

**IN BOARD OF SELECTMEN**

**March 3, 2009**

**Present: Chairman Nancy Daly, Selectmen Robert Allen  
Betsy DeWitt, Jesse Mermell, and Richard Benka**

**EXECUTIVE SESSION**

Upon motion duly made and seconded, it was moved that the Board of Selectmen go into EXECUTIVE SESSION.

The Chair then stated the reason(s) for the Executive Session: (SEE THE REASONS CHECKED)

- \_\_\_\_\_ (1) To discuss the reputation, character, physical condition or mental health rather than the professional competence of a particular individual<sup>1</sup>.
- \_\_\_\_\_ (2) To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual<sup>1</sup>.
- X  (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- \_\_\_\_\_ (4) To discuss the deployment of security personnel or devices.
- \_\_\_\_\_ (5) To investigate charges of criminal misconduct or to discuss the filing of criminal complaints.
- \_\_\_\_\_ (6) To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm or corporation.
- \_\_\_\_\_ (7) To comply with the provisions of any general or special law or Federal grant-in-aid requirements.

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The individual involved in such Executive Session must be notified in writing at least forty-eight (48) hours prior to such session and is (1) entitled to be present (2) to have counsel or other representative present and (3) to speak in his or her own behalf. Upon the request of the individual involved, no Executive Session shall be held and the meeting shall be held in open session. See G.L.c.39, §§23B(1) and (2).

\_\_\_\_\_ (8) **To consider and interview applicants for employment by a preliminary screening committee or a subcommittee appointed by a governmental body if an open meeting will have a detrimental effect in obtained qualified applicants: provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee or a subcommittee appointed by a governmental body, to consider and interview applicants who have passed a prior preliminary screening.**

\_\_\_\_\_ (9) **To meet or confer with a mediator, as defined in section twenty-three C of chapter two hundred and thirty-three, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or body, provided that: (a.) any decision to participate in mediation shall be made in open meeting session and the parties, issues involved and purpose of the mediation shall be disclosed; and (b.) no action shall be taken by any governmental body with respect to those issues which are the subject of the mediation without deliberation and approval for such action at an open meeting after such notice as may be required in this section.**

**The Board of Selectmen, during a properly constituted and noticed meeting:**

**VOTED: to go into Executive Session**

**Roll Call Vote:      Voting in the Affirmative: 4  
                                 Voting in the Negative: 0**

**Selectman Benka absent for roll call**

**The Board of Selectmen (WILL) RECONVENE in Open Meeting after the Executive Session.**

**POLICY**

The Board considered the question of adopting a policy regarding the purchase and use of Environmentally Friendly (“Green Seal certified”) Cleaning Products for all Town and School buildings.

Chief Procurement Officer Dave Geanakakis stated that this policy stems from a vote of Town Meeting. He has been working with both the Town and School Departments to come up with this policy. There are many websites with information on green cleaning products. Selectman Mermell asked about bringing other products under this policy. Mr. Geanakakis replied that this policy could be applied to items like paper and toner. The standards for this these products are starting to come out.

On motion, it was unanimously,

**VOTED:** To adopt a policy regarding the purchase and use of Environmentally Friendly (“Green Seal certified”) Cleaning Products for all Town and School buildings.

**CONTRACT**

The Board considered the question of awarding and executing a contract for GeoTMS Software and Services with DesLauriers Municipal Solutions, Inc. in the amount of \$73,750.00. Said contract to be funded from account 199WS09 IT CIP 6A0022 Tech Application.

This agenda item was postponed.

**APPROPRIATION TRANSFER**

The Board considered the question of approving the following appropriation transfer within the Human Resources budget:

<b>FROM:</b>	<b>14201420 525060</b>	<b>\$1,300</b>
	<b>Advertising</b>	
<b>TO:</b>	<b>14201420 531012</b>	<b>\$1,300</b>
	<b>Supplies</b>	
<b>FROM:</b>	<b>14201420 525060</b>	<b>\$ 500</b>
	<b>Advertising</b>	
<b>TO:</b>	<b>14201420 553010</b>	<b>\$ 500</b>
	<b>Conferences</b>	

In Board of Selectmen

March 3, 2009

Page 5 of 11

**APPROPRIATION TRANSFER cont'd**

Assistant Town Administrator Melissa Goff stated that this transfer reflects where the actual spending is in the department. Spending on advertising has gone down due to technology.

On motion, it was unanimously,

**VOTED: To approve the following appropriation transfer within the Human Resources budget:**

<b>FROM:</b>	<b>14201420 525060</b>	<b>\$1,300</b>
	<b>Advertising</b>	
<b>TO:</b>	<b>14201420 531012</b>	<b>\$1,300</b>
	<b>Supplies</b>	
<b>FROM:</b>	<b>14201420 525060</b>	<b>\$ 500</b>
	<b>Advertising</b>	
<b>TO:</b>	<b>14201420 553010</b>	<b>\$ 500</b>
	<b>Conferences</b>	

**APPLICATION**

The Board considered the question of approving and authorizing the Chairman to execute an application in connection with the Massachusetts Historical Commission Survey & Planning Grant.

