learning, the school increased its capacity to 1,000 students, supporting the overall classroom expansion plan. This project was a complicated and expensive endeavor for the Town, and involved the relocation of students to temporary facilities over a three year period. The efforts of many individuals and organizations were essential to the success of this project. I

wish to formally acknowledge the School Committee, the Building Commission, the School Building Committee chaired by Select Board member Nancy Heller, our Project Manager Tony Guigli, the architectural firm of HMFH and the construction firm of Shawmut Construction. The Town should be proud of this new school facility that will benefit generations to come.

Finally, the Town is advancing planning for expansion of the Brookline High School. It is anticipated that enrollment in the high school will expand from 1,800 students today to as many as 2,600 students by 2023. The project will include a new building at the 111 Cypress Street site, a new Science, Technology, Engineering, and Math (STEM) building to replace the building at the corner of Tappan and Greenough Streets, renovations to the 3rd floor of the main building and the Tappan gymnasium, as well as improvements to Cypress Field. In May, Brookline voters approved a referendum to fund the debt associated with the project outside of the property tax limitations imposed by Proposition 2½. The project is now in the design development phase by architect William Rawn Associates. Given the scale and complexity of this project, including the new Cypress Street building connected to the existing campus over the MBTA's Green Line railway, the Town hired the firm of Hill International to support project management activities in coordination with the Town's project manager, Ray Masak. Skanska Construction is the construction management firm. Demolition and construction is expected to begin in the summer 2019 and will be completed by the summer 2021.

Economic and Community Development

No community can stand still and expect to remain relevant in the face of rapidly changing economic forces. While Brookline is a convenient and safe place to live, it must constantly adapt to changing market forces to meet the needs of its residents and to provide affordable public services. Development that provides positive economic benefits to the Town but does not negatively impact the quality of life in the community are the types of projects the Town strives for. A great example of this development is the Children's Hospital Brookline Place project along Route 9 in Brookline Village. This development consists of a 182,500-square-foot, eight-story mixed-use building with medical office and ambulatory care uses on upper floors and a ground floor for retail space, a 47,000-square-foot, six-story medical office use expansion of an existing medical office building, and a 675-parking space, seven-level parking garage. In exchange for the rezoning necessary to develop this dense site, a Memorandum of Agreement with the Hospital ensured that the Town receive appropriate mitigation and benefits. Most prominent was funding and other accommodations to support the Town's Gateway East project. This major public works project, financed mostly by state and federal funds, will improve this busy transportation corridor linking the western suburbs with the world class Longwood Medical Center just over the Brookline border. In addition to enhanced traffic design and management, the Gateway East project includes extensive improvements for pedestrian crosswalks, bike lanes and landscape and streetscape amenities. After many years of planning, design and funding, the Town completed final plans and specifications and the Massachusetts Department of Transportation has bid the project to commence construction in 2019. The Children's Hospital Brookline Place project was well underway throughout 2018 and we look forward to its completion in the near future.

The focus of private and public investment in Brookline Village has jump started other new developments and redevelopment in this previously overlooked corridor. Already constructed and fully operational is a 130-room, limited service hotel at 111 Boylston Street. Currently under construction is a 175 room hotel at the intersection of Route 9 and Brookline Avenue as well as a major renovation of the Herb Chambers Audi dealership along the Route 9 corridor.

Such positive economic development does not come without many years of vision, planning and negotiation by the Town. Central to this effort is the Town's Economic Development Advisory Committee, assisted by staff in the Economic Development and Long Range Planning division within the Planning and Community Development department. Major projects are then finalized and brought forward for Town Meeting approval through special committees typically led by a member of the Select Board. One such committee moving a development project forward for future consideration is the Coolidge Corner Study Committee. This committee is evaluating a proposal for a combined hotel and residential development on either side of Waldo Street, including the old Waldo and Durgin garage structures in Coolidge Corner.

Brookline will soon host one of the first retail operations in New England for the sale of cannabis products to adults. Previously a medical marijuana dispensary, New England Treatment Access (NETA) operates a facility in the iconic Brookline Bank building in the heart of Brookline Village at Route 9 and Washington Street. They are finalizing state and local licensing requirements to open early in 2019 for adult sales. The new state law permitting sale of marijuana and related products to adults was overwhelmingly supported by Brookline residents and facilitated by the enactment

of new zoning and regulation by Town Meeting. Any facility seeking to operate must first secure a Host Community Agreement, ensuring that up to 3.0% of sales will be paid annually to the community to mitigate the impacts of this new and untested social experiment. In addition, 3.0% of all non-medical sales will be paid to the Town as an excise tax available for general revenue. By the end of 2018, the Town had reached a Host Community Agreement with four separate retailers (including NETA). It is expected that these facilities will open later in 2019 after receiving all required state and local licenses. .

Last year, I wrote about the overwhelming number of proposed Chapter 40B housing developments being submitted in Brookline. Chapter 40B is a state law that mandates an expedited permitting process facilitating “affordable” housing development in communities that do not have 10% of their housing stock certified as affordable. Per Chapter 40B, an affordable development is one that includes 20-25% of its units as affordable based on guidelines established by the state. Multiple housing projects have been permitted, pushing the Town closer to the state’s 10% threshold that will allow a more traditional approach at permitting housing developments in compliance with the Town’s underlying zoning. While most of the attention of Chapter 40B has been on the high profile projects at Hancock Village in south Brookline, the area around Coolidge Corner in north Brookline has been heavily impacted by 40B housing developments. As difficult as new housing development can be in existing neighborhoods, the Town must meet major demands for housing to accommodate the region’s economic growth and viability. The Town is part of a regional effort, supported by the Metropolitan Area Planning Council that has established a target to create 185,000 of new housing units across the region by the year 2030.

Energy and Climate Initiatives

While the Town has long been a leader in cost effective procurement of energy and reduction in usage through energy conservation and new technologies, a new effort has taken hold that pushes the boundaries of the Town’s energy goals. Spurred by the warming of the planet and motivated by Town Meeting commitments to meet aggressive carbon reduction goals, the Select Board has been encouraged to take on more ambitious goals for reducing the Town’s carbon footprint. While a Town Meeting Resolution adopted in 2017 seeking “net zero” energy design for its school projects was just taking hold, a new goal of eliminating the Town’s use of fossil fuels to power and heat its buildings and vehicles has been adopted. Already, more aggressive efforts are underway in designing our newest schools to employ non-fossil energy sources and delivery systems. It is expected that procurement of the Town’s heat and electricity, along with vehicles that consume fuel, will include options for renewable energy. It is essential that these decisions are evaluated with a full “life cycle” approach, taking into consideration both short and long term financial implications of these decisions.

Municipal Budgeting and Policy Issues

The implementation of a Pay as You Throw system in Brookline has been a great success. Solid waste tonnage is down and recycling rates are up. Unfortunately, global economic forces are depressing the market for recycled products, creating a glut of recycled material. Led by China’s policy to restrict “contaminated” recycled products from the United States and elsewhere, the cost of collecting and processing recycled materials is increasing dramatically. This crisis cannot be solved locally. All levels of government and private industry must work together to balance the need for practical recycling systems, including single-stream recycling, with the need to limit contamination and excessive processing of the recycled products. Investment in technologies to reuse recycled materials and more aggressive limitations on excess packaging at the retail level is essential to avoid having to dispose of these products in less environmentally productive ways.

The Town prides itself on conservative budgeting and adhering to fiscal policies that are considered industry best practices. Brookline enjoys its premier Aaa bond rating in large part due to this fiscal discipline. However, any high performing organization requires a periodic review of its financial policies and practices to see if they remain relevant and represent best practices in the evolving nature of public financial management. The Town is also committed to the use of performance data and benchmarking in making the best decisions possible for allocating constrained tax revenue and improving the quality of its services. With this in mind, and with the backdrop of frequent tax overrides facing the Town’s residents to fund operations and capital investment, the Select Board decided to establish a Fiscal Policy Advisory Committee (FPAC). At the end of 2018 the FPAC has begun meeting and mapping out its work plan. We welcome this critical review and look forward to the Committee’s findings and recommendations.

In December, the Town was alerted that Newbury College would be ceasing operations following its graduation ceremonies in May of 2019. The Town is evaluating the merits of making a bid to acquire all or a portion of the campus. While this consideration is not limited to any particular use, there is growing support for the ability of the Town to plan its future by acquiring strategic parcels of land for its long term benefit. A special committee has been established to help the Select Board consider this opportunity and to strategize its options for acquisition.

The Town of Brookline is not immune to the historic and pervasive racial bias that has existed in our country since its founding. High profile claims of racial discrimination in Town employment, some of which are being litigated in court, has placed Brookline's town government in the crosshairs of this debate. The Town has joined the Government Alliance for Race and Equity (GARE) and has held major training events to help the Town's management evaluate and address municipal programs and services through a racial equity lens. Other initiatives has involved anti-bias training and effective employment practices. The Town has made significant strides in diversifying its municipal workforce but has a long way to go in this and other areas affecting racial equity.

The Town has decided to fund an in-house capacity to handle labor relations and personnel matters through its Legal department, lessening the need to privately contract for these professional services. The infrastructure in the Legal department will be expanded slightly to accommodate this new capacity, and we expect to reduce contractual services costs over time as this system matures. As a service organization, most of the Town's costs and assets are invested in its employees. We believe more timely and dedicated attention to employee matters and the labor relations process will result in more cost efficiency and less productive litigation.

Management Transitions

2018 continued the ongoing transition in the management ranks of the Town's municipal departments. Consistent with the demographic trends in our society, the Town has experienced a large number of department heads retiring from municipal service. Since I arrived in Brookline in 2010, most of the department heads in place at that time have been replaced. This is a very time consuming and extensive process, but is very important given the leadership responsibilities of department heads and the scope of programs and services rendered by their departments.

In January, long time Chief of Police Daniel O'Leary retired after twenty-two years as Chief and over forty years as a sworn Brookline Police Officer. Chief O'Leary was an outstanding law enforcement professional who combined his passion for police work with his love of Brookline. During his tenure as Chief, Daniel O'Leary oversaw the transition of the Brookline Police Department to the community based model that is prevalent today. Chief O'Leary nurtured relationships with individuals and organizations within Brookline, in the Boston region and throughout the country. He led the Department to become an accredited agency and ensured that the Department will be poised to adapt to an ever changing society and new expectations for law enforcement. The Town of Brookline owes a huge debt of gratitude for the contributions of Daniel O'Leary.

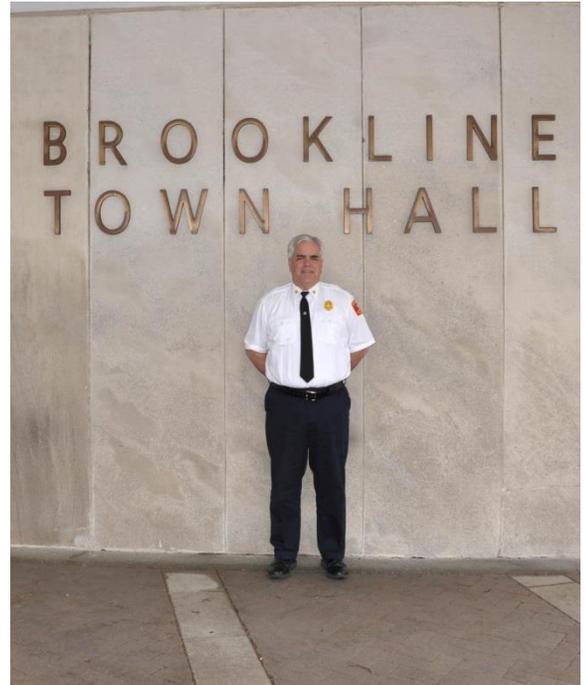


Police Chief Andrew Lipson

The process for recruiting a new Chief was robust and extensive. I retained the Police Executive Research Forum (PERF) from Washington DC to support the process. Consistent with all other department head vacancies, I convened a panel of residents and experts to assist me in the process of evaluating candidates. In addition to outstanding candidates from within the Brookline Police Department, we strongly considered external candidates who have had great success in their careers. In September, I concluded the process with my recommendation to the Select Board that Brookline Deputy Superintendent Andrew Lipson be appointed as the new Chief. This recommendation was the result of Mr. Lipson's educational and professional development accomplishments, the scope and success of his experience as a commander in the Department, his commitment to advance the Department in the concepts of 21st century policing and the strength of his character. We congratulate Andy Lipson on his appointment as Brookline's Chief of Police and wish him great success. I would

also like to formally thank Superintendent Mark Morgan for his exemplary leadership as Acting Chief of the Police Department during the transition.

Following Robert Ward's notice of retirement as Fire Chief, I convened a process for replacing this key management position. Similar to the Chief of Police process, I convened a panel of stakeholders and others to assist me in the evaluation of candidates. The process was very competitive and the candidates included internal Fire Department officers along with fire professionals from outside the Town. Ultimately, I recommended John F. Sullivan for Select Board appointment. Mr. Sullivan was the Deputy Chief of Operations for the Worcester, Massachusetts Fire Department and possesses a combination of education, experience, leadership and personal characteristics that make him eminently qualified to serve as Brookline's next Fire Chief. The selection of an outside candidate was not meant to degrade the reputation or qualifications of the Brookline Fire Department's senior leadership. Rather, the Fire Department leadership has my confidence and the internal candidates who moved forward in the Chief process performed very well. I am confident that a future Fire Chief is among our current complement of senior officers and encourage them to continue advancing their professional development. However, Mr. Sullivan's demonstrated leadership on both the local and national arena will bring a fresh perspective and level of professionalism that could lead to transformative change in the Department.



Fire Chief John F. Sullivan

The Town is especially grateful for Robert Ward's long standing service to the community as a Fire Officer and Chief. He was also a member of the Town's Retirement Board as an employee representative. In addition, I wish to thank Deputy Chief of Operations Keith Flaherty for his service in the Acting Chief role. Deputy Flaherty is an outstanding fire professional who continues to serve a valuable management role for the Town of Brookline.



Assistant Town Administrator Justin Casanova-Davis

I worked to fill the Assistant Town Administrator position upon the resignation of Austin Faison in August. I was proud that Mr. Faison advanced in his career of local government management by being appointed Town Manager in the Town of Winthrop, Massachusetts. Austin had been with the Town of Brookline for nearly four years, providing excellent budget support and management of a number of important special projects. We thank Austin for his service and wish him well in his new role in Winthrop. Working closely with Deputy Town Administrator Melissa Goff, I selected Mr. Justin Casanova-Davis to fill this position. Mr. Casanova-Davis had served in the City of Cambridge in the Budget Office as a Principal Budget Analyst and we are fortunate that he will bring his skills and passion for local government to Brookline.

Finally, two other department head positions became vacant in 2018 through resignations. In April, Lisa Paradis resigned as Recreation Director to pursue her passion for governmental leadership and development. In May, Human

Resources Director Sandra DeBow resigned to pursue a similar position in state government. Both Lisa and Sandra made substantial contributions to the Town during their tenure as department heads. As 2018 drew to a close, I worked to develop a process to fill these critical management positions.

Professional

In January, I concluded my one-year term as president of the Massachusetts Municipal Association (MMA). It was my honor and privilege to serve Massachusetts cities and towns in this role, which involves chairing the MMA's Board of Directors and the Local Government Advisory Committee, a body appointed by the Governor to help foster state and local government partnership. I enjoyed my year's tenure as MMA president and was proud of the productive relationship we have forged with the current state administration. I am appreciative of the support and outstanding performance of MMA's executive director, Geoff Beckwith, as well as the contributions of the mayors, select board members, city councilors and town managers who served on the Board.

In March, I concluded my tenure of several years as a commissioner for the Group Insurance Commission (GIC), the state agency that provides health insurance benefits to all state employees and many municipal governments and agencies. I was privileged to work with many talented individuals on the GIC as well as their highly motivated staff. The GIC was ably led by long-time director Dolores Mitchell and her recent successor, Dr. Roberta Hermann.

Conclusion

As Town Administrator, I rely upon many individuals for my success. I am deeply appreciative of the members of the Select Board for their support and their selfless policy direction in service to the Town. Members of the Select Board are essentially volunteers (receiving a small stipend but precluded from receiving health insurance or pension benefits). In May, at the annual town election, incumbent Select Board members Bernard Greene and Nancy Heller were reelected for an addition term of office.

I am particularly blessed to have an outstanding group of competent and committed department heads of the Town. Melissa Goff is the Deputy Town Administrator who is a highly effective budget manager and administrative professional who I rely upon greatly. The members of the Town Administrator's office, led by Stephanie Orsini and including Kate MacGillivray, Dawn Davis, and Susan Ford are all dedicated employees who work in the best interests of all residents of Brookline. I am appreciative of their professionalism and service to the Town.

Finally, Brookline was saddened to learn in March of the passing of former Town Administrator Richard T. Leary. Dick Leary was a career local government manager, initially working as Medford's Assistant City Manager and then moving to Brookline in 1960 as Executive Secretary. In 1985, Dick was appointed as Brookline's first ever Town Administrator, a position he held until 1994. Following Dick's retirement from municipal service, he continued to support the Brookline community in many ways, including the Brookline Rotary Club, and on several town boards and committees. He completed his career as General Manager of the Holyhood Cemetery in Brookline. I had known Dick personally for nearly 40 years and considered him a professional mentor and good friend. I am unaware of any other individual who has influenced the Brookline community as much as Dick Leary did in his remarkable lifetime.



Town Administrator Mel Kleckner, Richard "Dick" Leary, and Richard Kelliher

Town Moderator

Edward (Sandy) Gadsby

As was the case last year, public school issues dominated the attention of the Town and of Town Meeting, which acts as the financial gateway for any new school projects. We held the usual Annual Town Meeting and Fall Special Town Meeting, and also a Special Town Meeting in December. Here are the highlights of those meetings.

As usual, the principal business of the Annual Town Meeting in May consisted of the adoption of the FY 2018-19 budget, which this year amounted to \$291 million. The budget included, most notably, a \$189 million debt appropriation for the expansion of the High School to the lots on Cypress Street and Brington Road. Surprisingly, the most hotly contested aspect of this appropriation was the surface of Cypress Playground, with grass winning over artificial turf. Other significant actions taken at this meeting were the passage of comprehensive zoning regulations for Gateway East (Route 9 between Brookline Village and Cypress Street) and the by-laws necessary to permit and regulate commercial licensing of marijuana outlets. Finally, after a considerable amount of pre-meeting discussion and an extensive debate at Town Meeting itself, it was voted to change the name of Devotion School temporarily to "Coolidge Corner School," so that the school would no longer be named for the holder of a slave during the early 18th Century.

The regular Fall Special Town Meeting was as usual held just before Thanksgiving. Owing to the consolidation of a number of articles and the deferment of the issue of a ninth school, the business of the meeting was completed in only one session. It was, however, an active meeting with extensive and intelligent debates over restrictions on the use of non-disclosure agreements in certain Town settlements (which was defeated) and the grant of an easement to Boston Gas Company (also defeated). The latter debate was particularly interesting, since a seemingly benign and non-controversial gas easement, almost unanimously recommended by the Select Board and Advisory Committee, was soundly turned down after many TMMs argued in favor of alternate energy sources. For the historically-minded, the meeting was also notable since it included pro-forma passage of a series of provisions to permit the renovation of the Carlton Street Footbridge to proceed, a project that has been before Town Meeting off and on for nearly 15 years and was once so controversial that it resulted in the wholesale political reconstitution of the Precinct One TMM delegation.

We met at a final Special Town Meeting in mid-December to deal with the proposed resolution of the serious overcrowding of our public schools. Design funds for the Driscoll School renovation project were appropriated by an almost unanimous vote, with only token opposition. That led to consideration of the construction of a new school at the Baldwin site, which was opposed by large majority of the TMMs from South Brookline (except for those in the Baker School precinct). The debate was barely civil and difficult to moderate. In the end, the design funds for Baldwin were approved by an over-70% vote, with many TMMs supporting this solution as the least problematic but hardly an ideal one. In a supreme irony, the morning after the meeting the trustees of Newbury College announced its imminent closure, raising the possibility that the College's eight acres of prime land might be available for Town acquisition. Many well informed TMMs believe that, had this announcement been made a day earlier, the Baldwin proposal would not have been approved.

My sense is that Town Meeting is becoming a more contentious forum, perhaps reflecting the controversial nature of the school debates in which Town Meeting has become involved or perhaps mirroring our national malaise. One of the heartening developments, however, has been the participation of our children in the sponsorship and support of warrant articles. This year we heard from a Devotion School student in support of its name change, members of a local Girl Scout Troop advocating our merchants' donation of surplus goods and the Driscoll School KEEP Club in support of that school project.

As I do each year, I extend my gratitude and that of the Town to the principal committees that I appoint, the Committee on Town Organization and Structure and the Advisory Committee, and to their able chairpersons, Jean Berg and Sean Lynn-Jones. The Advisory Committee members expend considerable time and effort in making our Town Meeting process comprehensible and effective, for which it deserves special recognition.

Advisory Committee

Sean M. Lynn-Jones, Chair

Organization and Function

Massachusetts General Laws, Chapter 39, Section 16 states that “every town whose valuation for the purpose of apportioning state tax exceeds one million dollars shall, and any other town may, by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions....”

The Brookline Advisory Committee, in accordance with Town by-laws, consists of not fewer than 20 nor more than 30 established registered voters of the Town, all appointed by the Town Moderator. At least one elected Town Meeting Member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large.

The Advisory Committee functions not only as a Finance Committee, but as an informed citizens’ group that counsels the Town through its recommendations to Town Meeting. It consists of dedicated Brookline residents who are committed to the Town’s fiscal health and good governance. The Advisory Committee’s subcommittees hold public hearings on matters contained in the Warrant for each Town Meeting, and the Committee then votes to make recommendations to Town Meeting. These recommendations are published in the Combined Reports, which are mailed to all Town Meeting Members in advance of Town Meeting and posted on the Town website, and delivered in spoken comments at Town Meeting itself. Throughout the fiscal year, the Advisory Committee exercises its authority to honor or dismiss departmental requests for transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

Advisory Committee Subcommittees

The Chair of the Advisory Committee appoints each member to serve on one or more subcommittees and selects a member from each subcommittee to serve as its Chair. There were nine subcommittees in 2018: Administration and Finance; Capital; Human Services; Personnel; Planning and Regulation; Public Safety; Schools; Long-Term Planning and Policies; and the Ad Hoc Subcommittee on a Ninth School.

Issues in 2018

During 2018, the Advisory Committee met regularly to prepare recommendations for the May Annual Town Meeting and the November and December Special Town Meetings. Subcommittees held many public hearings, which enabled supporters and opponents of various proposals to express their views. Subcommittees also made on-site visits to assess special projects. As a result, the subcommittees’ reports to the full Advisory Committee allowed the Committee to consider public opinion and pertinent information in its discussions and decision-making process.

From mid-February through mid-May, the Advisory Committee reviewed the FY2019 operating budget. It met frequently to discuss recommendations based on information that subcommittees had collected. The Committee prepared and submitted to Town Meeting detailed FY2019 budget recommendations for both the operating budget and the Capital Improvements Program. During the spring of 2018, the Advisory Committee also considered the need for an override of Proposition 2½ to finance the Town’s operating budget. The Committee recommended that the override be smaller than the override proposed by the Override Study Committee and that the Town rely more on sources of revenue other than increased real estate taxes. The override placed on the ballot by the Select Board reflected some of these recommendations. The Advisory Committee also recommended that the Town undertake a comprehensive long-term fiscal analysis; the Select Board responded by appointing a Brookline Fiscal Advisory Committee.

In preparation for the May, November and December Town Meetings, the Advisory Committee, through its subcommittees, also conducted public hearings on every Warrant Article and gathered facts and public comments on many important issues, including how to add K-8 classroom capacity. Members of the Committee presented in-depth analysis and detailed reports on that topic, and also encouraged the Public Schools of Brookline to revise, correct, and

update estimates of future school enrollment. The Committee investigated and made recommendations on a particularly extensive and complex set of amendments to the FY2019 budget. That process led to a review of procedures for managing Town and school revolving funds. Members helped petitioners to improve their Warrant Articles. Local Girl Scouts received advice on their proposal regarding the recycling of unsold goods. The petitioner of the Article on the Beacon Street Bridle Path was encouraged to develop a realistic timeframe for funding and implementation.

In addition to serving on the Advisory Committee and its subcommittees, members served on committees appointed by the Select Board, Moderator, and others, including the Devotion School Building Committee, Driscoll School Building Committee, Ninth School Building Committee, Baldwin School Building Committee, Land Bank Study Committee, Brookline Fiscal Advisory Committee, Coolidge Corner Study Committee, Moderator's Committee on Elderly Tax Relief, Police Chief Selection Committee, Building Committee for the Brookline High School Expansion Project, Open Space Plan Committee, Select Board's Committee for Animal Control Training for Police, and Kent/Station Street Affordable Senior Housing Committee.

Members also served on many standing Town committees, commissions, and boards, including the Commission for the Arts, Climate Action Committee, Economic Development Advisory Board, Martin Luther King Celebration Committee, Hubway Advisory Committee, Licensing Review Committee, Zoning By-Law Committee, Town/School Partnership, Naming Committee, Taxation Aid Committee, and Audit Committee.

Membership

During 2018, Sean Lynn-Jones continued to serve as Chair of the Advisory Committee. Carla Benka was re-elected to serve as Vice Chair.

The Advisory Committee will continue working diligently on behalf of Town Meeting to carefully consider all matters related to the finances and governance of the Town. It will strive to make recommendations that it considers to be in the best interest of the Town and all of its residents.



Advisory Committee Members

TOWN MEETING

Summary of Actions Taken Annual Town Meeting May 22, 2018

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Select Board) A motion of Favorable Action, that the number of Measurers of Wood and Bark be two, to be appointed by the Select Board, was passed by a Unanimous Vote.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) Motions of Favorable Action to approve and fund Collective Bargaining Agreements for the Brookline Fire Union, Local 950, IAFF, AFL-CIO; AFSCME Council 93, Local 1358 AFL-CIO; Brookline Engineers Division Association (BEDA); AFSCME, Local 1358, Staff Association of the Public Libraries; AFSCME, Local 1358, School Traffic Supervisors; and The International Brotherhood of Teamsters, Local 25, Emergency Telecommunications Dispatchers, were passed by a Unanimous Vote.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A motion of Favorable Action to authorize the Treasurer, with the approval of the Select Board, to enter into compensating balance agreements for FY2019, was passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-Out of Special Appropriations/Bond Authorization Rescission. (Select Board) A Vote of No Action was passed by a Unanimous Vote.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Select Board) A Vote of No Action was passed by a Unanimous Vote.

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A motion of Favorable Action to establish an additional property tax exemption for FY 2019, was passed by a Unanimous Vote.

ARTICLE SEVEN

Annual (FY19) Appropriations Article. (Advisory Committee) A motion of Favorable Action to approve the FY2019 budget, with totaled appropriated expenditures of \$291,669,854, was passed, as amended and separately voted, by a Counted Vote of 178 in Favor and 1 Opposed.

ARTICLE EIGHT

Acceptance of certain modifications to public ways and authorizations for the acquisition of permanent easements related to the Gateway East project. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE NINE

Authorization for the acquisition of and funding for certain temporary and permanent easements related to the Gateway East project. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TEN

Release of a pedestrian bridge easement related to the Gateway East project. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWELVE

Authorization for the grant of a permanent easement for parking related to the Gateway East project. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE THIRTEEN

Authorization for the grant of a permanent easement over the main entrance at 2-4 Brookline Place for the construction of a canopy. (Children's Hospital) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FOURTEEN

Authorization for the grant of a preservation restriction pertaining to the Brookline Reservoir Gatehouse. (DPW Commissioner) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FIFTEEN

Amendment to Section 8.26 of the Town's General By-Laws Erosion and Sediment Control. (DPW Commissioner) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SIXTEEN

Amendment to Section 7.00 of the Town's Zoning By-Law – Sign By-Law. (Planning) No Action was taken.

ARTICLE SEVENTEEN

Amendment to Section 2.13 and addition of new Section 4.13 to the Town's Zoning By-Law pertaining to Marijuana Establishments (Planning and Community Development) A motion of Favorable Action was passed, as amended, by an Electronic Recorded Vote of 200 In Favor, 5 Opposed and 6 Abstentions.

ARTICLE EIGHTEEN

Amendment to the Town's General By-Laws adding new Section 8.37 pertaining to local licensing of Marijuana Establishments. (Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE NINETEEN

Amendment to Section 8.37.4 of the Town's General By-Laws – limiting the maximum number of Marijuana Retailers (Select Board) A motion of Favorable Action was defeated by an Electronic Recorded Vote of 61 In Favor, 145 Opposed, and 3 Abstentions.

ARTICLE TWENTY

Amendment to the Town's General By-Laws adding new Article 8.38 pertaining to the use, cultivation and processing of Marijuana and Hemp (Select Board) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE TWENTY-ONE

Amendment to Article 10.2 of the General By-Laws – Prosecutions and Enforcement of By-Laws related to Marijuana Establishments and Marijuana use. (Select Board) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-TWO

Acceptance of General laws Chapter 64N, Section 3 – a Local Tax Option pertaining to the sale of marijuana and marijuana products. (Select Board) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-THREE

Renaming the Devotion School (Brown, Greenwald) A substitute motion, calling for the School Committee to propose a new name as a result of public input and requesting the Naming Committee to consider that name, was passed by an Electronic Recorded Vote, of 171 In Favor, 19 Opposed and 14 Abstentions.

ARTICLE TWENTY-FOUR

Legislation Authorizing a Brookline Land Bank. (Lescohier, TMM 11) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE TWENTY-FIVE

Legislation Authorizing a Senior Circuit Tax Breaker tax exemption, (Granoff, TMM 7) A motion of Favorable Action was passed by a Counted Vote of 169 In Favor and 1 Opposed.

ARTICLE TWENTY-SIX

Legislation Authorizing an Override and Debt Exclusion tax exemption for seniors. (Rodriguez, Goodwin) A motion to refer the subject matter under this Article to a Moderator's Committee, was passed by an Electronic Recorded Vote of 147 In Favor, 48 Opposed and 8 Abstentions.

ARTICLE TWENTY-SEVEN

Amendment to Article 4.8.5 of the Town's General By-Laws – requiring publication of living wage exempt positions in the Town's Financial Plan. (Connors, TMM 3) It was resolved, by a Unanimous Vote, to recommend the Town Administrator to instruct Department Heads to list staff positions exempt from the Town's Living Wage in the Town's Financial Plan.

ARTICLE TWENTY-EIGHT

Amendment to the General By-Laws adding a new Article 4.10 – Community Control over Police Surveillance and Militarization. (Ananian, TMM 10) It was resolved, by a Majority Vote, to have the Select Board appoint a committee to further study the subject matter under Articles 28 through 30.

ARTICLE TWENTY-NINE

Amendment to the Town’s General By-Laws, adding a new Article 3.24 – Community Advisory Committee on Military and Surveillance Equipment. (Ananian, TMM 10) No Action was taken.

ARTICLE THIRTY

Resolution regarding the Town’s use and approval of Military and Surveillance Equipment. (Ananian, TMM 10) No Action was taken.

ARTICLE THIRTY-ONE

Amendment of Article 8.32 of the Town’s General By-Laws – Sustainable Food Containers and Packaging. (Solid Waste Advisory Committee) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE THIRTY-TWO

Amendment of Section 3.13 of the General By-Laws prohibiting Non-Disclosure Agreements (Brookline Justice League) A motion of Favorable Action was defeated by an Electronic Recorded Vote of 31 In Favor, 157 Opposed and 9 Abstentions.

ARTICLE THIRTY-THREE

Resolution seeking review of the Town’s practices regarding non-electronic communications. (Gordon, TMM 1; Doggett, TMM 13; Doughty TMM 3) It was resolved, by a Majority Vote, to urge the Select Board to undertake a review of the subject matter under this Article.

ARTICLE THIRTY-FOUR

Resolution honoring Brookline WWI soldiers. (Gordon, TMM 1) It was resolved, by a Unanimous Vote, to honor the memory of the “Boys from Brookline” who died in service to their country during WWI.

ARTICLE THIRTY-FIVE

Resolution to prevent nuclear war. (van der Ziel, TMM 15; Loechler, TMM 8) It was resolved, by a Counted Vote of 167 In Favor and 2 Opposed, to call upon our federal leaders and our nation to make nuclear disarmament a centerpiece of U.S. national security policy, and to work toward signing the Treaty on the Prohibition of Nuclear Weapons.

ARTICLE THIRTY-SIX

Resolution pertaining to the renaming of Washington Street. (Bolon, TMM 8) No Action was taken.

ARTICLE THIRTY-SEVEN

Reports of Town Officers and Committees. (Select Board) Reports from the Select Board’s Committee on Public Documents and the Select Board’s Climate Action Committee were presented.

**Summary of Actions Taken
Special Town Meeting
November 13, 2018**

ARTICLE ONE

Approval of unpaid bills. (Select Board) A motion of No Action was passed by a Unanimous Vote.

ARTICLE TWO

Approval of collective bargaining agreements. (Human Resources) A motion of No Action was passed by a Unanimous Vote.

ARTICLE THREE

FY2019 Budget Amendments. (Select Board) A motion of Favorable Action for various amendments to the FY2019 Budget, was passed by a Unanimous Vote.

ARTICLE FOUR

Release of May 2018 Ninth School Schematic Design Special Appropriation. (Select Board) No Action was taken.

ARTICLE FIVE

Legislation authorizing the Select Board to grant additional liquor licenses for the sale of alcoholic beverages. (Planning and Community Development) A motion of No Action was passed by a Unanimous Vote.

ARTICLE SIX

Authorization for the granting and acquisition of a temporary construction easement on Town property related to the Carlton Street Footbridge project. (Department of Public Works) A motion of Favorable Action was passed by a Counted Vote of 209 In Favor and 1 Opposed.

ARTICLE SEVEN

Authorization for the acquisition of a temporary construction easement on Carlton Street related to the Carlton Street Footbridge project. (Department of Public Works) A motion of Favorable Action was passed by a Counted Vote of 209 In Favor and 1 Opposed.

ARTICLE EIGHT

Authorization for the acquisition of a temporary construction easement on MBTA property related to the Carlton Street Footbridge project. (Department of Public Works) A motion of Favorable Action was passed by a Counted Vote of 209 In Favor and 1 Opposed.

ARTICLE NINE

Authorization for the acquisition of a temporary construction easement on City of Boston property related to the Carlton Street Footbridge project. (Department of Public Works) A motion of Favorable Action was passed by a Counted Vote of 209 In Favor and 1 Opposed.

ARTICLE TEN

Authorization for the Select Board to grant an easement to the Boston Gas Company permitting it to install and maintain a gas line on the Fire Station 6 parcel. (Building Department) A motion of Favorable Action was defeated by an Electronic Recorded Vote of 44 In Favor, 134 opposed and 9 Abstentions.

ARTICLE ELEVEN

Amend the Zoning By-law to establish a Hancock Village Overlay District (HVOD). (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE TWELVE

Authorize the Select Board to execute a Development Agreement pertaining to the development of Hancock Village. (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE THIRTEEN

Authorize the Select Board to execute a Local Action Unit (LAU) Development Agreement pertaining to Hancock Village. (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE FOURTEEN

Authorize the Select Board to accept and enforce a deed restriction pertaining to Hancock Village. (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE FIFTEEN

Authorize the Select Board to acquire certain real property at Hancock Village by gift or deed. (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE SIXTEEN

Amend the Town's General By-laws to delete Section 5.10.3(d)(1) and rescind the Hancock Village Neighborhood Conservation District. (Zuker/Chestnut Hill Realty) No Action was taken.

ARTICLE SEVENTEEN

Amend Section 3.1.3 of the Town's General By-Laws to prohibit Non-Disclosure Agreements. (Brookline Justice League) A motion of Favorable Action was defeated by an Electronic Recorded Vote of 83 In Favor, 104 Opposed and 9 Abstentions.

ARTICLE EIGHTEEN

Amend Article 5.3 of the Town's General By-laws pertaining to Demolition Delay. (Preservation Commission) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE NINETEEN

Amend Article 8.31.3 of the Town's By-laws pertaining to the use of Leaf Blowers. (Gordon TMM1, Fischer. TMM1) No Action was taken.

ARTICLE TWENTY

Amend Article 5.23 of the Town's Zoning By-laws to establish special rules pertaining to the Transit Parking Overlay District. (Davis, TMM10) No Action was taken.

ARTICLE TWENTY-ONE

Resolution encouraging the donation of unsold merchandise. (Girl Scout Troop 62558, Arado-McDonald, Kamensky) It was resolved, by a Unanimous Vote that Town Meeting encourage local businesses to develop local donation programs to reduce the environmental impact of unsold merchandise being placed in the trash stream.

ARTICLE TWENTY-TWO

Resolution calling for the reinstatement of State and Local Tax (SALT) deductions. (Silberberg, TMM14) A motion of Favorable Action was defeated.

ARTICLE TWENTY-THREE

Resolution calling for a Beacon Street Olmsted Bridle Path restoration study. (Milner-Brage, TMM12) It was resolved, by a Unanimous Vote, that Town Meeting requests the Town Administrator to engage a consultant to study the concept of a protected path, suitable for two-way, non-motorized travel along Beacon Street.

ARTICLE TWENTY-FOUR

Reports of Town Officers and Committees. (Select Board) The report from the Committee on Warrant Article 29, of the November 2016 Special Town Meeting was presented.

**Summary of Actions Taken
Special Town Meeting
November 13, 2018
7:30 P.M.**

ARTICLE ONE

Amend Article 4.13 of the Town's Zoning By-laws to modify density requirements for marijuana establishments. (Select Board) A motion of Favorable Action was passed by an Electronic Recorded Vote of 134 In Favor, 58 Opposed and 17 Abstentions.

**Summary of Actions Taken
Special Town Meeting
December 13, 2018
7:00 P.M.**

ARTICLE ONE

Approval of collective bargaining agreements. (Human Resources) A motion of No Action was passed by a Unanimous Vote.

ARTICLE TWO

Driscoll School Schematic Design (Select Board) A motion of Favorable Action was passed by an Electronic Recorded Vote of 217 In Favor, 4 Opposed and 5 Abstentions.

ARTICLE THREE

Release of May 2018 Ninth School Schematic Design Special Appropriation. (Select Board).A motion of Favorable Action, as amended, was passed by an Electronic Recorded Vote of 162 In Favor, 58 Opposed and 11 Abstentions.

ARTICLE FOUR

Oak Street Acquisition (Select Board) A motion of Favorable Action was passed by an Electronic Recorded Vote of 143 In Favor, 66 Opposed and 6 Abstentions.

ARTICLE FIVE

Reports of Town Officers and Committees. (Select Board). A report by the Select Board's Committee on Senior Tax Policy was presented.