Preservation Planner Greer Hardwicke stated that the application is to complete the 20<sup>th</sup> century survey that started two years ago. The survey is a community-wide architectural survey from the 1930s to 1960. This is a matching grant if approved. Ms. Hardwicke introduced the new Preservation Planner Jean Innamorati to the Board. The Board welcomed Ms. Innamorati.

On motion, it was unanimously,

**VOTED: To approve and authorize the Chairman to execute an application in connection with the Massachusetts Historical Commission Survey & Planning Grant.**

In Board of Selectmen

March 3, 2009

Page 6 of 11

**FLAG DAY FUNDING**

**The Board considered the question of authorizing the use of funds received from the BAA in connection with the Marathon for the Annual Flag Day Parade.**

**Selectman Allen stated that this is an important event that is in need of funding. The Flag Day Committee is continuing their fundraising efforts, but the event is still in need of funding. He hopes to continue this annual event.**

**On motion, it was unanimously,**

**VOTED: To annually authorize the transfer of \$20,000 to the Celebration Fund from the revenue received from the BAA in connection with the Marathon for the Annual Flag Day Parade.**

**RESERVE FUND TRANSFER**

**The Board considered the question of approving and transmitting to the Advisory Committee the request of Chief Peter Skerry for a Reserve Fund Transfer.**

**Chief Skerry, and Public Safety Business Manager Anthony Ansaldi appeared before the Board. Mr. Ansaldi stated that the transfer covers data processing supplies, uniforms and protective clothing, motor vehicle supplies, diesel fuel, and motor vehicle services. The highest request is diesel fuel for \$36k due to the high cost of fuel when the prices were locked in, and a low estimated use for FY09, and motor vehicle service for \$25k. This is mainly due to a rebuilt transmission needed for the Quint fire truck.**

**On motion, it was unanimously,**

**VOTED: To approve and transmit to the Advisory Committee the request of Chief Peter Skerry for a Reserve Fund Transfer.**

**FY 10 FINANCIAL PLANS**

**Review of the following FY10 Departmental Budgets:**

**Advisory Committee  
Town Clerk  
Information Technology  
Finance  
Recreation**

**FY 10 FINANCIAL PLANS cont'd**

**Advisory Committee**

Chair of the Advisory Committee Harry Bohrs, stated that the budget reflects a decrease of \$176 which includes a salary adjustment, and an offsetting accounting code adjustment. The budget is more of a process than a transaction. It is a multi-year process. The Committee continues to work towards putting away for the future. The Board noted that this Committee is comprised of very hard working volunteers that provide a great service to the community. There is only a part-time salaried administrator.

On motion, it was unanimously,

**VOTED: Favorable Action of the Advisory Committee's budget of \$19,615.00.**

**Town Clerk**

Town Clerk Pat Ward stated that the budget is pretty much level funded and reflects a decrease of \$96,913 due to the fact that there will be fewer elections in FY10. The Town Clerk talked about fee increases in the Department. The figures are based on data from neighboring communities. Selectman Allen asked if there were any updates or changes down the road pertaining to election technology. Mr. Ward replied that the vendor of the voting machines would like to change the coding of the accu-vote machine, resulting in a \$10k per year fee for the new software. The Secretary of the Commonwealth feels that this is an unrealistic fee as does he. The Town Clerk noted the success of the relocation and the staff's ability to produce vital records from an achieved location. Chairman Daly would like more information on the fee increases to review at a future Selectmen's meeting.

On motion, it was unanimously,

**VOTED: Favorable Action of the Town Clerk's budget of \$480,094.**

**Information Technology**

Chief Information Officer Kevin Stokes stated that the budget reflects an increase of \$4,185. There is a large increase in the "other" category of \$25,100 which is due to a shift of funds from supplies and training to other due to an accounting code change. He added that in the last couple of years they have been working on

In Board of Selectmen

March 3, 2009

Page 8 of 11

**building an infrastructure connecting everything together. The storage capability has been increased resulting in more efficiency. The Department looked at outsourcing the Help Desk services, but found that the numbers were not favorable. The School Department is moving forward with staff reductions in the Help Desk. The Town's new website is up and running however; there are some finishing touches that need to be done. The feedback has been positive from users.**

**On motion, it was unanimously,**

**VOTED: Favorable Action of the Information Technology's budget of \$1,421,058.**

### **Finance**

**Finance Director Stephen Cirillo stated that in the past two years, the staffing levels have been reduced. The budget reflects an increase of \$52,397. The Assessors Department eliminated the position of Senior Clerk Typist, and downgraded an Assessor's position. The Treasury department had a Town/School payroll merger, resulting in reclassifications of positions, and the taking on of one staff person from the School Department. The Treasury Division has an increase in bank services fees. Mr. Cirillo will continue working on reducing the number of bank accounts in the finance department. This would result in a slight reduction in bank fees. The Finance Department is looking at staff functions and workloads to improve efficiency. Town Assessor Gary McCabe stated that there have not been many abatement applications. There has not been much of a decline in selling prices, about 5%, through 2008. Chief Procurement Officer Dave Geanakakis stated that Brookline is part of a regional consortium with 11 cities and towns for diesel fuels. FY08 fuel prices were at their peak. They have already locked in for FY10 at favorable prices. The Procurement office looks at partnering opportunities where both entities would benefit from a contract, for example, the Housing Authority.**