2018 ATTENDANCE								
Precinct	Name	Eligible	Attended		Precinct	Name	Eligible	Attended
16	Allaire, Saralyn J.	5	5		03	Doughty, Dennis L.	5	5
10	Alperin, Michael	5	5		05	Drake, Cynthia	5	5
10	Ananian, Clifford Scott	5	5		07	Electris, Christi E.	5	5
06	Anderson, Catherine C.	5	5		07	Ellis, Susan P.	5	4
13	Aschkenasy, Miriam T.	5	4		06	Englander, Scott L.	5	5
04	Axelrod, Sarah T.	5	5		02	Englund, Jennifer	5	5
13	Baker, Joanna	5	5		01	Ercolino, Elijah	5	5
06	Bassett, John	5	5		04	Farlow, Martha A.	5	5
03	Becker, Kathryn M	5	5		01	Feingold, Joel A.	3	3
09	Bellis-Kates, Elizabeth Susan	5	5		09	Fernandez, Raul A.	5	4
11	Benedon, Carrie	5	4		05	Fischer Fox, Olivia	2	2
13	Benka, Carla Wyman	5	5		13	Fischer, Andrew M.	5	5
15	Berger, Eileen Connell	5	5		11	Fischer, Shira H.	5	5
06	Bergstein, Brian A.	5	5		04	Fishman, Daniel Reuven	5	5
08	Bernard, Laura Sara	5	5		14	Fishman, Gill	5	0
04	Boehs, Sarah T.	5	5		15	Flanagan, Jane M.	5	5
03	Bohrs, Harry K.	5	5		AL	Franco, Benjamin J.	5	5
16	Bowman, Adrienne S.	5	5		01	Franco, James F.	5	5
09	Brooks, Liza	5	5		16	Frawley, Regina M.	5	5
14	Brown, Clifford M.	5	5		13	Freeman, John W.	5	4
12	Bruce, Stphanie A.	5	5		07	Frey, Ernest A.	5	5
08	Burns, Tracie Elliot	5	5		12	Friedman, Harry K.	5	5
12	Burstein, Michael A.	5	5		14	Friedman, Paula K.	5	4
10	Caro, Carol B.	5	5		04	Frumkin, Peter	5	5
10	Caro, Francis G.	5	5		AL	Gadsby, Edward N., Jr.	5	5
01	Cavell, Cathleen C.	5	4		04	Gerdts, Nadine	5	5
13	Chanyasukit, Chris	5	4		07	Giller, Phyllis D.	5	2
16	Chiumenti, Stephen	5	4		03	Gilman, Jane C.	5	5
04	Christ, Alan R.	5	5		11	Giora-Gorfajn, Shanna Tally	5	5
15	Coffin, Abby R.	5	2		04	Givens, Koinonia M.	5	4
07	Cohen, Susan F.	5	5		16	Gladstone, Scott C.	5	5
03	Connors, Patricia A.	3	3		11	Goldsmith, Jennifer	5	3
06	Conquest III, Arthur Wellington	5	5		08	Goldstein, David-Marc	5	5
08	Cox, Abigail Schoenbaum	5	5		14	Goldstein, Kenneth M.	5	4
08	Crandell, Gina	5	3		01	Gordon, Neil R.	5	5
15	Cunningham, Elisabeth W.	5	5		12	Grand, Jonathan H.	5	5
01	Cutler, Jonathan D.	3	3		07	Granoff, Susan	5	5
01	Daley, Susan Helms	2	2		10	Gray, Jesse M.	1	1
12	Daly, Nancy A.	5	5		07	Gray, Mark A.	5	4
05	Daves, Robert S.	5	5		11	Gray, Martha E.	5	5
10	Davis, Jonathan H.	5	5		AL	Greene, Bernard W.	5	5
10	Davis, Linda M.	5	5		12	Greenfield, Stefanie A.	5	5
06	Dempsey, Christopher	5	5		15	Gutman, Barbara	5	5
03	Dewart, Mary D.	5	3		15	Hall, John L.	5	3
03	Dewart, Murray	5	3		15	Hallowell, Benedicte J.	3	3
05	DeWitt, Betsy	5	4		AL	Hamilton, Heather Ann	5	4
13	Doggett, John	5	5		07	Hardebeck, Kelly A.	5	3
03	Doughty, Benjamin R.	5	5		16	Harrington, Michael	5	4

2018 ATTENDANCE								
Precinct	Name	Eligible	Attended		Precinct	Name	Eligible	Attended
08	Harris, John	5	4		01	Lynn-Jones, Sean M.	5	5
09	Harris, Paul E.	5	5		05	Machmuller, Wendy S.	5	5
12	Hatchett, Casey A.	5	4		10	Maddocks, Ariel C.	5	5
AL	Heller, Nancy S.	5	5		08	Margolis, Hadassah Michal	5	5
02	Hellerstein, Benjamin	5	5		12	Margolis, Harry S.	5	4
01	Herman, Helen Y.	5	4		07	Margolis, Jonathan J.	5	5
01	Hillman, Carol B.	5	5		05	Mattison, Hugh	5	5
09	Hinchey, Nathaniel J.	5	0		11	Mautner, Rebecca Plaut	5	3
06	Hochleutner, Brian	5	5		11	McClelland, A. Nicole	5	5
13	Hoy, Francis Charlton	5	1		02	McNally, Rita K.	5	4
12	Hummel, Amy	5	5		16	Mehta, Puja	5	4
05	Hyatt, Angela	3	3		05	Meiklejohn, Douglas Randolph	5	5
01	Ishak, Anthony	2	2		01	Metral, Alexandra E.	5	5
16	Jette, Julie A.	5	5		12	Meyers, Judy	5	5
08	Johnson, Anita L.	5	4		05	Michaels, Faith I.	5	4
16	Jonas, Alisa G.	5	5		08	Miller, Robert M.	5	5
03	Jones, Gary D.	5	4		12	Milner-Brage, Jules Eksel	5	5
11	Jones-Dasent, Boney	5	5		14	Mittel, Shaari S.	5	5
09	Jozwicki, Barr A.	5	5		11	Moran, Maryellen	5	4
09	Jozwicki, Joyce	5	5		10	Morris, Jessica D.	5	5
15	Kahn, Janice S.	5	5		04	Mulhane, John T.	5	4
13	Kaplan, Ruth L.	5	3		15	Nangle, Richard	5	5
12	Karon, Jonathan A.	5	5		05	Naro, Anthony J.	5	5
09	Katz, Pamela C.	5	5		01	Neuefeind, Bettina	5	5
02	Kidd, Judith H.	5	5		04	Nobrega, Mariah C.	5	2
12	Klafter, David B.	5	5		02	O'Brien, Barbara A.	5	3
10	Knable, Bobbie M.	5	5		14	O'Connell, Kathleen M.	5	5
15	Knauf, Kristine L.	5	5		05	O'Leary, Phyllis R.	5	4
15	Krepchin, Ira P.	5	5		05	Olins, Andrew M.	5	5
06	LaPlante, Virginia W.	5	5		04	Ortiz, Jaymy Colon	5	0
16	Leichtner, Judith	5	4		07	Pantalone, David K.	5	5
03	Leka, Donald Gene	5	5		15	Pearlman, David Arenas	5	5
09	Lepson, Robert D.	5	5		02	Pehlke, Linda Olson	5	5
11	Lescohier, David C.	5	5		02	Piercy, Jane A.	5	4
03	Levene, Meggan	5	5		11	Pollak, David M.	5	5
14	Levitan, Fred	5	5		08	Poverman, Kate	5	2
07	Levy, Mark E.	5	5		07	Provost, Stacey Zelbow	5	5
11	Lewis, Kenneth G.	5	5		16	Pu, William	5	4
15	Liao, Robert	5	5		05	Reyelt, William E.	5	5
05	Lindenboim, Amie	5	5		14	Rich, Benjamin E.	5	0
10	Lipson, Paul	4	3		06	Richmond, Clinton Q.	5	5
14	Lipson, Roger R.	5	5		02	Roberts, Susan M.	5	5
02	Liss, Lisa	5	5		14	Roseman, Lynda E.	5	5
14	Lodish, Pamela C.	5	5		09	Rosenstein, Harriet	5	4
08	Loechler, Edward L.	5	5		09	Rosenthal, Martin R.	5	5
13	Lohe, Werner	5	5		15	Rourke, James C., Jr.	5	2
11	Lowe, David J.	5	5		06	Rudolph, Jeffrey David	5	5
12	Lowenstein, Mark J.	5	5		06	Saltzman, Daniel G.	5	5

2018 ATTENDANCE								
Precinct	Name	Eligible	Attended		Precinct	Name	Eligible	Attended
03	Sandman, Michael A.	5	5		06	Vitolo, Thomas John	5	4
13	Saner, Paul A.	5	5		04	Volk, Robert	5	5
03	Scanlon, Kathleen M.	5	5		11	Wachter, Jeffrey	5	5
02	Schachter-Kahl, Livia	5	3		07	Wapinski, Ilan	5	5
16	Scharf, Irene	5	3		AL	Ward, Patrick J.	5	5
14	Schoffman, Sharon R.	5	5		08	Weitzman, Donald C.	5	5
10	Scholnick, Theodore	5	5		09	White, George Abbott	5	5
01	Schram, Robert L.	5	5		03	Wiecek, Michael	2	2
08	Scotto, Barbara C.	5	5		10	Wilson, Rachel Irene	5	5
14	Segel, Jennifer E.	5	5		AL	Wishinsky, Neil A.	5	5
13	Selwyn, Lee L.	5	5		02	Wolff, Bruce	5	3
13	Senecal, Barbara M.	5	5		05	Wurster, Erik F.	5	5
04	Shaw, Jeremy Michael	5	1		14	Zelkha, Sassan	5	5
11	Sheehan, Brian D.	5	3					
07	Shon-Baker, Rita	5	3					
16	Shpritz, Nathan I.	5	5					
02	Shreffler, John R.	5	5					
10	Shuman, Stanley	5	3					
04	Siegal, Marjorie	5	4					
01	Silbaugh, Kate	5	4					
14	Silberberg, Isaac	5	5					
07	Slayton, James M.	5	4					
01	Sloane, Robert	5	5					
12	Slotnick, William E.	5	5					
06	Smith, Kim	5	5					
04	Smith, Virginia A.	5	5					
AL	Smizik, Hon. Frank Israel	5	2					
06	Sneider, Ruthann	5	5					
02	Spiegel, Diana Lees	5	5					
02	Spiegel, Stanley L.	5	4					
10	Spingarn, Alexandra (Sandy)	5	4					
05	Stampfer, Claire B.	5	5					
03	Steinfeld, Frank R.	5	5					
03	Stone, Rebecca E.	5	5					
02	Studdard, Caitlin M.	5	2					
16	Sullivan, Timothy C.	5	2					
09	Swartz, Charles	5	4					
10	Sweitzer, Naomi	5	4					
13	Tadmor, Ada	5	3					
01	Terrell, Charles	5	5					
16	Thall, Carolyn Rose	5	4					
08	Toffel, Michael	5	5					
08	Toomey, Maura	5	4					
06	Trecker, Anne	5	4					
09	Tyndal, Dwain	5	1					
15	van der Ziel, Cornelia H. J.	5	5					
09	Vanderkay, Judith A.	5	4					
13	VanScoyoc, John R.	5	5					

RESOLUTIONS PASSED IN 2018

1. A Resolution Urging a Review of the Town's Practices Regarding Non-Electronic Communications

WHEREAS, the capacity of Brookline residents to receive electronic communications has increased over time and is now widespread; and

WHEREAS, despite this capability, the Town continues to expend substantial sums on printing, postage and other costs relating to the dissemination of information in non-electronic forms; and

WHEREAS, the annual budget of the Town of printing and mailing letters and materials for all departments is estimated to be more than \$581,000 1; and

WHEREAS, substantial sums might be saved through a systematic reduction in non-electronic communications not required by law; and

WHEREAS, on inquiry of the Town's staff, it is not clear which of the communications required by law must be sent by non-electronic means; and

WHEREAS the Town lacks a sufficient electronic system for efficient, timely and emergency communications, to the whole Town, or to precincts or to individual streets or to individual properties; and

NOW, THEREFORE, BE IT RESOLVED, that Town Meeting urges the Select Board to undertake a review of the Town's non-electronic communications to make:

1. recommendations as to savings through use of electronic communication systems; and
2. improvements for electronic communications with residents, particularly in emergency situations

by charging an existing committee or establishing a new committee, accordingly; and

BE IT FURTHER RESOLVED, that such committee reports its findings in a timely manner such that, if appropriate, Warrant Articles might be submitted for consideration at a Special Town Meeting to be held in November, 2018.

2. A Resolution Honoring the "Boys of Brookline" who Died in Service to their Country during World War I

WHEREAS, World War 1, also known as the Great War, was a global war, originating in Europe in 1914, and ending November 11, 1918; and

WHEREAS, during the course of that war, more than seventy million military personnel were mobilized, and over nine million combatants and seven million civilians died; and

WHEREAS, on April 6, 1917, the United States entered the conflict, mobilizing over four million military personnel and suffering one hundred and ten thousand deaths; and

WHEREAS, one hundred years later, as we take pause and remember all of those who served, and all of those who suffered, it is particularly appropriate that we take pause and remember those from our town, who gave so much; now

THEREFORE, BE IT RESOLVED, that Brookline Town Meeting hereby, and with reverence, honors the memory of Carlton C. Baker, Allan G. Barton, Albert E. Bower, Barron Brainerd, Harold Bromsoe, John J. Campbell, Elwin F. Chapman, Ralph E. Chapman, Harmon Craig, Albert L. Crocker, James F. Cromie, Martin Crowe, Thaddius C. DeFriesse 2nd, Henry J. Devaney, Dennis F. Donahue, John F. Dugan, Patrick J. Dunn, Charles R. Ellis, Newton S. Frothingham, William B. Hagan, Kenneth E. Henderson, William F. Herrick, Robert W. Hill, Joseph W. Homer Jr., Edward A. Hooper, William H. Jarboe, Branton H. Kellogg, James A. King, Frederick A. Lincoln, Max M. Lusic, William D. Lyon, Charles W. McCarthy, George F. McGillen, Alfonsus J. McGrath, Kenneth D. McKenzie, James B. McClellan, Eugene D. Morse, Norman I. Moulthrop, John L. Mulvey, John L. Norris 2nd, Frederic Owens, Edward C. Paine, Robert

J. Palmer, Sturgis Pishon, Stephen Potter, Norbert E. Rigby, Newell W. Rogers, Mathew J. Rowley, Stephen F. Rutledge, George K. Sabine Jr., Thomas W. Saunders, Albert E. Scott, Charles L. Smith, Alexander Stewart, Gordon Stewart, Horace S. Stevens, Timothy B. Sullivan, Joseph J. Waters, Henry D. Webb, Hallek Wells Jr., Robert Williams, and Donald F. Wright, sixty-two “Boys of Brookline”, who died in service to their country; and

BE IT FURTHER RESOLVED, that Town Meeting takes special note of Albert Edward Scott, “Scotty”, a Brookline newsboy and a graduate of the Devotion School, a member of Company H, 101st United States Infantry, Allied Expeditionary Force, and a recipient of the Distinguished Service Cross, who was killed in action in France, on July 23rd, 1918, at the age of sixteen; and

BE IT FURTHER RESOLVED, that the Brookline Select Board, through the Town’s Veterans Service Office, cause this Resolution to be read at the Town’s forthcoming Memorial Day Service, to be held on May 28, 2018,

or act on anything relative thereto.

3. A Resolution to Call for the United States to “Pull Back from the Brink” and Prevent Nuclear War

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads, but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, India, Israel, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation⁵; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, nuclear weapons do not possess any magical qualities that prevents their use; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in *The Fog of War*—said, “It was luck that prevented nuclear war”; and

WHEREAS, U.S. nuclear policy must NOT be subject to the whims of “luck;” and

WHEREAS, The Government Alliance on Race and Equity (GARE) is a national network of local governments working to achieve racial equity and advance opportunity for all. GARE works with government jurisdictions to assess the impact of public policies and procedures on racial equity and opportunity. The GARE approach is data driven and includes community engagement, setting and evaluating progress toward measurable goals and consultation with all levels of government employees, community members, and decision-makers; and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of nuclear war; and

WHEREAS, the planned expenditure of more than \$1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, there is an alternative to increasing nuclear arms proliferation; e.g., in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Brookline, Massachusetts, calls upon our federal leaders and our nation to embrace and sign the Treaty on the Prohibition of Nuclear Weapons and make nuclear disarmament a centerpiece of U.S. national security policy.

BE IT FURTHER RESOLVED that the Town Meeting of Brookline, Massachusetts, calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:

- renouncing the option of using nuclear weapons first;
- ending the president's sole, unchecked authority to launch a nuclear attack;
- taking U.S. nuclear weapons off hair-trigger alert;
- cancelling all plans to add weapons to the U.S. nuclear arsenal that will make it more likely that leaders will initiate nuclear war; and
- actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that the Town Clerk shall cause a copy of this resolution be sent to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

Or act on anything relative thereto.

4. A Resolution Calling for Consideration of Renaming Washington Street

WHEREAS, Brookline has become increasingly concerned about slaveholding associated with people after whom the Town features are named, and

WHEREAS, George Washington, after whom Washington Street was named, was a slaveholder during most of his life, including years when he served as our nation's first President,

NOW THEREFORE, BE IT HEREBY RESOLVED, AS FOLLOWS:

The Town calls on the Town's Naming Committee consider renaming all or parts of Washington Street, using the name or names of one or more notable people who have resided within the current area of the Town, and to report thereon to the next Special or Annual Town Meeting beginning on or after November 1, 2018.

Or act on anything relative thereto.

5. A Resolution to Encourage Brookline Retailers to Donate Unsold Merchandise

WHEREAS, the Town has a duty to protect the natural environment, the economy, and the health of its citizens; and

WHEREAS, commercial entities operating within the Town are required to comply with comprehensive waste disposal regulations; and

WHEREAS, as an element of many waste disposal compliance plans, local commercial entities engage in so-called "single-stream" recycling, whereby all recyclable material is disposed in a single container, which is transported to a remote site for sorting; and

WHEREAS, Girl Scout 62558 has learned that some commercial entities include new, unopened, and unused materials into the shops dumpsters, particularly seasonal materials (i.e. clothing, shoes, school supplies); and

WHEREAS, downstream processing of recyclable materials adds energy and other environmental costs; and

WHEREAS, donation of new, unopened and unused items to charities within our Commonwealth would directly benefit its neediest residents; and

WHEREAS, commercial entities would directly benefit from a smaller trash bill and tax write off for donating to nonprofits

WHEREAS, donations are generally subject to favorable tax treatment;

WHEREAS, when acting on this Resolution, retail stores will get a decal to display stating, "this store does more about going green," allowing customers to know about the stores commitment to eliminating environmental waste and helping those in need.

NOW THEREFORE BE IT RESOLVED THAT the Town shall establish a voluntary donation program whereby businesses operating within the Town segregate new, unopened and unused items from being tossed into the store dumpsters and allow charities operating within the Commonwealth reasonable opportunity to inspect, accept and transport any such items prior to inclusion in the commercial trash stream, with such program encouraging the following:

- 1) Stores work with non-profit organizations to donate unsold merchandise.
- 2) Stores will receive a decal, to display, stating, "This store does more about going GREEN"
- 3) This action will reduce the environmental impact of unsold merchandise being placed in the trash stream, and
- 4) Unsold merchandise will be redirected to help a person in need.

Or act on anything relative thereto

6. A Resolution Calling for the General Court of Massachusetts to Reinstate the Effect of State and Local Tax (SALT) Deductions

WHEREAS, Brookline relies on local taxation to provide town services and educational opportunities to its residents,

WHEREAS, the Commonwealth of Massachusetts levies state taxes to pay for crucial initiatives and programs,

WHEREAS, federal tax reform legislation signed into law in December 2017 placed a cap on total state and local tax deductions which an individual may claim, penalizing members of communities which choose to invest in themselves,

WHEREAS, states across the country have enacted legislation to ease the burden such a cap creates on taxpayers,

THEREFORE, BE IT RESOLVED that Brookline Town Meeting calls on the General Court of Massachusetts to pass legislation which enables the Commonwealth of Massachusetts, as well as its cities and towns, to provide tax relief to citizens by reinstating the full effect of state and local tax deductions,

BE IT FURTHER RESOLVED that the Town Clerk shall submit a copy of this resolution to our representatives and representatives-elect in the General Court of Massachusetts upon passage,

Or act on anything relative thereto

7. A Resolution Calling for Study of Restoring the Olmsted Bridle Path

WHEREAS, Beacon Street is a cherished and prominent public space which provides one of the important east-west routes across Brookline and also serves many local residents and businesses;

WHEREAS, Beacon Street was designed by Frederick Law and John Charles Olmsted in the 1880s, "to make [it] attractive, not only because of the unusual convenience secured, but also because of the sylvan beauty to be enjoyed in passing over it;"

WHEREAS, the Olmsteds' design for Beacon Street conceived of it as, "first, [being] a spacious, direct trunk-line thoroughfare, specially adapted to pleasure driving, riding, and walking; and, second, [having] a cable railway...laid in the midst of [the] avenue...[and] screened on each side by two rows of trees growing in well-prepared borders;" and it remains essentially so to this day, except for one element;

WHEREAS, the Olmsteds' original design included a dedicated facility along Beacon Street's median to accommodate (horseback) "riding" use, a facility known as the "bridle-way"---which abutted the "railway" on its wider side and was distinct from the (driving) "carriage-way" further toward the street's outer edge there---that was enjoyed by local residents for decades before it was obscured in the 1930s;

WHEREAS, the Olmsteds' goals---that the "bridle-way" (specifically) be a space "where those using it may have greater enjoyment of the sociability of a promenade" and that Beacon Street (broadly) be both "a resort, and...a route of travel"---were served, in their original design, by consolidating "riding" activity in a dedicated, common (two-way) facility and by positioning both the median "bridle-way" and the two outer-edge "sidewalks" directly alongside (and thus within the shelter of) shade-tree plantings;

WHEREAS, separating modes of traffic with differing mass and/or speed ---as a means for reducing conflicts and increasing safety and comfort for all street uses---was a design principle championed by Frederick Law Olmsted, was a central aspect of Beacon Street's original design, and today is considered a transportation-engineering best practice in the design of major thoroughfares;

NOW, THEREFORE, BE IT RESOLVED, that Town Meeting calls for study of the feasibility and impacts of one/more approaches to (re)establishing a protected path suitable for two-way moderate-speed person-scale non-car travel abutting the median railway along the whole extent of Beacon Street in Brookline (between Ayr Road and Saint Mary's Street);

BE IT FURTHER RESOLVED, that appropriation of sufficient funds for such a study, within the Planning Department, in collaboration with the Department of Public Works, be proposed to Town Meeting in the Town's Fiscal Year 2020 budget.

Or act on anything relative thereto.

**SUMMARY OF RESOLUTIONS ADOPTED BY TOWN MEETING
REQUIRING ACTION BY THE SELECT BOARD OR DEPARTMENTS**

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Select Board, and Mayors.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Select Board transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans have been submitted to the state, and construction is planned for approximately 2016.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '07 Special	22	Urges support for Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power.	Copies of the Resolution were sent to each member of Brookline's legislative delegation.
Nov. '07 Special	23	Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles.	Representative Frank Smizik filed legislation at the state level.
May '08 Annual	30	Urges the Town and the unions to proceed with good faith negotiations for joining the Group Insurance Commission (GIC) and resolve further that future consideration of appropriations for labor agreements take into account the status of efforts to opt into the GIC.	The Town and the union Public Employee Committee reached an agreement to switch to the state Group Insurance Commission effective July 1, 2010.
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Select Board, and Mayors.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Select Board transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans have been submitted to the state, and construction is planned for approximately 2016.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
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May '08 Annual	30	Urges the Town and the unions to proceed with good faith negotiations for joining the Group Insurance Commission (GIC) and resolve further that future consideration of appropriations for labor agreements take into account the status of efforts to opt into the GIC.	The Town and the union Public Employee Committee reached an agreement to switch to the state Group Insurance Commission effective July 1, 2010.
May '09 Annual	28	Recognizes the tenth anniversary of the Brookline-Xi'an China Exchange Program.	Through this resolution, the Town of Brookline acknowledged the valued friendship between the people of Xi'an and the people of Brookline.
Nov. '09 Special	5	Asks the Select Board and other Town officials to work diligently with appropriate State officials in order that the reconstruction of the Carlton Street Footbridge includes suitable handicap-accessible features.	The Carlton Street Footbridge Rehabilitation project is formally included on the Commonwealth's Transportation Improvement Program (TIP) for project funding starting in Federal Fiscal Year 2016.
Nov. '09 Special	15	Encourages the Town to gradually increase the Select Board's stipend and encourages the Advisory Committee to review the stipends and make recommendations for adjustments.	The Select Board's stipends for FY16 reflect the FY11 increase voted on at the May, 2010 Annual Town Meeting.
Nov. '09 Special	16	Urges the Advisory Committee and Board of Select Board to give serious consideration to the other funding and cost containment recommendations of the OPEB Task Force for managing and controlling the Town's retiree health care costs.	The FY16 Financial Plan increased funding from the General Fund to \$3.2M and includes \$281K from assessments of grants and special revenue funds.
Nov. '09 Special	17	Calls on the U. S. Conference of Mayors and President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Selectman to send a message of support for these negotiations to the President of the United States, and to our members of Congress.	Through this resolution the Town expressed support for the work of President Obama and the over 3,000 mayors worldwide who have committed their cities to the effort to abolish nuclear weapons.
May '10 Annual	17	Urges the Select Board to establish an annual town-wide commemoration of Martin Luther King, Jr. Day and to report annually on progress toward realizing the vision of Dr. King.	The MLK Celebration Committee planned another successful event. The Human Resources Director presented the third annual Diversity report to the Board in April 2013.
May '10 Annual	18	Urges the Select Board to establish a committee tasked to examine the suitability of a bicycle sharing program for Brookline.	The summer of 2014 was Brookline's third year as a member of the Hubway regional bike system.
May '10 Annual	19	Encourages the consideration of birds when designing building projects and when lighting buildings at night.	The Parks and Open Space Division web site contains links to resources promoting bird-safe building designs in support of this Resolution.
Nov. '10 Special	19	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week.	The schedule for the May, 2011 Town Meeting was determined when the Moderator took a motion to adjourn on the first night.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '10 Special	20	Asks the Transportation Board to adopt standards regarding a right turn on red and report their progress to Town Meeting as expeditiously as possible.	The Transportation Board has completed a review of all known "no turn on red" restrictions under town jurisdiction. Reports and a summary of action table are available in the No Turn On Red folder in the Transportation files located at www.brooklinema.gov/transportation . Work orders for all approved sign removals and installations are being processed by the DPW.
Nov. '10 Special	21	Requests the suspension of the sale and/or serving of veal products to the public within the Town of Brookline.	The resolution was widely publicized.
May '11 Annual	18	Urges the Town to honor Governor and Mrs. Dukakis with recognition appropriate to their accomplishments and urges the Select Board to appoint a committee to make a recommendation to be brought to the 2012 Annual Town Meeting.	The Dukakis Recognition Committee submitted a report with their recommendations to the November, 2012 Special Town Meeting.
May '11 Annual	19	Urges the Transportation Board to assess and evaluate its current Traffic Calming Policy and Procedures	At their July, 2012 meeting the Transportation Board adopted a new Traffic Calming Policy & Procedures.
May '11 Annual	21	Urges the Select Board to coordinate with other Norfolk County communities to seek a remedy to the inequities in the current county structure, petition the delegation to study the issue and report on progress before September 15, 2011.	The Interim Report on the Norfolk County was discussed and accepted by the Board in September, 2011. The County Commissioners have proposed legislation which would change the way the county is funded. The Board continues to discuss this issue with the County Manager, State Representatives and various other municipal and county officials.
Nov. '11 Special	14	Urges the Town to modify, relocate or retrofit the new multi-space meters.	The Town Administrator formed a Parking Meter Task Force that was charged with evaluating the new multi-space meters installed in various commercial areas of the Town. A series of changes have been made to improve the system, including the replacement of the curbside multi-space meters with single-space meters that accept credit cards. In addition, the multi-space meters remain in the parking lots but were converted to a "pay by space", thereby eliminating the need to return to your vehicle to place the receipt on the dashboard.
Nov. '11 Special	15	Urges the Health Department and Park and Recreation Commission to continue the coordination and monitoring of use of playgrounds by day care centers to address any systemic problems that are observed.	Town agencies are formally monitoring park use this spring and summer and will report results back to the Park and Rec Commission.
Nov. '11 Special	16	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week for the Annual Town Meeting schedule only.	The schedule for the May, 2015 Annual Town Meeting calls for two non-consecutive evening meetings (Tuesday / Thursday).
May '12 Annual	27	Acknowledges with profound regret the enslavement of Native-Americans and African-Americans and the exploitation of slave labor by this Town, within this Town, and amongst the citizens of this Town.	The Town Clerk distributed copies of this resolution to the public libraries and schools in Town and posted this resolution on the Town's website.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '12 Annual	28	Requests the Board to direct the Town Administrator to create a Task Force on Clean Construction examining the desirability and possibility of the Town enacting clean construction and compliance standards. Asks the Committee to submit a report to the 2013 Annual Town Meeting.	The Task Force submitted a report with their recommendations to the May, 2013 Annual Town Meeting.
May '12 Annual	29	Calls for the United States Congress to pass a constitutional amendment to overturn the United States Supreme Court's decision in Citizens United v. Federal Election Commission	The Town Clerk sent copies of the resolution to the President of the United States, the Governor of the Commonwealth of Massachusetts, Brookline's congressional and state legislative delegations, The Boston Globe and the TAB.
Nov. '12 Special	7	Asks the Town to support the concept of state-wide pre-foreclosure mortgage mediation under appropriate circumstances.	Through this resolution the Town expressed support for state-wide pre-foreclosure mortgage mediation.
Nov. '12 Special	15	Asks the Select Board to work with the Building Commission to establish a committee, the purpose of which is to study the potential costs and benefits, including non-financial costs, of making Town-owned roofs "solar-ready"	The Solar Roof Study Committee presented a Solar PV Check List which was adopted by both the Building Commission and Select Board to be used to assure that all potentially relevant capital projects include a solar assessment as part of their design process.
Nov. '12 Special	16	Calls on our US Senators and Representatives to oppose further funding of the war in Afghanistan except as needed to bring our troops safely home, reduce overall military spending and support federal funding for Iraq and Afghanistan war veterans.	Copies of the resolution were sent to the President, Secretary of Defense, Secretary of State, Governor Patrick, all U.S. senators and representatives from Massachusetts, and the Brookline TAB and major Boston-area newspapers, television stations and radio stations.
May '13 Annual	22	Asks the that funds be included in the FY 15 budget that would support a professional engineering study of the costs and benefits of upgrading Town-owned traffic signals, controllers, and associated equipment along Beacon St. (the C line) to allow for the prioritization of MBTA trolleys.	Funding for a consultant to study Transit Signal Prioritization was included in the proposed FY2015-FY2020 CIP and is currently under review by the Advisory Committee.
May '13 Annual	23	Asks Town Meeting to adopt a resolution in opposition to transportation fueled by high impact fuels such as those from refineries using feed stocks from Canadian Tar Sands.	A copy of this resolution was sent to the President of the United States, US Secretary of Energy, Massachusetts State Congressional delegation, Governors of Maine, Massachusetts, New Hampshire, and Vermont, CEO of Portland Pipeline Corporation, CEO of Montreal Pipeline Limited, CEO of Enbridge Incorporated, Prime Minister of Canada, and the Provincial Premiers of Canada.
Nov. '13 Special	16	Calls for the Select Board to make appointments to the Human Relations-Youth Resources Commission (HR/YRC).	The Select Board made appointments in January, 2014 and the May, 2014 Annual Town Meeting warrant includes a proposed reorganization of the Commission.
Nov. '13 Special	17	Opposes unilateral United States intervention in the Syrian conflict.	A copy of the resolution was sent to President Obama and to Brookline's congressional delegation.
Nov. '13 Special	18	Urges the Select Board not to increase beyond current levels the hours of operation of the general police surveillance cameras funded by the Department of Homeland Security.	The hours set in the Select Board's vote from January, 2010 remain in effect.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '14 Annual	27	Asks the Select Board to honor the memory of deceased veterans who were residents of Brookline	The Director of Veterans Services set up the honor flag program. The first ceremony honoring deceased veteran William McCarthy will be held on April 6, 2015. There is a second request to honor a WWII Battle of the Bulge veteran.
May '14 Annual	28	Calls for the deployment of enforcement officers in business districts beginning in the fourth daylight hour after snowfalls to enforce the Town's snow removal by-law. The specific portion of that by-law is Section 7.7.1, which requires owners of commercial property make sidewalks non-slippery suitable for pedestrian travel within the first three hours between sunrise and sunset after the snow and ice has come upon such sidewalk.	The Town Administrator assembled a taskforce to analyze and resolve some of the important issues of keeping sidewalks clear of snow and ice. Due to their diligence, the taskforce was able to propose several changes to the Bylaw that would increase penalties, provide for the posting and notification of each compliance period, and allow for delays in enforcement due to extreme circumstances.
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May '14 Annual	30	Raises the issue of obstetric fistula, a medical condition that occurs from a prolonged obstructed labor where the baby gets stuck in the birth canal, compressing the tissue so no blood gets to it, causing it to die.	Town Clerk submitted this resolution to Congressmen Keating and Kennedy and Senators Edward Markey and Elizabeth Warren.
May '14 Annual	31	Calls on the Town to affirm its support for the prohibition of discrimination or harassment on the basis of gender identity and gender expression in employment, housing, public accommodations, credit and lending, and public education.	The general By-laws were amended to reflect the goal of the Resolution an offered at the 2014 Special Town Meeting.
May '14 Annual	32	Asks the Town to urge the Massachusetts Legislature to enact Senate Bill (SB) 1225, An Act Relative to Public Investment in Fossil Fuels, or a successor bill with substantially the same content. SB1225 would require the Commonwealth's Pension Reserves Investment Management (PRIM) Board to fully divest its direct holdings in fossil fuel companies over a five-year period.	The Town has divested for fossil fuels of all Town scholarship and special revenue funds.
Nov '14 Special	16	Recommends that the transportation board and any other boards or committees reconsider changes to the taxi license regulations and the expected revenue for the Town from the sale of medallions.	The Transportation Board is considering new regulations to improve the closed license system that currently exists.
Nov '14 Special	17	Relates to the Town's project to convert all street lighting to LEDs in order to lower costs and to decrease the carbon footprint of the Town	The Engineering Division continues to move forward with its LED lighting replacement program.
Nov '14 Special	18	Seeks support for the Massachusetts Domestic Worker's Bill of Rights that was enacted this past summer.	Through this Resolution the Town expressed support of the Massachusetts Domestic Worker's Bill of Rights.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov '14 Special	19	Calls for the Town to oppose the Northeast Energy Direct Project of the Tennessee Gas Pipeline and all similar projects that may be later proposed. It also asks for an affirmation that there is a need for public policy at the local, state and federal levels to encourage renewable energy and combat climate change and to support legislation to ban or impose a long-term moratorium on hydraulic fracturing.	The Town Clerk sent a copy of this resolution to the Town's state and federal legislative representatives, the Governor, Massachusetts Secretary of Energy and Environmental Affairs, and Federal Energy Regulatory Commission. The issue is being debated.
May '15 Annual	17	Urges the Select Board to Support Changes to the Affordable Housing Law Mass G.L. c. 40B.	The Town's Housing Production Plan is now underway.
May '15 Annual	18	Request the Select Board study and consider use of Eminent Domain for two green space buffer zones along Russett and Beverly Road	The Select Board formed a Committee and submitted a report to the Fall Town Meeting.
May '15 Annual	19	Urges town-wide elected officials, state representatives and state senator to actively oppose Boston 2024's Olympics bid.	Town Clerk notified elected officials of this Resolution.
Nov '15 Special	14	Select Board to increase the Use of Electricity from Renewable Sources of Energy Using a Community Choice Aggregation Plan	Town is working to regulate power through procurement with Metropolitan Area Planning Commission (MAPC) with a completion date of January 2017.
Nov '15 Special	15	Concerns the exercise of Eminent Domain in Hancock Village.	The Select Board formed a Committee and reported to the Fall Town Meeting.
Nov '15 Special	16	Urges that Brookline to express its support for a moratorium on all high-stakes use of standardized test and call on state and federal officials to immediately adopt said moratorium	The Town Clerk sent a copy of this resolution to the President of the United States, Massachusetts Congressional Delegation, Governor, Secretary of Education, Board of Elementary and Secondary Education, President of the Senate, Speaker of the House of Representatives members of the Joint Committee on education and the Brookline delegation to the General Court.
Nov '15 Special	17	Urges the Town of Brookline to call on federal and Massachusetts agencies to deny permits for the Northeast Direct natural gas pipeline proposal and the Access Northeast natural gas pipeline proposal and call on federal and Massachusetts agencies to reject investment in the Access Northeast project proposed by Eversource and National Grid and to deny their consideration for setting electricity rates.	The Select Board sent a copy of the Resolution with the explanation of the Article and Federal Docket numbers to Governor Baker, Attorney General Healy Secretary of the Energy and Environmental Affairs Matthew Beacon, Commissioners of Public Utilities, Secretary of the Department of Public Utilities, Energy Facilities Board of Director Andrew Greene, Senator Cynthia Creem; the Brookline delegation to the General Court; President Obama; Secretary of Energy Ernest Moniz, to Federal Energy Regulatory Commissioners; and the Brookline Congressional delegation.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov '15 Special	18	Urges the Town to commit to achieving the goal of having all school and town departments at all grade levels reflect the 23% of Brookline residents who are Black, Latino, Asian and other people of color.	Following the passage of the resolution in November 2015, the Diversity Inclusion and Community Relations Commission (DICRC) has been working in collaboration with the Office of Diversity Inclusion, Community Relations Office Human Resources to provide better analytics for employee and applicant demographics and to consider ways to work with the Town and School departments to reflect the our Brookline residents who are Black, Latino, Asian and other people of color.
May '16 Annual	17	Establishing the need for an exception system for accommodations for the new Hybrid Pay as You Throw Waste Collection System.	Program is going to be implemented in May 2017. Incorporated a size and exception program into the Hybrid Pay as You Throw Waste Collection System.
May '16 Annual	18	Plaque at the site of the former St. Aidan's Church	A new plaque was installed at the site of the former St. Aidan's Church.
May '16 Annual	19	Honor Roland Hayes with a plaque at his former residence.	Plaque was installed and dedicated in June 2016.
May '16 Annual	20	Calling for an end to the US economic, commercial and financial embargo against Cuba.	The Select Board sent a copy of the Resolution with the explanation of the Article to Representative Joseph P. Kennedy III.
May '16 Annual	21	Affirming Brookline's Commitment to Solar Electricity.	The Select Board sent a copy of the Resolution with the explanation of the Article to Governor Charles Baker, Attorney General Maura Healey, Massachusetts Senate President Stanley Rosenberg, Speaker of the Massachusetts House Robert DeLeo, Secretary of Energy and Environmental Affairs Matthew Beaton, Commissioners of Public Utilities Angela O'Connor, Jolette Westbrook and Robert Hayden, Secretary of the Department of Public Utilities Mark D. Marini, Energy Facilities Siting Board Director Andrew Greene, Senator Cynthia Creem, Representatives Edward Coppinger, Michael Moran, Jeffrey Sanchez and Frank Smizik.
May '16 Annual	22	Urging rejection of free trade deals containing ISDS.	The Select Board sent a copy of the Resolution with the explanation of the Article to the President of the United States; the Massachusetts delegation to the U.S. Senate and House of Representatives; and the Brookline delegation to the Massachusetts Legislature on behalf of the entire Town Meeting.
Nov '16 Special	18	Electrical Vehicle Charging Stations and the Massachusetts Electrical Code	Electrical Vehicle Charging Station Sub-Committee of the Select Board's Climate Action Committee met and developed a report for the 2017 Annual Town Meeting (in combined reports). Concluded that amendments were needed for the Transportation Access Plan and Zoning By-Laws, creation of best practices, and pursuit of funding; among other conclusions.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov '16 Special	24	Administration of Leaf Blower by-law, specifically concerning the staffing within DPW concerning enforcement.	DPW is looking to revamp how the department internally manages leaf blower by-law violations. Increased attention will be put forth by the Department to help facilitate the enforcement of the by-law in Article 23 of the November 2016 Special Town Meeting.
Nov '16 Special	32	Funding requests to defend the Town's planning interest before the Housing Appeals Committee	The Town has kept a close watch of current costs associated with 40B projects. Town Counsel's budget has been deemed sufficient to defend the Town's interests regarding 40B projects.
Nov '16 Special	33	Senior Tax Relief Committee	Committee formed and will present report to November 2017 Special Town Meeting.
Nov '16 Special	34	Brookline Village Parking Lot air rights for affordable senior housing.	Select Board have established a committee on the topic and the committee is currently meeting. The Committee has received a grant from Mass Housing Partnership.
May '17 Annual	20	Commitment to the Paris Agreement of 2015 (concerning climate change).	File the 2012 Climate Action Plan as amended in 2015 with the proper groups. Climate Action Committee tasked with further actions.
May '17 Annual	22	Fully engage with the GARE implementation process with municipal departments and the community.	Select Board has assigned the additional training and implementation of the GARE process to DICR.
May '17 Special	1	Urging for the investigation whether sufficient grounds exist for the impeachment of President Donald J. Trump.	Letters concerning the resolution were sent to Members of the United States House of Representatives that represent the Town.
Nov '17 Special	20	Gender neutral language required for future documents and communications.	Select Board has changed all letterhead, signage, and communications representing the gender neutral language of the Board.
Nov '17 Special	20	Indigenous Peoples Day creation.	Select Board are working towards the creation of an Indigenous Peoples Day Committee.
Nov '17 Special	22	Criminal Justice Reform needed from the State.	Select Board has communicated the resolution to legislators, statewide elected officers, and the Norfolk County District Attorney.
May '18 Annual	33	Review of non-electronic communication.	Select Board has yet to establish a committee, but past efforts have been made towards paper reduction.
May '18 Annual	34	Recognize "Boys of Brookline" and Albert Edward Scott.	The Veterans Service Office recognized the "Boys of Brookline" and Albert Edward Scott at the Town's Memorial Day and Veterans' Day Services in 2018.
May '18 Annual	35	Calling for the United States to prevent Nuclear War.	The Town Clerk sent a copy of the Resolution with the explanation of the Article to the President of the United States, the Massachusetts delegation to the U.S. Senate, and Representative Joseph P. Kennedy III.
Nov '18 Special	22	Calling for the State to reinstate the effect of State and Local Tax Deductions.	The Town Clerk sent a copy of the Resolution to the Brookline delegation to the General Court.
Nov '18 Special	23	Conduct a study for the restoration of the Olmsted Bridle Path.	Planning and Transportation staff are working with a consultant to develop the concept design study as well as working to setup trials to allow users to experience the concept.

GENERAL GOVERNMENT

Town Clerk

Patrick Joseph Ward

On Tuesday, May 8, 2018, the Annual Town Election was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 8,124 of the 36,368 eligible registered voters in the Town, or 22.3%, participated in the Annual Town Election.

On Tuesday, May 22, 2018, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting, held at Brookline High School's Roberts-Dubbs Auditorium, adjourned to Thursday, May 24, 2018 and dissolved on Tuesday, May 29, 2018 at 10:53 P.M., in order to complete the business of the thirty-seven article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2019 budget with total appropriated expenditures of \$291,669,854 for the Town of Brookline, including, but not limited to, the following special appropriations:

- \$50,000 for town furniture upgrades;
- \$125,000 for the Public Safety Building HVAC improvements;
- \$50,000 for the rehabilitation of Town Buildings;
- \$200,000 for a study to reorganize the zoning by-laws;
- \$200,000 for upgrades to the Computer Aided Dispatch (CAD) system;
- \$385,000 for extraordinary repairs to Fire Stations;
- \$150,000 for bathroom renovations at Putterham Library;
- \$85,000 for traffic calming studies and improvements;
- \$176,775 for bicycle access improvements;
- \$3,110,000 for the rehabilitation of streets;
- \$320,00 for the rehabilitation of sidewalks;
- \$265,000 for water meter transmission unit (MTU) replacements;
- \$150,000 for improvements to the Netherlands Road facility;
- \$240,000 for the design of the renovation of Cypress Playground;
- \$425,000 for improvements to Larz Anderson Park;
- \$305,000 for the renovation of playground equipment, fields, and fencing;
- \$155,000 for the rehabilitation of Town and School grounds;
- \$230,000 for the removal and replacement of trees;
- \$225,000 for replacement of the Aquatics Center pool filter;
- \$100,000 for School furniture upgrades;
- \$150,000 for HVAC equipment for Town and School facilities;
- \$225,000 for climate control projects in School facilities;
- \$75,000 for ADA renovations to Town and School facilities;
- \$300,000 for improvement to elevators in Town and School facilities;
- \$180,000 for energy conservation projects in Town and School facilities;
- \$125,000 for upgrades to energy management systems in Town and School facilities;
- \$250,000 for improvements to the fire alarm system in Town and School facilities;
- \$130,000 for improvements to life safety systems and building security in Town and School facilities;
- \$100,000 for trash compactor replacements in Town and School facilities;
- \$230,000 for minor renovations and upgrades to school buildings;
- \$1,500,000 for schematic design services to construct or expand a school as determined by the outcome of the 9th School feasibility study;
- \$1,165,000 for the expansion of classroom capacity in various schools;
- \$3,000,000 for wastewater system improvements;
- \$2,450,000 for the renovation of Harry Downes Field & Playground and the Kraft Family Athletic Field Turf Replacement;
- \$2,700,000 for the renovation of Larz Anderson Park;
- \$4,000,000 for HVAC system improvements at the Driscoll School; and

- \$189,200,000 to renovate and expand Brookline High School, including the acquisition and reconstruction of the property at 111 Cypress Street and renovations or repairs to Brookline High School, the Evelyn Kirrane Aquatic Center, the Unified Arts Building, the 66 Tappan Street Gym and Cypress Field.