**On motion, it was unanimously,**

**VOTED: Favorable Action of the Finance Department's budget of \$3,049,791.**

### **Recreation**

**Recreation Director Lisa Paradis stated that the budget is level funded. The general budget reflects an increase of \$29,611 which includes a capital purchase of a hybrid vehicle, and personnel increases. The Golf Enterprise reflects an increase of \$20,000 (1.6%), which includes one time consulting services of operation practices.**



In Board of Selectmen

March 3, 2009

Page 9 of 11

**The revolving fund reflects an increase of \$49,570 (3.0%) which includes personnel increases, education/training, utilities, and furniture. Ms. Paradis added that the Department has improved its technology allowing for online registrations and golf reservations. The Department will start on the public process on cost recovery strategies. The Recreation Department assists families and residents through the Recreation Commission for financial aid for any of its programs. The Department also partners with many organizations to promote involvement from the disabled and special needs participants.**

**On motion, it was unanimously,**

**VOTED: Favorable Action of the Recreation Department's General Fund's budget of \$972,808.**

**VOTED: 4-1-0 Selectman Benka abstained. Favorable Action of the Recreation Department's Revolving Fund's budget of \$1,706,933.**

**VOTED: 4-1-0 Selectman Benka abstained. Favorable Action of the Recreation Department's Golf Enterprise Fund's budget of \$1,266,200.**

### **BOARDS AND COMMISSIONS**

**The following candidates for appointment/reappointment to Boards and Commissions appeared for interview:**

**Trustee for Walnut Hill Cemetery -Katherine Begien is applying for re-appointment. She would like to continue her work on the Master Plan which includes redesign and completion of the cemetery entrance, and establish cremation areas.**

**Preservation Commission - David King is applying for re-appointment. He has been on the Commission for 6 months and would like to continue with his participation. He is impressed with how carefully the Board looks at projects, and wishes to continue his learning process.**

**Women's Commission -Jamie Costello did not appear.**

In Board of Selectmen

March 3, 2009

Page 10 of 11

**BOARDS AND COMMISSIONS cont'd**

**Human Relations/Youth Resources**

**Sandra Bakalar is applying for re-application. She has served on the Commission for 35 years. Ms. Bakalar would like to continue her work on celebrating Brookline's diversity. She has worked on many cultural issues over the years, and has been involved in the dynamics of a changing, and growing community.**

**David Heist is applying for re-appointment. He is interested in working with the youth of the community and hearing from the public in general on their thoughts and concerns.**

**Larry Onie is applying for re-appointment. Mr. Onie enjoys working on the commission. He enjoys working with this diverse and talented group. He is a regular participant in the Greater Boston Civil Rights Commission.**

**Arts Commission -Zina Schiff is applying as a new member. She is a concert violinist with an interest in classical music, theater, dance, and poetry. Ms. Schiff is a new resident and would like to bring some focus on the arts in addition to visual art.**

**BOARDS AND COMMISSIONS**

The Board considered the question of making appointments to the following Boards and Commissions:

Board of Appeals  
Information Technology  
Planning Board

**Board of Appeals**

On motion, it was unanimously,

**VOTED: To re-appoint Robert DeVries to the Board of Appeals for a term ending August 31, 2011, or until a successor can be appointed.**

**VOTED: To re-appoint Anna Christina Wolfe as an associate member to the Board of Appeals for a term ending August 31, 2011, or until a successor can be appointed.**

In Board of Selectmen

March 3, 2009

Page 11 of 11

**BOARDS AND COMMISSIONS cont'd**

**VOTED: To appoint Mark Zuroff as an associate member to the Board of Appeals for a term ending August 31, 2011, or until a successor can be appointed**

**VOTED: To re-appoint Mark Allen as an associate member to the Board of Appeals for a term ending August 31, 2009, or until a successor can be appointed.**

**Information Technology**

**On motion, it was unanimously,**

**VOTED: To re-appoint Susan Goldberg to the Information Technology Advisory Board for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To appoint Steve Zabak to the Information Technology Advisory Board for a term ending August 31, 2011 or until a successor can be appointed.**

**Planning Board**

**On motion, it was unanimously,**

**VOTED: To re-appoint Linda Hamlin to the Planning Board for a term ending August 31, 2013 or until a successor can be appointed.**

**There being no further business, the Chair adjourned the meeting at 9:30 p.m.**

**ATTEST**

**IN BOARD OF SELECTMEN**

**March 10, 2009**

**Present: Chairman Nancy Daly, Selectmen Betsy DeWitt, Jesse Mermell,  
and Richard Benka.**

**Selectman Allen absent**

**The Minutes of February 24, 2009 were approved  
The Minutes of March 3, 2009 were approved as amended.**

**PUBLIC COMMENT**

**Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.**

**There was no public comment.**

**DISCLOSURE**

**The Board considered the question of making a determination as required by G.L.c 268A, s. 19 (b) (1) with respect to the financial interest, if any, of certain members of the Hancock Village Study Committee.**

**Chairman Daly stated that the disclosure is for residents on the Hancock Village Committee who may gain financial interest in the project.**

**On motion, it was unanimously,**

**VOTED: After reviewing the financial interest of Joshua Safer, Paul Saner, Robin Koocher, Irene Schart, James Friedman, Linda Leary, Joyce Stavis-Zak, Scott Gladstone, and Robert Allen, members of the Hancock Village Study Committee as outlined in the disclosure form the Board, as required by G.L.c.268A, s.19(b)(1) hereby determines that the financial interest as described is not so substantial as to affect the integrity of the service which the Board and Town may expect from the employee/member.**

**POLLING LOCATION**

**Pursuant to M.G.L., Chapter 54, Section 24, question of designating Putterham Library, 959 West Roxbury Parkway as the Polling Place for Precinct 16 and directing the Town Clerk to post a printed description of such polling place in public places in the affected precinct and to notify by mail each residence consisting of one or more registered votes of such change in the affected precinct.**

**Town Clerk Pat Ward stated that now that the Assessors Department has moved out of the Putterham Library and back to Town Hall, he would like to move Precinct 16 back to that location. This is a more accommodating location.**

**On motion, it was unanimously,**

**VOTED: Pursuant to M.G.L., Chapter 54, Section 24, to designate Putterham Library, 959 West Roxbury Parkway as the Polling Place for Precinct 16 and direct the Town Clerk to post a printed description of such**

In Board of Selectmen

March 10, 2009

Page 3 of 34

**POLLING LOCATION cont'd**

**polling place in public places in the affected precinct and to notify by mail each residence consisting of one or more registered votes of such change in the affected precinct.**

**EXTRA WORK ORDER**

**The Board considered the question of approving Extra Work Order #3 in the amount of \$50,000 for work to be completed by Lorusso Corporation in connection with Contract PW/06-29 “Disposing of Leaves and Related Work”. Said work order to be funded from account 40004300 523593.**

**Highway Director Kevin Johnson stated that this is the third year of a three year contract for leaf removal services. Chairman Daly asked why the budget went over. Mr. Johnson replied that due to the heavy snow amounts this year, extra catch basin and street cleanings were needed due to the amount of salt remains.**

**On motion, it was unanimously,**

**VOTED: To approve Extra Work Order #3 in the amount of \$50,000 for work to be completed by Lorusso Corporation in connection with Contract PW/06-29 “Disposing of Leaves and Related Work”. Said work order to be funded from account 40004300 523593.**

**ENERGY REBATES**

**The Board considered the question of accepting the following energy rebates from NSTAR, and Keyspan:**

**\$23,076.00 - NSTAR-For Energy Efficient Programs**

**58,815.00 - Keyspan-For upgrade/modification of burner equipment at the High School, Baker and Devotion Schools.**

**Director of Public Buildings Charlie Simmons stated that the NSTAR rebate was for energy efficient work done on the Town Hall renovation. The Keyspan rebate is for an upgrade of burner equipment at the High School, Baker and Devotion Schools. He would like to use these funds on future energy efficient programs.**

**Selectman Mermell added that there are many energy savings plans being looked at. The Board is pleased with the rebates and thanked Mr. Simons for his work to obtain them.**

In Board of Selectmen

March 10, 2009

Page 4 of 34

**ENERGY REBATES cont'd**

On motion, it was unanimously,

**VOTED: To accept the following energy rebates from NSTAR, and Keyspan:**

**\$23,076.00 - NSTAR-For Energy Efficient Programs**

**58,815.00 - Keyspan-For upgrade/modification of burner equipment at the High School, Baker and Devotion Schools.**

**APPROPRIATION TRANSFER**

The Board considered the question of approving the following appropriation transfer within the Building budget:

<b>From:</b>	<b>25002510 522400</b>	<b>\$7,500</b>
	<b>Town Repairs</b>	
<b>To:</b>	<b>25002510 532300</b>	<b>\$7,500</b>
	<b>Town Supplies</b>	

Director of Public Buildings Charlie Simmons stated that the transfer would cover the cost needed for building materials.

On motion, it was unanimously,

**VOTED: To approve the following appropriation transfer within the Building budget:**

<b>From:</b>	<b>25002510 522400</b>	<b>\$7,500</b>
	<b>Town Repairs</b>	
<b>To:</b>	<b>25002510 532300</b>	<b>\$7,500</b>
	<b>Town Supplies</b>	

**CONTRACT**

The Board considered the question of awarding and executing the contract for the RFP#P-09-24 "Landscape Architectural Consultant at the Walnut Hill Cemetery" with Halvorson Design for \$35,000. Said contract to be funded from account 4996TW23 (Cemetery Perpetual Care) 524015 (Landscape Design Services).