Other actions taken at the Annual Meeting included:

- established that the number of Measurers of Wood and Bark be two and to be appointed by the Select Board;
- approval and funding of the collective bargaining agreement commencing July 1, 2018 through June 30, 2021 for the Brookline Fire Union, Local 950, IAFF, AFL-CIO;
- approval and funding of the collective bargaining agreement commencing July 1, 2018 through June 30, 2021 for AFSCME Council 93, Local 1358, AFL-CIO (AFSCME main contract);
- approval and funding of the collective bargaining agreement commencing July 1, 2017 through June 30, 2021 for the Brookline Engineers Division Association (BEDA);
- approval and funding of the collective bargaining agreement commencing July 1, 2018 through June 30, 2021 for AFSCME, Local 1358, Staff Association of the Public Libraries;
- approval and funding of the collective bargaining agreement commencing July 1, 2018 through June 30, 2021 for AFSCME, Local 1358, School Traffic Supervisors;
- approval and funding of the collective bargaining agreement commencing July 1, 2018 through June 30, 2021 for the International Brotherhood of Teamsters, Local 25 (Emergency Telecommunications Dispatchers);
- authorized, with the approval of the Select Board, for the Town Treasurer to enter into Compensating Balance Agreements for FY2019 in accordance with G.L., c. 44, section 53F;
- elected to accept and establish an additional property tax exemption for FY2019 which shall be uniform for all exemptions, in accordance with Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988;
- accepted altered layouts of Walnut Street and Washington Street as public ways;
- authorized the Select Board to acquire permanent and temporary easements on certain parcels of land on Walnut Street and Washington Street (Route 9);
- authorized the Town to release any and all interest in an easement containing 926 square feet on Washington Street;
- authorized the Town to grant a permanent, exclusive easement for parking spaces located at the relocated intersection of Washington Street and Walnut Street;
- appropriated \$250,000 to fulfill a portion of the Town's construction match for the Gateway east project;
- authorized the Town to grant an easement or lease of air rights over a portion of Pearl Street for the construction of a canopy for the building known as 2-4 Brookline Place;
- authorized the Select Board to grant a preservation restriction in perpetuity on the structure generally known as the Brookline Reservoir Gatehouse;
- amended the General By-Laws by adding a new section to the Stormwater Management By-Law, by-requiring an Erosion and Sediment Control Plan when there is a removal of more than 32 inches in the aggregate of protected trees;
- amended the Zoning By-Laws by creating new zoning regulations for the adult-use Marijuana industry;
- amended the General By-laws by creating a new article entitled Marijuana Establishments, adopting a licensing scheme similar to Registered Marijuana Dispensaries (RMD's);
- amended the General By-Laws by adding a new by-law regulating general marijuana and hemp related conduct;
- adopted a local tax option for the sale of marijuana and marijuana products;
- resolved that the Town request the School Committee to propose a new name for the Edward Devotion School after receiving input through a process to be determined by the School Committee and for the Naming Committee to consider that name and make a recommendation to the 2019 Annual Town Meeting;
- resolved to authorize the Select Board to consider a Home Rule petition authorizing the Town to impose a real estate transfer tax and establish a Brookline Land Bank;
- authorize the Select Board to file a petition with the state legislature to extend relief to seniors, under the Senior Citizens Circuit Breaker Tax Relief Income Tax Credit, whose residences have an assessed value of not more than the average of all Brookline single-family residences, plus 10 per cent;
- resolved that the Town Administrator instruct all Department Heads to include in the Town's Annual Financial Plan all staff positions that are exempt from the Town's living wage under the Town's Living Wage By-law;

- amended the General By-Laws by replacing Article 8.32 in its entirety by expanding the prohibition on food and retail establishments on their use of polystyrene, by including polyvinyl, foam polystyrene, and polyethylene terephthalate containers;
- resolved to urge the Town to review its practices regarding non-electronic communications;
- resolved that the Town honor the memory of its citizens who served in World War I, with special note of Albert “Scotty” Edward Scott, a recipient of the Distinguished Service Cross, and who was killed in action at the age of sixteen years old; and
- resolved that the Town urge its federal leaders to make nuclear disarmament a centerpiece of U.S. national security policy and to work towards signing the Treaty on the Prohibition of Nuclear Weapons.

At the Annual Town Meeting, Moderator Edward N. Gadsby, Jr. asked for a moment of silence while Town Clerk Patrick Joseph Ward read the final roll call for Town Meeting Members who had died since the previous Annual Meeting:

HONOR ROLL

Herbert Abrams
1964 – 1975

Pauline “Ponnie” Katz
1982 - 2010

Elaine L. Novakoff
1975 - 1984

Dorothy M. Heffernan
1969 - 2001

Julius B. Levine
1993 – 1997; 2011 - 2015

~Requiescat in Pace~

Haskell A. Kassler
1959 – 1973; 1975 - 1984

M.K. Merelice
2011-2017

On Tuesday, September 4, 2018, the State Primary was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 10,926 of the 36,662 eligible registered voters in the Town, or 29.8%, participated in the State Primary.

Beginning on Monday, October 22, 2018 and proceeding through Friday, November 2, 2018, Early Voting for the November 6, 2018 State Election was conducted. A total of 5,303 voters of the 25,507 voters, who participated in the State Election, voted early.

On Tuesday, November 6, 2018, the State Election was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 25,507 of the 37,724 eligible registered voters in the Town, or 67.6%, participated in the State Election.

On Tuesday, November 13, 2018, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School’s Roberts-Dubbs Auditorium, and was dissolved at 11:10 P.M., in order to complete the business of the twenty-four article Warrant. Significant actions taken at the Special Meeting included:

- amended the FY2019 Budget, including changes to the Water and Sewer Enterprise Fund, a \$500,000 appropriation for a Brookline Reservoir repair project, and an appropriation of ride share revenue for transportation projects;
- amended the General By-Laws by clarifying the definition of “demolition” under the Demolition Control By-Law and making demolition permits non-transferrable;
- resolved that the Town encourage retailers to donate unopened and unused commercial items for sale rather than include such items in commercial single-stream waste disposal programs; and
- resolved to request the Town Administrator to engage a consultant to study the concept and feasibility of establishing a protected path suitable for two-way, non-motorized travel along Beacon Street.

On Tuesday, November 13, 2018, at 7:30 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School’s Roberts-Dubbs Auditorium and dissolved at 8:18 P.M., in order to complete the business of the one article Warrant. Significant actions taken at the meeting included:

- amended the Town’s Zoning By-Laws by regulating the locations of marijuana establishments.

On Thursday, December 13, 2018, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium and dissolved at 11:24 P.M., in order to complete the business of the five article Warrant. Significant actions taken at the meeting included:

- appropriated \$1,500,000 for schematic design services to construct or expand the Driscoll School, with the condition that no funding may be used for the design of non-emergency fossil fuel-operated building systems;
- released for expenditure the \$21,500,000, appropriated under Section 13, Special Appropriation No. 65 of Article 7 of the 2018 Annual Town Meeting for schematic design services for the Baldwin School, with the condition that no funding may be used for the design of non-emergency fossil fuel-operated building systems; and
- authorized the Select Board to acquire the parcels of land located at 15-19 Oak Street.

The Office of the Town Clerk, in 2018, recorded 563 births, pending final returns from other communities, resulting in a decrease of 17 births from the previous year. There were 7 birth amendments recorded. The office also recorded 348 deaths, pending final returns from other communities, resulting in a decrease of 4 deaths from the previous year. There were 6 death amendments recorded. The office also recorded 380 marriage intentions, an increase of 26 marriage intentions from the previous year, and 359 marriages licenses, an increase of 2 marriage licenses from the previous year. There were 10 marriage amendments recorded. The office posted 1,659 public meeting notices, in accordance with the Open Meeting Law, resulting in an increase of 417 from the previous year. There were 2,597 dogs licensed in 2018, an increase of 150 from the previous year. Of those 2,597 dogs licensed in 2018, 1,688 were also licensed in the Green Dog Program, an increase of 537 dogs from the previous year. There were 149 non-resident licensees who participated in the Green Dog Program, an increase of 15 from the previous year. There were also 15 Two-Day Guest Passes issued for the Green Dog Program during 2018. The Town Clerk, in his capacity as Records Access Officer for the Town of Brookline, also received 161 formal public records requests during 2018.

Total 2018 revenues collected by the Office of the Town Clerk were \$150,915, an increase of \$12,867 from 2017 revenues.

Registrars of Voters

The Board of Registrars of Voters is a 4 member board whose responsibilities include registering voters, creating a local listing of residents, certifying nomination papers and petitions, processing absentee voter applications and administering elections and any necessary recounts or challenges. The Town Clerk serves as an Ex Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick J. Ward and Assistant Town Clerk Linda G. Golburgh, who serves as Chair. The Republican Registrars are Andrew J. McIlwraith and Margaret C. Maguire. In 2018, the Board of Registrars of Voters administered and supervised the May 8, 2018 Annual Town Election, the September 4, 2018 State Primary and the November 6, 2018 State Election. The Board of Registrars of Voters registered 4,950 new active registered voters, an increase of 2,742 from 2017, and amended 9,074 affidavits of voter registration for changes of status, party and address, including deletes, a decrease of 12,805 from 2017. The Board of Registrars of Voters mailed 6,366 confirmation notices, a decrease of 1,878 from 2017, and inactivated 2,083 active registered voters, a decrease of 4,393 from 2017. The Board of Registrars of Voters also processed 3,545 regular absentee ballot applications, an increase of 3,258 from 2017 and 309 specially qualified absentee ballot applications, an increase of 309 from 2017. The Board of Registrars of Voters also certified 6,051 signatures for nominations, an increase of 5,135 from 2017, and certified 7,501 signatures for citizen's petitions, an increase of 7,051 from 2017. The Board of Registrars of Voters also processed 5,303 Early Voters for the November 6, 2018 State Election. The Board of Registrars of Voters published the 2018 Street List of Persons Seventeen Years of Age and Older and established a total population of 49,322, an increase of 503 residents from 2017. Of this population, 36,729 were registered voters, an increase of 1,124 from 2017, of which 31,206 were Active Voters and 5,523 were Inactive Voters.

Political Parties and Designations

Democrat*	17,550
Unenrolled	16,823
Republican*	2,026
United Independent Party	131
Libertarian*	76
Green Rainbow*	32
Interdependent 3 rd Party	17
American Independent	15
Socialist	11
Conservative	11
Green Party USA	10
MA Independent Party	5
Pizza Party	4
Pirate Party	3
Working Families	3
Constitution Party	1
Latino-Vote Party	1
Natural Law Party	1
Prohibition Party	1
We the People	1
World Citizens Party	1

* Recognized Political Party

Town Counsel

Joslin H. Murphy

The Town of Brookline's legal team includes Town Counsel Joslin H. Murphy, First Assistant Town Counsel Patricia Correa, Associates Town Counsel John Buchheit and Jonathan Simpson and paraprofessional staff including Senior Paralegal Kerry Fleming, Paralegal Tracey Michienzi, and Senior Clerk Jane Tavolieri.

The Legal Department represents the interests of the Town in a multitude of complex and diverse legal issues, including: the defense of civil actions alleging civil rights violations, employment discrimination, breach of contract, school related matters, employment disciplinary appeals, personal injury and property damage cases, land use and zoning appeals and tax assessment appeals. The team routinely provides support services for the Town's departments in a broad range of matters including issuing legal opinions to Department Heads, Town officials and employees; contract drafting and review; assisting in personnel related matters; and responding to public records requests and subpoenas. Legal representation is also provided for Town departments, boards, commissions, and employees in claims arising from employment disputes. They regularly assist Town officials and departments and citizens in the preparation of warrant articles for Special and Annual Town Meetings, drafting notices and votes for the Town's Boards and Commissions, and attending meetings of the Select Board and bi-annual Town Meetings.

In addition to supporting the attorneys with litigation preparation and project assistance, the paraprofessional staff are responsible for handling such matters as: pursuing actions against tax-delinquent properties at the Land Court; filing Proof of Claims at the Bankruptcy Court to ensure that any outstanding debts owed to the Town are protected; managing the extensive volume of claims that are filed against the Town, pursuant to Massachusetts General Laws Chapters 84 and 258; assisting Town Departments in recovering monies owed to the Town for damage to Town property, and in the collection of unpaid fees; actively pursuing the recovery of money expended by the Town for medical expenses of police and fire department personnel who are injured in the line of duty by negligent third parties; responding to inquiries from the public; and providing assistance to other departments on various matters. The office also continues to work with the Town's Licensing Review Committee ("LRC"), aiding in research of applicable laws, regulations, as well as drafting new regulations and updating existing regulations as needed.

2017 was again an extraordinarily busy year for the Legal Department. This year's accomplishments include:

- Participation in the negotiation, drafting and presentation of the Hancock Village Master Plan and attendant warrant articles and development agreements.
- Provided guidance to the Select Board, License Review Committee, and various Town departments on the development of recreational marijuana dispensary regulations.
- Won the dismissal of a school enrollment termination lawsuit in the First Circuit Court of Appeals.
- Successfully defended the Town against an NRA-funded lawsuit in the United States District Court challenging the Police Chief's authority to restrict gun licenses.
- Provided guidance to several Town Departments on the implementation of the Municipal Modernization Act.
- Substantially completed a collection of Town owned real property acquisition records.
- Successfully defended the Town in multiple litigation matters, including personal injury and property damage claims, and appeals of Zoning Board of Appeals Preservation Commission decisions.
- Negotiated, drafted and reviewed numerous contracts and other legal documents related to environmental matters; real estate transactions; and substantial project developments.
- Coordinated responses to extensive public records requests related to the site selection for a ninth elementary school.
- Assisted the Town's Records Access Officer with responses to numerous Public Record Requests received by the Town.
- Assisted the Planning and Community Development Department Housing Division in closing loans to create affordable housing units.
- Worked with the Select Board's Office, IT Department, Engineering Division and Purchasing Division to create a uniform license agreement, allowing wireless infrastructure companies to locate in the right of way.
- Continued to provide guidance to Town officials, employees, and Board and Commission members in laws and regulations pertaining to Public Records, Open Meeting law and Conflict of Interest law.

Human Resources

Vacant, Director

The mandate of the Human Resources Office is to develop and administer fair and equitable Human Resources policies for the Town and its employees and to provide a system of Human Resources administration that is uniform, efficient and represents the mutual interest of the Town and employees of the Town. Our duties fall into three broad categories, Personnel Administration for Town personnel, Benefit Administration for Town and Public School employees and Labor Relations. In 2018, the Human Resources Office worked diligently in these areas, with a focus on employee training and professional development, broadening our diverse workforce, and effective settlement of labor contracts.

The Human Resources office continues to expand and diversify our recruitment networks to increase the vitality and breadth of our candidate pool. In 2018, Human Resources began the implementation of an upgrade to our new online applicant tracking system for the effective recruitment, hiring and onboarding of candidates. This system offers candidates a simple, professional online application process, provides additional recruitment sources to encourage a diverse applicant pool, increases the efficiency of hiring managers and decreases cost per hire. This system gives the Human Resources Office the ability to utilize advanced analytics and reporting functions to develop meaningful recruitment and hiring data. Further, Human Resources continued our partnership with the Professional Diversity Network in support of our diversity efforts and to enhance our Brookline brand as welcoming and inclusive.

2018 also saw an increased demand for hiring, reflecting a currently vibrant employment market, and a parallel demand for more creative recruiting efforts that brought in highly qualified candidates. The Human Resources Office worked closely with our recruiting partners and our new applicant tracking system to identify additional options for reaching qualified candidates in this tight job market.

The Human Resources Office continues to support our Departments to assist them in managing employee performance, organizational development and planning, employment and compliance, interpretation of policies and procedures, employee development, disciplinary issues, total absence management including sick leave use, Family Medical Leave, reasonable accommodation requests, and case management of workplace injuries.

Also in support of our personnel policies, the Human Resources Office identified new training modules to further develop effective training and development tools. Specialized topics for employee training and professional development in 2018 focused on effective hiring techniques for managers with an eye to diversity hiring and compliant hiring practices. Bantering training, or “office banter” was continued again this year for the labor force, with emphasis on understanding the role that humor can play in the workplace, but with a goal of creating a positive culture and avoiding prohibited conduct. The Town also focused on individualized new hire orientations and policy review, looking for new and efficient ways to provide this service to our new hires that is welcoming and informative. Among the employee trainings conducted this year, Human Resources assisted the Office of Diversity and Inclusion in the roll out of our second phase of membership in the Government Alliance on Race and Equity organization to Town and School executive management.

In 2018, the Human Resources Office kicked off our benefits open enrollment period with the Annual Wellness Fair featuring vendors from the Town’s dental plan, cafeteria plan/flexible spending, life insurance, optional retirement savings plans, occupational health providers, local fitness centers, and we also offered eye exams and eyewear which saw high employee participation. Town departments also participated including the Recreation Department with exercise programming and fitness opportunities, and the Public Health Department with information on important health initiatives. The Wellness Fair highlights the health and wellness resources available to employees and provides an opportunity to provide one-on-one discussion of the Town’s health and optional benefits programs. Educating employees on the importance of wellness and helping them navigate the complexity of health, life, and dental insurance and pre-tax benefits remains a priority for Human Resources. We continue education on our health care tools, i.e., use of HRAs and FSA and more efficient use of our health insurance plan options, and strive to educate our employees on how to reduce their health care costs, as well as the Town’s.

In local partnership with the MUNIS Steering Committee, and sub-committee, the Human Resources Office continued to assist in the development of efficiencies with regards to payroll and human resources administrative functions. As a result, recommendations continue to be evaluated and developed for Town and School coordination and

implementation. These recommendations will assist in best practices with regards to federal and state wage rules and human resources processes.

The Human Resources Office works with seven unions and two sizeable non-union groups, the middle management/technical professional and Department Head groups, to ensure the high standard of rules and procedures to manage its personnel. The Human Resources Office worked closely with our bargaining groups to finalize the negotiations of new, multi-year collective bargaining agreements for AFSCME, Library, Fire, Engineering Division, School Traffic Supervisors, and Teamsters/E911 Dispatch.

Our partnerships with New England Baptist's Occupational Health Department and our workers compensation third party administrator are a critical component of controlling personnel costs for workplace injuries. This ongoing partnership allows us to focus on individual case management and to ensure our employees receive a high level of care and treatment. We utilize our partnerships to actively investigate claims, review safety procedures, monitor medical treatment and billing and to ensure our employee's safe return to work. This proactive approach assists in maintaining level expenses despite rising health care costs.

Human Resources Board

The Human Resources Board is comprised of five Town residents with diverse professional expertise in human resources, including the private sector, public sector, academic, union and non-unionized settings. They provide general recommendations for the Human Resources program on the adoption, modification or elimination of Human Resources policies and adjudicate grievances and complaints under the Human Resources bylaw and provisions of the Town labor contracts.

In 2018, the Human Resources Board continued to support the Human Resources Department in its efforts to develop and administer fair and equitable policies for the Town. Throughout the year the Human Resources Board's regular monthly meetings dealt with a wide span of personnel issues, and it did so judiciously and promptly.

The Human Resources Board heard and ruled on a number of reclassifications and/or creation of new positions brought by the Human Resources Office with the respective Department Heads. This work continues to revise antiquated civil service titles, to align classifications and pay rates both internally and externally, and to identify talent gaps with regard to succession planning initiatives.

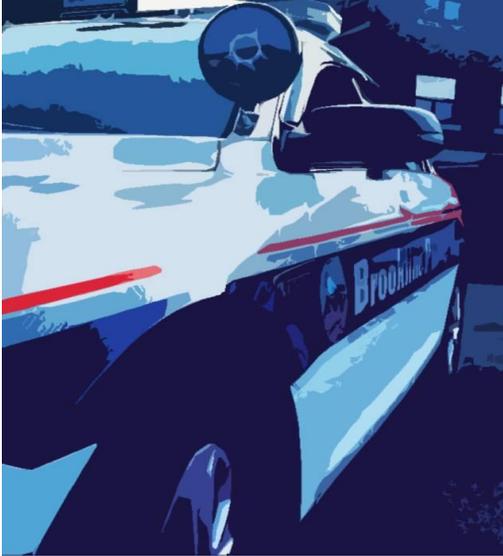
The Human Resources Board also heard grievances regarding workplace disputes that arose during 2018. The Board reviewed each grievance on its own merits, either rendering a decision or recommending that the parties work more diligently to resolve the matter or to come to some settlement. The careful consideration of the grievances that come before the Board has an important effect in maintaining harmonious labor relations between the Town's management and its unionized employees.

The Human Resources Board Policy Subcommittee has maintained its goal of focusing on assisting the Human Resources Office in updating policies and working toward a simple mechanism for employees, both union and non-union, to easily obtain the policies, contracts and rules that establish their rights and responsibilities, as well as training and advancement opportunities in the Town of Brookline.

PUBLIC SAFETY

Police Department

Andrew Lipson, Chief of Police



The Brookline Police Department is made up of an extraordinary group of men and women who have dedicated their careers to service. In 2018, these officers worked hard to provide a high level of service to the members of our community while addressing quality of life issues and striving to maintain a low crime environment. The following report highlights the wide range of responsibilities our department is tasked with. Policing continues to evolve in the 21st Century and our officers adapt accordingly to an ever growing set of challenges as we seek to provide service, safety, and to solve problems.

During 2018, the Department participated in many community outreach efforts. Working with the Office of Diversity, Inclusion and Community Relations, we helped plan the Food Truck Friday event held in June at Driscoll School. Brookline Police Officers participated in community events such as the Coolidge Corner Arts Festival, PorchFest, the Brookline

Village Fair, Brookline's first light, Brookline Day, a "walk back" to school event for a young cancer survivor, the Special Olympics summer games, and the Boston Marathon. We also assisted and attended numerous walks, runs, spring fairs, and spring school activities.

Throughout the year, the Department has been successful in maintaining our level of service to the community through a variety of ongoing and new initiatives. The Patrol Division, under the direction of Deputy Superintendent Thomas Ward and then Deputy Superintendent Andrew Lipson, continued to encourage officers to get out of their cruisers and into the community in proactive and positive ways. Throughout the year, we continue to encourage officers from all Divisions to participate in local programs, to attend community meetings and to be visible and engaged with residents at playgrounds, in commercial areas and around parts of Town where people congregate. The Department has officers assigned on a daily basis to our nine public housing complexes. We have officers working with the Teen Center to foster relationships with the underserved and youth of the community. Members of the Department assist at our local food pantry and host clothing/houseware drives for local families in need. Our officers participate in all major community events, attend local fairs and school programs, and are deployed for major events like the Boston Marathon. We assign officers on bikes and to walking routes to have a visible and approachable presence in the community.

The Community Service and Training Division, under the direction of Deputy Superintendent Michael Gropman, continues to offer various programs, such as the AWARE program and RAD, which greatly enhance the safety of our residents. The Brookline CERT program also continues to recruit, train, and deploy its 250+ volunteers who are on call to assist the Town during local emergencies. Our officers also continue to work with the schools, other Town agencies and local service providers to improve the quality of life for residents.

In 2018, the Detective Division saw many successes. Under the direction of Deputy Superintendent Stephen Burke, the Division continued to conduct numerous complex and sophisticated investigations. In this period, a total of 1,122 cases were assigned for follow-up by Detectives. These include both Part A and

Part B crimes, many of which are multifaceted investigations involving numerous technological components. Thus, the Division continues to train its officers in the most advanced investigative techniques and to work with community partners and outside agencies to identify regional crime problems and identify suspects.

Throughout the year, there were 72 commendations for outstanding police work issued to officers of the Department. These awards, commendations, and the many informal expressions of gratitude, show that despite national tensions, the Brookline Police are truly working in partnership with Brookline's residents to reduce fear, and crime and improve the quality of life in our Town. In addition to Department commendation, many officers were individually recognized by outside agencies for exemplary work they've performed throughout the year in various responsibilities the Department is tasked with.

The Department made several promotions in 2018. In March, Sergeant Russell O'Neill was promoted to Lieutenant and Officer Raymond Richards was promoted to Sergeant. In September, Deputy Superintendent Andrew Lipson was selected to be the next Chief of Police. In October, Lieutenant Thomas Ward was promoted to Deputy Superintendent, Sergeant Michael Murphy was promoted to Lieutenant, and Officer Casey Hatchett was promoted to Sergeant.

In addition to these promotions, the Department welcomed 17 new Police Officers. In June, Officer Joseph Trahon joined the Brookline Police Department after serving for another Massachusetts police department. In September, 9 recruit officers graduated from the NECC-MPD Police Academy located in Haverhill, MA. In November, 7 recruit officers graduated from the Lowell Police Academy. These 7 recruits are all veterans of the United States Armed Forces and together with the 9 officers from the previous academy represent a diverse group of individuals with varying backgrounds and experiences. Recruit officers from both police academies successfully completed their field training period and were placed into their permanent assignments in the Patrol Division.

With the addition of these 17 new officers, the Department is operating with 6 vacancies and anticipates additional vacancies from retiring officers over the next year. In March of 2019 the Police Entrance Exam will be offered by the MA Civil Service for eligible candidates who are interested in a career in law enforcement. In anticipation of the exam, the Department has begun several initiatives to educate the community on the exam and hiring process as well as recruit qualified individuals who may be interested in becoming a police officer for the Town of Brookline.

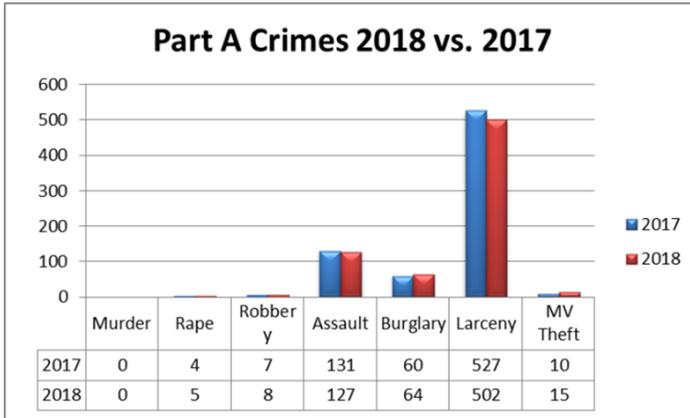


YEAR END REVIEW OF CRIME

Crime in the Town of Brookline continues to remain at a record low. This is due to the hard work and dedication from the members of the Brookline Police Department to provide a high level of service to the residents.

During 2018, there were a total of 721 Part A crimes in Brookline, down 2.4% from the 739 Part A crimes in 2017. Of the 721 crimes reported in 2018, there were 133 cases cleared by court action, 122 cleared by

arrest, 70 cleared exceptionally, 4 cleared through a referral, 4 closed by completed service, and 4 closed by other means resulting in a 47% clearance of crimes for the year.



In 2018, there were reductions in assaults and larcenies, but slight increases in rapes, robberies, burglaries and motor vehicle thefts when compared to 2017. Rapes were up 25% (from 4 to 5), robberies were up 14% (from 7 to 8), assaults were down 3% (from 131 to 127), burglaries were up 7% (from 60 to 64), larcenies were down 5% (from 527 to 502) and motor vehicle thefts were up 50% (from 10 to 15).

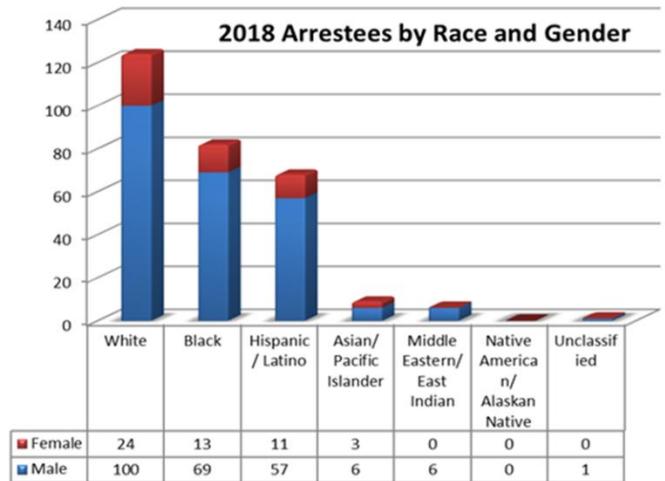
For 2018, total violent crimes (murder, rape, robbery and assault) were down 1% with 140

this year versus 142 in 2017 and total property crimes (burglary, larceny and motor vehicle theft) were down 3% with 581 this year versus 597 in 2017.

RACE AND GENDER BREAKDOWN OF POLICE/COMMUNITY INTERACTIONS

Arrests

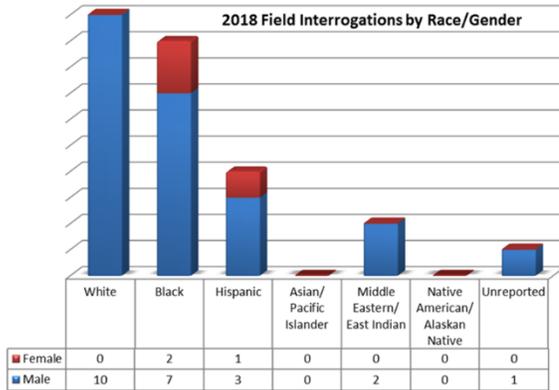
In 2018, there were 290 arrests, down 19% from the 360 made in 2017. In 2018, 42.8% of the people arrested were white (124), 28.3% were black (82), 23.4% were Hispanic/Latino (68), 3.1% were Asian/Pacific Islander (9), 2.1% were Middle Eastern/East Indian (6), 0% were Native American/Alaskan Native and 0.3% were of an unknown race (1). 82% of the arrestees were male (239) and 18% were female (51). 8 of the arrestees were juveniles, up from the 1 juvenile arrested in 2017.



In 2018, the BPD also placed 1 person into protective custody (for being under the influence of alcohol). This person was a Middle Eastern/East Indian male. Additionally, there have been 4 sex offenders registered in our system this year. All 4 of them were white males.

By comparison in 2017, there were 360 arrests, down 19.6% from the 448 made in 2016. 42.8% of the people arrested were white, 31.9% were black, 18.3% were Hispanic/Latino, 3.6% were Asian/Pacific Islander, 2.5% were Middle Eastern/East Indian and less than 1% were Native American/Alaskan Native or an unknown race. 82% of the arrestees were male and 18% were female in 2017. 7 of the arrestees were juveniles, down from 13 in 2016.

Field Interrogations



In 2018, there were a total of 26 field interrogations conducted, down 46% from the 48 field interrogations in 2017. Of these people who were stopped and questioned for suspicious activity, 38% were white (10), 35% were black (9), 15% were Hispanic/Latino (4), none were Asian/Pacific Islander, 8% were Middle Eastern/East Indian (2) and none were Native American/Alaskan Native. 4% were not identified by race (1). Males accounted for 88% of the field interrogations and females accounted for the remaining 12%.

Moving Violations

In 2018, there were 9,271 moving violations issued, down 38% from 2017 when there were 14,938 moving violations issued.

Of the motorists issued citations in 2018, 57% were white, 17.7% were black, 10.8% were Hispanic/Latino, 8.2% were Asian/Pacific Islander, 5.7% were Middle Eastern/East Indian, less than 1% were not classified by a race category and none were Native American/Alaskan Native.

Of these citations, 62% were issued to male motorists, 37.7% were issued to female motorists, and less than 1% were not classified by gender. In 2018 there were no non-inventory motor vehicle searches conducted.

Citizen Complaints

During 2018, there were two citizen complaints filed against two Brookline Police Officers with the Office of Professional Responsibility. The first complaint was for neglect of duty and discourtesy/rudeness, which was unfounded. The second complaint was for discourtesy/rudeness, which was not sustained.

Of the 2 complainants, one was a White male and one was an Asian female. One officer was a White female and one was a White male.

DETECTIVE DIVISION

The Detective Division had a successful and productive year in 2018. A total of 1,122 cases were assigned to detectives for follow up investigation. Certain cases were assigned to multiple detectives depending on the complexity. In total, 1,263 case assignments were made. Assignments included all crimes of violence, property crimes, attempted crimes and other reported incidents which may not have reached the level of a crime but received follow up nonetheless. With the advancement of technology, the internet, and social media outlets we find that many of these venues are being used in current criminal activities. It has become easier for the criminal element to hide their identity in many crimes. As such, it is necessary for our detectives to continuously educate themselves in technological advances in order to thoroughly investigate crimes and properly preserve evidence for prosecution purposes.

The Domestic Violence Unit was involved in the investigation of 106 cases in 2018 with 154 individual assignments. These involved follow up on arrests for domestic violence, restraining order violations, allegations of domestic abuse and juvenile crimes.

In addition to standard in service training provided by the department, our detectives are very fortunate to be provided with additional specialized training. Some examples of the trainings attended in 2018 include; Mental Health and Law Enforcement, Northeast Regional/Intelligence Training, Crisis Intervention, National Cyber Crime Conference, Child Abduction, Understanding and Responding to Victims of Commercial Sexual Exploitation, Mental Health Challenges in Schools Responses and Resources, Child Abduction Investigations, Homicide Investigation, Social Media and the Police, Clandestine Drug Lab Entry, COPLINK (database research forum), Advanced Domestic Violence Training, Cellebrite/ Forensic Phone Examinations and Mapping, Opioid Crisis training with Norfolk D.A.'s Office, Incident Response to Terrorist Bombings, 2018 Juvenile Law Updates, Property/Evidence Room-Drug Destruction procedures with the Norfolk D.A.'s Office, Drug Trafficking-Criminal Interdiction, and Mental Health/First-Aid Instructor course.

TRAFFIC AND RECORDS DIVISION

The Traffic and Records Division has a variety of responsibilities that include data collection, revenue collection, traffic enforcement, details, public records law processes, and oversight of special events within the town. During 2018, there were 108,159 parking violations issued with the Traffic/Parking division collecting \$3,001,766 in fines and penalties. This number is down 8% from the 117,606 parking violations issued in 2017.

Complaints received from citizens about traffic concerns in their neighborhoods are followed up by this Division. Studies are conducted to verify the concerns and data is collected and analyzed. This includes utilizing technology that captures traffic data on specific roads, and analysis of data from past parking enforcement efforts and crashes. Traffic Division personnel are sent to address any parking or other traffic concerns.



Traffic crash data is collected and analyzed from accident reports and crash prone locations (CPLs) are identified in the weekly COMPSTAT report. Locations with a high number of crashes are evaluated in an attempt to address the cause of accidents. In addition to traffic enforcement efforts, officers will observe the locations in question and send recommendations to address crash factors to a supervisor. The supervisor will then follow-up with appropriate town departments or external agencies to make recommendations.

The Division is charged with overseeing the Department's records and archives. On a daily basis we are the "keeper of records". This past year saw an increase in the need for Town Counsel to assist in contested and/or complicated matters. Their legal expertise was of great assistance. We continue to fulfill approximately 1,200 records requests per year.

COMMUNITY SERVICE AND TRAINING DIVISION

The Community Service and Training Division (CSD) is tasked with coordinating and providing the Department's in-service training. This year all officers underwent several different trainings to prepare for a

wide range of calls they may encounter. The trainings included “Stop the Bleed”, defensive tactics and a simulated Active Shooter Integrated Response. As part of an initiative to maximize the amount of trainings provided to officers, the Training Division continued with “Roll Call Trainings”. Rather than a formal training setting, officers attending their shift roll call are required to watch videos spanning approximately 3-5 minutes, which cover a wide range of topics.

The CSD oversees all social media platforms for the Brookline Police Department, which include a website, Twitter account, Facebook page, Instagram account, and a YouTube channel. The Department currently has 3,663 people following us on Facebook, 1,290 followers on Instagram and 10,097 followers on Twitter.

Some examples of the BPD’s social media engagement efforts in 2018 include: a month long celebration of African American police officers and employees during black history month, in March we recognized female officers and dispatchers for National Women’s History Month and in June we celebrated and supported the LGBTQ community during Pride Month. The Department continued to also use social media outlets as a source of information, updates, and alerts.



Officers assigned to the CSD took part in many community service programs throughout the year. The Walk and Talk Unit in partnership with other local departments participated in the Youth Police Initiative (YPI). This program helps build positive ties with between Police and Youth. They hosted two programs in Brookline for young men and women from Brookline Housing Authority developments. Walk and Talk Officers were also involved in numerous community groups and events, such as informal interactions with youth at the Brookline Teen Center, helping coach Pop Warner Football and Special Olympics Baseball teams.

CSD and the Walk and Talk Officers continued their role coordinating the departments Juvenile Justice Program. Since its inception the program has had approximately 16 youths referred to it in lieu of going to court. In that time, 8 have successfully completed the program, 4 were referred to Brookline High School for counseling and 4 are still in the program working towards their completion dates.

The AWARE program involves lessons on Citizenship, Healthy Relationships, Substance Abuse, Cyber-Safety Bullying and Student Empowerment. During the school calendar year for 2017-2018, AWARE Officers Kerrigan and McCabe continued to discuss the topic of Cyber-Awareness in all 8 of the Brookline elementary schools grades 6th–8th. Throughout the year there were approximately 210 AWARE classes taught. The officers continue to build the relationships with the middle school age students through the classrooms. Topics discussed are cyber-awareness, substance/addiction awareness, healthy relationships, and the role police officers play in the community.

PATROL DIVISION

Special Response Team

Currently, the Brookline Police Special Response Team is made up of officers from various divisions and under the supervision of Commander - Deputy Superintendent Ward, Tactical Commander - Det. Lt. O’Neill,

and Team Leaders - Sgt. Amendola and Sgt. Richards. Due to promotions and changes in membership, the Team underwent a staffing structure re-organization for maximum efficiency. Throughout the year, the Team was activated 3 times. The incidents were for a barricaded subject armed with a knife, the 122nd Boston Marathon, and a residential burglary where the suspect was believed to still be inside and there were firearms present in the home. The Team continues to train on a monthly basis and several individual officers had the opportunity to attend specific trainings. For this year's annual week long training, the Team travelled to New Mexico and participated in a FEMA sponsored training titled "Incident Response to Terrorist Bombings".

Patrol Warrant Unit

The Brookline Police Patrol Warrant Unit (PWU) is currently made up of 9 officers from various divisions and shifts and serve under the supervision of Det. Sgt. McDonnell. The Unit continues to have a strong relationship with other law enforcement agencies to identify and apprehend fleeing felons. For 2018, 81 subjects were targeted or investigated. In addition, 146 separate outstanding warrants were cleared either through arrest (48 subjects), turn-in by initiation of the PWU (12 subjects), or through investigation (19 subjects).

Bike Unit

The Bike Unit is made up of 13 officers from various Divisions under the direction of Deputy Superintendent Ward and supervision by Sgt. Sutherland and Sgt. Richards. During the year, the Bike Unit was activated several times to provide security and regional assistance for the 122nd Boston Marathon, New England Patriot's Super Bowl game, Boston Red Sox championship parade and the wake and funeral for Weymouth Police Sgt. Chesna. The Bike Unit was also activated to provide assistance and support for several smaller community events in the Town of Brookline.



Liquor and Cannabis Licensing

Throughout the year, 42 administrative inspections were conducted, of which 18 warnings and 5 fines were issued for various violations. During the year, there were no alcohol compliance checks or additional administrative inspections completed due to the increase in work performed for cannabis compliance in anticipation of adult use/recreational marijuana establishments applying to operate within the Town of Brookline. Currently, the Town is working to license 4 retail marijuana establishments.

Lodging Report

Over the past three months all of the licensed Lodging Houses in the Town of Brookline have been inspected by the Police Department along with the Health, Building and Fire Departments. With the exception of one licensee, all other licensees have passed their annual inspection or only had minor violations and were recommended for renewal.

Animal Control

In 2018, the Animal Control Officer (ACO) handled 780 animal related calls. The ACO spends a significant amount of time in designated "Green Dog Program" parks and practices Community Policing in the fair

manner in which he interacts with dog owners and others using the park. The ACO answers park visitor's animal related questions and enforces Town By-Laws when needed. The ACO attended several important trainings to aid him in his duties. These included, The Humane Society's "Animal Abuse Investigations and the Link Training for Law Enforcement", National Law Enforcement Center on Animal Abuse, as well as Mass Animal Fund's "Bats in the Belfry? Bat Colony Reporting for ACO's".

Public Safety Dispatch Center



The Brookline Public Safety Dispatch Center in 2018 was made up of 15 full-time dispatchers, a Chief Emergency Telecommunications Dispatcher and 2 trainees. Throughout 2018, these dispatchers fielded approximately 225,000 Fire and Police business line calls and handled 15,047 incoming and outgoing Emergency 9-1-1 calls. As a result of these calls, dispatchers made 76,495 Computer Aided Dispatch Police and Fire entries. The Brookline Public Safety Dispatch Center since March of 2017, has been utilizing the State's Next Generation 911 system which contains enhanced security upgrades, improvements in mapping technology, and is capable of brand new 911 technology such as Text-to-911. In 2018, the State 911 Department's Wireless Direct Program continued to be a success for the Department as the Town of Brookline received many more calls for service directly as opposed to the traditional standard for wireless 911 transfers.

Crisis Intervention Team

Our Department is proud of the steps we have taken to provide training for our officers in the areas of mental health and crisis intervention. As of December, all sworn members of the Department as well as our Public Safety Dispatchers have been trained in Mental Health First Aid (MHFA) and 3 of our members are now certified to teach MHFA for first responders as well as the general adult population. All of our officers have received additional basic training on responding to individuals in crisis as part of our required annual in-service training. Members of the Department's Crisis Intervention Team have received a minimum of 40 hours of additional CIT training, and are encouraged to take advantage of the specialized training opportunities made available to them as Team members. As of December, approximately 65% of the sworn members of the Brookline Department have attended this 40-hour training and members of our CIT can be found across ranks, divisions and shifts. Our Department's grant-funded social worker has continued to assist our officers with some of our more complicated cases, allowing us to collaborate with mental health professionals in innovative ways with the goal of protecting some of our most vulnerable community members. In 2018, members of the CIT responded to approximately 1,100 calls for service that involved someone with a known or recognized mental health issue, and attempted to follow up on 27 suspected opioid overdoses in order to connect clients with services.

Critical Incident Stress Management

The Greater Boston Critical Incident Stress Management (CISM) Team has been established as a collaboration among 10 police departments in the Greater Boston area. These 10 police departments include: Arlington, Belmont, Brookline, Cambridge, Chelsea, Everett, Newton, Somerville, Watertown, and Waltham. The Team is a resource of specially trained officers who will serve as peer support and provide peer counseling to officers who have experienced a traumatic event or may be affected by a loss. In 2018, members of The Greater Boston CISM Team responded to 40 incidents in order to provide support to officers from surrounding communities, including 2 activations following traumatic incidents in Brookline.

Fire Department

John F. Sullivan, Chief

Administration Division

The refrain of the 2018 annual report of the Brookline Fire Department (BFD) is best expressed by the patriot and founding father of the American fire service, Benjamin Franklin. Who wrote, "Without continual growth and progress, such words as improvement, achievement, and success have no meaning." In 2018, the Town of Brookline took decisive steps to ensure that its Fire Department may realize continual growth and progress well into the future. Thereby assuring improvement, achievement, and success in our core functional areas of delivering the highest quality Fire and EMS services to our constituents.