**Director of Parks and Open Spaces Erin Gallentine stated that the contract is for landscape architectural consultant work for improvements at the Walnut Hills Cemetery. The funds will come from the cemetery trust.**

**On motion, it was unanimously,**

**VOTED: To award and execute the contract for the RFP#P-09-24 “Landscape Architectural Consultant at the Walnut Hill Cemetery” with Halvorson Design for \$35,000. Said contract to be funded from account 4996TW23 (Cemetery Perpetual Care) 524015 (Landscape Design Services).**

**CONTRACT**

**The Board considered the question of awarding and executing a contract for GeoTMS Software and Services with DesLauriers Municipal Solutions, Inc. in the amount of \$73,750.00. Said contract to be funded from account 199WS09 IT CIP 6A0022 Tech Application.**

**Chief Information Officer Kevin Stokes stated that they have been working on this project for the last eighteen months, to upgrade the permitting process. During the process they received several responses and narrowed it down to three suppliers. Of the three, GeoTMS was the best fit, and their price was the lowest. This product is able to move interdepartmentally and work with converting the now used Permits Plus software program. Dorian DesLauriers of DesLauriers Municipal Solutions, Inc outlined for the Board the capabilities and enhanced functions the new software has. Selectman DeWitt asked if the program would be suitable for a pay as you through program. Mr. DesLauriers replied that he is aware of one community using it for that purpose and it is working out good. Selectman Mermell asked if the program is compatible with Wifi. Mr. Stokes replied yes. Selectman Benka asked about future upgrades. Mr. DesLauriers replied that they are included in the annual maintenance fee. Chairman Daly proposed the vote for the full amount of \$147,500.**

**On motion, it was unanimously,**

**VOTED: To award and execute a contract for GeoTMS Software and Services with DesLauriers Municipal Solutions, Inc. in the amount of \$147,500.00. The first half of the contract in the amount of \$73,750 is to be funded from the FY09 account 199WS09 IT CIP 6A0022 Tech Application. The remaining \$73,750.00 to be funded in FY10.**



In Board of Selectmen

March 10, 2009

Page 6 of 34

**CONTRACT**

**The Board considered the question of executing a contract with Design Partnership of Cambridge, Inc. in the amount of \$484,000 for Designer Services in connection with the Renovations and Additions to the John D. Runkle School.**

**Chairman Daly stated that the School Building Authority developed a new process leaving limited ability to suggest changes to the contract.**

**Program Administrator Tony Guigli added that it is a good, standard contract. The contract goes beyond the feasibility stage into the schematic design phase. The goal is to be able to be ready in May with the feasibility and have the entire project budget ready for consideration at November's Town Meeting. The project is ready to start once approved. Mr. Guigli noted that Selectman Benka had some suggestions to the feasibility document, he followed them up with the School Building Authority, but they were unwilling to entertain them. It has been approved by the School Committee and the Building Commission. Chairman Daly added that there will be a public meeting on Monday, March 23 at the Runkle School on the project. Selectman DeWitt asked if Town Meeting approves the estimated cost, would they have to go out again for bid. Mr. Guigli replied that the Town can decide to stay with the current firm if they are happy with them.**

**On motion, it was unanimously,**

**VOTED: To execute a contract with Design Partnership of Cambridge, Inc. in the amount of \$484,000 for Designer Services in connection with the Renovations and Additions to the John D. Runkle School.**

**PRESERVATION COMMISSION**

**Elton Elprin appeared for interview for reappointment to the Preservation Commission.**

**Mr. Elprin is the Chief Architect for the Long Island Rail Road's new station at Grand Central Station. Mr. Elprin has been working on the flow of small design influences and would like to continue working on finding solutions which satisfy both preservation and the owner's needs.**

**The Board thanked him for his interest.**

In Board of Selectmen

March 10, 2009

Page 7 of 34

**SCHOOL BUDGET**

**Superintendent of Schools William Lupini, and Peter Rowe, Deputy Superintendent of School Administration and Finance appeared presented the following Schools FY2010 Budget.**



**The Public Schools of  
Brookline**

FY2010 Preliminary Budget

William H. Lupini, Ed.D.  
Superintendent  
March 9, 2009

## FY2010 Superintendent's Preliminary Budget

### The Strategic Plan of The Public Schools of Brookline

"To ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and succeed in a diverse and evolving global society."

Our four (4) strategic areas of focus:

- 1.) Academic Excellence through Content, Pedagogy and Relationships;
- 2.) Educational Equity;
- 3.) Thriving in a Complex Global Society; and
- 4.) Continuous Improvement using data

We are committed to a superlative system of service and effectiveness that our residents have every right to expect of their public school system.

2

### FY10 All Funds Budget Summary

	FY08	FY09	FY10	FY09 - FY10 % Change
<b><u>General Fund</u></b>				
Appropriation:	\$ 62,924,863	\$ 68,021,240	\$ 68,974,271	1.40 %
Tuition/Fees/Facility Rental:	\$ 371,251	\$ 371,251	\$ 371,251	0.00 %
Circuit Breaker:	\$ 2,000,000	\$ 1,709,860	\$ 1,750,000	2.35 %
Other/Health Insurance Savings:	\$ -	\$ 190,140	\$ 227,370	19.58 %
One Time Revenues	\$ -	\$ 670,875	\$ 750,000	11.79 %
Total:	<b>\$ 65,296,114</b>	<b>\$ 70,963,366</b>	<b>\$ 72,072,892</b>	<b>1.56 %</b>
<b><u>Special Funds</u></b>				
Grant Funds:	\$ 5,852,604	\$ 5,730,156	\$ 5,709,942	(0.35)%
Revolving Funds:	\$ 4,883,430	\$ 4,862,995	\$ 5,105,796	4.99 %
Total:	<b>\$ 10,736,034</b>	<b>\$ 10,593,151</b>	<b>\$ 10,815,738</b>	<b>2.10 %</b>
Total All Funds:	<b>\$ 76,032,148</b>	<b>\$ 81,556,517</b>	<b>\$ 82,888,630</b>	<b>1.63 %</b>

3

## Source of Growth Revenue

State Aid	(\$2.46M)
Property Tax	\$5.27M
Other – Local Receipts	(\$ .25M)
Available to Town and Schools	<u>\$2.55M</u>
Net Growth to School Operating Budget / After Town School Partnership (Benefits, Energy, Fixed Costs, etc.)	\$ .95M

4

## FY2010 Benefit Cost Growth

Health Insurance	\$518K
Future Health (OPEB)	\$128K
Other Benefits (Pension, Worker's Comp., Unemployment)	<u>\$134K</u>
	\$780K

5

## FY2010 Superintendent's Preliminary Budget

Growth Revenue Available (Net)	\$735,756
Expenditure Increases	\$2,636,988
Net Structural Deficit	(\$1,901,232)

6

## FY2010 Superintendent's Preliminary Budget

### Growth Revenue Available

State (Town/School Partnership)	\$953,031
Circuit Breaker Reduction (70%)	(\$150,000)
METCO	(\$146,400)
Additional Reserve	\$79,125
Total FY10 Funding	<hr/> <b>\$735,756</b>

7

### FY2010 Superintendent's Preliminary Budget

#### Expenditure Increases

Special Education	\$495,000
Step/Lane Increases	\$600,000
Enrollment	\$406,488
Program Improvements	\$315,000
Contracted Services	\$50,000
FY09 Deficit	\$170,500
Contingency Reserve	\$600,000

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**\$2,636,988**

8

### FY2010 Superintendent's Preliminary Budget

#### Program Improvements

6 <sup>th</sup> , 7 <sup>th</sup> and 8 <sup>th</sup> Grade Math Materials	\$50,000
Math Previewing	\$25,000
Elementary World Language Staff	\$100,000
Special Education Reorganization	\$120,000
Enhanced School Health Grant	\$20,000

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**\$315,000**

9

## FY2010 Superintendent's Preliminary Budget

### Contingency Reserve \$600K

- Uncertainty from Global Economic Climate
- Possible further deterioration of State Reserves
- One-Time Funds supporting General Fund at \$750K
- Special Education Cost Increase
- Continued Enrollment Growth

10

### **Recommended Reductions to achieve \$1.9M to close Budget Gap**

#### Major Goals

- Address the Strategic Plan
- Accommodate for Elementary Growth - Staff and Materials
- Central and Administrative Reductions
- Restructure of Special Education
  - Central Reorganization
  - Create Team Facilitator Roles at Each School
- Restructure Administration at Brookline High School

11

### Net Summary of Staff Reductions

Administrative/Clerical	8.5 FTE	\$480,137
Teachers	8.85 FTE	\$541,800
Aides	12.66 FTE	\$372,750
Library Assistants	5.4 FTE	\$226,557
Other Support Services	3.0 FTE	\$279,987
<b>Total</b>	<b>38.41 FTE</b>	<b>\$1,901,231</b>
Enrollment Staff (Teachers)	6.5 FTE	\$406,488
Program Improvement (Special Education and Enhanced Health)	2.4 FTE	\$140,000
	<b>29.51 FTE</b>	<b>\$1,354,743</b>

12

### Central and Administrative Reductions

	FTE	Total Cost
<b>Administration</b>		
Modify Substitute Caller Functions	1.00	\$26,930.00
Payroll Administrator – Consolidations with Town	1.00	\$66,880.00
Unit B Position – Early Childhood	1.00	\$75,000.00
BHS Administration Leadership Restructured	1.00	\$94,100.00
<b>Administration – Total</b>	<b>4.00</b>	<b>\$262,910.00</b>

<b>Clerical</b>		
Clerical – Central Administration	2.00	\$103,026.83
Clerical – BHS Restructure within BHS – Pool Resources	2.50	\$114,200.00
<b>Clerical – Total</b>	<b>4.50</b>	<b>\$217,226.83</b>

13



## Teacher Reductions

Elementary	FTE	Total Cost
Math Specialists	2.25	\$135,700.00
Literacy Specialists	2.00	\$122,200.00
BHS Teaching Staff – Headmaster will reallocate based on enrollment decrease and course selection demand	4.60	\$283,900.00
<b>Teacher Total</b>	<b>8.85</b>	<b>\$541,800.00</b>

\* Note: Separately FY2010 Budget includes 6.5 FTE Teacher additions for Elementary enrollments

## Special Education Aides

Aides	Head Count	Total Cost
Special Education Aides	15.00	\$372,750.00
<b>Aides – Total</b>	<b>15.00</b>	<b>\$372,750.00</b>

Restructure plan will reallocate existing resources (188.4 FTE) – 15 Classroom Aides – (12.66 FTE) to achieve reduction and allocate one full time program Aide to each Kindergarten.