Just a few of the functional areas of progress that the department is engaged in include:

- Oversight of construction of a new \$4.5 million Training and Maintenance facility
- Developing a strategic plan for the Fire Department
- Formulating a detailed blueprint for professional development for all ranks
- Improving efficiencies and delivery of Fire Prevention functions
- Mapping the core information technology strategies for the future
- Fostering alliances for public fire education opportunities and promoting Community Risk Reduction

The Administrative Division consists of the Fire Chief, Chief of Operations (COO), an Executive Assistant, and an Information Technology Systems Analyst. Additional administrative resources are provided by the shared Public Safety Business Office. The Administrative Division is responsible for the day-to-day management of all Fire Department personnel and facilities as well as, long-range planning, budgeting and collective bargaining. The Administration provides a vital connection to the town's citizens and business owners and collaborates daily with the Town Administrator's Office, Select Board, Town departments, as well as state and federal officials.

Another key function of the Administrative division is providing leadership and influence in the greater fire services. Networking with industry leaders and fostering partnerships with affiliated fire service partners is paramount to successful forward progress. The Chief and COO are fully engaged in regional, state and national associations and committees to ensure that the Town of Brookline is both represented and representative of the most innovative services, technologies, and practices available in the modern fire service.

The on-going goals of the Administrative Division are to provide leadership and exert influence on the members of the Fire Department to embrace professional development and enhance customer service.

The Department is committed to developing facilities, practices and trainings aimed at reducing exposure to cancer causing hazards and promote initiatives to enhance firefighter wellness, fitness and safety.

Our ability to best serve the public interests and support the Town's overall public safety goals are achieved through intelligent growth and a true commitment to balanced progress. Improvement is the reward of relevant and sustained training; achievement comes from the application of innovation and best practices; and success is measured in public trust and public opinion.

Fire Suppression Division



The Fire Suppression Division is divided into four working groups (shifts) whose responsibilities include the protection of the lives and property of the people of Brookline from fires, natural and manmade disasters, and hazardous materials incidents, as well as saving lives by providing Emergency Medical Services, preventing fires, and enforcing State Fire Laws and Codes. Suppression is the largest Division of the Fire Department and is staffed by 4 Deputy Chiefs, 7 Captains, 21 Lieutenants and 114 Firefighters. They respond from five fire stations geographically distributed throughout the town.

The BFD responded to a variety of incidents from medical and household emergencies to major accidents and structure fires. In 2018, we saw 23 structure fires in multifamily homes, high-rise buildings, and single family homes. Fire Department response was exemplary in all instances. Our emergency response system has proven to be multi-dimensional, efficient, and effective in all phases of response. All structure fires for the year were contained to the building of origin with no extension to exposures. In 2018, suppression fire companies responded 13,476 times to a total of 8,354 calls. Of these, 3,076 were for medical emergencies (including multiple administrations of Narcan and numerous performances of C.P.R), 660 were box alarms, and 4,501 were still alarms for hazardous conditions, service calls, and other assistance rendered.

To maintain their skills, fire companies reported to the training facility 300 times for classes and practical evolutions. Suppression companies also conducted 533 building inspections of structures with 6 units or more for compliance with Mass. General Laws regarding detection equipment and conditions relative to occupant safety. Upon the transfer or refinancing of property, a smoke and carbon monoxide detector inspection (commonly called a 26F inspection) is conducted. Fire companies performed 747 smoke and carbon monoxide detector inspections. In compliance with Mass General Laws, fire companies conducted 104 quarterly fire drills in school and educational occupancies. The town received or rendered mutual aid to surrounding towns 157 times in accordance with our METROFIRE agreement.

Multiple alarm fires requiring additional resources in 2018 included structure fires on Beacon St. (2), Harvard St., Boylston St., Sherman Road, Clark Road, Pond Ave., and Carlton St.

In 2018, the BFD continued its time honored tradition of rendering efficient and effective fire extinguishment and lifesaving efforts to the entire community.

Fire Maintenance Division

The Fire Maintenance Division maintains 27 vehicles, 2 trailers, 1 cold water rescue boat, 2 ice rescue boats with equipment, SCBA breathing equipment, and mobile and portable radio equipment.

Engine 1 – Repairs include: new power steering assist cylinder, brake air leak repaired, body door repairs, seat belt repairs and repairs for damage to cab roof due to accident.

Engine 3 – Coolant system repairs (parts were covered by warranty), dealer repaired engine oil leak, wiper repairs, 2 new front tires. Truck was sent to dealer for warranty work and accident repair. Pump test done



Engine 5 – Dealer warranty repairs. Repaired cracked water pump and discharge to deck gun. Dealer repaired numerous water discharge valves and controls which were covered under warranty. Repaired Topps system for air bags and seat belts; repaired numerous coolant leaks; repairs done in house with warrantied parts.

Engine 6 – Routine maintenance.

Engine 14 – New turbo charger.

Ladder 1 – Routine maintenance. Sent to Cummins Diesel once and to the dealer 3 times for warranty.

Ladder 2 – Multiple tires replaced; checked engine fault codes; replaced both front springs and forward pins; repaired numerous coolant leaks; modified rescue tool compartment for new E – rescue tools. Warranty – Dealer repaired hydraulic oil at outrigger left front; repaired p.t.o shaft; installed new rear axle differential assembly, trailing arm bolt, torque arm and bushings. Due to transmission shifting issue vehicle was sent to New England Detroit Diesel, sensor was changed and reprogrammed; engine smoking issue, sent to Cummins, received labor and parts coverage credit. Wipers repaired twice.

Ladder 3 – Repaired hydraulic leak. Cybercomm installed new mobile radio; installed new dock station, Repaired ladder waterway nozzle. Pierce Fire Apparatus inspected aerial.

Quint 4 – Repaired left rear grab rail. Third party tested aerial ladder; three defects were found, Bull Dog Fire Apparatus took care of issues; repaired open door warning light and roll sensor fault. Check engine light - Power Products installed and programmed MCM controller. Arcand Spring replaced right front wheel seal. Repair coolant leaks.

All vehicles received state inspections.

Maintained, repaired, and/or replaced all SCBAs.

Prepared E-11 for salvage.

Numerous meetings were attended with the contractors in charge of building the new maintenance facility. Attended meetings to keep current with product information, educational seminars and professional conferences. Due to Charlie Driver's retirement, Tim Daly was promoted to master mechanic and spent the next 6 months along with the COO looking for a new Fire Dept. Technician.

Worked with manufacturers and dealers to obtain and enforce warranties on vehicles and equipment.

The maintenance division has been involved in a collaborative effort with the BFD IT division to implement a fleet maintenance software program.

New vehicles received: KME pump for Engine 6, 2 Ford Escapes for Fire Prevention, Ford Explorer for the Fire Chief, and a Ford F-250 for the Maintenance Division.

Fire Alarm Division, Brookline Public Safety Dispatch Center

The Brookline Public Safety Dispatch Center in 2018 was made up of 15 full-time Emergency Telecommunications Dispatchers and a Chief Emergency Telecommunications Dispatcher. 1 Dispatcher resigned, and 1 moved on to an officer position with Northeastern University. Resulting in the hiring of 2 additional trainee Emergency Telecommunications Dispatchers at the end of 2018.

The Fire Alarm Division strives to ensure the highest standards for training are met for the Telecommunicators of the Dispatch Center and again provided many hours of continuing education in Emergency Medical Dispatch. All Telecommunicators were additionally provided with multiple training opportunities that included but were not limited to the following topics in 2018: CPR/AED certification, Fire Service Dispatch, Stress Management, Mental Health First Aid for Dispatchers, and Crisis Intervention Training for Dispatchers. All Telecommunicators were also given training on new technology supporting Text-to-911 which was deployed across the Commonwealth in December 2018.

The Brookline Public Safety Dispatch Center since March of 2017, has been utilizing the State's Next Generation 911 system which is a network based IP 911 system enhanced with security upgrades, improvements in mapping technology, and capable of brand new 911 technology such as Text-to-911.

In 2018, the Brookline Public Safety Dispatch Center once again applied for and received 2 grants from the Executive Office of Public Safety and Security and State 911 Department. These grants totaled over \$160,000 and were used to fund some personnel and training costs, equipment, hardware and software purchases, and programs which greatly enhance the performance and efficiency of the combined Public Safety Dispatch Center.

The Emergency Telecommunications Dispatchers performed exceptionally well during the 3rd alarm fire at Neenas lighting at 1299 Beacon St in July 2018. They simultaneously managed fire companies and dispatched mutual aid communities to other calls for service around Brookline throughout the duration of the incident.

The Emergency Telecommunications Dispatchers of the Brookline Public Safety Dispatch Center in 2018 fielded over 225,000 Fire and Police business line calls and handled 15,047 incoming and outgoing Emergency 9-1-1 calls. In 2018, dispatchers made 76,495 computer aided dispatch police and fire entries. Of the 76,495 entries made 8,354 were Fire Department calls for service that were dispatched and responded to by the Fire Suppression and Fire Prevention Divisions. Out of the 8,354 Fire Department Incident Runs, 4,039 of those were medical and rescue related incidents.

Fire Training Division



The Training Division is staffed with a Deputy Chief, a Captain, and a Lieutenant. Training is responsible for initial recruit training, as well as the continuing education and training of the Fire Department personnel. The Training Division also has a continued partnership with the Massachusetts Emergency Management Agency (MEMA), State Homeland Security Urban Area Security Initiative (UASI), and Battle Road Regional Emergency Planning Committee. Together in this unified organization, the Training Division is at the forefront in this regional co-operative when it comes to keeping this department informed in the newest training initiatives.

The Training Division is responsible for keeping the members of the BFD up to date in maintaining their Emergency Medical Technician certifications. We also keep all our members up to date in all areas of prehospital care including CPR. The Captain is the Department's Designated Disease and Infection Control Officer. During fires and other emergencies that pose dangerous risk to our members, the Training Division staff operates as safety officers. In addition, the Training division keeps track of all the equipment needs of the Department and all members.

The Training Division conducted over 25 different classes of instruction. Some of the topics covered included the following fields of study:

- Fire Suppression
- Emergency Medical Service Instructions
- Fire Department Communications
- Responding to Elevator Emergencies
- Auto Fires
- Vehicle Extrication
- S.C.B.A. Training
- Ice and Water Rescue
- Hazmat Response
- Operation of the Mass Decontamination Unit
- Rapid Intervention Team Training

We also utilized expertise from the following outside agencies during training exercises:

- Eversource Utilities
- Mass Fire Academy
- Boston Fire Department Training Division
- Fallon Ambulance

The Department company officers continue to conduct their daily In Service Training in the stations, which helps to reinforce the knowledge and skills of their group members. A yearly list of subject matter has been distributed to each station. The Training Division also distributes supporting instructional material, references and resources necessary to aid company officers with their daily "In Service Training".

In 2019, the Training Division will conduct a regional drill school for 12 Brookline recruits and 8 recruits from other communities. The new burn building will be completed by the anticipated start date of 4/1/19. Construction has started on the new fleet maintenance facility and Training Division offices and classroom, which will be completed this spring.

Safety for our members is a primary concern of the Department. The Training Division will schedule classes and training exercises that will emphasize this concern. The Training Division will focus on scene safety at incidents as well educating our members on how to fight cancer in the fire service.

Fire Prevention Division

The Bureau of Fire Prevention is headed by a Deputy Chief. The staff consists of a Captain, a Lieutenant, and a full time clerk. The personnel of the Bureau focus on all aspects of life safety. Their primary objective is to reduce preventable deaths, injuries, and property loss through our extensive public education programs, fire inspections of commercial properties, and through enforcement of adopted fire codes. The process of fire inspections in combination with code enforcement and fire prevention education enlightens building owners and tenants. This helps to gain voluntary compliance, as well as limit the number of repeat violations in the future. In addition to annual fire safety inspections of commercial properties, the fire inspectors have a wide range of other responsibilities which include:

- Continued documentation of fire reports and photos in FIREHOUSE
- 22 Fire investigations that accounted for a total dollar loss of \$4.75M
- Received and processed all telephone, in-person, and email inquiries
- Maintained an all-access public fire prevention window for issuing fire permits, smoke detector certificates and conducting department business
- Managed 533 annual inspections of buildings with 6 units or more. These building inspections were performed by the fire suppression companies.
- 747 Smoke Detector and Carbon Monoxide certification inspections
- 220 Certificate of Occupancy inspections
- 526 Fire Permits issued
- 2267 Fire Details performed
- 169 Plan Reviews completed
- 30 Inspections of the install and removal of above and underground oil storage tanks
- 60 Quarterly Health Care Inspections conducted for licensed facilities
- 49 Lodging House Inspections
- 150 Common Victualler License inspections
- 20 Retail Package Store Inspections
- 4 Second-Hand Motor Vehicle License Inspections
- 2 Second-Hand Articles License Inspections
- 5 Inn Holders License Inspections
- 61 Open Air Parking Inspections

In addition, Fire Prevention is responding to a large influx of requests for temporary propane installations on new building and gut rehabs of residences. This has been caused due to National Grid not being able to service these properties.



Fire Prevention is continuing the public enhancement of the permitting system Accela. Priority is being given to allow residents to access the Accela system from home.

Building Department

Daniel F. Bennett, Building Commissioner

Code Enforcement and Inspection

The Building Department is responsible for administering the General Laws of the Commonwealth of Massachusetts and Town of Brookline by-laws as they relate to land use and the construction and occupancy of buildings and structures.

The Department's goal is to safeguard the public health, safety, and general welfare through structural strength, means of egress, facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment.

Staff enforces the State Building Code as well as Town by-laws and regulations related to zoning, building, plumbing, gasfitting, electrical, fire safety, sprinklers, accessibility, noise, signage, preservation, and demolition. The Department performs annual inspections of lodging houses, places of assembly, parking facilities and common victualler locations prior to their license renewal. Building Department staff reviews applications and inspects projects for which permits have been issued and enforces provisions of the Massachusetts State Building Code.

The Building Department issued 6,418 permits in 2018. There were 19 new single-family residential building permits issued and 4 permits for multi-family residential buildings (52 Units). In addition, there were numerous permits issued and inspections performed for additions, alterations, roofing, siding, window replacement, basement, bathroom and kitchen renovations. As a result, there were more than 400 certificates of use & occupancy, annual inspections, and condominium conversions issued.

Pursuant to M.G.L. inspectors attended continuing education courses offered by the Board of Building Regulations and Standards. These courses assure that inspectors are well versed in code changes, latest construction materials and methods. The continuing education courses will be an even more valuable tool as the State transitions to the 9th Edition of the Massachusetts State Building Code. The Department is committed to reducing paper usage/storage and trips to Town Hall with on line permitting and accepting credit card payments. The Town continues to make improvements to the Accela Permitting System and staff will continue to work with other departments to bring more on to the Accela program. Online applications require all supporting documentation including construction plans, license information, workers comp insurance, contracts, affidavits, reports, and other technical information to be downloaded in digital format. This aligns with the Departments desire to enhance document storage and minimize paper usage.

The following major projects took place in 2018:

- Issued a building permit to construct 47,000 SF Addition (79' in height) and interior renovations to the medical office building at 1 Brookline Place
- Reviewed and issued building permit for a 10 story hotel with 174 guest rooms - 30 structured parking spaces and first floor restaurant/bar
- Completed the construction of a limited service hotel and restaurant space partially located in Brookline (former Cleveland Circle Cinema)
- Provided staff support to the Board of Appeals and Planning Dept. for numerous Comprehensive Permit applications
- Commenced construction of a 25 unit residential building, appx. 5,000 sf of mixed use retail, and 27 parking spaces between 2 buildings
- New construction of a 17 unit multifamily building including 1st floor retail and parking (10 spaces). Podium type construction bearing on a rigid inclusion foundation
- Substantially completed the Coolidge Corner School a/k/a Edward Devotion School for occupancy for the current school year

The following permits and certificates were issued in 2018:

Permits Issued	6,418	Certificates Issued	440
Building	2,100	Plan Review	120
Electrical	1,578	Builder's Licenses	1
Plumbing	1,224	Board of Appeals Cases	91
Gas Fitting	889	Lodging House	51
Mechanical	374	Violation Notices	25
Sprinkler	43	Inspections:	
Sign/Façade	45	Common Vic./Food Vendor	213
Occupancy	165	Complaints	15

Public Buildings

The Public Buildings Division of the Building Department is responsible for the repair, maintenance, rehabilitation and general upkeep of all Town and School buildings. Division staff, made up of a Director, Operations Manager, Energy Systems Manager, Tradesman and others, provide services to all Town and School buildings. The Division uses its staff for emergency calls, small to medium size projects and completion of punch list and other remaining items from larger projects. Generally large-scale projects and preventative maintenance is performed by outside contractors. In addition, specialized services such as burner/boiler maintenance, elevator, sprinkler testing, fire alarm and glazing services are performed by outside contractors. Buildings are monitored 24/7 through our energy management system for heating and cooling. The tradesmen handled more than 9,000 in house work orders, while outside contractors responded to 1,800 service orders in 2018. A majority of these work orders are due to the department's shift a few years ago to increase preventative maintenance (PM) work. The volume of PM work orders now exceeds those of corrective work orders.

Department staff continues to work with the School Administration to plan and coordinate upcoming Capital Improvement Program (CIP) projects which include: 111 Cypress St., the High School Expansion Project (111 Cypress St, Stem Wing addition, Gymnasium and misc. renovations), Baldwin (9th School), and Driscoll School. The Coolidge Corner School addition and renovation is now complete. The building has state of the art controls for all lighting and mechanical systems. It is the first building to utilize a displacement HVAC system to help with humidity control. In September, students and staff departed 30 Webster St (Lower Devotion) and the Old Lincoln School (Upper Devotion) which were temporary school spaces while the building was under construction. In addition to routine maintenance and testing that occurs in the summer, the interior of schools were painted and new carpeting was installed. Much work was done at the Heath and Lynch Rec buildings. This included new shades, flooring throughout and painting/carpentry work. New AC/heat pumps units were installed in various rooms at Lawrence, New Lincoln, and Heath Schools as part of a program to provide areas in the school with a better controlled interior environment. This provided needed space for those staff/students that are medically required to have cooling. Fire Alarm panels were upgraded at the Museum of Transportation, Coolidge Corner Library, and Old Lincoln School as part of a long range program. This will ensure the long term safety of staff, students and others using the buildings.

As part of our energy savings measures, new LED lighting has been installed in the New Lincoln School and all 5 Fire Stations. LED Lighting is planned to be installed at the Public Safety Building and Health Building. New condensing boilers were installed at the Senior Center as well. Funding for these projects was partially paid from energy conservation funds budgeted in the CIP and rebates from Eversource and National Grid.

The Town will continue to pursue the installation of solar panels on Town and School Buildings. There is a plan in place now to install a number of panels at specific sites based on a study that was recently completed. The details are being finalized over the next several months and it is anticipated that some of this work will be completed in 2019.

The Public Buildings Division continues to expand on our security measures including upgrades to a single keycard vendor for all departments. In addition, security equipment was added at all three libraries.

The CIP funds the ongoing work at the Fire Stations – including the new maintenance and training facility at Fire Station No. 6. The elevators at the UAB and Lynch Rec Center were upgraded and modernized as part of a long term program for elevators. As the CIP continues to be reviewed and funded, Building Department staff works internally to plan and

implement the roof replacement program, building envelope & fenestration repairs, fire alarm upgrades, and elevator modernization program amongst many other projects.

The Coolidge Corner Library was renovated during the fall. The renovation included new windows, new elevators/lifts for accessibility, rehabilitation of the skylight, new painting, and carpeting. The layout was also changed to allow for better utilization. The funding sources were the Town CIP budget and library donations.

Working with the School Department and Department of Public Works, 10 new automatic trash compactors were installed at various school sites.

Building Commission

The five Building Commission members are appointed by the Select Board in accordance with Town By-Laws. 3 staff members report to the Commission. Collectively their responsibilities include the management of engineers and architects and oversight of contractors in connection with construction work on public buildings.

Typically, at the beginning of a project, the Commission assists the using agency in identifying program and infrastructure needs. Once funds are approved by Town Meeting, the project proceeds to design, then construction, and lastly closeout. The Commission's staff conduct many of its routine activities and report regularly to it.

At the start of year 2018, the additions and renovations to the Coolidge Corner School continued with the focus primarily on finishes, site work, MEP systems, and commissioning. There were many challenges to reaching its planned completion date of the summer of 2018 and the Commission and staff worked closely with all stakeholders, architect, contractor, and other vendors to advance the work.

Apart from construction, other efforts continued for the procurement and installation of furniture, fixtures and equipment (FF&E), technology installation and for the return of staff and operations. Everything was coordinated between construction, FF&E, technology and move-in. Over the summer as parts of the building were sufficiently complete, furniture and technology followed in a phased installation. Staff moved into the building in late August and the school opened to students in time for the current school year.

That important milestone did not mean the project was complete. Staff worked together and with the landlord to vacate the satellite location of Lower Devotion School in accordance with the lease agreement. Much construction related work remained at the new school including punch list, commissioning, some site work and green screen installation. Staff continued to focus on these issues in the months after occupancy

Continued interaction with the Massachusetts School Building Authority ensures engagement with them in reporting progress, site visits, reimbursement requests, and other communication to foster a good partnership.

Other projects in which the Building Commission was involved with are as follows:

- Building Envelope Work (UAB) - completed summer of 2018
- Baldwin/ Driscoll Schools Feasibility Studies - completed fall of 2018
- Baldwin/ Driscoll School Schematic Design - to be completed in the spring of 2019
- High School Expansion Schematic Design - completed in the spring of 2018
- High School Expansion - design is ongoing; contractor was selected and the work is scheduled to start summer of 2019
- CC Library renovation- completed end of 2018
- Driscoll School HVAC - design completed spring 2018. Project now part of Driscoll School project.
- Fire Station No. 5 HVAC - mini study competed regarding mechanical options; it is anticipated that the design, bid, contract award and completion will occur toward the end of 2019.
- Reservoir Gatehouse Building Envelope Restoration - part of park project; contract has been designed and completion anticipated in the spring of 2019; working with the Parks Department; involves MHC funding.
- Harry Downes Field House – part of park project; it is anticipated that the design, bid, contract award and completion will occur toward the end of 2019; working with the Parks Department.

- Fire Station No.6 Maintenance and Training Facility - contract awarded and completion anticipated spring of 2019
- Fire Station No. 7 Building Envelope Work – contract awarded and completion anticipated spring of 2019
- Golf Course Club House Roof Replacement – contract awarded and completion anticipated spring of 2019
- Evelyn Kirrane Aquatics Center Renovations - completed summer of 2017. Working with bonding company.
- Elevator Renovations (UAB/ Lynch Rec) - completed summer of 2018
- Miscellaneous - closeout and continued planning and implementation of capital projects

Going forward into 2019, the Building Commission is prepared for new challenges and is committed to maintaining high quality in the design, construction, and renovation of Town and School buildings.

Board of Examiners

The Board of Examiners was established with the adoption of the Town of Brookline Building Code in 1956. The Board consists of three members appointed by the Select Board. The Board meets as required to hold examinations and ensure that all work in the construction, reconstruction, enlargement, alteration, repair, removal and demolition of all buildings or structures in the Town is performed by qualified licensed persons. The Board established 11 classes of licenses for specific types of work. In 1994, the BBRS ruled those municipalities that established licensing requirements for construction supervisors prior to January 1, 1975 may maintain their existing licensing requirements and accept either their Municipal License or the State Construction Supervisor's License (CSL). Today the State CSL program consists of 8 designations under the Massachusetts State Building Code and accounts for a majority of the license in the Town. During 2017, 1 Brookline license was renewed.

DEPARTMENT OF PUBLIC WORKS

Andrew M. Pappastergion, Commissioner



The Mission of the Department of Public Works (DPW) is to provide efficient, effective and economical services to the citizens of the Town at the desired level and in compliance with all applicable federal, state and local laws and regulations. This is accomplished through the efforts of a well-trained workforce and the leadership of a very competent and accountable professional staff.

The Department is responsible for all endeavors relating to planning, designing, operating, maintaining, and managing public ways, park lands, open space, public grounds, town cemeteries, water distribution systems, sewer collection systems, storm drain systems, and the collection and disposal of solid waste and recycling. The Department also provides engineering support services and motor equipment maintenance services to all town departments.

Management

DPW divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among 5 principle Divisions: Administration, Engineering and Transportation, Highway and Sanitation (including Fleet Service), Parks and Open Space (including Forestry, Conservation and Cemetery), and Water and Sewer.

Overseeing each of these Divisions is the Commissioner of Public Works, Andrew M. Pappastergion. Together with his management team, the Commissioner establishes both long and short-term policy direction, forecasts annual operations and capital budgets, and structures departmental management and staffing.

Excluding Administration, each Division is headed by a Director, charged with operations, budget, and management responsibilities that are tailored to the specific public resource under their jurisdiction. Peter Ditto serves as Director of Engineering and Transportation, Erin Gallentine serves as Director of Parks and Open Space, Kevin Johnson serves as Director of Highway and Sanitation, and Frederick Russell serves as the Director of Water and Sewer.

For purposes of departmental scale, Public Works employs 163 permanent full-time positions and has an annual operating budget of \$15.35M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of \$30.23M. In addition, the DPW Capital Improvement Program for fiscal year 2019 was funded at \$13.17M, which includes the Water and Sewer Enterprise.

Middle Management

While each division within DPW is led by a Director, the mid-level management structure includes: Operations Managers, General Foremen, a Fleet and Facilities Management Supervisor, a Tree Warden/Conservation Officer, and a Transportation Administrator, all providing support and assistance to the management team.

Administrative Team

The Administrative staff consists of 8 positions, led by the Administrative Manager that provides critical support services for all the daily functions of the Department. Located at Town Hall and offsite facilities at Netherlands Road (Water & Sewer) and the Municipal Service Center on Hammond Street (Highway, Sanitation, Parks & Fleet Services), the business team provides customer service and handles inquiries for utility and refuse billing, refuse and recycling collection, and work requests through the BrookOnLine mobile application and permitting system. In addition, all normal business functions for payroll processing, accounts billable and payable, requisition and purchase order processing, and budget tracking, are efficiently performed by administrative staff.

The Department was excited to welcome Samantha Ryan and Stephanie Aucoin to the Administrative team in 2018. In addition to their role in customer service, Samantha and Stephanie provide support in the daily operations.



Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming and politics through an appointed structure of official Boards and Commissions. DPW operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls. The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis with various Public Works Divisions: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Cemetery Trustees.

2018 Highlights

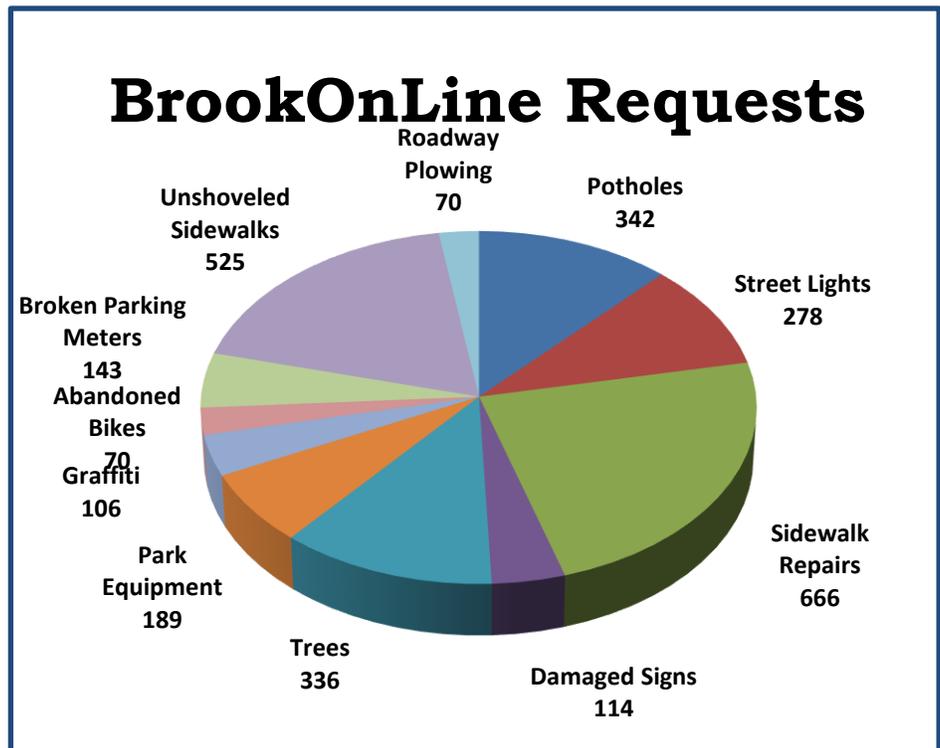
American Public Works Accreditation (APWA) Program



The APWA Accreditation program recognizes Public Works agencies that have met the rigorous requirements of the best management practices established nationally in the Public Works industry. DPW achieved this milestone in August 2011 and became the first in New England to do so. As part of this continuing program of excellence, the Department was successfully re-certified in 2015 and continues to be a nationally accredited agency. The next re-certification is scheduled for August 2019.

BrookOnLine Mobile Application

The BrookOnLine Notifier Application is a tool that gives citizens the ability to report issues of concern directly to the DPW for resolution using either the internet or a mobile device. Issues such as potholes, graffiti, street lights, and broken parking meters can be reported in real time. This essentially provides the Department with an additional set of eyes throughout the Town. Resolution of each issue can be tracked for timely completion. In 2018, the Town received 3,512 requests for all categories which was an increase of 23.7% over 2017. Areas with the largest increases were Broken Parking Meters (253.1%) and Street Lights (100.4%). The most notable decreases were in the Sidewalk Repair category (-14.1%) and Graffiti (-10.4%).



Bylaw 7.7 – Removal of Snow and Ice from Sidewalks



Pursuant to Section 7.7.6 of the Bylaw, the Department hereby reports that during 2018 the following efforts were made to implement the provisions of the Bylaw:

- Public Education – The provisions of the Bylaw are detailed in the annual **Brookline Works** informational guide that is sent to all residents, including a listing of the penalties for non-compliance. Guides are also distributed through the Brookline Chamber of Commerce for all local businesses. In an effort to better inform our business community, the Department worked in association with the Police and Health Departments to issue a special notice to business owners detailing their responsibilities under the law.
- Enforcement – Enforcement areas are divided among the DPW, Police, Health and Building Departments and include both commercial and residential areas. In 2018, 274 requests for enforcement were received and investigated resulting in the issuance of 103 citations.
- Public Assistance – Public assistance to homeowners in need was provided through the **Shovel Our Snow** program administered by the Recreation Department.

By-Law 8.31 - Leaf Blower Control

Gasoline powered leaf blowers are permitted only between March 15th to May 15th and October 1st to December 31st between the hours of 8am and 8pm on Monday through Friday and 9am and 6pm on Saturday, Sunday and holidays. Leaf blowers must have a manufacturer's label certifying a noise level of no more than 67dBA at 50 feet. For calendar year 2018, the Department received 30 complaints and pursuant to Section 8.31.8 of the By-Law, issued 8 warnings and 2 citations.

DPW Town Meeting Forum

The annual DPW Town Meeting Forum took place in May. This year we invited the Planning Department to join us for a presentation and discussion of the Gateway East warrant articles. In attendance were over 40 members of the public. There was much discussion of the Gateway East articles regarding the easements and land takings, as well as traffic signal synchronization throughout the Village corridor. Some concerns over DPW operations included street sweeping, trash collection, potholes, sidewalk and road construction, stormwater discharge, maintenance of landscape areas following capital construction projects, and questions about the Complete Streets Policy. Those in attendance were appreciative of our efforts to answer questions.

National Public Works Week - DPW Open House

Over 1,000 people visited the DPW Open House this year during National Public Works Week. Along with the Brookline 3rd grade field trip, DPW employees welcomed the Brookline community throughout the day. Each Division set up stations demonstrating their role for the DPW. Visitors witnessed the Vactor truck in action with its vacuuming and spraying power in a nearby catch basin. They observed a recycling show and learned how to reuse household items. Other activities included, using the measurement wheel with the Engineering Division, watching the mechanics repair vehicles, observing how signs are made and traffic signals are maintained in the Traffic Division. Visitors also learned how to compost, and planted their own flower to take home. They even witnessed a welding demonstration. Teachers and students alike could not take their eyes off of the bucket truck in action as it rose over 70 feet in the air to demonstrate how to keep



the trees healthy. Each activity or station sparked the interest of students and Brookline residents while teaching them how the Divisions within DPW all work together.

Fill-A-Public Works Truck



DPW teamed up with the Brookline Food Pantry to put an end to hunger during National Public Works Week. Residents were asked to drop off non-perishable items into the Public Works Truck located at the Municipal I Service Center. The food drive was a success and the DPW team delivered a truck load of food to the Food Pantry.

ENGINEERING AND TRANSPORTATION DIVISION

The Engineering and Transportation Division of DPW is charged with the management and administration of Town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts. In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to 1 of 2 disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these 2 sectors should frequently overlap, the Engineering Division is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.

New Employees Join the Engineering Team

Jared Duval came to Brookline by way of the Town of Oxford, MA where he was the Assistant Director of Public Works. Much of what Jared did at Oxford will be relevant to his work at Brookline. For instance, completing and submitting Ch. 90 project requests, reimbursement requests and final project closeout. Jared will be overseeing the Town's pavement management program including determining future roadway paving projects.

Brandon Gentile joined the Engineering Division in 2018 as a Junior Civil Engineer Grade III. He is a recent graduate from the University of Massachusetts Lowell and worked as an intern in the Engineering Division. Brandon has experience in land surveying, utility inspections, and construction oversight.



ENGINEERING

Division Charges

Responsibilities of the Engineering Division are divisible into 4 broad categories: 1) Permit Administration and Inspection; 2) Archival Maintenance and Reference; 3) Interagency Coordination and Oversight; and 4) CIP Project Management and Engineering.

Permit Administration and Inspection

The Engineering Division oversees the issuance of Street Opening and Occupancy Permits, typically given to Contractors working in public right-of-ways for utility companies, communication corporations, public authorities or private property owners. Construction work that would typically require such permitting can be either at the sidewalk or street surfaces, or require digging or trenching beneath these finished grades. Parks and school grounds also demand permit consideration.

The purpose of this permit process is both to protect the public infrastructure property of the municipality and to promote public safety. This permit system and associated data base is actively maintained on the Town's network. The system does generate revenue through licensing fees, which serve to offset costs of oversight and administration. Division inspectors, with the aid of a pre-application process, determine the type of work, associated charges and anticipated impacts to material integrity and traffic/parking conditions. In addition, inspectors monitor the work and assure that restoration meets with Town specifications.

Sanitary Sewer, Storm Drain, and Water Supply Connections are also within the permitting purview of the Engineering Division. Following application procedures, engineered plans and necessary documentation are submitted to Division personnel for review and subsequently, if recommended, for approval by the Director. Generally, these connection permits are associated with parcel developments, capacity and material upgrades, or maintenance when failures occur. In 2018, the Division issued 415 Street Opening permits and 346 Occupancy permits.

Archival Maintenance and Reference

The Engineering Division maintains record plans of its water, sewer and storm drain systems, including individual parcel connections. In addition, plot plans, or surveyed drawings, complete with bound locations, are maintained for all lands within the Town, whether public or private. These infrastructure and survey documents are kept in an extensive archive, copies of which are available to the public upon request. Along with records of property and Town-owned services, the Engineering archives contain construction plans for all DPW projects, such as roadways, bridges and park facilities.

Interagency Coordination and Oversight

The Engineering Division coordinates directly with state authorities, such as the MBTA and MWRA, whose infrastructure is both located in Brookline and serves the community and/or its immediate region. Similarly, Engineering permits and supervises the maintenance, upgrade and installation of utility systems or communication networks, whether publicly or privately sponsored. Significant projects this past year were undertaken by the following State agencies or utility companies:

- MWRA
- National Grid
- Eversource

In addition, Brookline Engineering works closely with the Massachusetts Department of Transportation (MADOT), both in administering state and federal transportation dollars for local Brookline projects through two programmatic vehicles: the State's Chapter 90 Reimbursable Roadway Funds and the State's Transportation Improvement Program (TIP).

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$1,125,907 was allocated to Brookline in CY 2018 through the Chapter 90 program.

CIP Project Management and Design Engineering

The Engineering Division implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions

inter-divisionally, serving the professional engineering, architecture, landscape, and surveying needs of each of the other divisions within DPW.

The following project briefs, which represent CIP items listed in Parks, Water and Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2018 endeavors:

Engineering CIP

Roadway Reconstruction

1.4 Miles of roadways were resurfaced or reconstructed which included the following streets: Wallis Road from Independence Drive to Shaw Road; Walnut Hill Road from Goodnough Road to Shaw Road; Shaw Road from Walnut Hill Road to Wallis Road; Wolcott Road Extension from Wolcott Road to Wallis Road.

Babcock Street, which is being reconstructed from Harvard Street to Commonwealth Avenue, is approximately 70% complete. Remaining work includes granite curb removing and resetting, replacing concrete sidewalks, street light replacement, final pavement surfacing, and installation of pavement markings. It is anticipated that the reconstruction will be done by early summer.

Sidewalk Maintenance

Approximately 190 square yards of cement concrete sidewalks, 11.8 square yards of cement concrete driveways and 51 square yards of accessibility ramps were replaced under the maintenance contract. This contract was terminated for non-performance. Unused funds will be carried over to the FY19 contract.

Granite Curbing

172 linear feet of new granite curb was installed. See note under Sidewalk Maintenance.

Carlton Street Footbridge

The rehabilitation project's 100% plans, specifications and cost estimates, developed by Kleinfelder Engineering, remain under review by MADOT's Highway Division. Pending their evaluation, the project will be assigned a funding position in either the State's 2019 or 2020 TIP at an estimated cost of \$3,690,510.

Back Landfill Closure and Reuse Project



Closure of the rear landfill has been completed. All waste relocation has been completed and capped with a flexible membrane liner. The operations area received a 6" thick bituminous concrete pavement. Block walls with wood fences were constructed around the perimeter of the operations area. Detention basins and drainage swales were constructed and landscaped with wetlands plantings. The outlet stream from Lost Pond was day lighted and realigned.

Water and Sewer CIP

Town

The Town continued working with its consultant to complete the I&I inspection of Sewer subareas NI-1, NI-4, NI-5 and NI-9. The work included flow isolation and CCTV to identify I&I sources. As a result of the investigation, the Town has prepared Sewer System Contract PW/18-22. Work includes the following:

- Spot repair of sewer mains
- Install/repair sewer manholes
- Line various size sewer mains with cured-in-place pipe
- Cleaning of sewer mains
- Manhole rehabilitation

The Town executed a contract with Green Mountain Pipeline Services LLC in the amount of \$1,485,700 to perform the above mentioned work and expects the work to be completed in the summer of 2019.

Parks and Open Space/Recreation CIP

Supervised the reconstruction of the following playgrounds:

- Brookline Avenue
- Corey Hill
- Emerson

Supervised the construction of the new playground at the Fisher Hill Reservoir site.

NPDES Phase II General Permit for Small Municipal Storm Separate Sewer Systems

The Engineering Division is responsible for the preparation and implementation of the Town's Storm Water Management Program (SWMP). The DEP and EPA require a SWMP to contain the following BMPs:

- Public Education
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post Construction Runoff Control
- Municipal Good Housekeeping

During the IDDE inspection, the Town found 1 illicit connection which was corrected. Further investigation will continue as outlined in the Town's agreement with the EPA.

43 applications (4 of which were greater than 1 acre) were submitted and approved for Stormwater Permits as required by the Town's By-Law which addresses construction site runoff. As a result, 43 site inspections were made.

TRANSPORTATION

A Transportation Administrator, Traffic Engineer, and 2 Administrative Assistants staff the Transportation section of the division.

Duties of the Transportation Division staff include:

- Providing technical support and administrative services to the Select Board, Transportation Board, School Committee, Bicycle Advisory Committee, Pedestrian Advisory Committee, Public Transportation Advisory Committee, Safe Routes to School Townwide Task Force, Zoning Board of Appeals, Brookline Police Department, and other town departments
- Responding to resident inquiries or complaints regarding motor vehicle, cyclist, or pedestrian safety, parking, and taxi operations
- Conducting safety improvement, traffic safety, and parking studies; as well as spot studies on the use and placement of traffic control devices, and parking signage
- Overseeing the design of intersection and traffic signal improvement projects in compliance with the Town's Complete Streets, Traffic Calming, and Crosswalk Policies
- Managing the town parking system (metered and curbside parking spaces)

- Administering the school staff, resident daytime, guest overnight, resident overnight, and commercial area employee parking permit programs
- Regulating the taxicab industry, valet services, and livery services
- Assessing the impacts of all major new development projects on traffic flow and parking

New Staff

Joining the Division in 2018 to fill the vacant position of Administrative Assistant – Permits is Richard Guan who previously worked in the private sector as an assistant manager for a large retail store. This key position is in charge of administering the issuance, invoicing, and renewal of all daytime, overnight, and temporary permit parking permit programs as well as the NO PARKING SIGNS issued under the authority of the Transportation Board.

Transportation Board Meetings

The Transportation Board, a citizen body of 6 appointed by the Select Board, is charged with oversight of the Town's Traffic Rules and Regulations. The Board meets on a regular basis to review and adopt traffic and parking policies, to review and approve various license applications, and to act upon recommendations for traffic safety and parking improvements identified by town residents and Division staff. During 2018, the Board conducted 13 public meetings and hearings at which they took action on over 100 traffic, parking, taxi, and other items under their jurisdiction.



Program Administration

The Division staff administers the resident daytime parking permit program, the overnight guest parking program, the overnight resident parking program, the commercial lot permit parking program, the commercial meter permit parking program, the commercial on-street permit parking program, and the temporary parking permit program as well as regulating the Valet, Taxi, and Livery industries. It also evaluates and acts upon, with the approval of the Transportation Board, all requests for handicapped parking and valet parking spaces.

In 2018, the Division:

- Issued over 2,900 resident daytime parking permits
- Issued over 594 commercial daytime on-street parking permits
- Issued 2 Taxi Dispatch Licenses, 25 Taxi Business Licenses, and 39 Hackney Certificates
- Issued Valet Parking Licenses for 1 restaurant establishment and 1 private residential building
- Issued over 5,400 Temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods
- Issued over 8,000 temporary parking permits to residents and others who suffered conditions that qualified them for short-term exemptions to the 2-hour daytime and overnight parking time limits
- Managed the resident overnight parking program, that now encompasses over 326 off-street parking spaces in 13 locations, renting an average of 150 overnight parking spaces each month
- Issued over 129 commercial meter hang-tags to 48 businesses for employee parking in Brookline Village, and 70 parking permits for employee daytime parking in the Coolidge Corner commercial district lots
- Developed and oversaw the issuance of over 860 school teacher and staff daytime parking permits for the BEEP at Temple Emeth, BEEP at Temple Ohabei Shalom, Coolidge Corner School, District wide, Driscoll, High School, Lawrence, Lincoln, Pierce, Runkle, Webster Place Administrative Offices, and the Maimonides schools
- Oversaw the Feasibility Study for a Town and School Employee Parking and Transportation Demand Management program providing a benefit program to encourage employees to utilize alternative modes of transportation

Traffic Signals

Both the design of new traffic signals and the operation (phasing and timing) of existing traffic signals fall under the purview of the Transportation Division. In 2018, staff oversaw the construction of a new traffic signal on Brookline Avenue at Pearl Street as part of the mitigation for the Children's Hospital project at 2-4 Brookline Place and the upgrade to a full traffic signal at the intersection of Walnut Street at Chestnut Street and Kennard Road. Staff also worked with the Highways Division to continue to upgrade traffic signals with camera based detection equipment. This new equipment is better for maintenance purposes, since it is not likely to fail as roadway pavement conditions deteriorate or are trenched through and better detects bicycles and motor vehicles.

Complete Streets

Staff continues to implement the new Complete Streets Policy, adopted by the Select Board, which formalized the Town's commitment to create a comprehensive transportation network that sufficiently accommodates people of all ages and abilities, whether traveling by foot, bicycle, wheelchair, mass transit, or motor vehicle. In 2018, the Town submitted the 5 year Complete Streets Prioritization Plan of over 50 key projects, approved by the Transportation Board, to the Massachusetts Department of Transportation to become a recognized Tier 3 Complete Streets community and be eligible for state funding to implement these projects. Additionally, in 2018 staff oversaw the design and construction of Babcock Street to improve pedestrian and cyclist access and safety, the design and construction of improvements on Winchester Street to improve pedestrian and cyclist access and safety, and review of Engineering Division roadway reconstruction plans for streets in Brookline which will be constructed in 2019 and 2020.

Pedestrian and Motor Vehicle Safety Improvement Program

Our in-house staff and on-call transportation consultants perform area-wide safety improvement studies in response to traffic volume, speed or parking conditions that might contribute to unsafe vehicular, bicycle, or pedestrian movements. Neighborhood associations or residents living on a particular street will typically initiate such requests for a traffic calming study which is then prepared and approved by the Transportation Board following a lengthy public process.

In 2018, Transportation Division staff oversaw the implementation of the town-wide 25mph statutory speed limit on all public ways under Town jurisdiction that are classified as thickly settled or in a business district. This was done following a vote of Town Meeting and the Transportation Board following several studies that demonstrate the reduced statutory speed limit leads to safer roadway conditions for motorists, pedestrians, and cyclists.

Division staff also worked with residents and the Transportation Board in the following parts of town to design and/or implement safety improvement projects to lower motor vehicles speed and increase motor vehicle and pedestrian safety:



- Developed a safety improvement plan for Summit Avenue at Corey Hill Playground to slow motor vehicle speeds and improve pedestrian safety as they cross between the park on either side of Summit Avenue. The approved plan includes enhanced signage, 2 raised crosswalks, and a 20mph Safety Zone speed limit.
- Developed a safety improvement plan for Stearns Road at the Lawrence Playground to improve pedestrian safety including enhanced signage and a 20mph Safety Zone speed limit.
- Developed and oversaw the construction of new pedestrian actuated rectangular rapid flash beacons to improve pedestrian safety on Beacon Street at Winthrop Road.

Bicycle Infrastructure Design and Construction

In response to the Town of Brookline's continued desire to become a Green Community and design facilities that reduce our carbon footprint, the Transportation Board and the Transportation Division staff have made it a priority to build a multi-modal transportation network that encourages alternative modes of transportation instead of personal automobile trips. In order to encourage more citizens to use bicycles to travel throughout the town, and to connect regional bicycle routes, a safe network of routes must be designed and constructed. This commitment led to the Town receiving the designation as a Bicycle Friendly Community in the Bronze level from the League of American Bicyclists.

In 2018, Division staff oversaw:

- the installation of bicycle accommodations on Centre Street including a buffered bicycle lane, intersection bike box, and shared lane markings (sharrows)
- the installation of bicycle accommodations on Winchester Street, as part of the complete streets project, including a street level bicycle lane and shared lane markings
- reconstruction of the multi-use path along the Riverway, parallel to Brookline Avenue
- the design of bicycle accommodations on St. Mary's Street and Ivy Street including shared lane markings and a contraflow bicycle lane which will be installed in 2019

Safe Routes to School Program

In 2018, the Transportation Division staff worked with staff from the School and Health Departments, as well as PTO representatives, pedestrian advocates, bicycle advocates, and public transportation advocates to create a Safe Routes to School Townwide Task Force to promote the participation of the Town's K-8 schools in the Massachusetts Safe Routes to School program (SRTS). The SRTS program works to increase safe biking and walking among elementary and middle school students by using a collaborative, community-focused approach that bridges the gap between health and transportation. SRTS utilizes the 6 E's to implement its program - Education, Encouragement, Enforcement, Evaluation, Engineering, and Equity. As of November 2018, all 8 of the Town's K-8 schools have become official partners in the program

During the month of October, Brookline took part in the international Walk, Bike, and Roll to School Day, a global event that involves communities from more than 40 countries walking and biking to school on the same day. It began in 1997 as a 1 day event. During this 1 day in October, thousands of schools across America – from all 50 states, the District of Columbia, and Puerto Rico – participate.



Working with the SRTS Task Force Transportation Division staff developed plans to create safer walking routes for the Baker School including the installation of pedestrian actuated rectangular rapid flash beacons on Newton Street at Princeton Street and Lagrange Street at Princeton Street. As part of the public process 6th graders from the Baker school collected over 100 signatures from students and teachers at the Baker School in support of the plan and attended public meetings of the Transportation Board and Town Meeting to advocate for the program. The new pedestrian actuated signals are expected to be installed in early spring 2019.

Support of Alternative Modes of Transportation and Green Community Status

In 2011, the Town was awarded a Green Community status by the Massachusetts Department of Energy Resources in recognition of our resident and town staffs commitment to reducing our energy usage and improving our carbon footprint. Transportation Division staff have been a partner in this process developing plans and overseeing construction projects to develop a multi-modal transportation network that encourages alternative transit modes. In 2018 this work included:



- Continued implementation of policies and projects to encourage safe cycling and walking to reduce congestion caused by motor vehicle use
- Overseeing the final year of the conversion project of all cobra head street lights to LED
- Advocating, along with the members of the Public Transportation Advisory Committee, for increased efficiencies in our public transportation systems
- Working with staff from the Planning Department to develop a plan to transform Beacon Street into a modern multi-modal transportation corridor with the future introduction of level 3 curbside EV Fast Chargers in the commercial districts, Level 2 median EV Chargers in the residential areas, EV Car Share, and the restoration of the historic Olmsted Bridle Path
- Working with Town Meeting Members, interested residents, and E-Scooter Companies to host pop up E-Scooter Demos for Brookline residents to test drive and learn more about the new micro-mobility transportation devices during Brookline Day and the Farmer's Market

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

The Highway, Sanitation and Fleet Services Division is comprised of 4 separate work units each with independent goals and objectives. The Highway Unit, Sanitation Unit, Fleet and Facilities Unit and the Traffic Systems Unit are described in detail below along with their key accomplishments. The Division is led by Director Kevin Johnson and each unit is managed by a team of senior supervisors who report directly to the Division Director.

HIGHWAY UNIT

The Highway Unit is responsible for the maintenance of more than 254 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. During 2018, the Highway Unit continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The unit continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration. In addition to the surface repair of streets and sidewalks, the Highway unit is responsible for the public pathways, municipal and school parking lots, paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails as well as clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.

HIGHWAY STATISTICS 2018

Bituminous Concrete placed	1,047 tons
Concrete Sidewalk placed	5,112 sq. yd. /8,976 linear feet
Leaves collected	2,756 tons
Street sweeping debris	704 tons
Waste Concrete, Asphalt and Gravel	2,791 tons
Snow Storms/Events	20
Snow Accumulation	63.3"
Household Hazardous Waste Day participants	1,290

Snow and Ice Control

The Highway Unit is responsible for the clearing of snow and ice from 254 lane miles of public roadway, 900 street intersections, and 77 private ways. In addition, snow clearing operations are done on over 60 miles of public sidewalk generally within commercial areas, along walking routes to and from public schools and adjacent to public buildings and parks. Winter operations also include snow clearing from all public buildings and facilities including public schools.



Sidewalk Replacement

The Highway Unit continued with an aggressive sidewalk replacement program. The crews placed a total of 1,020 cubic yards of concrete in 2018. The replacement remains stable through training, cross-training, quality equipment and a dedicated workforce. The ability to sustain this level of productivity is based on funding to purchase concrete and maintaining existing manpower levels.

Employee Training

The Massachusetts Department of Public Safety amended the regulations for Hoisting Licenses by adding a continuing education requirement. Each license holder is mandated to complete 4 hours of education within a 2 year renewal period. DPW holds on-site training averaging 30 employees for training to satisfy the requirements. This year the entire Department underwent 2 hours of Right to Know training and 4 hours of Bantering training.

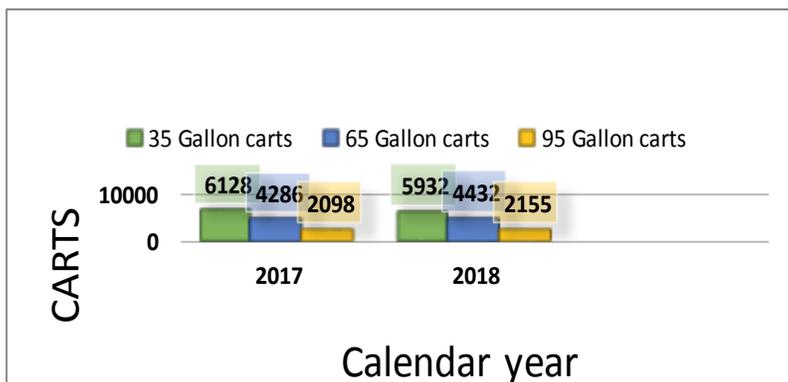
Recyclable Concrete and Asphalt

The disposal of waste roadway materials (asphalt and concrete) generated by roadway and utility repairs has resulted in annual expenses for hauling the material off-site. Over the past several years, the Highway Division has begun a program to recycle these waste materials into useable processed gravel for reuse as a base material for sidewalks and backfill for utility trenches thereby avoiding both disposal costs and the expense of purchasing new material.

SANITATION UNIT

The Sanitation Unit is responsible for the collection and disposal of municipal solid waste for 7,422 accounts that serve 13,296 residential and commercial units and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.

Solid Waste Program



On June 1, 2017, the Department implemented a new Hybrid Pay As You Throw (HPAYT) curbside collection system for municipal solid waste (MSW). 12,512 carts were distributed Town-wide.

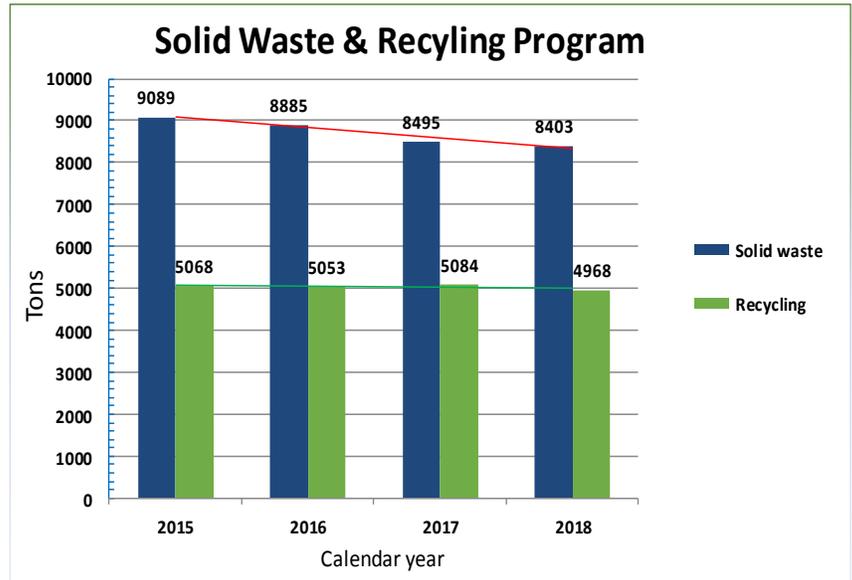
Recycling Program

Since the implementation of the Single Stream Recycling program in 2010, recycling volumes have seen an increase by 10.7% while solid waste tonnage has decreased by 18.1%.

Household Hazardous Waste

The Sanitation Unit continued offering the weekly household hazardous waste drop-off center program. The center located at the Transfer Station is opened to residents every Tuesday from May thru October.

DPW designated areas at Town Hall, the Health Center, and the Municipal Service Center for the year-round collection of Compact Fluorescent Lights, batteries, and cellphones.



Solid Waste Code Enforcement Program

Solid Waste Complaints Received	450
Inspections/Re-inspections	850
Solid Waste Warnings Issued	659
Solid Waste Citations Issued	193
Total Fines Collected	\$9,395
Number of Waste Haulers Permitted	36
Waste Hauler Permit Fees Collected	\$14,830

FLEET AND FACILITY SERVICES UNIT



The Fleet and Facility Services Unit is responsible for the acquisition, inventory, inspection, maintenance, and disposal of all mechanized DPW equipment, with the exception of the Water and Sewer Division. The Fleet Services Unit also maintains and inspects all other automotive / truck equipment within the Town except for equipment operated by the Fire Department. In addition, this Unit assists in the administration of the Town's taxi licensing and inspection program, as well as the routine physical maintenance of all DPW buildings, including garages, office, and storage facilities town-wide.

Employee Technician Training

A strong and continued emphasis on technical training has benefited the Fleet Services Unit enormously. By utilizing vendor and manufacturer relationships, technician training has been increased at minimal or no cost to the Town. The increase in training hours to 120 hours has directly improved technician efficiency and productivity.

Employee Technician Shifts

The Fleet Maintenance Unit continued to operate 2 work shifts. This enabled the unit to better serve the needs of all departments. Operating 2 maintenance shifts during the day has allowed us to complete 698 Preventive Maintenance Work Orders. This also improves response time to breakdowns and drastically reduced vehicle downtime.

Taxi Cab Inspections

In conjunction with the Transportation Division and publicly appointed Transportation Board, 41 bi-annual taxi cab inspections were completed.

TRAFFIC SYSTEMS UNIT

The Traffic Systems Unit is responsible for the maintenance of traffic signals, parking meters, pavement markings, ornamental and utility street lights, fire alarm boxes, signs, and graffiti. In total, this inventory is comprised of approximately 1,120 individual signals, 3,600 street lights, 1,883 parking meters, 30 multi-space meters, 28 school zone warning lights, 10,210 signs, 229 master fire boxes, 302 street fire boxes, 100 miles of overhead wires, and pavement markings on more than 200 lane miles of streets throughout the Town. Along with daily, weekly, and monthly maintenance routes, the unit executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings, and parking meter modifications. New to this unit's responsibility is the maintenance of 30 multi-space meters and the installation of 3,600 LED cobra head street lights.

Traffic Signals

Maintenance of the signalized intersections, flashing beacons, and school zone flashers continued throughout the year.

Street Lights

The Traffic Systems Unit continued the maintenance of street lighting, including ornamental, park, path, and standard street lighting totaling over 4,000 lights. In 2018, 294 street light work orders were completed. All Streetlights owned by the Town were updated in the GIS program listing location and type of streetlight. This data enabled a smoother transition to the new LED fixtures currently replacing the existing high pressure sodium Units. The program is virtually complete with the installation of 3,494 fixtures.

Parking Meters

The maintenance and repair of 1,883 parking meters and 30 multi-space meters is a daily function of the Traffic Unit. Currently, 384 meters are the traditional POM type meters and 1,499 are the new IPS single head meters that use coins and credit cards. These meters are located in Coolidge Corner, JFK Crossing, Washington Square and Lower Beacon Street. In addition, the 30 Multi-space meters are in all parking lots and reservations that have converted to "pay by space".

Signs and Pavement Markings

The Town continued to upgrade street signs, stop signs and poles to meet current MUTCD (Manual of Uniform Traffic Control Devices) standards of text size and retro-reflectivity. The Traffic Division completed 52 work orders from the Transportation Division for the installation of 210 new signs and repaired or replaced 515 signs due to knockdowns or faded signs. The Traffic Division has worked with the Engineering Division on a program to standardize pavement markings throughout the town. Part of the program is utilizing new marking products like 3M inlay tape and logos.

Events & Special Tasks

In conjunction with other departments, the Traffic Systems Program plays a major role in the planning and executing of several major events throughout the year (Boston Marathon, Half Marathon, Bike parade, Avon Breast Cancer Walk, Aids Walk, Jimmy Fund Walk, Town, State and Federal elections, Walk for Hunger, and several minor events. Placing and removing all flags and banners on poles throughout the Town for different Town or private events is a common task.



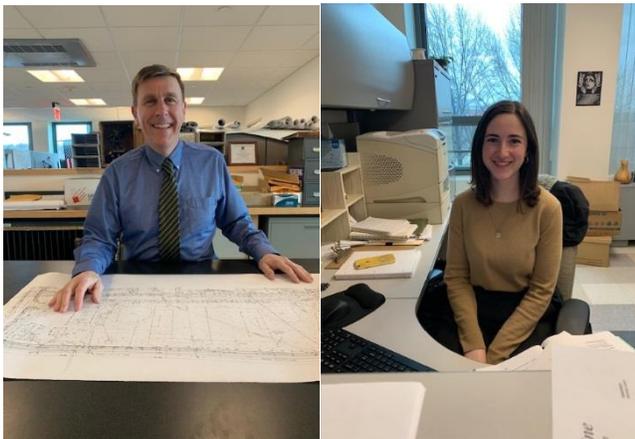
Fire Alarm

The Division continued the maintenance of the Fire Alarm System that includes master boxes, street boxes, and approximately 100 miles of cable wire. In 2017, the Department prepared a condition report of the entire system and has recommended replacement of master and street boxes with a new wireless system that will render the wired cable obsolete in the future.

PARKS AND OPEN SPACE DIVISION

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible and well maintained network of parks and open spaces for both passive and active recreation that preserves the historic integrity and cultural significance of Brookline's landscape. *Please visit www.brooklinema.gov/parks for updates throughout the year on our park and open space system, technical resources, projects, programming and events.*

The Parks and Open Space Division, in partnership with the Park and Recreation Commission, Conservation Commission, Tree Planting Committee, and Walnut Hills Cemetery Trustees, is responsible for the design, development, policy, programming, maintenance and management of over 120 sites or 500 acres of public open space, comprised of 38 parks and playgrounds, 3 sanctuaries, 10 public school grounds, land around 15 public buildings, 5 public parking areas, 2 cemeteries, over 60 traffic circles, islands and open space, and over 50,000 public trees throughout the Town. The Division implements an aggressive maintenance program on 25 multi-use playing fields, a safety inspection and repair program for playground structures at 22 parks and 10 schools, and ongoing maintenance, painting and repair at 25 basketball courts, 31 hard surface tennis courts, and one set of 6 clay courts. The Division is responsible for seasonal preparations, horticulture improvements, litter pick-up, trash collection, leaf removal, turf restoration, carpentry and fence repairs, as well as snow and ice removal during the winter months. In addition, the Division maintains a full-sized outdoor skating facility (the Jack Kirrane Ice Skating Rink) at Larz Anderson Park.



The Division is pleased to welcome Scott Landgren, Senior Landscape Architect and Planner and Katie Weatherseed, Conservation Assistant to the Parks and Open Space Division Team!

Parks, Schools & Public Grounds

The Parks and Open Space Division provides renovation, maintenance and repair of all play equipment, park furniture, walkways, landscaping and fixtures in the Town parks, school grounds and public grounds. The following highlights 2018 projects:

Brookline Avenue Playground

Brookline Avenue Playground construction was completed in the spring and an opening celebration was held in June. The primary emphasis has been about thoughtfully constructing an inclusive playground that provides meaningful play experiences for people of all ages and abilities, regardless of mobility or developmental challenges. The design theme revolves around experiencing and interacting with nature, and includes manipulative water play as well as completely new play equipment and accessible surfacing. Additional improvements include new fencing and varied site furniture, more welcoming entrances, new plantings featuring a flowering meadow with opportunities for discovery throughout, and a renovated field. Community Development Block Grant funding contributed to the project.



Corey Hill Playground

Corey Hill Park has been embraced by the neighborhood and has a newly formed friends group. In the fall, the Division collaborated with the Friends of Corey Hill group to host a park clean-up and planting day. Hundreds of neighbors attended and close to 1,000 new plants were installed in the park. In addition to the planting day a contract to add fence gates was put out and awarded in the fall and is expected to be installed in the spring of 2019.

Harry Downes Playground and Field

The public design review process for the complete renovation of Harry Downes Playground and Athletic Fields was completed in the spring of 2018. The goals are to maintain the park's character, provide universal access within the park, improve the connection between the 2 sides of the park, update playground equipment (including water play), replace the irrigation system, replace the synthetic turf system, and improve user safety on the playing fields. The project construction documents were completed at the end of 2018 and put out for bid in early 2019.

Brookline Reservoir Park

The public design review process was completed at the beginning of 2018. Improvements will include new entries and a new stone dust path, replacement of overly mature Cherry trees, repointing the stone armature in the reservoir basin and at the retaining walls facing Route 9, removal of invasive plant species, implementing bioswales planted with grasses and shrubs to address standing water and erosion, and improvements to the valves within the Reservoir Gatehouse. In addition, 2 separate projects are planned for the Gatehouse, exterior masonry improvements and restoration of doors and windows, and installation of an accessible restroom inside. Construction will commence in 2019. Partial funding has come from grants from the Massachusetts Preservation Projects Fund through the Massachusetts Historic Commission, and the Executive Office of Energy and Environmental Affairs Dam, Levee and Coastal Foreshore Protection Repair and Removal program.

Brookline Police Headquarters



In the summer of 2018, DPW, led by the Horticulture Division, completed construction of a pocket park and Police Tribute Garden abutting the Police Station and Court House. The design was created by Antonia Bellalta of Bellalta 3 Design and includes new bluestone patios, benches, lighting, tree and shrub plantings, and perennial beds that highlight the addition of a new granite bench dedicated to the men and women of the Brookline Police Department.

Park Rangers

In 2018, Rangers patrolled parks and open spaces, checked and issued over 1,200 picnic, party and event permits, provided information and general visitors' services to park patrons, enforced rules and regulations, and completed maintenance tasks to improve visitor experience, accessibility and safety. They provide staffing at the Larz Anderson picnic pavilion and BBQ areas, manage visitor services, trash, and recycling and perform daily restroom and BBQ maintenance. For many Brookline residents and park visitors, Park Rangers serve as a primary point-of-contact for Brookline Parks and Open Space. Throughout the year, the Rangers serve as liaisons and advocates for the dog owners, athletic groups, playground visitors, and park abutters who visit Brookline's parks and open spaces, and work to build interdepartmental relationships within the Town.

Rangers patrolled parks and open spaces, providing information and general visitors' services to park patrons, reviewing over 10,000 athletic field user permits, enforcing rules and regulations, monitoring the Green Dog Program, and identifying and completing maintenance tasks to improve visitor experience, accessibility and safety. Similar to last year, the most common maintenance issue noted on the Rangers' daily reports was litter. Rangers picked up over 22,000 pieces of litter from Brookline green space over their 1,400 park visits.

Park Rangers and other Parks staff assisted and helped organize several volunteer projects throughout the year. Notably, the **Friends of Halls Pond** and the **Friends of Dane Park** each hosted seasonal cleanups in their respective parks, yielding great turnout and a very productive workforce. Altogether, over 500 hours of volunteer labor were recorded, with over 250 participants.

Green Dog Program

In 2018, 1,332 residents and 142 non-residents enrolled in the Green Dog off-leash program. In addition to processing the years' applications and regular visits to the 14 Green Dog sites, the Rangers responded to a wide array of Green Dog related issues, ranging from general inquiries on the program's rules and regulations to resolving conflicts between dog owners to more complex issues involving complaints or concerns regarding other park users. Park Rangers and Parks and Recreation Commissioners met for scheduled "office hours" at all Green Dog Program locations throughout the summer, offering Program participants an opportunity to share face-to-face feedback on the Program.

Forestry

The goal of the Forestry Program is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed and adding as appropriate. The total number of trees under the Division's jurisdiction is reported as more than 50,000. Included in that total are over 11,000 public street trees. The forestry crew is on call 24/7 to address forestry emergencies.

In 2018, the Town was pleased to receive a Tree City USA Award from the National Arbor Day Foundation for its care and stewardship of the urban forest. Brookline has received Tree City USA recognition for over 28 years.

Tree Planting

The Town continues to strongly support the tree planting program with a goal of planting more trees than are removed each year. In 2018, approximately 197 trees were removed, and over 429 street and park trees were planted. A wide variety of trees are planted to insure that species diversity is maintained. Species diversity helps in protecting the Town's urban forest from attack by a single disease or pathogen, such as Dutch elm disease, Hemlock Woolly Adelgid or the Emerald Ash Borer.

The 3 member Tree Planting Committee, established in 1886, supervises the selection, planting and removal of all street trees in Brookline. Nadine Gerdts is the Chair of the Tree Planting Committee and serves with Hugh Mattison and Elizabeth Erdman.

Conservation

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management, and preservation of natural features of the environment. The

Commission administers and enforces the Massachusetts Wetlands Protection Act and the Brookline Wetlands Protection By-Law through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders.

In 2018, the Open Space and Recreation Plan was updated and finalized with input and guidance from the Open Space and Recreation Plan Committee. It was sent to the Commonwealth of Massachusetts's Executive Office of Energy and Environmental Affairs and the Metropolitan Area Planning Council for their review and approval. The Open Space and Recreation Plan is a planning document which guides the community in its stewardship and oversight of the open spaces throughout Brookline. It is also required by the Commonwealth of Massachusetts to remain eligible for various grant opportunities. Open Space 2018 is anticipated to be published in print and electronically in early 2019.

Cemetery

Walnut Hills Cemetery

The initiative of the Division is to provide excellent maintenance and management of the Walnut Hills Cemetery to support the dignity, tranquility and overall appearance of the cemetery and visitor experience. Town staff and the Cemetery Trustees rely on the Master Plan for the Walnut Hills Cemetery as the guiding document for short and long term improvements.

Old Burying Ground

The Friends of the Old Burying Ground, supported by Town staff, continue to fundraise to support the full restoration efforts of the historic stones and markers. The team reviewed conservation efforts achieved over the last 16 years and completed a program in 2018 to update the monument and memorial conditions assessment and restore additional priority stones and monuments. The Division has commenced an assessment of the Cook Fence and restoration options.

WATER AND SEWER DIVISION

The Water and Sewer Division operates and maintains the Town's water and wastewater systems consisting of 355 miles of piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm water drainage. The operation of all 3 systems is accomplished in strict accordance with all federal, state and local laws, ordinances, and regulations to promote the health and welfare of the community.

Under the leadership of the Director, the Division's administrative staff efficiently and courteously handles all water and sewer business functions, including payroll, accounts payable, licensing, permitting, and customer relations. Approximately 1,475 requests for information and assistance and more than 40,000 utility service invoices are processed annually, with over 2,500 billing complaints and inquiries are investigated and resolved. In the past year, Division staff has serviced and processed 63 applications for Licensed Drain Layers and have issued 72 permits for repairs to sewers and drains. Components of the water distribution system include, over 135 miles of cast iron and ductile iron pipe, 2,027 line valves, over 1,500 fire hydrants, 10,800 service connections, and a 1.67 million gallon water storage facility. During 2018, the Division installed, repaired or replaced 165 service pipe connections, repaired 13 service and main leaks, and repaired or replaced 36 fire hydrants. In addition, the Division conducted 19 fire flow tests yielding \$4,750 in revenue. Emergency response was provided for 625 service requests and 310 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 1.81 million gallons of water from the MWRA, representing an increase of 2.2% compared to 2017 consumption with an average daily usage of 4.97 million gallons and a maximum daily usage of 7.80 million gallons. The maximum flow week occurred from 07/08/18 to 07/14/18 where 50.545 million gallons of water was consumed. Retail water and sewer sales generated \$27.9M in revenue.

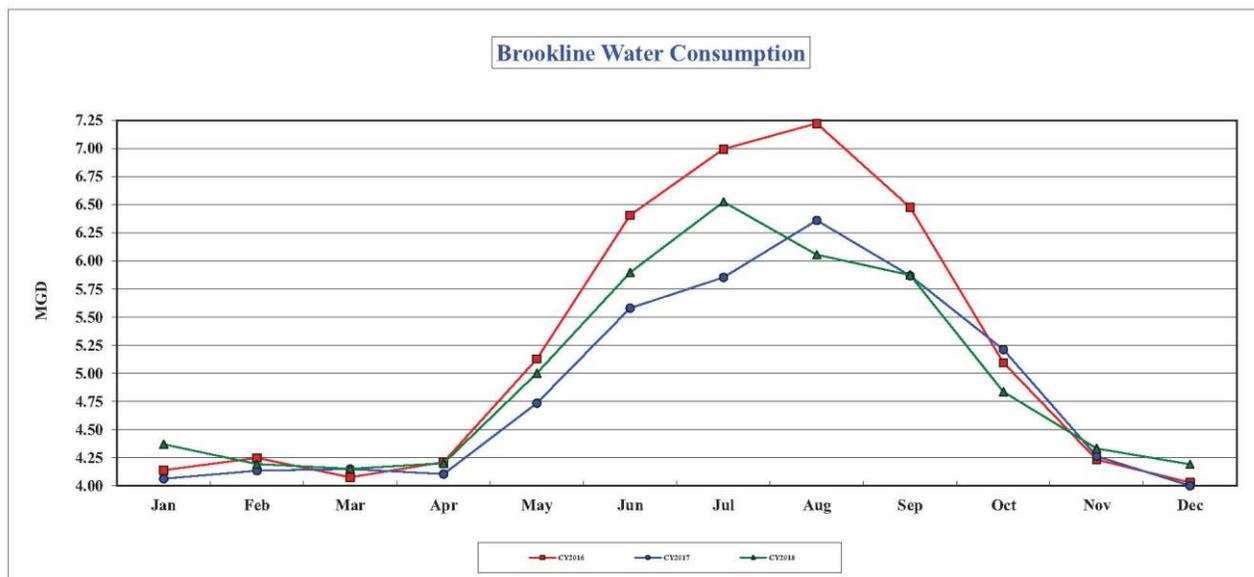
The Town continually provides vital educational sessions to Water and Sewer Division staff in waterworks operations, confined space entry, trench safety, hydrant repair and water main leak detection, to name a few.

The Division welcomes Sueretta Channer who joined the Water and Sewer Administration team in 2018. Sueretta transferred over from the Transportation Division.

In July 2011, the Water and Sewer Division implemented a new rate structure for water and sewer service. An ascending block rate was established to bring more equitable cost distribution among customers. A water and sewer charge for public buildings as well as a fire service charge was implemented. The new base charge, which is based on the size of the house meter, will cover approximately 20% of the Division's fixed operating and debt costs.



In 2018, a voluntary Water and Sewer rate task group was formed to further examine Brookline's rate structure in order to identify potential adjustments to improve revenue sufficiency, stability, equity between customer classes and affordability.





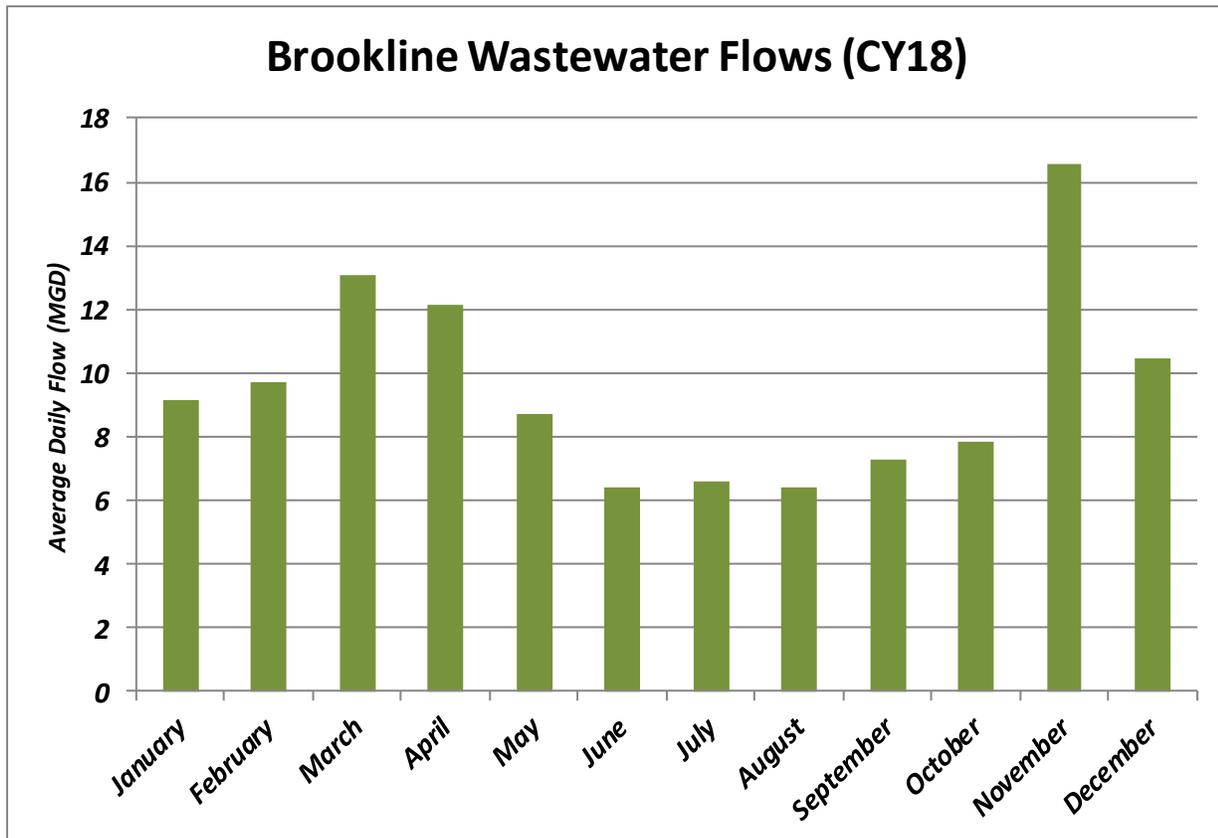
In 2018, the Division continued the Water Main Uni-directional Flushing program pursuant to the Department of Environmental Protection guidelines. The Water Main Flushing Program is an effective method of improving drinking water quality for residents and businesses, and is an integral component of a water utility's distribution system maintenance program.

In 2018, the Division purchased leak correlation equipment and began performing leak detection surveys of water mains, previously contracted out to a private firm. In 2018, the Division located and repaired 13 water leaks estimated at 218,880 gallons per day.

Also, in 2018 the Water and Sewer Division performed a complete restoration of the exterior coating of the 1.67 million gallon Singletree Water Storage Tank.

The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderate high risk facilities throughout the Town and identified 1,982 violations requiring the installation of nearly 2,000 backflow preventer devices on irrigation systems, fire sprinkler systems, and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by the State of Massachusetts regulations and yielded \$164,710 in revenue in 2018.

The wastewater collection system is made up of 104 miles of separated sanitary sewer pipe. DPW is currently completing sanitary sewer system improvements directed to eliminate inflow and infiltration. Presently the Town's average wastewater flow is 9.52 million gallons per day.



The 2nd system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through 12 drainage districts to the Muddy River, Saw Mill Brook, Stony Brook, and the Charles River. The major part of both systems was constructed between 1880 and 1930 and includes pipe sizes from 6" to 150" in diameter.

During 2018, emergency assistance was provided for 22 requests involving broken, plugged or backed up sewer and drains, as well as the repair of 104 sewer and drain manholes and catch basins. 1,470 catch basins were cleaned generating 545 tons of sand sediment and debris.

Representation to the MWRA was provided by Jay Hersey of the Engineering Division, who serves as the Town's designee to the MWRA Advisory Board.

In addition, Andrew M. Pappastergion, Commissioner of Public Works is an elected member of the MWRA Board of Directors serving in his 7th consecutive 3-year term representing the 61 cities and service area.



Recreation Department

Leigh Jackson, Acting Director



Brookline Recreation's mission is to enhance the quality of life through enriching experiences which support the Brookline Community in developing and maintaining healthy lifestyles. We endeavor to provide recreational opportunities for young people, adults, and senior citizens to live, grow, and develop into healthy, contributing members of our community.

The team at Brookline Recreation enters into each year with a set of objectives that are centered on the needs of the community and focused on constantly improving the delivery of service to the citizens of Brookline. The staff works hard to create and implement programs and services that surpass the needs and expectations of the community and fulfill the mission of providing opportunities to achieve

or enhance healthy lifestyles.

Summer Camp

2018 proved to be another successful year of running Brookline Recreation's Summer Camp Program. We employed approximately 90 local teens, college students, and young professionals and engaged 525 kids this year with a total of 1,911 registrations in our active Summer Camp program. We served an additional 45 in our Summer Environmental Education Camp.



Soule - Early Childhood Education

We offered to over 72 families our Montessori-Reggio program that focused on thinking, independence and art. We offered a high quality early childhood environment for children 12 months to 5 years old. 45% of our children in 2018 were bilingual or trilingual. In 2018 Soule Early Childhood Education achieved full American Montessori Affiliation and membership and was able to achieve their goal of integrating music education into every classroom.

Aquatics



The operating hours at the Evelyn Kirrane Aquatics Center increased for the 4th year in a row to continue to better meet the needs of our community, as we added an additional 9 hours per week to accommodate the ever-increasing demands of open and lap swimmers. Over 83,000 patrons visited the facility last year, bringing in all-time record revenue. In 2018, we also introduced new programs such as Underwater Hockey as well as Underwater Rugby, becoming the 1st facility in the entire country to run both activities concurrently.

Other exciting changes included the addition of a new Aquatics Supervisor position. This position

enabled us to continue to expand our operating hours even more, allowed us to introduce more programs, and gave us a much-needed “on-deck” experienced aquatics professional to guide and oversee the PT staff.

In 2018, we started our Sand Filter Project which consisted of removing all sand from existing filters and replacing the lateral and diffuser assemblies in 4 filters, and lowering new gravel and filter sand. We also drained the pool and repaired links and inspected the CO2 system.

Annual Brookline Day 2018



At the 2018 Annual Brookline Day we celebrate and connect the public to the town services, programs, and to each other through healthy activity. Our signature Brookline Day 5K is a great example of that. Brookline Day is a family friendly event for all ages to come together and enjoy healthy activity, great food, and play together. We celebrate and bring awareness to all that Brookline has to offer through local businesses in a way that is enjoying, active, and fun! This year we showcased 88 town vendors, including local programs and services. This year proved to be one of our most successful yet with an estimated 3,500 people in attendance this past September!

We implemented our 1st on-site Brookline Day Annual Survey and heard from over 285 respondents in our on-site survey. Our survey respondents expressed over 95% satisfaction with this year’s event. We saw 334 runners this year, which is an increase of over 25% to last year. We want to go after that 5% and make it even better next year. We asked for feedback and recommendations for next year and learned that there are many versions of ideas, but many participants mentioned that they’d like to see more food vendors and more smoothness in terms of transportation services to the event from local parking lots.

Golf

The Robert T. Lynch Golf Course generated 27,750 rounds in 2018. The Driving Range was expanded from 22 to 27 hitting stations increasing golf revenues by 10% over prior year. Junior golf programming in 2018 increased by 75% over 2017 participation. Additionally, the golf course implemented the Brookline Town Open Golf Tournament for the community which brought in 87 players for the 1 day event.



In 2018, we collaborated with Parks and Open Space on a planting project. The plantings project at the entrance to the Lynch Municipal Golf Course and the approach to the Driving Range were the basis of a beautification project in fall 2018. The goal was to install new plantings to provide screening of the driving range, design for a naturalistic appearance, locate and size the plants to avoid shade over the lawn areas at the top of the slope, and enhance the setting for the sculpture at the turnaround. The approach to planting included installation of new evergreen and deciduous trees in layers, transplanting some of the existing trees and shrubs to create naturalistic drifts, and leaving some of the existing plants in place.

THE PUBLIC SCHOOLS OF BROOKLINE

Andrew Bott, Superintendent

The Public Schools of Brookline (PSB) include 8 PK-8 elementary schools (Baker School, Coolidge Corner School, Driscoll School, Heath School, Lawrence School, Lincoln School, Pierce School, and Runkle School), Brookline High School - a comprehensive high school for grades 9 through 12, and an early childhood program. As of October 2018, there were a total of 7,938 students enrolled in our district.

5 Core Values Guide the Public Schools of Brookline

Our 5 Core Values inform all of PSB's work: Everything from budget decisions to each building's School Improvement Plan. The aspirations underlying each of the Core Values are defined below. Pursuit of these values guides how we allocate our funding, people, efforts and time.