Responsibility and accountability for resource allocation to reside at school under new Team Facilitator/Chairperson reporting directly to the Special Education Director and School Principal.

## Library Assistants

Elementary Library Assistants	FTE	Total Cost
Library Assistants	5.40	\$226,557.30
<b>Elementary Library Assistants - Total</b>	<b>5.40</b>	<b>\$226,557.30</b>

Reduction at all preK-8 Schools

16

## Other Support Services

Other Support	FTE	Total Cost
Technology Replacement Schedule	0.00	\$100,000.00
Tech Support Reduction	1.00	\$51,641.09
Travel/Conferences	0.00	\$17,000.00
METCO Social Worker	1.00	\$66,400.00
Steps to Success Staffing	1.00	44,946.38
<b>Other Support - Total</b>	<b>3.00</b>	<b>\$279,987.47</b>

17

## Net Summary of Staff Reductions

Administrative/Clerical	8.5 FTE	\$480,137
Teachers	8.85 FTE	\$541,800
Aides	12.66 FTE	\$372,750
Library Assistants	5.4 FTE	\$226,557
Other Support Services	3.0 FTE	\$279,987
Total	38.41 FTE	\$1,901,231
Enrollment Staff (Teachers)	6.5 FTE	\$406,488
Program Improvement (Special Education and Enhanced Health)	2.4 FTE	\$140,000
	29.51 FTE	\$1,354,743

18

## Efficiency Actions FY05 – FY09

▪ Payroll Office Consolidation (FY2009)	\$62,500
▪ Library Assistant Consolidation (FY2008)	\$18,200
▪ Modification of Advertising Strategies (FY2008)	\$25,000
▪ Teaching & Learning Clerical Consolidation (FY2008)	\$55,300
▪ Transportation/Custodial Clerical Consolidation (FY2008)	\$47,300
▪ Eliminate One (1) School Bus (FY2008)	\$53,100
▪ Eliminate One (1) Bus Monitor Position (FY2008)	\$17,327
▪ Eliminate Practice of Hiring Retirees (FY2008)	\$100,954
▪ Eliminate Permanent Building Substitute Positions (FY2008)	\$58,400
▪ Replace Three (3) Custodial Positions with Contract Services (FY2008)	\$21,900
▪ Eliminate One (1) School Bus (FY2007)	\$52,200
▪ Eliminate One (1) Bus Monitor Position (FY2007)	\$16,526
▪ Replace Four (4) Custodial Positions with Contract Service (FY2007)	\$27,200
▪ Consolidate Coordinator Positions– Educational Technology and Library (FY2007)	\$81,800
▪ Reduce Technical Support Staff – Applications Mgr. and Webmaster (FY2007)	\$117,600
▪ Eliminate One (1) School Bus (FY2005)	\$52,560
▪ Eliminate One (1) Bus Monitor Position (FY2005)	\$15,234

## Town/School Partnership Collaboration

**As a dependent department of the Town of Brookline, The Public Schools of Brookline has consolidated support and services broadly and wherever feasible working closely with other Town departments.**

**We have continually been open to collaborative relationships with the Town of Brookline's departmental efforts that lead to efficiency and effective service delivery and we will continue to explore other opportunities that may remain available. These collaborations have, in our opinion, been very successful and are rare among municipalities.**

21

**The Public Schools of Brookline  
 FY09 Staff vs. Projected FY10 Staff**

	Central Admin	Teachers	School Based Supp't	Aides/ Techn.	School Admin.	Clerical	Custodians/ Food Svc.	Total
<b>General Fund</b>								
<b>FY09 Actual:</b>								
Instruction	-	268.59	28.90	17.19	-	-	-	314.68
Kindergarten/Elem.:	-	163.56	1.80	10.64	-	-	-	176.00
Admin. / Superv.	9.72	-	1.15	0.77	20.80	-	-	32.44
Support	1.00	-	53.43	9.73	-	40.97	40.33	145.46
Mandated	4.00	87.30	31.49	178.20	-	-	-	300.99
<b>Total Staff FY09:</b>	<b>14.72</b>	<b>519.45</b>	<b>116.77</b>	<b>216.53</b>	<b>20.80</b>	<b>40.97</b>	<b>40.33</b>	<b>969.57</b>
<b>FY10 Projected:</b>								
Instruction	-	259.74	27.70	10.79	-	-	-	298.23
Kindergarten/Elem.:	-	171.06	1.80	10.64	-	-	-	183.50
Admin. / Superv.	8.72	-	1.15	0.77	20.80	-	-	31.44
Support	1.00	-	50.83	8.73	-	36.47	40.33	137.36
Mandated	2.00	85.80	39.49	160.47	-	-	-	287.76
<b>Total Staff FY10:</b>	<b>11.72</b>	<b>516.60</b>	<b>120.97</b>	<b>191.40</b>	<b>20.80</b>	<b>36.47</b>	<b>40.33</b>	<b>938.29</b>
<b>External Funds</b>								
<b>FY09 Actual:</b>								
	6.00	46.38	12.40	50.52	-	10.97	27.49	153.76
<b>FY10 Projected:</b>								
	6.00	45.18	11.30	53.89	-	10.87	27.49	154.73
<b>All Funds:</b>								
<b>FY09 Actual:</b>								
	20.72	565.83	129.17	267.05	20.80	51.94	67.82	1,123.33
<b>FY10 Projected:</b>								
	17.72	561.78	132.27	245.29	20.80	47.34	67.82	1,093.02