High Achievement for All



PSB inspires our students to develop a passion for learning. We support students, through strong relationships, to become invested in their learning, develop the confidence and persistence to grow as learners, and meet their goals for success in and beyond school. To pursue our value of all students achieving at high levels, the PSB is committed to:

- Maintaining small class sizes
- Quality early childhood education
- Inclusive classrooms and district-wide special education programs
- A comprehensive high school curriculum with an extensive variety of opportunities and programs
- Differentiated instruction for all learners, preK-12

Educational Equity

PSB identifies, understands, and eliminates barriers to educational achievement in our schools. Educators in every school provide their students with the support needed to reach and exceed Brookline's high standards. To pursue educational equity, the PSB is committed to the following program supports:

- District-wide Strategies such as:
 - High quality curriculum across all schools and grades
 - Inclusive classrooms with educators and specialized instructional personnel
 - High quality professional development opportunities and supports focusing on instructional coaching and collaboration
 - Specialized programs and services district-wide in support of access for all learners
 - Literacy and Math Specialists across schools to provide support and create high outcomes for all students
 - Child Study Teams individualizing student interventions and extensions
 - District-wide and school specific professional development on equity
 - District-wide equitable access to educational technology
- Targeted Support Programs such as:
 - The Calculus Project
 - African American and Latino Scholars
 - Young Scholars
 - Steps to Success



- Alternative Choices in Education (ACE) – an intensive and personalized alternative pathway for BHS students
- Leveled Literacy Interventions
- School Within a School

Excellence in Teaching



PSB understands that passionate, knowledgeable, and skillful educators are the core strength of our schools. To support excellent instruction throughout our schools, the PSB is committed to:

- Strong, effective mentoring programs for all new staff and administrators
- A meaningful and structured approach to educator evaluation and support
- Instructional coaching and professional development for teachers in math, literacy, educational technology, and Enrichment and Challenge Support
- Recruiting and retaining outstanding educators:
- Job-embedded professional development on early release dates
- Professional learning team opportunities

Respect for Human Differences

PSB provides a safe environment for expressing and exploring human differences and commonalities. Our schools create caring and understanding communities that promote a deep sense of belonging and respect for all. To support respect for human differences throughout our schools, the PSB is committed to:

- Meeting individual student needs through social-emotional learning at the K-8 schools and the high school
- Professional development focused on bias and anti-racism
- Ongoing review of instructional material to make them more representative of the diversity of our students and families
- The METCO Program
- Comprehensive district-wide Special Education opportunities
- Robust school-based and district-wide English Learner program
- The School Within-a-School program at BHS
- Bullying prevention in all of the K-8 schools
- Providing support to students through the Advisory Program at BHS
- Ongoing commitment to development of Cultural Proficiency in students and staff



Collaboration



PSB commits to collaboration in all aspects of education to foster interaction among diverse viewpoints and to broaden learning opportunities for our students, educators, and community. Collaboration among faculty and between schools and our long-standing community-based partners creates the shared ownership of our schools that adds value to the lives of all community members. To support collaboration, the PSB is committed to:

- Collaboration among faculty and administrators:
 - Child Study Teams
 - Common planning time where faculty members collaborate on lesson planning, assessing student work and improving instruction
 - School-based collaborative study groups where faculty members study topics related to strengthening instruction and improving their practice
 - Curriculum coordinators visiting classes in teams and principals doing learning walks in all schools
- Essential partnerships:
 - Parent Teacher Organizations, School Site Councils, and other specific parent groups (e.g., Special Education Advisory Council, Steps to Success parent group)
 - Brookline Education Foundation
 - The Innovation Fund
 - Brookline Community Foundation
 - The Brookline Community Mental Health Center
 - Municipal Departments:
 - Building Department and the Public Building Division – Facilities Maintenance, Repair, and Replacement
 - The Public Library of Brookline – Education Technology and Library Services partnership
 - Parks and Open Space – Playgrounds and Fields
 - Police/Fire – Emergency Planning and Response
 - DPW – Sidewalks, grounds maintenance and snow removal
- Extended Day and enrichment programs in all K-8 schools

Renaming of the Edward Devotion School

In May 2018, as part of the Town of Brookline’s continuing commitment to diversity and inclusion, Brookline Town Meeting voted 171 to 19 to change the name of the Edward Devotion School. Town Meeting approved the temporary renaming of the building as the Coolidge Corner School (CCS) and directed the school district to initiate a process to identify a permanent name. After the Town Meeting vote, the school district began to coordinate an inclusive, public process to identify a permanent name.

Renaming a school is a rare and special opportunity. Naming a school building requires a high standard – the students who attend that school will identify with that name for years to come. The School Committee directed staff to take this opportunity to create an inclusive process that will thoughtfully identify possible names that reflect the school’s past, present, and future, and embody the core values of the school and the community.

A student committee of current CCS students and graduates of CCS who are now at Brookline High School, with assistance from school and district administrators, are leading the process to select the new name. Following a public call for name nominations (nominations were due by late January 2019) the student committee will study all nominations. Through a collaborative process, the student committee will determine 10-15 names as semi-finalists.

Teams of students will research information about and prepare presentation materials for each of the semi-finalist names. 2 “Renaming Nights” will be held in April 2019 for the public to meet the student committee, learn about the semi-finalist names, and ask questions. Using feedback from the Renaming Nights, the student committee will select 3-5 names (from the 10-15 semi-finalists) to submit to the Brookline School Committee. The School Committee will submit 1 name to the Town of Brookline Naming Committee; after which the Naming Committee will make a

recommendation to Brookline Town Meeting for a permanent name.

Reopening of the Coolidge Corner School

In September 2018, we welcomed 902 students back to the CCS at their permanent campus at 345 Harvard Street. While the new school was being built, K-4 students were temporarily located in leased space at 30 Webster Street, and Grade 5-8 students were temporarily located in the Old Lincoln School on Boylston Street.

The official reopening ceremony, featuring local elected officials and other dignitaries, was held in October 2018. The \$120 million Coolidge Corner School project, financed by Town residents with support from the Massachusetts School Building Authority (MSBA), resulted in an amazing school building with top-notch learning spaces for all students.

Enrollment Growth: Three School Solution

Since 2005, the school district's K-8 student population has grown by 41%, or 1,599 students. During that same time, Brookline High School grew by 11%, or 203 students. Over the next 5 years, high school enrollment is projected to accelerate and increase by an additional 21%, or 429 students. Brookline's historic enrollment growth, which has been affecting the K-8 elementary schools since 2005, is now impacting Brookline High School.

By adding the equivalent of 4 K-8 schools into existing buildings and rented facilities, our system experienced a serious degradation of instructional infrastructure. Squeezing so many students into existing spaces resulted in dramatically overburdened teaching and learning spaces, as well as cafeterias, gyms, and administrative offices. Spaces needed for contemporary education, such as dedicated rooms for special education, English Learner (EL) instruction, project based learning, and teacher collaboration, are lacking. The answer to our surging enrollment, crowded schools and substandard learning spaces is the 3 School Solution.

Driscoll School Expansion

In December 2018, Brookline Town Meeting voted strongly in favor of moving forward the Driscoll School Renovation and Expansion Project into the Schematic Design Phase. The 216 to 4 vote to allocate \$1.5 million to the project allows the Driscoll School Building Committee and architects to further develop the preferred design "Option H – Modified Star". The Driscoll School, currently a 3-section school (that is, 3 homerooms at each grade, K-8), will expand and become a 4-section school, thereby increasing district capacity and addressing overcrowding.

Baldwin School

In December 2018, Brookline Town Meeting voted strongly in favor of moving forward the Baldwin School Building Project into the Schematic Design Phase. The 162 to 58 vote to allocate \$1.5 million to the project allows the Baldwin School Building Committee and architects to further develop the preferred design "Option B – Solar Harvest". The Baldwin School will be a 2-section school (that is, 2 homerooms at each grade, K-8) of approximately 450 students. This increased capacity is another step in addressing overcrowding in the district.

Pierce School Renovation

At their board meeting on December 12, 2018, the Massachusetts School Building Authority voted to move the Pierce School Building Project into their Eligibility Phase. In late spring 2019, we will begin working with the MSBA to demonstrate our readiness to manage and fund the project. The Pierce School has grown by 57% since 2006 and is in dire need of renovated and improved instructional spaces and expansion of core spaces.

Brookline High School Expansion and Renovation

Related to the 3 School Solution for K-8 enrollment and substandard space concerns, the Brookline High School Renovation and Expansion Project will address the rising enrollments in grades 9-12. Since 2005, Brookline High School grew by 11%, or 203 students. Over the next 5 years, high school enrollment is projected to accelerate and increase by an additional 21%, or 429 students. Anticipating this growth, the School Committee, School Department, and Select Board have been leading an effort to expand, modernize, and renovate the facility.

In May 2018, Brookline voters supported a debt exclusion override to fund the expansion and renovation of Brookline High School. The project is now in the Design Development phase during which final design, floor plans and

architectural drawings will be completed. William Rawn Associates, Skanska Construction and Hill Associates will support the Town and the Building Department from design development, through construction and completion. The project will include a new building at the 111 Cypress Street site, a new Science, Technology, Engineering, and Math (STEM) building to replace the building at the corner of Tappan and Greenough Streets, renovations to the 3rd floor of the main building and the Tappan gymnasium, as well as improvements to Cypress Field. Demolition and construction is expected to begin in summer 2019 and be completed by summer 2021.

Following are brief descriptions of some of the programs within PSB that serve to illustrate how our Core Values and District Goals are translated into direct service to students.

English Learner Education (ELE) Program

The ELE program provides services to students whose primary language is not English and who are not yet proficient in English. The program provides support at each school, with services focused on students' English language acquisition, literacy development, social integration, and academic achievement. All programs are designed to meet the educational needs of English learners by providing English language instruction and specially designed academic support as required by the Massachusetts Department of Elementary and Secondary Education. The goals are for students to learn English and meet appropriate grade-level academic achievement standards for promotion and graduation. Thus, program resources are distributed to ensure equitable caseloads among ELE teachers across schools, equitable English language development instruction by level of proficiency, and equitable access to materials.

Brookline's K-12 Integrated Sheltered English Immersion (SEI) EI Program serves students from 40 languages including:

Chinese	Vietnamese	Farsi	Polish	Dari Persian
Japanese	Italian	Bulgarian	Somali	Nepali
Hebrew	Amharic	Dutch	Telugu	Filipino
Spanish	Norwegian	Hungarian	Thai	Hindi
Korean	Finnish	Yoruba	Urdu	Kazakh
Russian	German	Catalan	Persian	Ukrainian
Arabic	Haitian Creole	Greek	Basque	
French	Swedish	Icelandic	Burmese	
Portuguese	Turkish	Pashto	Danish	

Native Language Support Programs (NLSPs)

Brookline currently offers 6 NLSPs. These are available to students in grades K-8 whose primary language is Chinese, Hebrew, Japanese, Korean, Russian, or Spanish. All NLSPs are part of Brookline's Integrated Sheltered English Immersion Programs. In each NLSP school, there is at least 1 EL teacher who is fluent in the native language. Students enrolled in an NLSP may be assigned to 1 of these teachers who provide primary language support as needed for clarification purposes or additional explanations only. The language of instruction is English and materials are also in English.

Educational Technology and Libraries

The Education Technology and Library Department administers the library and educational technology program as an integral part of the instructional and administrative program in each school, supporting the district's curriculum and staff with appropriate equipment, materials and services.

The Department encourages a culture of inquiry that regularly investigates and experiments with promising new practices that engage students as 21st century learners and prepare students for the evolving global society. The Educational Technology and Library staff works in collaboration with the entire school community to help students become:

- Enthusiastic, independent readers for information and pleasure

- Independent, skillful information users who know how to access, analyze and produce information in a variety of formats using a variety of tools
- Responsible Digital-Age citizens
- Skillful learners and innovators who use digital tools to develop the “Four C’s:”
 - Critical thinking
 - Communication
 - Collaboration
 - Creativity

Integration of these skills is typically addressed through classroom projects within the major curriculum units of study in the core subjects.

A school library is often referred to as the “heart of a school” and supports a strong culture of reading, deep knowledge of information literacy, and technology use. Our school libraries are hubs of student learning and engagement, with the ability to enhance all curriculum areas. It serves the students, teachers, administration and school community at large. It is both a classroom and a community space. Emerging technologies and near ubiquitous access create new opportunities to deepen and extend learning, often connecting with people, resources, and perspectives beyond the walls of our classrooms.

Mathematics:

The K-8 Mathematics Department oversees the teaching and learning of mathematics, curriculum, assessments, and professional development in mathematics. The goal of the mathematics program is to meet the needs of all learners so that they become critical problem solvers and reflective numerate thinkers, able to use mathematics effectively in a diverse, evolving global and technological society.

At each grade level, K-8 teachers plan instruction to meet the needs of all learners in heterogeneous classes. The mathematics program is grounded in the 2017 Massachusetts Curriculum Framework for Mathematics, in both the Standards for Mathematical Content and the Standards for Mathematical Practice. These practices support students in developing a balance of procedural fluency, conceptual understanding, and application through problem solving. The department is undertaking a 3-year curriculum review process to ensure consistency of content and appropriate sequencing across all grade levels.

The K-8 Math Department seeks to meet the needs of all students through a collaborative-tiered system of support. Each building is supported by Math Specialists who serve as content specialists, provide coaching and planning support to teachers, and work with students. Math specialists collaborate with teachers to design and provide high quality learning experiences aligned with NCTM’s Effective Math Teaching Practices. Specialists collaborate with educators to make math accessible for all learners in heterogeneously grouped classrooms. There are many aspects to the role of the specialist, including but not limited to:

- Supporting classroom teachers with understanding of math content and pedagogical knowledge through collaborative coaching, unit planning, differentiated instruction, and ongoing assessment.
- Supporting a diverse range of learners from interventions to extensions in mathematics in the classroom and small groups.
- Maintaining a mathematically literate school culture (e.g. parent workshops and school math events).
- Collaborating with other specialists and teachers to review curricular resources, design professional development, and analyze data.

Enrichment and Challenge Support Program (ECS)

Based on an extensive program review, the mission of the ECS program is to collaborate with Brookline educators to create rigorous, relevant, engaging learning for all students. Following recommendations from the program review process, the nature of work that took place in ECS over the course of 3 years (through 2018) is summarized as follows:

- ECS specialists work together with classroom teachers to meet the needs of their students for challenge, enrichment, and extension across all disciplines, within the classroom, throughout the school day. To do this, ECS specialists spend most of their time collaborating with classroom teachers in conjunction with other specialists. Collaboration among classroom teachers and ECS could include:
 - Co-teaching a differentiated lesson
 - Working in the classroom with small groups of students or stations
 - Designing and implementing digital, inquiry-based, personalized, and project-based learning
 - Assessing students formatively and co-planning appropriate follow-up

The work of Enrichment and Challenge is outlined in 4 interconnected areas:

Teaching, Learning, and Child Study - ECS specialists collaborate with classroom teachers to identify students' needs, design learning, implement differentiated experiences, and reflect on the impact of their planning on students.

Creativity and Innovation - ECS specialists develop extended learning opportunities in the STEAM fields, including utilizing the design thinking process with students. The ECS department promotes, models, and shares elements of project-based learning in planning with teachers. It also supports teachers in developing interdisciplinary curriculum. These resources are then shared across the district.

School Partnerships - ECS specialists collaborate with specialists in math, literacy, technology, and libraries to help build teacher capacity in differentiated instruction and meeting the needs of all learners. Through instructional coaching, the goal is for classroom teachers to develop a wider repertoire of strategies, especially with regard to students who are ready to extend the curriculum standards.

Community Partnerships - The ECS department seeks to make curriculum content more authentic by enhancing the learning beyond the classroom, helping students answer "why they are learning what they are learning."

As part of the ongoing development of the ECS model, the department has more aggressively supported district efforts in project-based learning, most noticeably in design thinking and makerspaces. ECS led the emergence and expansion of physical and virtual laboratories for innovation and design, and has overseen the teaching & learning and has funded equipment, furniture, and professional development in:

- Heath Makerspace, currently in its 3rd year
- Pierce Makerspace, currently in its 2nd year
- Lawrence Makerspace and Maker Cart, currently in its 2nd year
- Coolidge Corner Makerspace, currently in its 1st year
- Lincoln Mobile Maker Cart, currently in its 1st year

ECS is also funding the emerging maker carts and activities at the remaining schools: Baker, Runkle, and Driscoll. Therefore, ECS is examining cultural, pedagogical, and space needs in all of the Brookline schools in order to develop a sustainable model for makerspaces throughout the district.

Library

Sara Slymon, Director



2018 was a dynamic year for the Public Library of Brookline. We are pleased to have had such a successful year with wonderful programs, great strides in collection management, and many fascinating and important staff trainings. The centerpiece of 2018 was, of course, the renovation of the Coolidge Corner Location.

Service

Total circulation for all 3 libraries for the year was 1,245,773 items. This translates to 159 items per hour for every hour that the libraries were open. This is 16 more items per hour than in 2017.

We had some fascinating programs in support of our strategic plan this year. One of the most successful, Brookline Eats! was held at all locations and all departments helped to plan and implement this series of food related programs exploring the diverse cuisines of Brookline. The offerings included local businesses such as Curds & Co. demonstrating various cheese products, a workshop at Serenade, Cuddy's making sandwiches, Clear Flour bakery, Union Square donuts and much more. The library started a Baked Good Book Group started at Coolidge Corner and continues each month. We were pleased to have bestselling author Jarrett J. Krosoczka entertain a group of enthusiastic children and parents with how he came to write the Lunch Lady series. Over 100 teens attended the teen food related programs. The Pi Day and Taste Test Finale were very well attended over 225 participated and enjoyed food prepared by library staff. Over 750 patrons attended over 40 programs from February through May 2018. Putterham displayed the Commonwealth Museum's Food For Thought exhibit. We appreciate the support of the library staff, the Board of Library Trustees and the grant from the Brookline Community Fund which made this series possible.

In 2018, the Public Library of Brookline began an in-library laptop lending program, doubling the amount of computers available for public use; it also added additional iPads, Rokus, and augmented reality gaming sets to its collection of circulating technology. Big screen TVs amplified the Library's digital signage, promoting our events and collections and giving patrons easy access to public transit information. Improved email reference and a brand new chat reference service, a weekly email newsletter, and a strategic approach to social media helped enable staff to reach out beyond our walls and meet patrons where they are. At the Coolidge Corner Library, the staff work area and circulation desk were redesigned and rewired from top to bottom, new self-check kiosks were installed, and powered furniture was added to enhance the user experience of visitors using their own tech in the library. Possibly for the 1st time ever, the Library began offering technology



instruction to the public in daytime "lunch and learn" sessions and evening classes. The technology team, part of the Reference department, had much momentum itself. Roy MacKenzie was promoted from Reference Librarian II to Reference Supervisor; William Harlan was promoted from Reference Librarian I to Reference Librarian II.

2018 was a very busy year for the Reference Department. We have gone through a number of very important and exciting transitions, and we're looking forward to building on the tremendous successes of 2018 in the new year. The Reference Department has seen a significant amount of personnel change the last year. Anne Clark and Maureen Sullivan, longtime fixtures of the Public Library of Brookline (with almost 55 years of service between them) both retired

in 2018. We hired Cailey Biles and Becca Bastron to join our programming team, we promoted Lauren Pistole to help with our special collections. We hired Will Harlan to help on our technology team and promoted him to the position of Librarian II after we promoted Roy MacKenzie to Reference Supervisor. Christiana Urbano joined the Technology team (coming to Reference from the Tech Services department), and we hired 2 new part-time reference librarians--Maria Rolsal and Erin McGrady--in December. All of this was on top of absorbing part of the Coolidge Corner staff during the renovation project.

With so many new staff coming on board, we've been able to tap into a lot of new ideas for programs and services. In addition to our many ongoing events, the Staff Programming Committee planned and executed the tremendously popular Brookline Eats series in the spring. Brookline Eats included almost 30 events across multiple departments and reached hundreds of patrons. The Reference Department as a whole expanded our normal technology one on one appointments to include weekly drop-in hours, and we launched a Lunch and Learn series focusing on teaching patrons basic technology/informational skills in small, 1 hour classes. Both of these services have continued into 2019. We also launched a number of new book/social groups (ELL Graphic Novel Group, Queer Social Group, and Geek Out Group) with an emphasis on reaching some of our under-served populations.

The Reference Department also helped add to and improve our collections and facilities. Working with Colin Wilkins, the head of Collection Development, we moved the entire adult collection, including newspapers and magazines, to the 1st floor and increased access to our reference collection by moving many of the more popular titles into circulation and reintegrating the computer books into their proper place in the non-fiction collection. The non-circulating collection was moved from the Ground Floor into the Computer Lab, where patrons can access those materials in peace and quiet. We completed a survey of the closed stacks and the vault and made significant improvements to how our special collections are accessed and controlled. To improve our patrons' experience with our computers, we streamlined the printing system, and added Chromebooks to our circulating collection. Patrons can now check out a laptop for up to 3 hours at a time, providing them computer access anywhere they feel comfortable in the building.

The Reference Department has worked hard to improve our relationship with community partners and to develop new avenues of collaboration within the Town. We continued our tradition of working with the Steps to Success program by taking on a fall intern, Ava, who requested permission to stay on through the winter months. We also expanded our Book Bike outreach and continued to send librarians to the summer Farmer's Market in Coolidge Corner. Much of our outreach work in 2018 was focused on creating the foundations for services and programs that will come to fruition in 2019. We reached out to a number of assisted living and senior centers in the Town, for example, to develop a technology outreach program that will complement the book deliveries and Book Bike visits those centers already receive. We partnered with Simmons College on a use survey to evaluate how we might better serve and reach our Spanish speaking population. We sent the Technology Team to the MIT Media Labs to help beta test a computer designed to control a tiny "greenhouse" for growing plants. We opened up conversations with the Brookline Interactive Group to discuss virtual reality programs. On a more day to day level, we made significant improvements to and expanded the Library's social media reach.

The Technical Services Department processed 38,045 new items for the collection in 2018, a rate of over 146 items each work day. That is the equivalent of a stack of Michelle Obama's book, "Becoming," piled 18 feet tall each day.

Tech Services also completed a workflow mapping project over the course of several months in 2018. The goal of the exercise was to look for duplication of effort, identify steps that were no longer necessary, and determine ways to improve the speed, efficiency and accuracy of processing.

Technical Services added a new cataloger, Tiffany Wilson who is looking forward to helping with our efforts to decolonize our catalog. Since many classification systems, like the Dewey Decimal System, were invented a long time ago, they tend to demonstrate bias, racism, and some outright falsehoods.

Technical Services also built and processed the \$30,000 opening day collection for the newly renovated Coolidge Corner library. Funding for this collection, which included all new Russian materials, all new paperbacks, new Chinese and general fiction, and children's materials, was funded by the Brookline Library Foundation.

In June 2018, Putterham underwent a pilot study of its hours and usage in conjunction with the Coolidge Corner Library Renovation. The Putterham Library expanded its hours of operation by 17 more hours a week through the summer and into the fall of 2018. Most notably, the library was open on Sundays for the 1st time ever. Putterham Staff also

produced a survey to gather community feedback regarding the expanded hours pilot study. We collected data on circulation and attendance and plan to publish the results in 2019. We hope to identify any areas of service, in South Brookline and beyond, where the library could better serve its constituents by adding or altering hours.

The Putterham Library expanded its programming offerings this year for both Adult and Children.

Some highlights:

- 144 people attended 10 sessions of the Council on Aging Book Group
- 385 people attended 50 sessions of Midday Movies
- 565 people attended 50 sessions of Mahjong Meet-up

The library also hosted 22 unique programs, with 431 attendees. These programs included Role Playing (Dungeons and Dragons) Game Nights, an Irish music concert, community interest lectures (Dementia Friends, Mary Baker Eddy, Food for Thought), a NanoWriMo write in, and a Family Bingo night in conjunction with International Games Week.



Putterham Library also sponsored 11 sessions of Gentle Yoga with 215 people attendees and 6 sessions of South Brookline Senior Meetup with 103 people attendees.

Library staff facilitated 40 storytimes (Toddler, Preschool, Picnic, Morning) for 828 happy children.

The library sponsored 18 unique programs. 591 people attended. These programs included Sing, Dance, and Play with Martha Leader, Creature Teachers (a live animal program), Wingmasters (a live birds of prey program), Family Yoga, Unlikely Strummers (a ukulele group), Science

Tellers, Mystic Drums, and our end of the summer reading program ice cream party.

Putterham also welcomed class visits from BEEP, the Edith C. Baker Elementary School in Brookline, the British International School of Boston, Dexter Southfield School, and Showa Boston. Over 200 students and teachers visited the library during these visits.

Library staff began offering 2 new ongoing programs Lego Club at Putterham and an infant storytime and playgroup Come Play With Us.

2 new part-time Library Assistant staff members joined our team at Putterham. Regan Miller and Kevin Chan. Rosanna Clarke was promoted to PT Reference Librarian. This is the 1st time in decades that the Putterham location has had more than 1 librarian on staff. We hope that the results of the hours and staffing study will indicate a need for more. Putterham remains the 3rd highest circulating branch library in the state of Massachusetts, beating all Boston branches, and trailing only our own Coolidge Corner, and Framingham's McAuliffe branch.

The Coolidge renovation was definitely the highlight of the past year for the Library. The project was jointly funded by the Town through the CIP and the Library Trustees and the Brookline Library Foundation. The most important aspect of the project was improving accessibility for staff and patrons. 2 lifts were added to the interior of the building. 1 lift goes from the main level to the lower level, giving patrons with mobility difficulties internal access to our program room for the 1st time in the history of the building. A 2nd lift was added to provide access to the long abandoned mezzanine level. This level had long served as a dumping ground for broken furniture, duplicate materials, and extra carpet squares. Restoring this area and making it accessible enabled us to return almost 1,000 square feet of space on the main level to the public.

All staff work spaces were moved to the mezzanine and the rabbit warren of offices and cubicles was ripped out and replaced with comfortable seating space which we call the Community Living Room. The area is wildly popular and provides a nice view of the street and lets in much more natural light.

The beautification of the building truly transformed the space. With bright paint, fun carpet, and bold graphics, we brought the architectural beauty of this mid-century modern gem forward. The Friends of the Library paid to have the atrium garden restored to its former glory, new furniture was added and old rusty fixtures were removed, providing a bright open space at the heart of the building. The Children's Room was enclosed, providing quiet for the greater library, and more safety for our young patrons. Less glamorous but no less important, we invested in our infrastructure, replaced the roof, repointed the bricks, re-caulked all of the old windows and doors, and replaced some very old and leaky windows.

The project was promised to take 6 months. We closed on June 2nd, and reopened on December 2nd: 6 months to the day.

The Children's Department had a very busy 2018. In addition to our weekly story times for our younger patrons we hosted our 6th annual Tee Off at the Library for families. This year's theme was superheroes and we had over 100 families come through to play mini-golf in the Library. We also offered monthly storytimes, led by community members, in 5 different world languages (Hebrew, Mandarin, Japanese, Taiwanese and Russian) at both Brookline Village and Coolidge Corner branches. Over the summer our 2018 Summer Reading Program "Libraries Rock" yielded great results. Over 435 children, ages 3-12, registered for the program and we held 24 special programs over a 10-week period with 1418 patrons attending. Additionally, this fall, we hired a Tween specialist to serve our 5th to 7th grade patrons, and converted the Commons space on the ground floor to house the new Tween collection. This often underserved group of kids has shown so much enthusiasm for the space, the new Librarian, and the new programming; it's been incredible to watch. Lastly, this November we offered our 3rd annual Harry Potter event for families. Over 750 people were able to attend. They participated in wand dueling, wandered through Grimmauld Place, and sent messages via paper airplane in the Ministry of Magic.

Trustees and Staff

The Board of Library Trustees consists of 12 elected members, serving staggered 3 year terms. The Board sets policy and oversees the management of the library system.

The Trustees are visionary and enthusiastic supporters of the Library who provide funds for books, library materials, professional development and continuing education, and staff professional days. The Trustees augmented the Town appropriation by almost \$200,000.

Jennifer Rees resigned from the Board in 2018. Koinonia Martin-Page won election to replace Jennifer Rees in January, and then again in May.

Vivien Goldman, Carol Axelrod, and Carol Troyen Lohe were re-elected. Koinonia Martin-Page, Judith Vanderkay, and Michael Burstein will be eligible for re-election in the spring of 2019.

The Trustees support of the Coolidge Corner renovation was essential, and helped to provide many of the more striking and important aspects of the project.

The staff continues to work through the Trustees 5 year strategic plan with much success. The plan and all annual action plans can be found here:

<https://www.brooklinelibrary.org/about/trustees/>



Friends



The Friends of the Brookline Public Library were established as an independent 501©3 corporation in 1981. Through an ongoing book sale the Friends raise funds to supplement and enhance library service. They have sponsored a growing number of programs, including storytellers, musicians, magicians, green initiatives, senior socials, film festivals and other educational and entertaining events.

The Friends are one of the primary sponsors of staff development and continuing education. This enables the staff to offer the best and most current library practices to the community. In 2018 the Friends sent staff to the American Library Association midwinter and annual conferences, the Massachusetts Library Association annual conference, BookExpo America, Digital Commonwealth, SIRENS, DPLA Fest, the Public Library Association bi-annual conference, and the Urban Libraries conference.

With so many immigrants in Brookline, one of the most valuable services that the Friends offer are their free ESL classes.

Brookline Library Foundation

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501©3, whose purpose was to raise funds in support of the renovation of the main library. After contributing \$4 million for the Main Library renovation project, the Foundation continued to raise significant money to support the library.

In 2018, the Foundation contributed nearly \$500,000 towards the renovation of the Coolidge Corner library, allowing us to add many enhancements to the project, including the 2nd lift, a generous opening day collection, and the beautiful opening day party where they hosted nearly 1,100 excited library patrons and their families.

The Foundation pays for Children's Programming, new book collections, innovative library technology, digital resources such as Hoopla and Kanopy, and our Museum Pass program.

Conclusion

I want to thank the Trustees, Foundation, Friends, and people of Brookline for your robust support of the Public Library of Brookline. I would like to thank the staff for all of your hard work, creativity, innovation and devotion to the highest level of service to the Brookline community; it is an honor to lead such a dedicated group of individuals. The Trustees and Staff all appreciate the support of the Select Board, Advisory Committee, Town Meeting, and other municipal departments. We look forward to 2019.

Brookline Interactive Group

Kathy Bisbee, Director

Welcome to BIG - Brookline Interactive Group - your community media center, where inspiration gives voice to expression. We had an exciting year, powered by a phenomenal staff and board, interns, volunteers, members, and community partners which has enabled BIG to become regionally and internationally-recognized as a leader in community media and virtual reality, while simultaneously serving our town, youth, and adult community members with ever-expanding educational programming, production services, and media-making resources.

BIG's efficiency, forward-thinking, and talented staff has enabled the organization to operate lean with a focus on low-cost and free community media services. However, with a 10% cut in funding in 2018 and expected reductions due to upcoming FCC orders that will further reduce cable franchise funding for the town and BIG, BIG's funding will likely diminish further, up to a 20% loss of our annual budget.

Education is a core element of BIG's mission, as teaching and empowering local residents to create their own media is one of our primary goals. This year we've watched our students, members and staff create timely, relevant local content, watched by the community, on our local cable channels, online, and in social media.

In 2018, BIG provided over 18 after school programs, a job training program for high school students, and assistance to other programs serving youth at our facilities, thus serving over 250 K-12 students. BIG taught extensive media education courses and provided educational coverage through programs in Brookline Public Schools and throughout the Brookline community. Thanks to BIG's continued partnerships with Brookline High School, Gateway Arts, Ivy Street School, Brookline Adult and Community Education (BACE), Brookline Recreation, Brookline Early Education Program, individual K-8 schools and PTO and enrichment groups.



A scene from BIG's Crowdsourced Boston remake of, Ferris Bueller's Day Off.

With participation of community members around the town of Brookline, including Brookline's Town Select Board Member, Heather Hamilton and Economic Development Director, Kara Brewton, both pictured here. Other town members involved were Town Select Board Member, Bernard Greene, Police Chief Andrew Lipson, School Committee Member Jennifer Monopoli, and Karim Abdul-Matin, IT

BIG supports Brookline High School teachers and students through providing media and technology trainings, computer equipment, labs, and facility services. BIG partners with teachers, departments and programs at BHS, including Performing Arts, provides internship opportunities for its students, and hosts gatherings, screenings, film festivals, and programs in collaboration with the 21st Century Fund and other organizations. We cover BHS's graduation, Days of Dialogue, professional development days, and hold convenings for department heads, and faculty members.

To meet one of our most important missions, facilitating community conversations, BIG hosted the premiere screening of *A New Lease*, a short film by member Aynsley Floyd, which was then followed by a panel discussion about affordable housing in Brookline. We collaborated with the Brookline Community Foundation, Brookline Housing Authority, the Brookline Commission for Diversity Inclusion & Community Relations, and the Coolidge Corner Theatre for a thought-provoking panel discussion post-screening, thanks to members of the

200+ audience and panelists sharing their thoughts, questions, and experiences with affordable housing.

The film was produced through BIG's *Community Production Grants* program, which provides up to \$5,000 to local filmmakers to create community-based film projects.

BIG continued its partnership with Brookline Adult and Community Education (BACE) to offer media-focused classes for adults in BIG's space, as well as programming for kids during spring and summer vacations through their Smart Summers program. Our adult class offerings include podcasting, DSLR cameras, documentary filmmaking, Unity programming, and digital storytelling workshops.

BIG averages 251 users in its public and education-related spaces on a daily basis. Half of that usage is student use of the facilities during and after school. On average, BIG's members created 20 LIVE cable television shows every month in 2018, and produced hundreds of hours of locally-relevant content. Through members, students, staff, interns, partner organizations and volunteers, BIG has generated over 776 hours of content in FY 2017-18.

BIG is a co-sponsor and partner of many media-related projects in the community, in collaboration with non-profit organizations and Town committees, including the JFK anniversary events, CAN, Climate Action, Brookline Library, the Brookline Teen Center, Steps to Success, Age Friendly Cities, Sister Cities, the Chamber of Commerce, the Martin Luther King Day events, the 21st Century Fund, BEF, BCF, Women and Girls Thriving in Brookline, the Brookline Arts Center, Brookline Mental Health Center, the Chamber, Team Brookline, community art shows and events, and many others. Families and organizations can rent BIG's 25-seat theatre, conference room, and studio spaces for birthday parties, kickoff events, or to collaborate with BIG by emailing info@brooklineinteractive.org.

BIG also provides low-cost media services such as graphic design, promotional videos, specialized media and technology trainings, and develops websites, graphics and flyers for a small fee.

View BIG's community-created content, live streaming and archive of local government meetings on Comcast (Channel 3, 23) and RCN (Channel 3, 15, and HD 613), and on our YouTube channel at <https://www.youtube.com/user/BrooklineAccessBATV> or by visiting our web site at <http://brooklineinteractive.org/> to see the LIVE cable stream.

We hope to see YOU at BIG this year!



Big/Public VR Lab's Arrival in VR Project Arrival VR is the first nationally co-created XR storytelling project gathering and curating immigration/migration stories of Americans [pre-1620 through 2019] and incorporating them into a visual XR/VR immersive timeline.

Planning And Community Development

Alison C. Steinfeld, Director

The Department of Planning and Community Development is focused on preserving and enhancing the quality of life of residents by protecting and improving neighborhoods; insuring quality development; promoting appropriate economic development; and safeguarding and advancing the amenities that make Brookline a desirable place in which to live, work and invest. These activities include reviewing development and redevelopment projects; working with developers, property owners and regulatory boards to refine proposals; preserving the community's historic and cultural integrity; providing diverse housing opportunities; undertaking long-term planning initiatives; strengthening and expanding the tax base; promoting sustainability initiatives; exploring grant opportunities; and administering the federally funded Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs. Planners support a host of boards, commissions and committees and work closely with other municipal departments. Consistent with Town policy, the Planning Department is committed to engaging, informing and educating the public and performing its responsibilities in a transparent manner.

The Planning Department consists of 3 Divisions: Regulatory Planning, Community Planning, and Economic Development and Long-Term Planning, each led by a Division head under the supervision of the Planning Director, Alison Steinfeld. Administrative support is provided by Linda Hickey and Derick Yung. Planners, who represent diverse disciplines within the planning profession, are encouraged to share ideas and expertise in order to promote and support the best interests of the Town as well as expand their own professional knowledge and experience.

REGULATORY PLANNING

The Regulatory Planning Division focuses on land use regulations, including zoning, subdivisions, and historic preservation. The Town's land use regulatory functions are performed by both the Planning and Building Departments, requiring interaction and cooperation within and between the departments as well as boards and commissions. Managed by Assistant Director for Regulatory Planning Polly Selkoe, the division consists of Senior Planner Maria Morelli, Planner Karen Martin, Preservation Planners Valerie Birmingham and Lara Kritzer, and a currently vacant Zoning Coordinator position.

Regulatory Planners provide staff support to the Zoning Board of Appeals (ZBA), Planning Board, Preservation Commission, Neighborhood Conservation District Commission (NCDC), Zoning By-law Committee and Design Advisory Teams (DATs). Staff guides applicants through the special permit, variance, design review, demolition, preservation and Comprehensive Permit processes; and provides professional guidance to the regulatory boards and commissions. The division also conducts research to guide the physical development of the community, seeks to protect the historical integrity of Brookline while helping to plan for changes to the built environment, and prepares and reviews zoning amendments for consideration and approval by Town Meeting.

ZONING BOARD OF APPEALS

The ZBA, a 3 member quasi-judicial board appointed by the Select Board, is responsible for reviewing and approving applications for relief from the Zoning By-Law. The ZBA is also statutorily responsible for ruling on Comprehensive Permit applications to construct subsidized housing under G.L. Chapter 40B. The Board is comprised of 3 members: Chairman Jesse Geller, Mark Zuroff and a current vacant position; and 4 Associate Members: Johanna Schneider, Kate Poverman, Stephen Chiumenti and Randolph Meiklejohn. The Town is grateful for the service of all the members as well as Christopher Hussey who, after years of dedicated service to the Town, did not seek reappointment in 2018.

The Board typically meets weekly to hear cases under G.L. Chapter 40A and the Town's Zoning By-Law. Members also serve on panels to hear Comprehensive Permit cases under Chapter 40B. "40B" projects are eligible for expedited review as well as exemptions from municipal Zoning Codes given that they propose subsidized housing consistent with State statute and regulations. Both the ZBA and Planning Department are committed to representing the interests of the Town and the neighborhood to the maximum extent possible within the statutory constraints imposed by Chapter 40B.

During 2018, 275 units were added to the Town’s Subsidized Housing Inventory (SHI), which officially establishes the percentages of year-round housing units that are restricted to income-eligible residents (typically referred to as “the 10%” list). Since these units represent more than 1.0 % of the Town’s total official housing stock and the Town has a State-approved Housing Production Plan, the Town was authorized by the State to secure a two-year “safe harbor.” Safe harbor allows the ZBA to deny Comprehensive Permits applications and essentially precludes applicants from seeking recourse from the State. In effect, the State acknowledged that the Town made significant strides in meeting its regional responsibility to provide affordable housing and, accordingly, provided the Town with some relief from the strenuous requirements of 40B.

The ZBA granted Comprehensive Permits, subject to extensive conditions, to Babcock Place (45 units) and Puddingstone at Chestnut Hill (230 units). The ZBA also initiated the public hearing on 1299 Beacon Street, which is a proposed mixed-use development including 74 residential units. 40B applications for The Coolidge (299 units) and Hampton Court (123 units) were submitted by Chestnut Hill Realty, but placed on hold at the request of the developer.

Planning Board

The Planning Board, appointed by the Select Board, consists of: Chairman Steven Heikin, Clerk Robert Cook, Linda Hamlin, Blair Hines, Matthew Oudens, Mark Zarrillo and James Carr.

Based on professional advice provided by the Planning Department, the Planning Board makes recommendations to the ZBA on all development proposals that require zoning relief under G.L. Chapter 40A; and reviews most telecommunication facilities as well as all proposed commercial signage, awnings and façade alterations. The Planning Board convenes Design Advisory Teams (DATs) and provides recommendations to Town Meeting relative to land use matters. Members also serve as liaisons to other Town committees, including the Zoning By-Law Committee, Open Space Committee, and Housing Advisory Board.



During 2018, a DAT was formed to review a proposal at Hancock Village for a new multi-unit residential building and a community building. This project remains ongoing into 2019.

The Planning Board and ZBA reviewed a total of 93 applications for zoning relief including new residential units, additions, conversions of existing dwellings for additional units, and construction of new commercial structures and uses. Additionally, there were applications for the new Cypress Street addition to Brookline High School, renovations to the high school, and recreational marijuana use at NETA’s existing medical marijuana dispensary.

Zoning By-Law Amendments

The Planning Board conducted the statutorily required public hearings for zoning amendments submitted to Town Meeting. At Spring Town Meeting, the Planning Department submitted a zoning amendment to incorporate new definitions, allowed uses, and specifications relating to the siting, density and number of recreational marijuana establishments throughout town. The amendment was passed by Town Meeting.

PRESERVATION AND PRESERVATION COMMISSION



Preservation Planners are dedicated to protecting, restoring and preserving Brookline's historical, architectural and cultural assets and advising property owners regarding historical and technical restoration procedures as well as mechanisms to protect specific properties and neighborhoods. Planners provide professional and technical staff support to the Preservation Commission consisting of Chair David King, Vice-Chair Elton Elperin, James Batchelor, Wendy Ecker, David Jack and Peter Kleiner. Commission alternates include Elizabeth Armstrong and Richard Panciera.

Local Historic Districts

The Town has 8 Local Historic Districts (LHDs): Pill Hill, Cottage Farm, Graftam-McKay, Harvard Avenue, Chestnut Hill North, Lawrence, Wild-Sargent and Crowninshield. LHD-designation imposes constraints, established by design guidelines, on changes to the exterior of properties in order to protect the historic integrity of the district. In 2018, the Planning Department received 138 applications for exterior work in these districts. Preservation Planners often work with applicants early in the design phase to ensure that proposed work is in keeping with LHD Design Guidelines.

Demolition

The Preservation Commission is responsible for reviewing projects under the Demolition Delay By-Law. Buildings facing partial or complete demolition, as defined by by-law, are evaluated by the Preservation Planners to determine their historical and/or architectural significance before a demolition or building permit may be issued. If the Planners determine that the property is significant or potentially significant, the matter is referred to the Preservation Commission. If the Commission deems the property significant, a 12-month demolition delay or, in the case of buildings listed on or deemed eligible for listing on the National or State Register of Historic Places, an 18-month delay is imposed.

The Preservation Commission reviewed 74 demolition applications in 2018, of which 44 were ultimately determined significant. The Preservation Commission may agree to lift the stay of demolition prior to its expiration in exchange for design review and approval of the new construction or proposed alteration. Preservation Planners regularly work with property owners in the early stages of project planning to develop alternative designs in order to avoid triggering review under the Demolition Delay By-Law and to protect the historic attributes of the property. In 2018, the Commission submitted a warrant article to change the Demolition Delay By-Law in order to: clarify the definition of demolition as it pertains to partial demolition, extend the time an application must be heard by the Commission once a Planner initially finds a building to be significant from 20 to 30 business days, and establish that a demolition delay is meant only for the owner of record and cannot be transferred once an owner sells the property. The Article passed unanimously at Fall Town Meeting.

Certified Local Government and Town-owned Historic Buildings

The Town is a Certified Local Government (CLG), which allows for a close integration of federal, state, and local preservation activities. By extending state and federal programs to the local level, the CLG program allows the Town to apply for survey and planning grants. In 2018, the Town was awarded \$20,000 to hire a preservation consultant to conduct phase 2 of a neighborhood survey of historic resources in the Aspinwall Hill area.

Neighborhood Conservation Districts (NCDs)

The NCD is charged with establishing rules, regulations and procedures for NCDs, and reviewing projects in the Town's 2 NCDs: Hancock Village and Greater Toxteth. Commissioners include Chair Dick Garver, Vice-Chair

Paul Bell, Dennis DeWitt, Deborah Goldberg, David Jack and Robin Koocher; and Alternates Mark Allen and Stephen Chiumenti. The Commission worked on design standards to supplement the existing guidelines for the Greater Toxteth NCD. In 2018, the Commission passed design standards for ground-mounted air conditioner condenser units for the Hancock Village NCD.

COMMUNITY PLANNING

Joe Viola, Assistant Director for Community Planning, manages the Community Planning Division, which oversees Housing, Community Development and several general planning initiatives. Staff includes Community Development Administrator Ewana Lindo-Smith, Senior Housing Planner Virginia Bullock, Housing Planner David Guzman and Community Planner Eddie Bates.

Community Development

For almost 4 decades, the Town of Brookline has received an annual federal Community Development Block Grant (CDBG). The program provides communities with resources to address a wide range of community development needs targeted principally toward low- and moderate-income persons. Although funds are allocated via formula, securing and administering the grant requires extensive staff time and strict attention to federal regulations. The use of CDBG funding is guided by the Town's 5 Year Consolidated Plan and Strategy, prepared in 2015. Each year, staff oversees the creation of the Town's Annual Action Plan, which serves as a roadmap for the use of CDBG funds in the current fiscal year.

Approximately \$2.6 million in grant funds were administered during calendar year 2018, which includes fiscal years 2018 and 2019. In addition to many public programs that serve elders, youth and other eligible populations, federal funds administered by the division helped the housing authority to address capital improvement needs at a number of its facilities. CDBG funds were also allocated for design, legal costs and acquisition of temporary and permanent easements associated with the Town's Gateway East Project, and in support the senior housing project being developed contiguous to Temple Kehillath Israel by 2Life Communities (f/k/a Jewish Community Housing for the Elderly).

Staff shepherded the use of CDBG funds to support affordable housing, public facilities, and social services targeted to the Town's most vulnerable populations while continuing to meet HUD's administrative and reporting requirements. Staff integrated CDBG and HOME funds within the Town's overall planning program and, whenever possible, leveraged other private, state and federal dollars through the commitment of Town-controlled dollars to various projects. Staff also closely monitored Congressional activities relative to the CDBG and HOME Programs and worked with HUD and the National Community Development Association to stay current on revised regulations, policies and procedures.

Community Development Advisory Committee

Citizen participation is a key component of the CDBG Program and is consistent with Town policy to engage the public in decision-making. In advance of FY19, staff assisted the Community Development Advisory Committee in conducting several public meetings to deliberate on grant requests, culminating in a funding recommendation to the Select Board. In June 2018, the Select Board held a public hearing to approve a \$1.3 million CDBG budget as part of its approval of the Town's FY19 Annual Action Plan for CDBG.

WestMetro HOME Consortium

Brookline has participated in the WestMetro HOME Consortium since 1991. Now including 11 other nearby communities, the Consortium has distributed over \$35 million to its member communities since its founding. Providing grants and loans to for profit and non-profit developers and low-income households, HOME funds have created hundreds of affordable units and leveraged millions in other public and private funds to produce affordable housing.

HOUSING

Housing Planners focused on creating, preserving, and improving affordable rental and ownership housing by working with the Housing Advisory Board (HAB) and Select Board to channel the appropriate Town-controlled resources into development projects as opportunities arise. Staff assisted households with incomes ranging from extremely low income (less than 30% of area median income—AMI) to upper-moderate income (up to 110% of AMI).

The Housing Office has been faced with the challenge of operating with decreased federal, state and private housing development resources as well as changing tax and funding policies at the federal level. Federal funds must be committed to projects and expended in much more abbreviated timeframes than in the past, making it more difficult to amass funds in order to leverage private funding to support and create affordable housing.

While there were no developer-funded contributions to the Housing Trust via inclusionary zoning during 2018, Housing Planners continued to engage developers in discussions regarding required cash payments to the trust as a number of projects move from permitting toward construction.

Housing Preservation and Development

Housing Planners focused on creating, preserving and improving affordable rental and ownership housing by working with the Housing Advisory Board (HAB) and Select Board to channel the appropriate Town-controlled resources into development and preservation projects as opportunities arise. Staff assisted households with incomes ranging from extremely low income (less than 30% of area median income - AMI) to upper-moderate income (up to 110% of AMI).

Staff continued its oversight of the Trustman Apartments renovation project, which was bid by the Brookline Housing Authority (BHA) in 2017 and neared completion toward the end of calendar year 2018. HOME funds were used to assist in the rehabilitation of the 86-unit occupied state-financed public housing development.



Staff worked with the BHA to begin a multi-year Strategic Preservation Initiative. This project will take advantage of HUD's Rental Assistance Demonstration Program (RAD) as well as federal and state tax credits and state and local subsidies to rehabilitate and preserve nearly 500 units of affordable public housing in six different properties. The HAB and the Select Board supported the preservation initiative by providing a \$400,000 revolving loan from the Town's Housing Trust to fund associated predevelopment costs, which staff administered. Construction is expected to commence in early 2019 on the first major BHA rehabilitation project—the O'Shea House located at 61 Park Street.

Over the course of 2018, Housing staff worked with 2Life Communities to secure Town and state-controlled gap financing, including approximately \$725,000 in locally-controlled CDBG funds, \$800,000 in local HOME funds, and nearly \$1.5 million in local Housing Trust funding for a housing project located at 370 Harvard Street adjacent to Temple Kehillath Israel. With public resources secured, the project, containing 62 affordable units for low- and moderate-income seniors, moves toward a 2019 closing and construction. Construction is expected to last approximately 18 months with full occupancy expected by the fall of 2020.

The Town's Inclusionary Zoning By-law is designed to generate new affordable housing units serving households below 50%, 80% and 100% of AMI. Housing Planners continued to work to insure that the By-Law was applied appropriately to housing developments through the creation of new housing units or via payments in lieu of units.

1 project contributed a total of \$441,000 to the Housing Trust via inclusionary zoning during 2018. A 2nd project was permitted and payments negotiated, but to date has not commenced construction.

Division staff worked with the Select Board-appointed Kent/Station Street Affordable Senior Housing Committee to explore the potential for air rights development of affordable senior housing over the Kent-Station Street Parking Lot, with retention of the public parking on the site. Building on work done previously with the Massachusetts Housing Partnership and information gleaned from developers in response to a Request for Information (RFI) that was issued in March 2018, the Committee worked to create a Request for Proposals (RFP) to choose a site developer for the Kent Street lot. To engage the public and discuss potential site development, the Committee held a Public Information Meeting in October 2018.

Housing Advisory Board (HAB)

Housing staff continued to provide technical support to the HAB, which is charged with recommending housing policies, plans, and programs to the Select Board, particularly those related to promoting affordable housing. The HAB also serves as trustee of the Town's Housing Trust and, in that capacity, recommends to the Select Board appropriate investments that will help expand, support and preserve the supply of subsidized housing. HAB membership includes Roger Blood (Chair), Steven Heikin (Planning Board representative), Michael Jacobs (Brookline Housing Authority representative), Karen Kepler, Bill Madsen-Hardy and Rita McNally (tenant representative). Jennifer Raitt and Jonathan Klein were appointed to fill positions vacated by Alice Wong and Karen Kepler in 2018.

During 2018, HAB deliberated over a number of housing policy issues and funding recommendations to the Select Board. In addition to the substantial commitment to the 2Life project, the Board recommended the use of Trust funds to enable the Brookline Improvement Coalition to purchase and hold a foreclosed condominium unit in preparation for its resale and retention as an affordable unit. The HAB and BHA had a number of discussions about the Authority's Strategic Plan to renovate 6 federal public housing properties and the possibility of creating additional infill units within certain developments. The HAB also recommended \$400,000 from the Housing Trust to fund predevelopment costs that would aid BHA's efforts to leverage tax credits and other federal and state resources. The Board spent significant time exploring potential changes to strengthen the Town's Inclusionary Zoning By-Law, monitoring the State's zoning reform legislation designed to increase housing production state-wide, and supporting the efforts of the Kent/Station Street Affordable Senior Housing Committee.

Housing Assistance

Planners continued to provide homebuyer and renter counseling for those seeking affordable housing in Brookline. Staff managed the resale process of 6 deed-restricted affordable homeownership units involving affirmative marketing, selecting income-eligible households by lottery, determining eligibility, and providing technical assistance to prospective buyers. Staff assisted 1 homebuyer with the repayment of a HOME program homebuyer mortgage to the Town.

Creation and Preservation of Affordable Housing Opportunities

Consistent with prior years, Housing Planners worked with for profit and non-profit agencies to preserve existing affordable rental housing and provide technical assistance related to the creation of new units. In 2018, staff administered the use of approximately \$80,000 in CDBG funds for BHA capital improvement projects, in addition to \$237,000 in HOME program income for improvements to the BHA Trustman Development. Planners also worked with Hebrew Senior Life to refinance its 3 properties in Brookline while recapturing a portion of the Town's initial investment of Housing Trust funds.

Affordability Monitoring

Housing staff is responsible for monitoring and enforcing the Affordability Requirements of homeownership and rental projects, with each development subject to its own set of regulatory documents. Staff monitored 487 rental units at 18 properties to assure continued service to eligible tenants at affordable rents as well as 154 affordable condominium units to confirm owner occupancy. Housing Planners continued to provide invaluable advice and guidance during the Comprehensive Permit processes.

Blue Bikes

Planners worked with MAPC and the Cities of Boston, Cambridge and Somerville to continue to expand the Blue Bikes Bicycle Share System as part of a new contract with Motivate International, Inc. Motivate, the system operator, was acquired by Lyft in the summer of 2018. Lyft's vision for bicycle sharing is to put bike-share systems across the country on a path toward growth and innovation. Working with the Brookline Transportation Board and the Bicycle Advisory Committee, planners expanded the Town's presence from 4 to 9 stations. Staff worked over the fall and winter of 2018 to identify additional locations for spring 2019.

Gateway East

After years of planning, which included extensive opportunities for public engagement, the Town advanced the Gateway East Project by submitting 100% Plans, Specifications and Estimates to the Massachusetts Department of Transportation (MassDOT) in May 2018. In addition, the Town secured authorization to acquire all temporary and permanent easements needed for project construction at the May 2018 Annual Town Meeting. With final plans submitted and all easements acquired, MassDOT was able to bid the project for construction in November 2018.

ECONOMIC DEVELOPMENT AND LONG-TERM PLANNING

This Division works to promote commercial development that enhances tax growth and offsets fiscal burdens; aids in the growth and prosperity of the town's business community; improves the functional and aesthetic qualities of public space in commercial areas; ensures long-term capital needs are met; updates and implements the Comprehensive Plan; and reduces climate-changing greenhouse emission to achieve zero emissions by 2050 and prepare for climate-change impacts. Under the supervision of Kara Brewton, Economic Development Director, the Division includes Economic Development and Long-Term Planners Trevor Johnson and Meredith Mooney. Between May and October, the Town created and funded a new full-time position, Sustainability Program Administrator, which will be filled in the first quarter of 2019.

Commercial Areas Events & Partnerships

The Chamber of Commerce led the annual First Light Festival this year and provided marketing services to the Town. 1 outcome of this work was the creation of a promotional video of our commercial areas, starring business owners from different areas of town. The Division continued to assist the annual Village Fair and also led the installation of temporary public art in our commercial areas during the winter months. All of these efforts work towards keeping our commercial neighborhoods engaging and vibrant.

New Business Assistance

In partnership with the Regulatory Division, the Building and Health Departments, and Town Counsel's Office, planners prepared amendments to the General and Zoning By-Laws to allow, regulate, and collect local taxes for non-medical marijuana establishments. Authorized by Town Meeting, the division also successfully sought additional liquor licenses (for restaurants to serve alcohol) from the state legislature. Individual business assistance included helping the new owners of Clear Flour Bakery transition into Brookline, including helping them pilot a curbside parklet on the corner of Lawton and Thorndike Streets. Finally, the Town gave a façade loan to Love Art Udon, a restaurant that opened on Commonwealth Avenue.

Commercial Development Openings, Construction, & Committees

The AC Hotel in Cleveland Circle opened during the spring of 2018. Staff assisted with the negotiations of a permanent easement for the construction of a canopy at 2-4 Brookline Place, which was coupled with a close accounting of public mitigation during the construction phase. Staff continued work with the Coolidge Corner Study Committee, leading to its proposal of a zoning change that, if passed at Spring 2019 Town Meeting, would permit a mixed-use hotel/residential development in lieu of an all-residential 40B Comprehensive Permit.

Long-Term Planning



As a further step in moving towards corridor planning, planners successfully applied for the Boston Region Metropolitan Planning Organization's (MPO) Federal Fiscal Year 2019 Subregional Priority Roadway Study for Boylston Street (Route 9 west of Gateway East). Fully funded by the MPO, this work will result in concept designs for improvements to the entire cross-section of Boylston Street, including pedestrian and other non-vehicular movement, landscaping, lighting, etc. Under the leadership of neighborhood leaders Tom Nally and Wendy Machmuller, the division completed a Boylston Street Visioning and Planning process for the area of Boylston Street between Brington Road and Gateway East. Continued neighborhood conversations and the MPO infrastructure study will lead to implementation strategies in 2019.

Published in March 2018, the Strategic Asset Plan and Major Parcel Study have already served as valuable resources for Town boards in their discussions of possibly creating a land bank, reviewing the Capital Improvements Program, and acquiring or disposing of municipal property. Additionally, the Planning Board committed to continuing one-on-one conversations with large property owners that were initiated during the planning process.

Sustainability

Until the full-time Sustainability Program Administrator position was created, Senior Planner Maria Morelli continued to lead the Town's efforts with regards to sustainability, including providing staff support to the Climate Action Committee (CAC). The CAC, co-chaired by Select Board Member Nancy Heller and Werner Lohe, focuses on climate, energy and sustainability initiatives. Other CAC members include Building Commissioner Dan Bennett, Michael Berger, Ben Chang, James Carr, David Lescohier, Alan Leviton, Director of Health and Human Services Dr. Swannie Jett, Linda Olson Pehlke, Deborah Rivers, Kathleen Scanlon, David Gladstone, Ali Tali, and Don Weitzman.

During 2018, the Select Board adopted a Climate Action Plan (CAP), which prioritizes planning and program initiatives to achieve Zero Emissions by 2050 by both municipal services and the community at large. Additionally, the Town earned a Municipal Vulnerability Preparedness designation from the State, making the Town eligible for additional grants related to climate vulnerability. Other noteworthy accomplishments including securing a \$75,000 state grant to fund a 3rd party audit of all Town climate resiliency policies. Staff also researched and interviewed business owners to assist the Solid Waste Advisory Committee with a revised draft of the Sustainable Food Containers and Packaging By-Law, which passed at Town Meeting; this By-Law further reduces the use of non-sustainable materials within the Town of Brookline.

Brookline Housing Authority

The Brookline Housing Authority (BHA) is an independent public agency established in 1948 under MGL Ch. 121B. It provides affordable housing and extensive resident services. The BHA collaborates closely with the Town of Brookline and other community organizations.

Board of Commissioners

The Board consists of 5 Commissioners, four of whom are elected by Town voters. The fifth is appointed by the Governor of the Commonwealth. One Commissioner is a Housing Authority resident. Commissioners serve 5 year terms.

Michael Jacobs, Chair
 Joanne Sullivan, Vice Chair
 Barbara Dugan, Treasurer (Resident Representative)
 Susan Cohen
 Judy Katz (Governor’s Appointee)

Senior Staff

Patrick Dober, Executive Director
 Matthew Baronas, Assistant Director
 Sharon Cowan, Director of Modernization
 Geri Davis-Moye, Director of Finance
 Carlos Hernandez, Director of Subsidized Housing & Applications
 Maria Maffei, Director of Redevelopment
 David Perry, Director of Maintenance
 Lisa Brown, Executive Assistant

Public Housing Operated by BHA – 924 total units

<u>Housing for Seniors & Disabled</u>	<u># of Apartments</u>
Walnut Street Apartments 4-24 Walnut Street	24
Ralph Sussman House 50 Pleasant Street	100
Arthur O’Shea House 61 Park Street	100
Theresa Morse Apartments 90 Longwood Ave	100
John W. Kickham Apartments 190 Harvard	39
Col. Floyd Apartments 32-40A Marion Street 19-36 Foster Street Extension	60
<u>Housing for Families</u>	
Walnut Street Apartments 22 High Street	76
High Street Veterans 1-33 New Terrace Road 176-224 High Street 186-218 Chestnut Street	186
Egmont Street Veterans 51-85 Egmont Street 338-348 St. Paul Street 209-221 Pleasant Street	120

Trustman Apartments 86
 7-33 Egmont Street
 144-156 Amory Street
 337-347 St. Paul Street

Housing for People with Disabilities

Scattered Sites 33

Housing Vouchers Administered – 994 total vouchers

Section 8 Housing Choice Vouchers 955 vouchers
Massachusetts Rental Vouchers 39 vouchers

Application Procedures

Applications for all programs are available Monday through Friday between 8:30 A.M. and 4:30 P.M. at the main office, 90 Longwood Avenue, by calling (617) 277-1885 or online at www.brooklinehousing.org. Translation services are available through a telephone service and on the Housing Authority's website.

Accomplishments & Activities

- BHA continued its successful operations in 2018 with a vacancy rate of less than 2%, a 'clean' financial audit, strong scores on property inspections, and continued loyal service by a highly diverse staff of 37 women and men.
- BHA welcomed new staff leadership: Maria Maffei was hired as Director of Redevelopment, David Perry as Director of Maintenance, and Lisa Brown as Executive Assistant.
- BHA's strong relationship with the Brookline Community Foundation (BCF) continued to grow as BCF provided a historically high level of support to the BHA to Resident Services programs.
- The strong partnership between the Town of Brookline and BHA was demonstrated by the Select Board's vote for a long-term continuation of the PILOT tax agreement. The Town also agreed to construct new landscaping and parking for the BHA's Walnut St. Apartments as part of the Gateway East road reconstruction project.
- BHA and other groups hosted the premier screening of Brookline resident Aynsley Floyd's documentary *A New Lease* at the Coolidge Corner Theatre. The film tells the stories of residents at the BHA's newly constructed 86 Dummer St. property and demonstrates the great need for affordable housing.
- A gorgeous, colorful mural at the Egmont St. property was painted by BHA residents and unveiled at a community party in July. The project was sponsored by the Egmont St. Resident Association, BHA, Brookline Arts Center, Brookline Community Foundation, City on a Hill Church and mural artist Silvia Lopez Chavez.



Property Development

- BHA launched a multi-year initiative to rehabilitate its properties by hiring an architecture team, holding well-attended meetings with residents, and securing financing for the first major renovation – the seniors property at 61 Park St. The renovation of 61 Park is scheduled to commence in 2019. Rehabilitating the existing properties to preserve them for future generations is the BHA's top priority.

- Successful operations continued at the BHA's new property at 86 Dummer St. The property opened in 2015 and is the largest new construction of affordable housing in Brookline in more than 30 years.

Capital Improvements

The annual Community Development Block Grant funding provided by the Town to the BHA is critical to maintaining the properties in good condition. The BHA has a strong record of completing capital projects on time and on budget. The following capital repair projects were commenced or completed in 2018.

- New landscaping, sidewalks, and playground at the Egmont St. property.
- A renovated community room and resident services offices at Trustman Apartments.
- New emergency generators at 4 seniors properties – 50 Pleasant St., 61 Park St., 90 Longwood Ave., and 190 Harvard St.
- A new fire alarm system at 190 Harvard St.
- Replacement sanitary piping at High St. Veterans.
- Upgraded security cameras at the Col. Floyd seniors' property.

Self Sufficiency, Education & Health Programs



- **For Seniors:** Together with Springwell, the BHA provides independent living services and service coordination at all seniors properties, a community hot lunch at Morse Apartments, and Meals on Wheels. The BHA also partners with Jewish Family & Children's Services and other groups to provide exercise and nutrition classes and more.
- **For Students:** The BHA is a founding partner of Steps to Success (STS) along with the Public Schools of Brookline (PSB). STS provides comprehensive support to PSB students from low income families. In addition, the BHA operates after-school homework programs at the Trustman and High Street Veterans properties. The BHA led a School Supply Drive, providing 210 students with new backpacks and supplies at the start of the school year.
- **For Pre-Schoolers:** The Brookline Early Education Program (BEEP) and the Parent Child Home Program provide literacy programming to BHA parents and young children as well as weekly playgroups at the Walnut-High St. and Egmont

St. properties.

- **Job Training:** BHA's Next Steps program supports BHA adult residents with career development and job placement. The BHA also sponsors seminars in Financial Literacy and Tech Literacy.
- **English Literacy:** In 2018, the BHA's ESOL Program served 72 students in 8 class sections including special curriculum for immigrants and seniors.
- **Free Tax Returns:** The BHA offers free income tax preparation in partnership with the Allston Brighton Community Financial Management program. 233 BHA residents received this service in 2018, with average tax savings per family of \$1,525.
- **Food Assistance:** BHA continues its partnerships with the Greater Boston Food Bank (GBFB) and the Brookline Food Pantry (BFP). The BFP operates a food pantry at the Egmont St. property and serves 100+ people weekly. GBFB provides 30 pounds of



food per month for seniors. In 2018, BHA worked with Brookline Thrives and the Food Pantry to launch a take-home weekend meals program for PSB students.

- **Mental Health:** With BHA funding and collaboration, the Brookline Community Mental Health Center provides a wide range of counseling services and service coordination for BHA residents, as well as the Transitional Housing Program for formerly homeless households.
- **Community Policing:** The BHA teams with the Brookline Police Department in the “Walk and Talk” program. Select police officers are assigned to BHA developments. Crime rates at BHA developments are at or below town-wide averages.
- **Special Needs:** The BHA provides subsidy and services for people with various special needs in partnership with Vinfen, the Brookline Community Mental Health Center, the Pine Street Inn, Hebrew Senior Life, and others.

HUMAN SERVICES

Health Department

Dr. Swannie Jett, Director

Our vision is an inclusive community that is healthy, safe, connected & equitable for all. The mission of Brookline Public Health and Human Services Department (BPH) is to preserve, protect & promote the physical, mental, and environmental health of the Brookline Community. We collaborate with partners to reduce health inequities and respond to emerging public health challenges.

Administration



During 2018, the Department assessed the health status of the Town to increase programming and health interventions as necessary. The assessment led to increased health promotion surrounding vaping, affordable housing, climate change, and food security. The Department leadership structure was maintained, providing more access to the Health Commissioner, and allowing us to be more responsive to the community. In addition to the on-going biweekly management team meetings, periodic all-staff meetings with an educational component served to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$140,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, 10 well-qualified graduate students were recruited for internships for a variety of public health projects. We maintained our outreach campaign to enroll uninsured Brookline residents in the State's mandatory health insurance plan and created the Rat Task Force.

We also worked closely with other Town departments on a variety of policies relating to wild turkeys, recreational marijuana, opioids, tobacco, climate change, and rats. Scores of individuals and groups toured the Train Memorial Health Center, Brookline's first Green Building, and the building was featured as part of the national Solar Tour by the Northeast Sustainable Energy Association. In addition, the Jennifer A. Lynch Garden of Remembrance, located adjacent to the Health Center, provided a focal point for a number of public events. We also hosted a delegation from our Sister City in Nicaragua which included the Public Health Administrator from Quezalguaque.

Environmental Health

This Division, led by Assistant Health Commissioner Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections, swimming pools, solid waste handling practices, animal, insect, rodent control, and the abatement of general nuisances. Additional programs included asbestos removal, lead, hazardous waste, indoor air quality, and the enforcement of state and local tobacco control requirements.

This year the Division assisted in forming the Brookline Rat Task Force to address rodent control issues in the community in a more preventive approach which included Integrated Pest Management (IPM) practices. The Town was fortunate to be selected to do a pilot study testing a new pest surveillance device ActiveSense™ by CORTEVA Agriscience, a division of DowDuPont.



The Division completed all mandated inspections. The Division continued to post Food Service Establishment inspection reports online. The Town's Information Technology Department has been of great assistance on this project.

Mosquito control activities continued this summer as part of the IPM practices. We treated 3,500 Town catch basins and wetlands with a bacterial larvicide, to prevent the hatching of adult mosquitoes. We maintained our surveillance system for mosquitoes.

We helped enforce the Town's policy on snow removal with the DPW, implementing new regulatory requirements and fines. Also, working with town departments, we continued two programs mercury and CFL/fluorescent light recycle. We also received support from the State Health Department to continue our safe sharps disposal program. This year we expanded the program by adding a sharps kiosk at the Police – Fire Department Administrative Building.



We continue to respond to numerous requests for information on indoor air quality, mold, lead and solid waste disposal. Also, we offered rabies vaccination clinics which included a low cost microchipping for resident's pets.

Our sealer of weights and measures tested all town weighing and measuring devices, taxi meters, and scanners to ensure accuracy. This year his inspections included scales for the licensed medical marijuana facility in Brookline.

We continued implementation of the revisions to the Town by-Laws restricting the use of plastic bags and polystyrene in food and retail establishments and polystyrene in food service establishments in addition to the requirement to offer public water to patrons of sit

down food establishments.

Lastly, we assisted with plan review for a variety of 40B projects planned in the community addressing trash/recycling, nuisance and construction management concerns. In addition to attending the many inter-department planning and community meetings for the pending adult marijuana facilities planned for the community.

Child Health

Under the direction of Gloria Rudisch MD, MPH, the Division of Child Health continues to be the Department's liaison with School Health Services nursing leadership. The Department continues to support the reapplication of the School Health Services for a renewal of a state health-based grant. Brookline Public Health provides consultation and helps implement prevention programs related to school health. In addition, we maintain a regular schedule of child immunizations staffed by the Public Health Nurse and with physician backup. Over 300 children were served.

Our Day Care Resource staff, experts in areas of child development, has served as resource consultants to day cares. They also provide educational and training sessions to day care directors and staff. Also, they continue to work with Parks & Open Spaces Division to maintain equitable use of Brookline parks by the day cares.

Community Health

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, community immunization, climate change, elder health programs, healthy eating, and physical fitness. Again in 2018, the Division celebrated International Day of Yoga, holding its very popular annual outdoor yoga class on the Summer Solstice when 175 Brookline residents took a yoga class, with musical accompaniment, at Cypress Field.



BPH was awarded a 4 year, state funded program, the Massachusetts Tobacco Control Program, to continue work on tobacco control. Brookline will serve as the lead town for the grant, "the Seven Communities Collaborative," involving 6 additional towns. Paula Silverman, MPH, was hired as coordinator for this program. Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law.

The Women's Health campaign involved organizing educational programs and screenings. We participated in the annual "Walk a Mile in Her Shoes" to call attention to domestic violence. Also, with our partners at Beth Israel/Deaconess Medical Center, the Department promoted a series on healthy aging/health issues for seniors. We continued to work with town departments to train staff in the use of Automatic External Defibrillators (AEDs). Currently, there are over 30 AEDs in town buildings in strategic locations, in addition to those in all emergency response vehicles. Employees in all town buildings and schools where AEDs are located now have received CPR/AED training.

During National Public Health Week in April, the Department sponsored a variety of well-attended events. Renowned national public health leaders, Philip Duffy, PhD, Woods Hole Research Center; and David Hemenway, PhD, Harvard T.H. Chan School of Public Health, spoke on Climate Change and Gun Control, respectively, at evening talks. Jon Mattleman, popular local therapist, attracted more than 250 parents to his talk, The Secret Lives of Teens and Tweens. We continued to co-sponsor monthly American Red Cross blood drives at the Main Library.



Community Health played a key role in organizing "Car Free School Day," designed to educate school age children about climate change. We cosponsored several initiatives with the Brookline Food Pantry, continuing an October "Fresh Produce Food Drive" in conjunction with the Brookline Farmers' Market as a part of a national Food Day celebration. Numerous overflowing bins of fresh produce, purchased by Brookline residents were delivered to Brookline's two food pantries as part of this event.

The Division strengthened its relationship with two related Brookline community programs. As a result of our work on Car-Free School Day, Community Health has now become affiliated with the School Department's recently reformed "Safe Routes to School" subcommittee. We also expanded

our collaboration with the Select Board's Committee on Climate Change and CAB (Climate Action Brookline) in their initiatives to raise awareness about reducing Brookline's "carbon footprint."

Emergency Preparedness

Part of the Town's cross-departmental Emergency Management Team, which meets regularly to prepare for the possibility of a large scale emergency, the Office of Emergency Preparedness coordinates planning for potential pandemics as well as medical countermeasures to bioterrorism. Led by Emergency Preparedness Coordinator Cheryl Anne Snyder, MS, the Office is funded entirely via grants received from the Centers for Disease Control and Prevention and the Department of Homeland Security. In 2018, the Office received over \$85,000 in grant funding. Emergency Preparedness staff work to build strong relationships with regional, state, and national partners.

The Office coordinates nearly 280 volunteers, who serve as members of the Brookline Medical Reserve Corps (MRC). Brookline MRC volunteers provide support for local activities throughout the year, and prepare to assist department staff in the event of an emergency. In 2018, Brookline MRC volunteers contributed nearly 1,200 hours of volunteer services to the Town, worth approximately \$35,000. Brookline MRC volunteers attend a variety of preparedness trainings in Brookline and beyond; volunteers also assist with annual events in Town, including support for the Boston Marathon, Lunar New Year, Real Food Day, and Walk a Mile in Her Shoes events. In the fall, more than 70 volunteers supplement department staff to provide flu shots to the Brookline community via 3 town-wide immunization clinics.

In addition, Emergency Preparedness staff work with a variety of local organizations to increase community preparedness and resiliency throughout Brookline. For example, the Emergency Preparedness Buddies Program – developed in cooperation with Brookline Police and the Council of Aging – helps vulnerable adults and elders prepare for emergencies. EP Buddies Program trainings are delivered on site at Brookline Housing locations, as well as other elder and disabled residential sites in Town. The Office also provides preparedness training, information, and supplies to the community.

Public Health Nursing/Epidemiology

The Public Health Nursing/Epidemiology oversaw the investigation and control of over 350 reports of communicable disease. The 2018 influenza season was severe and we assisted several schools and long term care facilities with outbreak control. Also, the division received over 90 reports of humans exposed to animals. This included reports of 52 bats found in homes in Brookline.

We continue to utilize MAVEN and MIIS (secure, web-based surveillance programs) to receive reports, add information, track trends.

Immunization clinics for under-insured children administered 618 immunizations required for school entry. The division also maintains and distributes lists of clinics that can provide medical treatment for these children. Regularly scheduled blood pressure screenings provided 80 patient visits and the annual flu clinics provided more than 1000 flu vaccinations.

Also, we responded to over 500 inquiries on topics such as travel health, immunizations and mosquito disease incidence.

Substance Abuse and Violence Prevention Program for Youth

This Division, led by Mary Minott, LICSW, is a town/school partnership coordinating prevention and intervention services for Brookline youth and their families. Based on data from the Department's Brookline Student Health Survey, the Division's 2017-18 strategic action plan focused on the prevalence of marijuana use and binge drinking and the impact on teen mental health. We received a Brookline Community Foundation grant for \$25,000, and a \$15,000 subcontract grant from the Massachusetts Department of Public Health, as part of a 4 town collaborative.

The Division's Prevention Services include B-PEN and the Brookline High School Peer Leadership Program. B-PEN provided education and resources to parents through weekly PTO blasts, PTO presentations, and the Public Health Week forum. Topics included underage alcohol, marijuana and other substance abuse, healthy

relationships/teen dating violence prevention, healthy media use, and teens and stress. The B-PEN website provides up to date information on raising healthy teens for parents and treatment resources.

This year, we hosted a wellness summit on the impact of alcohol and marijuana use on adolescent mental health with over 100 participants. The Peer Leadership program trained 45 high school students who provided substance abuse and teen dating violence prevention presentations to 800+ students and six workshops.

Referrals come from the Brookline schools, police, parents, and individuals. We provided substance abuse assessment, treatment planning, counseling and referrals, serving over 200+.

Advisory Council on Public Health

A dedicated group of 6 unpaid volunteers continue to serve as members of the Advisory Committee on Public Health (ACPH); Dr. Anthony L. Schlaff, Cheryl Lefman, Patricia Maher, Dr. Peter Moyer, Dr. Nalina Narain, and Gretchen Stoddard. Meeting monthly, the Council provides the Health Commissioner with advice on budget, policy and Town Meeting issues; health needs assessments, and operations.

ACPH was involved in several public hearings in 2018.

In the public hearing regarding warrant article 31, ACPH voted 6-0 for the supporting the warrant article as one that promotes the long-term public health of the planet. ACPH supports societal use of the precautionary principle, which holds that chemicals should be proven safe before being introduced into the environment. In addition, ACPH supports efforts to move towards a sustainable economy that requires recycling of all products of production. Use of polystyrene, and other plastics, when disposable options are available, violates both of these important public health concepts, and Brookline should be a leader in adopting healthy practices for all.

In the public hearing that was held to listen to citizens' concerns regarding recreational marijuana, ACPH voted 6-0 for the following recommendations:

- Support the General By-Laws proposed on marijuana establishments
- Recommend a cap on retail marijuana licenses to 3 to avoid saturation of the town
- Support the proposed Zoning By-Law
- Support the proposed Article on Marijuana, Hemp, and Hemp Products
- No onsite consumption of marijuana products
- Physical separation of medical and recreational marijuana establishments should occur
- No residual retailers
- No solvent-based extractions in residential neighborhoods
- Only organic pesticides should be used in the cultivation process
- Child proof containers for anything sold including candy
- Environmental inspections occurring every month for the first 6 months
- Hot-line for reporting if someone becomes poisoned
- Funds should be designated from Host Agreement and Community Impact Fee for patient education, community awareness campaign, and enforcement

Friends of Brookline Public Health

In 2018, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its 19th year. The goal this year was moving towards to obtaining its 501(c) (3) status by recruiting more members who are interested in supporting local organizations. At the annual meeting of the Friends of Brookline Public Health on Tuesday evening, April 2, 2018, the Friends awarded mini grants to 3 Brookline-affiliated organizations. Those funded include:

Climate Action Brookline

Climate Action Brookline was awarded \$400 to cover the costs of implementation and publicizing of the many events that will be taking place during Brookline Climate Week 2018, April 7 – 14, 2018 (i.e. shared events and Three R Depot). The events highlight low carbon food, biking, renewable energy, climate change, and green spaces, providing the community of Brookline with various educational and hands-on activities throughout the week.

Brookline-Quezalguaque Sister City Project

The Brookline-Quezalguaque Sister City Project works with the sister city of Quezalguaque, Nicaragua, on a water system improvement project, particularly the need for working disinfection systems. The \$400 mini grant they received will go toward purchase of the Hach Pocket Colorimeter, which can perform measurements of chlorine and residual chlorine in Quezalguaque water systems.



Brookline Farmer's Market

The Brookline Farmer's Market was awarded \$400 to assist with the Brookline Farmers' Market Supplemental Nutrition Assistance Program (SNAP) Match Program. The SNAP program doubles the purchasing power of customers using SNAP dollars by providing them with a 100% match, up to \$10 per market, in order to purchase locally produced, nutritious food.

The Friends also held the Annual Meeting during Public Health Week. Dr. David Hemenway was invited to speak on Wednesday, April 3 at the Annual Meeting of The Friends of Brookline Public Health, where he received the Alan Balsam Public Health Leadership Award.

Council on Aging

Ruthann Dobek, Director



The Brookline Council on Aging is a resource for residents over 60. Our mission is providing social services that allow people to remain independent. We operate the Senior Center 5 days a week with some evening and weekend programs. We also work with Town agencies to provide a rich environment that makes the quality of life better for everyone. <http://www.brooklineseniorcenter.org>

Services

- Geriatric case management, mental health support groups
- Home care: meal prep, errands, cleaning, shopping
- Income tax preparation, job search, computer skills, property tax work off
- Health: blood pressure, podiatry, hearing, flu clinic, Reiki
- Legal clinic
- Transportation: taxi discounts, bus, van, TRIPPS, rides to eye appointments, ride sharing
- Fuel assistance
- Advocacy: SHINE counseling, mental health, SNAP food stamps
- Food pantry, food commodity program, daily lunch
- Fitness center
- Medical equipment loans
- Memory café
- Monthly News and Events, Elder Resource Guide

Advocacy and Financial Assistance

The Council worked with the assessor's office for property tax relief. A taxation aid fund was formed. A Home Rule Petition increased eligibility income. The number of tax work off slots is 35.

TRIPPS

TRIPPS educates and supports people transitioning from driving to not driving. Volunteers and staff held 18 educational programs. TRIPPS developed a curriculum to navigate Uber and Lyft technology.

Vibrant Assistive Technology Program

The Mass Association for the Blind partners with us to host their VIBRANT program that helps visually impaired and blind people access new technology.

HELP

HELP celebrated its 31st anniversary as a homemaker service that finds trained affordable workers to assist seniors with meal preparation, errands, cleaning and companionship. 486 people were helped by 88 workers.

Volunteers

- Eleanor Small was named volunteer of the year at the volunteer luncheon. She was cited for her work with the food pantry, the craft fair and the gift cart. She co-leads the out to lunch bunch and is an avid bridge player.



- Brookline High School's shop program was named Community Partner of the year for its students who do grocery shopping for seniors.
- Volunteers lead seminars, coach ping pong, run the food pantry and reception, and serve as board members. Attorneys staff the legal clinic. 364 people filled 693 jobs.

BCAN (Brookline Community Aging Network)

BCAN makes Brookline a better place to age gracefully. <http://www.BrooklineCan.org>



- The Age Friendly Business campaign recognizes businesses that are hospitable to older adults. A business applies for an age friendly designation. Features include accessible bathrooms, discounts, and audio, spatial, visual and lighting enhancements.
- At the September annual meeting "Celebrating Age Friendly Businesses," awards went to the Brookline Chamber, the Economic Development Advisory Board and the Coolidge Corner Merchants Association. The panel: Paul Saner of the Economic Development Advisory Board, Kyle Perzanoski of Brookline Bank, David Leschinsky of Eureka! Puzzles and Katherine Tallman of the Coolidge Corner Theatre explored the age friendly mission.
- BCAN also participates in Hello Brookline with the Mass Coalition for Serious Illness Care, ensuring that "what matters most" in health care is available to all.

Budget

- The Town provides about 70% of the operating budget
- The Council, with help from its nonprofit, the Brookline Multi Service Senior Center
- Corp, supplements the budget with federal, state and private grants along with donations and proceeds from the Annual Benefit
- Massachusetts raised its funding to \$12 per elder

Grants

- Community Development Block Grants support our taxi discounts
- 1 family foundation underwrites the Drawing for Pleasure class, and another supports monthly birthday parties
- The Brookline Community Foundation supports the Tuesday food pantry. This year, 26% of seniors responding to our survey reported having no food for a whole day 1-10 days the previous month. An additional 18% went to bed hungry at least once in the previous month. The cost of housing and medical care often exceeds income.
- Rep. Joe Kennedy works the pantry
- TRIPPS received the last of a 3 year grant from the Mass Dept. of Transportation
- A grant from ITN America provides free rides to eye appointments.



Fundraising

Transportation is the main focus for fundraising. The majority of that money is raised by the Annual Benefit. Private donations allow us to offer Lyft/Uber ride sharing.

- The Brookline Rotary provides gas and oil for our vans. The driver's salary is covered by our nonprofit.
- Wade Horowitz LaPointe LLC was honored at the Benefit for its work in elder law, estate planning and advocating for older adults and LGBT causes. The attorneys volunteer in our legal clinic. We honored Ellen Wade, Gail Horowitz, Michelle LaPointe and Katelyn Versiackas for their help in supporting our mission.



Programs

The Council collaborates with nonprofits, Town departments and local businesses for a variety of programs. Highlights:

- Chinese New Year/August Moon
 - Piatigorsky Foundation concert
 - Black History month
- Brill Building songwriters
 - Impressionism by ArtMatters
 - Russell Museum at MGH program
 - Trader Joe's getaway party
 - Underground Railroad tour
 - Dick Flavin poetry program
 - Brookline Open Studios site
 - Marie Lavine memorial concert
 - Elks BBQ and holiday dinner
 - Documentary films
 - New Repertory Theatre shows
 - Recreational marijuana seminar
 - Election forums
 - Identity theft program
 - Getting started in genealogy
 - Sexual harassment in older communities
 - Storing digital photographs
 - Big ideas TED talks
 - Monet's magic workshop
 - Public health policy forum
 - Brain healthy cooking
 - Adventures in mindfulness workshop
 - Medical Qigong
 - Memory café day camp

Staff Transitions

- Kate Jovin, LCSW and Michael Allen, LCSW are new clinical social workers
- Jessica Milley-Gee is administrative assistant to the director
- Agnes Rogers retired as chair of the Council on Aging and serves as an honorary director
- Roberta Winitzer served as interim chair
- Yolanda Rodriguez is the Council's new chair - she was a town meeting member for 8 years and retired as Department Head for Mathematics from the Wellesley Public Schools. She serves as Treasurer for Springwell.

Our success is due to the dedication of staff, volunteers and our board. We're grateful to everyone who helps us ensure Brookline is a desirable place to live. We look forward to enriching our services and as always, we invite the community to get involved.

Age-Friendly City Committee

The Age-Friendly City Committee coordinates the Town's participation in the World Health Organization's Age-Friendly City and Community initiative. The Age-Friendly City program is a long-term, multi-dimensional effort to that Brookline addresses the needs of people of all ages. When Brookline joined the initiative in 2012, it was the 1st municipality in New England to do so. The Brookline effort calls attention to the remarkable set of age-friendly features that were already in place when the initiative was launched. The Brookline program is a collaboration involving Town government, the Council on Aging, and BrooklineCAN. The initiative relies heavily on volunteer effort provided by BrooklineCAN. Through the initiative, Brookline:

- Encourages full participation of older residents in community life
- Encourages activities that enhance the health and well-being of older residents
- Assures strong supports for vulnerable older residents

The sectors in which the committee is active include information dissemination, housing, transportation, health, public safety, financial security, parks, and recreation. Participating Town departments include Council on Aging, Library, Public Works (Transportation, Parks, Highway, and Engineering Divisions), Recreation, Police Department, Fire Department, Planning Department, Assessor's Office, Health Department, Veteran's Services, and Office of Diversity, Inclusion and Community Relations.

Recent accomplishments include:

- Dissemination of information on age-friendly services through the Age-Friendly television show on Brookline Public Access television
- Placement of "Age-Friendly Brookline" signs on streets at Town entrances
- Exploration of an affordable senior housing development above the Kent-Station Street public parking lot
- Formation of a standing Pedestrian Advisory Committee appointed by the Transportation Board
- Reduction on interest rates on deferred taxes for participants in the tax deferral program
- Expansion of income eligibility for the tax deferral program
- Expansion of the number of positions in the property tax work-off program
- Placement of participants in the tax work-off program in Brookline schools
- Publication of a brochure on age-friendly parks in Brookline
- Completion of a grant-funded Pedestrian Right of Way Survey on Beacon Street and Harvard Street
- In 2018, TRIPPS, a travel advisory service offered by the Council on Aging supported 18 public events in Brookline that reached 349 individuals. These included classes on ridesharing and information sessions on public and private transportation options available to Brookline seniors.

A full report on the Committee's accomplishments in 2017-2018 and plans for 2019 are available on the BrooklineCAN website: <http://www.brooklinecan.org/agefriendly.html>. The committee is seeking 2 additional citizen members. Interested individuals should contact one of the co-chairs.

Members:

- | | |
|---|--------------------|
| • Nancy Heller, Select Board Member, Co-Chair | • Lloyd Gellineau |
| • Ruthann Dobek, Council on Aging, Co-Chair | • John Seay |
| • Frank Caro, BrooklineCAN, Co-Chair | • Shirley Selhub |
| • Saralynn Allaire | • Matthew Weiss |
| • Saul Feldman | • Roberta Winitzer |
| • Anne Reed | • Henry Winkelman |

Veterans' Services

Bill McGroarty, Director

Massachusetts General Laws (MGL-115) mandates the Brookline Department of Veterans' Services to assist Brookline veterans and/or their dependents with living and authorized medical expenses. The Brookline Department of Veterans' Services administers emergency veteran's benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town of Brookline appropriates 100% of the monies needed to assist the veterans and/or their dependents. A monthly report is submitted to the Massachusetts Department of Veterans' Services. Per Massachusetts General Laws, Chapter 115, the state is required to then reimburse the Town of Brookline up to 75% of all approved emergency benefits.

The Department serves as a conduit in filing for all Veterans' Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. We continue to utilize the VA expedited claims format for service connected disabled whenever possible to reduce their wait time for benefits by more than half. Residents are encouraged to stop by or call (617) 730-2112 if they have any questions or concerns pertaining to state and federal veterans' benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were entitled to, and in many cases desperately needed. Brookline veterans and qualified dependents have received over \$70,000 this year in new VA pensions.

Our office continues to work with the Boston VA Medical Center as they try to improve health care services. Networking with the VA staff we are now able to get our veterans into the medical services within 2 or 3 weeks rather than the same number of months. For Brookline veterans who find themselves without health insurance, VA Healthcare is an essential lifeline. VA Healthcare provides thousands of dollars in savings to our veterans, which both keeps people in their homes and contributes to the economy of our Town. We assisted over 40 veteran registering for VA health care or obtaining VA medical treatments and or prescriptions

The Office of Veterans' Services manages a Veterans' Work Program to employ veterans with the Town temporarily, providing them financial assistance as they continue their education or seek their 1st job after leaving the service, graduating college or starting a new career. The Office of Veterans' Services also provides additional job services to help veterans to secure gainful employment in their chosen career path. The internship program also provides a well-trained and motivated temporary work force to assist Town departments.

Veterans returning from war are in need of many assistance programs, including rehabilitation for hidden injuries such as TBI (Traumatic Brain Injury) and PTSD (Post Traumatic Stress Disorder). Sometimes these service conditions do not manifest themselves for years after the veteran has returned home. We are working with the VA Medical Center to assure that returning veterans are apprised of all available resources and to strongly advocate to ensuring they receive all necessary medical care. In 1 example, we assisted the veteran in obtaining VA treatment, a pension, and provided transportation to critical mental health and physical therapy appointments. The veteran is now being treated for PTSD, in receipt of a VA disability pension, has been approved for VA vocational rehabilitation training, and will be starting college in the fall.

Almost 5,000 veterans' graves are decorated annually for Memorial Day. Our office also coordinates the Town's Memorial Day and Veterans Day Observances. This Veterans Day we marked the 100th anniversary of the World War I armistice. During the Veterans Day ceremony we honored fallen Brookline WWI hero PFC Albert Edward Scott "Scotty" who gave his life at the age of 16 stopping a German attack. The Town of Brookline posthumously awarded PFC Scott a Brookline High School Diploma, the Arthur Hurley Veterans Award and presented his Army Distinguished Service Cross. Special thanks to Select Board Member Heather Hamilton who represented PFC Scott during the ceremony.

The Department of Veterans' Services continues to assist the local American Legion and VFW post in maintaining and revitalizing the veterans' meeting hall building. The veterans' post hall is an important resource to our veterans and an asset that benefits the entire community.

Bill also works as the Emergency Management Planning Coordinator.

The Veterans' Office wishes to thank Head Clerk Claudia Leon for her dedication to our veterans and to their families.

Please visit our website, www.townofbrooklinemass.com/Veterans

Brookline Honors WWI Hero PFC Albert Edward Scott



Veterans Day 2018



PFC Albert E. Scott Age 15

Brookline Commission on Disability

Saralynn Allaire, Chair

The Commission members were Saralynn Allaire, Myra Berloff, Select Board member Ben Franco, Rob Heist, Ann Kamensky, Joan Mahon, Deputy Chairperson Jim Miczek, Elaine Ober and Henry Winkelman. Ten monthly meetings and 13 subcommittee or ad hoc meetings were held.

Seven applications for variances from MA CMR 521 access codes were reviewed, and the Commission's opinions submitted to Mass. Architectural Access Board. Commission members attended hearings requested by the Commission regarding two variance applications; both situations were resolved satisfactorily.

The Brookline Police Department requested the Commission's help in revising the existing 9-1-1 Disability Indicator Form. A subcommittee was formed for this purpose; work progressed, but was impeded by Town staff changes. The project is now being directed by the Emergency Preparedness Department.

Access improvements continued in the Coolidge Corner area. The audible pedestrian signal requested by blind residents was installed at Centre and Williams Sts., and two HP spaces were added to Harvard Ave. An accessible (HP) space is still needed in the Webster St. lot; this was added to the 2018-19 DPW work plan.

Long term goals were developed by the Commission and are now posted on the Commission's web page. Videos developed by the New England ADA Center on disability awareness among seniors were also placed there.

Jim Miczek requested that signs be placed on HP sign poles prohibiting bicycle attachment, as the bicycles block van ramps and car doors. The Commission obtained approval for the signs and arranged for their installation.

A Commission subcommittee examined the data from the Pedestrian Right of Way survey of Beacon St. and Harvard Ave. sidewalk access problems; members rated each problem according to need for repair. The results were provided to DPW and the Pedestrian Advisory Committee. DPW will use the results when doing sidewalk reconstruction.

In July, the Commission budgeted funds from the 2018-19 HP fine fund. Members approved fund use to pay for the signs prohibiting bicycle attachment to HP sign poles, as the signs are not required by law.

Members represented the Commission at the INSPO/EXPO and Brookline Day events. Several members attended a Review of Architectural Variances Training held at Boston City Hall, the Boston Regional meeting conducted by Massachusetts Office on Disability (MOD), and joined the Commissions on Disability Association in writing a letter to support Commission involvement in hiring a new MOD director.

Roger Blood gave presentations to the Commission on housing initiatives that could benefit people with disabilities. The Commission will review specific proposals as they become available.

Cindy Lee became a liaison between the Commission and the Transportation Board. She brought a proposal to curtail parking on the east bound side of lower Beacon St. for use by bicyclists during the AM commute to the Commission's attention. The proposal was reviewed, and primarily because HP space use was also curtailed, the Commission voted to oppose it. A trial of the proposal was delayed until Spring 2019.

Diversity, Inclusion and Community Relations

Dr. Lloyd Gellineau, Director

The Office Diversity, Inclusion, and Community Relations continued its promotion of events and activities that aid the Brookline community to become more culturally competent and to be informed of the achievements and the barriers faced by our protected classes. In the fall the Office hosted and helped organize a Roland Hayes Event featuring the Front Porch Arts Collective. The program allowed participants to enjoy scenes from *Breath and Imagination* free of cost and distributed tickets to the full production at a discounted rate to students and low income families. The Office hosted and organized an Unconscious Bias Workshop for Town Employees and Commission and Board members. The workshop allowed participants to view how bias affects relationships, attitude, and communication in a work setting. As part of an ongoing Civic Engagement Initiative the Office hosted and organized a workshop in collaboration with the Massachusetts Family Organization for Change; *Serving on Groups*. This four week workshop offered participants an opportunity to learn and build on skills that are useful on decision making groups; such as Commissions and Committees. In the spring, in conjunction with the Brookline Health Department, and the Massachusetts Office on Disability, a Service Animal Training was held for Brookline food retail establishments and restaurant owners/managers. The Office continued to provide logistical support and consultation to the John Wilson Committee as the Committee prepared to have the portrait sculpture of Martin Luther King, Jr. installed in Town Hall and held an unveiling event in January.

In conjunction with the MLK Committee, the Office provided staffing and logistical support for MLK Day events, as well as applied for a grant to collaborate on the creation of a Civil Rights Documentary, produced by Harvey Bravman. The Office continued its logistical support for the Lunar New Year Event, the AAPI Essay Contest program, Women Who Inspire Us program, and the Women's Commission's Dress for Success program. The Office also continued its collaboration with the Domestic Violence Roundtable and Jennifer A Lynch Committee Against Domestic Violence. The Office continued to update the Thrive Guide - the online information and resource guide for Women and Girls Thriving initiative and worked to create a new Employment Portal. The Office provided consultation and logistical support to the Annual Youth Awards, and the Annual Public Health Forum.

The Office began to address the completed ADA Transition Plan by creating a Communication and Auxiliary Aid Request Procedure, Fact sheets on Service Animals and Mobility Devices, and by reaching out to Departments to collaborate with plans to move forward addressing the individual barriers to accessibility. The Office received grant funds from the Massachusetts Office on Disability to address issues with curb cuts in Coolidge Corner and collaborated with DPW to move forward with construction/renovation of the identified curb cuts.

The Office continued in an active membership of the Government Alliance for Racial Equity (GARE) and has been participating in webinars, and cross consultations with cities/towns across the United States that are doing racial equity work. The Office, in conjunction with the Town Administrator's Office, held a second GARE training program for Senior Management. From this training, the Office began a Job Fair Initiative to address the diversity of the Town employee applicant pool. The Office registered for several Career Fairs at local Universities and forged relationships with Career Center Program Coordinators. Departments collaborated to be present at different Career Fairs and represent the Town. As part of GARE, the Office has met with community groups to begin the formulation of work groups that will be tasked with reviewing Town functions and policies for barriers as they relate to racial equity. The Office implemented a Civic Engagement Initiative based off of the results from a past survey to assess barriers to civic engagement within Brookline. The Office began monthly Community Quizzes to increase engagement with the Office and website visitation. The Office also began holding Pop Up Town Halls at different accessible locations throughout Brookline; featuring resources, materials, and networking opportunities from a variety of Town Departments and community groups. The Office continued to collaborate with the League of Women Voters to increase citizen participation in Town government. The Office also created, circulated, and analyzed a demographic survey of Brookline's elected Officials, Commission, and Board Members to better understand the current demographic makeup of decision making groups within Brookline.

The Office processed 4 complaints regarding racial or cultural discrimination. The Office processed 32 ADA complaints this year; 23 of which were successfully resolved. The Office also assisted with 14 MassHealth applications.

Brookline Commission for Diversity, Inclusion, and Community Relations



The Commission for Diversity, Inclusion, and Community Relations (CDICR) works to support a welcoming environment by advancing, promoting and advocating for the human and civil rights of all persons who come in contact with the Town of Brookline, including residents, visitors, persons passing through the Town, employers, employees, and job applicants through education, awareness, outreach and advocacy.

In 2018 the following commissioners served on the CDICR: Sandy Batchelder, Malcolm Cawthorne, Jessica Chicco, Alex Coleman, Manny Howard, Sean Jaynes, Yvette Johnson, Joan Lancourt, Bob Lepson, Tony Naro, Kelly Race, Dwaigh Tyndal, and Kea van der Ziel. Sadly, we lost a champion for diversity when Manny Howard passed

away in October.

The liaisons to the CDICR are: Bernard Greene – Select Board, Michael Gropman – Police Department, Lloyd Gellineau – Director of Diversity, Inclusion, and Community Relations, Suzanne Federspiel – School Committee, Vishni Samaraweera – Brookline High School.

The CDICR accomplishes most of its work through its 4 committees:

- Outreach and Education
- Employment Diversity
- Fair Housing
- Complaint Screening

The Outreach and Education Committee continues to work to build community in Brookline. In February, the multi-lingual “Welcome” posters were distributed to Brookline businesses, organizations and public buildings. Following the poster distribution, a Unity Day celebration was held at the Lincoln School. In June the second annual Food Truck Friday was held at the Driscoll School.

The Employment Diversity Committee annually analyzes the EEO statistics and employee demographics for the Town and the Schools. The committee works with department heads and Human Resources to expand diversity recruitment efforts.

The Fair Housing Committee continues to explore approaches to educating the public on fair housing issues. The committee has expanded the scope of its efforts to include affordable housing issues.

In the spring, the commission held public hearings on 16 Warrant Articles relating to diversity and inclusion. At Town Meeting, Commissioners gave endorsements in support of a number of Warrant Articles.

In 2018, CDICR meetings were held every month except August. A number of guests spoke at commission meetings. These included Patricia Wen, editor of the Boston Globe Spotlight team, who discussed the Globe series on racism.; David Hill, Head of the Brookline Police Union; Mason Dunn, Director of the Massachusetts Transgender Political Coalition who provided an overview of the November ballot initiative to remove protections in access to public accommodations in MA based on gender identity; and newly appointed Police Chief, Andrew Lipson who provided an update on the rollout of the Sanctuary City Policy.

Brookline Commission for the Arts

The Brookline Commission for the Arts (BCA) serves as the Local Cultural Council for Brookline. The BCA is responsible for the stewardship and disbursement of a yearly financial allocation from the Massachusetts Cultural Council (MCC) to fund local artists and arts and cultural organizations serving the Brookline community. The BCA also oversees the Town Hall Walls exhibition series, the Poet Laureate program, the annual Cultural Contributor Award, Celebrate Music Series, collaborates on Arts Brookline: A Season of Arts, serves as an approval board for public art requests for the Town, and as an advisory board to the Select Board on arts-related projects.

Grant-Making Activities

29 individuals or organizations applied for LCC grants in October 2018. Total amount applied for: \$30,993, a decrease of \$10,832 over 2017. BCA FY19 allocation from the MCC: \$12,000 – an increase of \$1,100 over FY18. Total amount granted to 18 applicants was: \$12,098 with an inclusion of \$500 in unencumbered funds and \$600 for administrative costs.

MCC grants

Were awarded to the following individuals/organizations in December 2018 for 2019 projects: Boston Artists Ensemble; Brookline Arts Center; Brookline Interactive Group; Coolidge Corner Community Chorus; Commonwealth Shakespeare Co; Gateway Arts; Genki Spark; John Root; Massachusetts Educational Theater Guild; New Repertory Theatre; Non-Event; Puppet Showplace Theater; Robert Guillemin; Shambhala Meditation Center of Boston; Studios Without Walls; Unbound Visual Arts.

Town Hall Walls

The program continued to thrive under the direction of three commissioners; Chris Santos, Courtney McGlynn, and Ilana Lescohier. The following local artists exhibited in 2018: Hannah Dunscombe, Martin R. Anderson, Doron Putka, Bailey O'Brien, Lora Brody, Frances Schreiber, Gabby Johnson, Hayoung Eum, Tom Ward, Giti Ganjei.

Other Activities

A Grant reception was hosted in May 2018 by the BCA at the Brookline Village Library to give each 2018 grantee the opportunity to make a short presentation about their project. The 5th annual Cultural Contributor Award was presented to Joe Zina, former executive director of the Coolidge Corner Theatre. **A Grant workshop** was hosted by the Commission in September for artists and organizations. This was free and publicized online, via email, and in the Brookline *Tab*.

Brookline Poet Laureate

Zvi A Sesling, Brookline's 3rd poet laureate, continued to work towards making poetry accessible throughout the community. Following is a small selection of his activities: hosted several community poetry events at Brookline libraries; read at Martin Luther King Day ceremonies; read at community events at Brookline Booksmith, Teen Center, Brookline Senior Center.

Personnel Changes

Daniel Gostin was appointed Chair and Betsy Frauenthal continued as Treasurer. Retirements: Elmer Sprague, Nancy Van Zant, Peter McDonald, Allyson Steinmetz. New members: Sara Erkal, Kebbie Ghaderi, Austin Seeley, Peg O'Connell.

Arts Brookline: A Season of Arts

2018 saw the 5th annual collaboration of the commission with Arts Brookline: A Season of Arts, to showcase the many talents of the Brookline artist community; present the Celebrate Music Series, and Brookline's 3rd Porchfest in June.

Brookline Commission for Women

The **Brookline Commission for Women** (BCW) strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline. We accomplish our mission by making ourselves a visible resource for women in the community; collecting and disseminating information on women's issues; cooperating with other town agencies, other women's commissions and service organizations for addressing women's issues; raising funds in support of our mission; offering programming consistent with our mission; and bringing women in Brookline together.

In March 2018, the BCW held its 26th annual essay contest among 5th, 6th, 7th and 8th graders. Each year, students are asked to write about a "**Woman Who Inspires Me**." The essay contest winners and the special woman in their lives are invited to a reception to honor these exceptional women who have impacted so many young people. Also as part of this event, the BCW honors one woman from the community who has made a remarkable impact on the Town and people who live here. The **2018 Brookline Woman of the Year** was Chloe Lara-Russack for her work as Executive Co-Director of the Artbarn Community Theater, a Brookline nonprofit for aspiring actors pre-school to high school. This event is held each March in celebration of National Women's History Month. In December 2018, the BCW held its **14th Annual Dress for Success Clothing Drive**. The Dress for Success program is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each client receives one suit when she has a job interview and a week's worth of separates when she gets the job. Thousands of pieces of clothing, gloves, scarves, shoes, accessories, and winter coats were collected during this 2 day drive for the Dress for Success program, as well as women in need in Brookline.

Looking forward into 2019, the BCW will further its work to support and promote women in Brookline. The BCW will continue to work with our local partners throughout the Town to identify and address the needs of women in Brookline.

We look forward to celebrating our **27th Annual Women Who Inspire Us Event** in March 2019. We continue to use social media to reach women in the community and share important news related to women, thereby making us more accessible and more informative to our community. New and ongoing initiatives have been added to our agenda which include forums on child care options in Brookline, partnering with the Brookline Health Department for a program during National Public Health Week in April, running our annual women and children's clothing drives, holding forums for women on important topics such as child care options, women's health and money management, and working to address hunger and food insecurity in Brookline.

Information Technology Department

Kevin Stokes, Chief Information Officer

Information Technology (IT) plays a key role in Brookline's ability to educate its children, provide employees with the necessary resources to operate more efficiently, respond to emergencies, and efficiently deliver services to the public. Investments in Information Technology and Services provide educators and students with the tools to innovate, explore, create and collaborate continually in new ways.

The mission of the Information Technology Department (ITD) is to promote and enable the use of Technology as a means to enhance the delivery of Town and School services to the community. The department is led by a Chief Information Officer (CIO) who serves in this capacity for both the Town and School departments. Overall department responsibilities include Town-wide IT leadership and vision along with management of a central IT Organization. The central IT department is responsible for the integration of all activities and resources designated as:

1. Enterprise Systems operation, data processing and integration for key administrative functions to perform;
2. Data and Telecommunications networks required to ensure connectivity and mission critical functionality for all key Town and School locations;
3. Protection of the Town's computer data and information assets and resources utilizing best practice cyber defenses;
4. Identification of opportunities in the implementation and support of new and existing technologies;
5. Support services necessary to ensure maximum use, user comfort and integration of key technology platforms.

The collective ITD manages the entire suite of Town & School Enterprise Applications, network connectivity to 49 locations and facilitates the introduction of new technology to improve process, efficiencies and public access to information.

The department consists of 3 sub-groups to best serve the needs of the organization. The Digital Services and Applications group, working together with our network and infrastructure group and Service Desk group now support 88 different applications and systems. While the implementation of cloud based applications has become more prevalent, the support model required evolves but does not diminish.

We continue to apply best practices in managing application life cycles, keep all major enterprise and cross-departmental applications up to date for security and for feature enhancements, and fine tune preventative measures to maximize uptime. In addition, we closely monitor application performance and operate with best practice change management processes in mind.

As in all previous years, the technology mix will continue to shift as products change and new vendors are introduced into the enterprise. For calendar year 2018, the IT department is pleased to reflect on the following accomplishments:

BrooklineMA.gov Gets an Update



Our website received a much needed update the past year that allowed for some additional consolidation of redundant content, along with additional content created to better promote and summarize key town departments, initiatives or outcomes.

With over 80 content editors, Town Departments, Town Meeting Members, and the community providing guidance, advice and suggestions, the year and half long project kicked off and continues on. In some aspects, website development is always on

going as new features and intentions can be easily added and modified as needed.

A major aspect of our most recent update was the introduction of the “quick connect “ buttons which allow for access some of the most desired content areas with a single button click. Additional feedback resulted in the creation of a consolidated **Get Involved** section which seeks to help the public better locate and become aware of volunteer opportunities.

Security Awareness Grant

Working with the Metro-Boston Urban Area Strategic Initiative (UASI), the Town was able to secure funding for multi-year IT security products to better protect our environment and users. The approved grant in participation with 11 other Municipal entities allows for standardization, best practice development and sharing a variety of IT Security related practices.

Notably, user awareness and education is a major priority for the upcoming year and a necessity given the challenges of today’s world. With a multiple year license secured, programs can be implemented which will baseline and measure employee familiarity and response to the evolving IT security landscape.

In the coming months, users will be provided with several options for education and guidance on a variety of technology platforms and topics. Working closely with the Human Resources department and individual line departments, we hope to develop a comprehensive IT security awareness portfolio that will ensure our employees have the guidance and tools necessary to be safe online and best protects the Town’s important information.

New DPW Application

Throughout 2018, the Department of Public Works and the IT department have worked together to upgrade to their next generation work order system powered by PeopleGIS. The new system creates an additional number of workflows and capabilities that allow for a seamless connection between the ticketing system and the mobile worker.

With the additional mobile capability, DPW staff can receive work requests and also manage, update and modify key data sets in the field. All of which allows for better data quality to ensure that work fixes and maintenance are properly recorded and immediately accessible

Additional reporting capabilities provide information on workload, staff hours spent and costs associated with projects, events and storms. Automated reporting allows for direct report generation which in turn can facilitate much simpler reimbursement and financial recovery based on a timely report and expense submission.

Finance Department

Jeana Franconi, Finance Director

Overview

The Finance Department is comprised of the Assessing, Comptroller, Purchasing, and Treasury Divisions.

TREASURY DIVISION

The Treasurer is pleased to submit highlights for the fiscal year ended June 30, 2018 below. For a full review of the Town's finances, please refer to the Report on Examination of Basic Financial Statements for the year ended June 30, 2018.

Cash Management

This Division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt, and the proper disbursement of all funds.

Town Cash & Investments	\$115,632,904
Library Cash & Investments	4,494,265
Retirement Cash & Investments	309,018,379
OPEB Cash & Investments	<u>46,036,209</u>
Total Cash & Investments	\$475,181,757

General Fund Investment Income earned for the year was \$676,889.

Bank Service and Credit Card Processing Fees

Through compensating balance agreements, we continue to minimize bank service costs. The Division also takes on the financial burden of credit card processing charges that are not covered by convenience fees. Costs for both categories totaled \$478,583.

Debt

As of June 30, 2018 the Town had debt obligations of \$157.6 million in principle and \$49.9 million in interest. During 2018, the Town issued \$43.3 million in new general obligation bonds for the Devotion School (\$33 million), Fire Maintenance Facility (\$3.8 million), Brookline Reservoir Park Renovation (\$1.9 million), School Building Envelope/Fenestration Repairs (\$838,000), Roof Replacements (\$749,000), Muddy River Reservation Restoration (\$657,000) and Pierce Playground Renovation (\$56,000). The Town retained its Aaa bond rating from Moody's Investors Service and S&P Global Ratings and was able to attain a true interest cost of 3.11%.

The Town also issued \$18.25 million in BANS for the High School Renovation with an interest rate of 2.5% and Water borrowed \$660,000 from the MWRA (zero interest) to make improvements to the Singletree Gatehouse and Water Tank.

Collections

Collections is responsible for the billing, collection, recording, and reconciliation of annual Real Estate Property Taxes (\$206.1million), Personal Property Taxes (\$3.2 million), Motor Vehicle Excise Taxes (\$6.5 million), Water & Sewer Utility Fees (\$26.7 million) and Refuse Collection and Disposal Fees (\$2.9 million).

Bill payers have the option to pay by phone (844-234-3779), online, at Town Hall, via mail, or use the drop box located in front of Town Hall.

Credit card transactions are assessed a convenience fee of 2.95% or \$1.00 minimum. Electronic check payments are charged a convenience fee of \$0.40. The Town does not receive any revenue from convenience fees. These fees are assessed by a 3rd party processor for the secure handling and processing of payments.

Property Taxes

Uncollected real and personal property taxes for FY2018 as of June 30, 2018 were \$2.1 million, representing a 99.2% collection rate.

As of July 1, 2018, the interest rate charged to seniors in the Town's Deferral Program is 2.33%. The rate changes annually dependent upon the U.S. 10-Year Treasury Note's annual average.

A new taxation fund to aid the elderly and disabled in paying their taxes was approved at the May 2018 Annual Town Meeting. Donations received will be applied to approved applicant's FY2019 tax bills.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of municipal lien certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and mortgage lending institutions depend upon this service. We issued approximately 1,200 MLC's during 2018. General Law requires that these documents be completed within ten working days of receipt.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle's license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise tax at the end of the year was \$284,590. We collected 96.7% of the approximately 33,000 bills issued.

Payroll

This division is responsible for the oversight of all payroll activities, including accurate and timely payments to all Town and School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues.

Summary

Treasury takes pride in providing a high level of quality service to all of its constituents. It is with much appreciation that the Treasurer acknowledges the dedicated staff tasked with the collection of taxes and the reconciling of all receipts and disbursements for the Town.

COMPTROLLER'S DIVISION

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller serves on the Brookline Contributory Retirement Board.

Accounts Payable personnel, in conjunction with input from a variety of Town Departments, continued to service nearly 5,000 active vendors, processing approximately 40,000 invoices during the calendar year.

The Accounts Payable personnel routinely audits all invoices before the payments are processed and then matches up the resulting checks with their supporting documents for archiving in-house. In addition, the accounts payable team has spent considerable time and effort training departmental users throughout the School and Town in the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the daily financial activities of the various Town departments and in the preparation of the Town's annual financial statements.

Personnel, Schools, DPW, Water & Sewer, Building, Fire and Police Departments are utilizing the General Billing module.

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports. Over 200 users in the Town and School offices have been trained in the Town's MUNIS Financial system and basic Crystal Report running.

Closing

The Comptroller and his staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of his staff, in conjunction with the efforts of other Town Departments, which have contributed to another successful year.

ASSESSOR'S DIVISION



Board of Assessors

L-R: Mark Mazur, Gary McCabe and Harold Peterson

The mission of the Board of Assessors is to assess all property in the Town of Brookline in a fair and equitable manner and in accordance with the laws of the Commonwealth of Massachusetts. Our purpose is to promote the fair and equal treatment of all taxpayers in the Town of Brookline in the administration of the property tax, motor vehicle excise tax and related exemptions; to assess all property at its full and fair cash value as of January 1 of each year and to employ valuation methods and techniques appropriate for each class of property and to maintain public records necessary to administer the taxes of the Town of Brookline and to objectively review the petitions and concerns of taxpayers. The Assessors, when necessary, will defend valuation appeals brought before the state Appellate Tax Board.

Accomplishments:

- The Assessors completed a full town-wide revaluation of all property in Brookline as of January 1, 2018 for fiscal year 2019 based on the state Department of Revenue's Standards for the certification of assessed values as required under section 56 of Chapter 40 of the General Laws. The Town received certification of values and approval of land use classifications by the Commissioner of Revenue per the requirements of section 2A of Chapter 59 on November 15, 2018.
- The result of the revaluation of all property is a town-wide increase in the total taxable value of 7.7% to \$25.1 billion, now the 4th highest assessed value of taxable property in the state (see table below for value by major property class).
- The Assessors also continued to provide assistance to the special committee established by the Select Board to review a 2016 Special Town Meeting warrant article to study the tax relief programs available to

Brookline senior taxpayers, including the modification or expansion of existing programs and the exploration of new programs. The result of the special committee's work was the authorization of three warrant articles before the 2017 Special Town Meeting that would make the following changes available to the town:

- a. Lower the current 5% interest rate on deferred property taxes to a rate tied to the one-year average of 10-year US Treasury constant maturity rate.
 - b. Petition the General Court to modify the existing statutory language of clause 41A of section 5, of Chapter 59 (tax deferral), to increase the income limit of eligible Brookline taxpayers in order to open the deferral program to more participants.
 - c. To establish a Taxation Aid Committee to oversee a special fund to aid qualified elderly and disabled taxpayers using funds donated through the tax bill process as a special, additional contribution.
- All of the special committee's recommendations have been implemented including the passage of Brookline's Home Rule legislation as Chapter 293 of the Acts of 2018 enabling the Town to increase the income limit for seniors to qualify for the tax deferral program under clause 41A of section 5 of Chapter 59 to \$86,000 from the previous limit of \$57,000. The new limit will be tied to the Senior Circuit Breaker Credit program for the category of 'married filing joint' returns, which will apply to all qualifying Brookline property taxpayers regardless of marital status.

2019 Objectives

- The Assessors will be implementing a pilot program to read property transfer records received from the Norfolk County Registry of Deeds electronically and extract from each land transfer document certain information required by the Assessors for tax administration purposes, including: record type and date of conveyance recording, interest conveyed, property location, land area (if applicable), name of the buyer, address of buyer, consideration paid (sale price), property encumbrances, easements, etc. The information collected from the deed will then be reviewed by the Assessors before the data is uploaded into the Assessor's database from the data-extract file. The electronic capturing of property transfer data will save the Town time and money and allow resources to be utilized in other data management areas. If the pilot program is successful in meeting its objectives, the program will be expanded to include all land transfer records beginning in fiscal year 2020.
- The Assessors will be working with the Town's ITD to develop a computer tablet data collection application utilizing existing Town licensed software for use in reviewing existing data and data changes on all residential condominium units. The collection of data electronically at a property will save the Town time and money and allow the Assessors to advance the data collection process beyond the current pencil and paper and data entry processes. The initial scope of work will focus on residential condominiums which do not require building measurements.
- The Assessor will continue to explore programs for on-line filing of certain required forms, including personal property tax returns (Form-of-List), State form 3ABC – Return of Property Held for Charitable Purposes, and commercial property income & expense statements, issued under section 38D of Chapter 59.
- The assessors will continue to be diligent in the discovery of taxable property and allowable levy growth due to new construction for fiscal year 2020 and beyond.

The table below contains the FY2018 and FY2019 total assessed values by major class and year over year percent change.

Property Class	FY18 Valuation	FY19 Valuation	Δ
Residential	20,984,513,500	22,455,633,846	7.0%
Commercial	2,101,745,700	2,397,389,496	14.1%
Industrial	16,169,600	19,873,100	22.9%
Personal Property	232,598,992	247,511,967	6.4%
Total Taxable Property	23,335,027,792	25,120,408,409	7.7%
Tax Exempt	2,298,721,300	2,792,121,358	21.5%

PURCHASING DIVISION

The Purchasing Division is responsible for the procurement of all goods and services for all Town and School Departments. The Division's role is to ensure that all Departments are getting the best value, by using the appropriate process: RFPs, bids, quotes, and good business practice. In addition, established state and cooperative contracts are also used. The procurement process complies with applicable laws, such as M.G.L. Ch. 30B, 30 39M, and 149, which were enacted by the State and adopted by the Town in 1990 and updated in 2016.

Purchasing also manages all contracts and agreements resulting from procurements that have been conducted for Town and School Departments. General Services is part of the Division, providing printing and mail support for Town and School departments.

Personnel

The Division staff consists of: Chief Procurement Officer David Geanakakis, Procurement Officer Richard Saville, Buyer Elizabeth McDonald, and Senior Office Assistant Eric Miller. General Services staff are: Supervisor of Mailing & Printing Tim Sullivan and Mail Clerk Morgan Laing-Buckland.

David would like to thank all Purchasing and General Services staff for consistently offering a high level of service, as well as continuing to provide informed and accurate service to Town and School Departments, on a daily basis over the past year.

Purchasing Activity

During the past year, the Purchasing Division issued approximately 10,000 purchase orders and conducted nearly 75 public procurements: quotes, bids and RFPs, for the various departments. Procurements are done using the appropriate open and competitive process. With the assistance of the requesting department, Division staff develop specifications, investigate and seek out potential vendors, evaluate & award contracts, and monitor vendor performance.

Various contracts for goods and services are managed by the Division staff and used by all Town and School departments. Establishing good working relationships with vendors providing goods and services is also an important task. Examples are: office supplies, copiers, information technology, furniture, consultants and insurance. Significant items from the past year were:

- Town Department Bids and RFPs: Master Lease Purchase Financing for Public Works equipment, Salt (Newton Cooperative bid) for DPW, Greater Aspinwall Hill Survey Update for Planning, Lease of 21 Newton St (Widow Harris) and Lease of 347 Harvard St (Devotion House) for Buildings, Food & Beverage service at Putterham Golf Course for Recreation, Tennis Pro Services for Recreation, Ready Mixed

Concrete for Public Works, Bike Share Advertising for Planning, Sports Camps for Recreation, Brookline 2018-2019 Business Area Marketing for Planning.

- Continued to prepare issue, award and manage cooperative bid and contract for heating oil, gasoline and diesel for 11 regional Cities and Towns. Obtained fixed low prices for 2018.
- Various Town and School contracts were rebid or renewed with ongoing improvement of products and services.
- Continue to manage the annual computer leasing process, with the assistance of the Information Technology Department. Ongoing program has standardized models with a single vendor, consistent annual payment & low interest rate, low prices, efficient ordering process & faster deployment.
- Continued to expand purchases from other cooperative contracts, such as Mass. State Contracts, Mass. Higher Education Consortium and Metropolitan Area Planning Council, as appropriate
- Purchased additional fuel efficient, hybrid and 4 cylinder, vehicles such as: Chevrolet Cruze, Toyota Prius, Ford Fusion Hybrid, and Ford Transit, for various Town and School Departments.

Support to the School Department

Procurement Officer Richard Saville and Senior Office Assistant Eric Miller are the Division's primary contacts for the School Department. They dedicate most of their time to support School Department purchases and projects, but all staff support School purchases. Significant items from the past year were:

- School Department Bids, RFPs and renewals: Gym space, vending machines, High School project commissioning and testing, and food items.
- Completed Coolidge Corner School construction project with purchases of: Fixtures, furniture, information technology and services, telecom, Level 2 Testing Services, as well as construction support as needed.
- Established large Apple and Chromebook lease purchases to address student and staff technology needs.
- Established School Department master amazon account. Instituted online ordering from amazon to save money on books and other hard to find items.
- Continued to use online office supply ordering for School and Town Departments.
- Continued using Purchasing Card (PCard) program with School Department for appropriate purchases.
- Continued using building supply company accounts with School and Building Departments for appropriate purchases.
- Worked with TEC Cooperative Purchasing Program to partner with other Communities to save money.
- Continued to upgrade a majority of copiers within both the Town and School departments, taking advantage of a cost-savings offer of free maintenance service, resulting in significant savings.
- Continued snack and beverage vending contracts, received commission from soda and snack machines.
- Continued to use state and MHEC contract vendors who offer competitive prices.

General Services Activity

General Services provides centralized printing and mailing services for all Town and School departments. Services are done in the most economical manner on site, using outside vendors only if necessary. Pick-up and delivery of mail and offset high quality printing are done by the mail room and print shop staff.

- Upgraded large copiers to service Town department needs, at the same time as High School large copiers. Quotes done to confirm best cost and value of devices.
- Continued to work with the IT Department to continue to review existing telephone carriers' bills, to eliminate lines and modify service as needed to reduce costs.
- Reviewed bills with cellular phone provider, changed plans and phones, resulting in lower fixed monthly costs and improved service.
- Used in-house print capabilities to reduce the costs of outside printing. The Annual Report, Financial Plan, Financial Trend Monitoring Report, Contract Specifications, Town Meeting Combined Reports, Town Meeting Member Newsletters, Council on Aging newsletters and other materials continue to be printed internally.

Norfolk County Registry of Deeds

William P. O'Donnell, Register

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 6 million land documents dating back to 1793. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell who has held the position since 2002. In continuous operation for over 200 years dating back to President George Washington's administration, the Registry's mission has remained the same: to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

Brookline Real Estate Activity Report January 1, 2018 – December 31, 2018

During 2018, Brookline real estate activity saw increases in both total sales volume and average sales price.

There was a 10% decrease in documents recorded at the Norfolk County Registry of Deeds for Brookline in 2018, resulting in a decrease of 940 documents from 9,377 to 8,437.

The total volume of real estate sales in Brookline during 2018 was \$1,195,992,135, a 17% increase from 2017. The average sale price of homes and commercial property was also up 25% in Brookline. The average sale was \$1,575,747.

The number of mortgages recorded (1,485) on Brookline properties in 2018 was down 16% from the previous year. However, total mortgage indebtedness increased 41% to \$1,884,195,808 during the same period.

There were 3 foreclosure deeds filed in Brookline during 2018, representing a 25% decrease from the previous year when there were 4 foreclosure deeds filed.

Homestead activity decreased 8% in Brookline during 2018 with 712 homesteads filed compared to 777 in 2017.

The Brookline notable land deeds selection for the 225 Anniversary Commemoration booklet was Frederick Law Olmsted, father of American landscape architecture. Mr. Olmsted was born in 1822 in Hartford, Connecticut. He graduated from Phillips Academy in 1838. In 1883, Olmsted established what is considered the 1st full-time landscape architecture firm. Located in Brookline, his home and office compound was called "Fairsted." It is now recognized as the restored Frederick Law Olmsted National Historic Site. Olmsted designed the 6-mile Boston Emerald Necklace, the campuses of Stanford University, the University of Chicago and the landscaping around the U.S. Capitol Building. Mr. Olmsted died in 1903 in Belmont, MA.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Retirement

Frank Zecha, Director

The Brookline Contributory Retirement System (the "System") administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers' Retirement System. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a 5 member Board, which is responsible for ensuring that the System is operating in compliance with M.G.L. Chapter 32. The Acting Chairman of the Board is Gary Altman, an attorney who works full-time as a labor arbitrator and mediator. Rob Ward, retired Chief of the Brookline Fire Department, is one of the 2 elected members. Director of Finance, Jeana Franconi, serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller, Michael F. DiPietro, serves as the ex-officio member, as required by M.G. L. Chapter 32.

As of December 2018, the Chairman of the Board, Chet Riley, retired from the Board. We would like to thank him for his dedication and work over the past 35 years and wish him an enjoyable retirement with his family.

The System is funded through members' deductions, investments and annual appropriations from the Town and Brookline Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2018, the System was 57.05% funded.

As of December 31, 2018, there were 4,087 members, 1,630 active members, 901 retired members or their beneficiaries, and 1,556 inactive members. During 2018, the Board voted to grant 31 superannuation and 3 accidental disability retirement allowances. The Board also approved 44 refunds and 47 transfers of member accounts.

The current staff is comprised of (1) Frank Zecha, Executive Director, (2) Maryruth Capite, Deputy Director of Finance, and (3) Brigid Connolly, Administrative Assistant. The staff is responsible for financial transactions, reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and /or their survivors, and other required governmental reporting.

Until November 30, 2018, the System had engaged Russell Investments as its OCIO. On December 1, 2018, the Board transferred its assets from Russell into the State Investment Trust Fund (PRIT). The Board establishes investment policies and allocates system assets to various investments.

As of December 31, 2018, the System is valued at \$306 million. In calendar year 2018, the System had a -2.9% rate of return. The 25 year rate of return is greater than 7.750% annually.

TOWN OF BROOKLINE TELEPHONE DIRECTORY		
Main Number: 617-730-2000		
<u>Emergency Telephone Numbers:</u>		
Police 911		
Fire 911		
Highway 617-730-2160		
Parks: 617-730-2167		
Water/Sewer: 617-730-2175		
Home Heating: 617-730-2300 (weekdays); 617-730-2222 (evenings and weekends)		
DEPARTMENT	TELEPHONE	TTY (phone devices for the deaf)
Assessor's Office	617-730-2060	
Brookline Interactive Group	617-731-8566	
Building Department	617-730-2100	
Comptroller's Office	617-730-2022	
Conservation Commission	617-730-2088	
Council on Aging	617-730-2103	
Diversity, Inclusion and Community Relations	617-730-2777	
Emergency Management	617-730-2105	
Evelyn Kirrane Aquatics Center	617-713-5435	
Fire Department (non-emergency)	617-730-2272	
Health Department	617-730-2300	617-730-2327
HELP Program	617-730-2752	
Human Resources Office	617-730-2120	
Information Technology Department	617-730-2003	
Library (Main)	617-730-2345	617-730-2364
Library (Coolidge Corner)	617-730-2380	
Library (Putterham)	617-730-2385	
Parks and Open Space Division of DPW	617-730-2088	
Planning and Community Development	617-730-2130	
<i>Police (non emergency)</i>	617-730-2222	
<i>Public Works</i>	617-730-2156	617-734-2952
Purchasing Division	617-730-2195	
Recreation Department	617-730-2069	617-739-7698
Retirement Board Members and Staff	617-730-2028	
Robert T. Lynch Municipal Golf Course	617-730-2078	
Select Board's Office	617-730-2200	617-730-2213
Soule Early Childhood Center	617-739-7598	
Substance Abuse and Violence Prevention for Youth	617-713-5155	
Tobacco Control	617-730-2333	
Town Administrator	617-730-2200	
Town Clerk	617-730-2010	617-730-2572
Town Counsel	617-730-2190	
Transportation Division of DPW	617-730-2177	
Treasurer/Collector	617-730-2020	
Veterans Services	617-730-2112	
Walnut Hills Cemetery	617-730-2179	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
Incorporated: 1705
Population: 59,246
Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight at large) with five-member Select Board and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2018 Assessed Valuation: \$23,335,027,792
FY 2018 Tax Rates:
Residential \$9.46
Commercial \$15.72
Residential Exemption \$2,334

Political Parties and Designations

Democrat	17,550
Unenrolled	16,823
Republican	2,026
United Independent Party	131
Libertarian	76
Green Rainbow	32
Interdependent 3 rd Party	17
American Independent	15
Socialist	11
Conservative	11
Green Party USA	10
MA Independent Party	5
Pizza Party	4
Pirate Party	3
Working Families	3
Constitution Party	1
Latino-Vote Party	1
Natural Law Party	1
Prohibition Party	1
We the People	1
World Citizens Party	1

Brookline Legislators

United States Senators
Elizabeth Warren
Edward J. Markey

United States Representative Congress
Joseph P. Kennedy

State Senator
Cynthia S. Creem

State Representatives
Edward F. Copping
Michael J. Moran
Nika Elugardo
Tommy Vitolo

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities. The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.