*Classification Definitions*

*Central Administration: Senior Cabinet, Managers and Central Curriculum Coordinators*

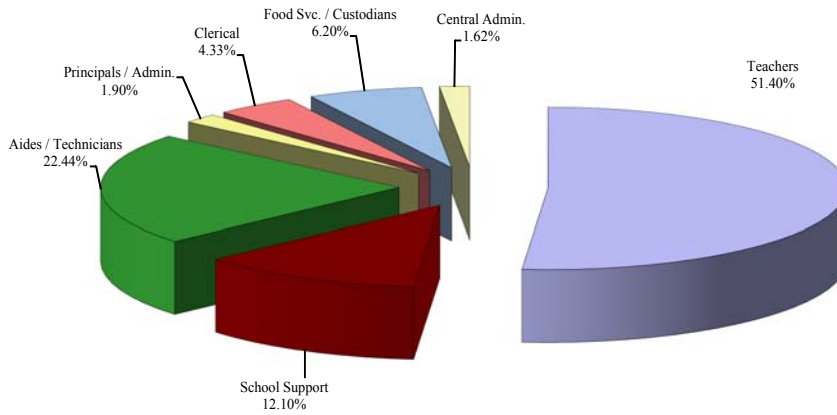
*School Based Support: Curriculum Coordinators, Program Coordinators, Librarians, Nurses, Guidance, Social Workers, OT/PT and Speech Therapists*

*Aides/Tech: Classroom/Program Aides, Library Assistants, Technicians*

*School Administration: Principals, Assistant Principals, Deans, Associate Deans*

22

**The Public Schools of Brookline  
 Projected FY10 All Funds Staff**



Teachers	School Support	Aides / Technicians	Principals / Admin.	Clerical	Food Svc. / Custodians	Central Admin.	Total
561.78	132.27	245.29	20.80	47.34	67.82	17.72	1093.02
51.40%	12.10%	22.44%	1.90%	4.33%	6.20%	1.62%	100.00%

23

**The Public Schools of Brookline  
 Staffing / Enrollment Variance FY96 - FY10**

	FTE'S FY96	FTE'S FY10	FY96-FY10 Variance
Instruction	239.88	298.23	58.35
Kindergarten/Elementary	169.79	183.50	13.71
Administration / Supervision	29.80	31.44	1.64
Support	133.74	137.36	3.62
Special Education and ELL *	147.19	287.76	140.57
<b>Total Staff FTE's:</b>	<b>720.40</b>	<b>938.29</b>	<b>217.89</b>

24

### General Fund Staffing FY96 and FY10

Organization	FY96	FY10	Variance FY10 – FY96
<b><u>Instruction/Subject Area</u></b>	239.23	298.23	<b>58.35</b>
World Language			22.20
Visual Arts			3.20
Mathematics			14.60
Performing Arts			5.70
Physical Education			3.50
Literacy			5.50
Science			3.00
Social Studies			2.90
BHS Program Support			6.80
Other (Library Assistants, etc.)			(3.55)

25

### General Fund Staffing FY96 and FY10

Organization	FY96	FY10	Variance FY10 – FY96
<b><u>Kindergarten</u></b>	18.20	25.25	<b>7.05</b>
<b><u>Elementary (1-6)</u></b>	151.60	158.25	<b>6.65</b>
<b><u>Administration</u></b>	6.00	6.72	<b>.72</b>
<b><u>Supervision</u></b>	23.80	24.72	<b>.92</b>

26

### General Fund Staffing FY96 and FY10

Organization	FY96	FY10	Variance FY10 – FY96
<b><u>Support</u></b>	133.74	137.36	<b>3.6</b>
Info. Technology Services			5.73
Transportation			(2.25)
Psychological Services			1.80
Medical Services			4.00
Guidance			3.56
Building Services (Custodial)			(2.17)
Clerical			(6.93)
Other			0.20

27

### General Fund Staffing FY96 and FY10

Organization	FY96	FY10	Variance FY10 – FY96
<b><u>Mandated</u></b>	147.19	287.76	<b>140.57</b>
English Language Learners/ESL	(6.4 Aides Reduction)		(9.40)
Special Education	121.9 Aides increase		149.95
	28.05		
Classroom Teachers			
Speech and Lang. Teachers			
Occupational Therapists			
Physical Therapists			
Team Facilitators			

28

**The Public Schools of Brookline  
 Staffing / Enrollment Variance FY96 - FY10**

	FTE'S FY96	FTE'S FY10	FY96-FY10 Variance
Instruction	239.88	298.23	58.35
Kindergarten/Elementary	169.79	183.50	13.71
Administration / Supervision	29.80	31.44	1.64
Support	133.74	137.36	3.62
Special Education and ELL *	147.19	287.76	140.57
<b>Total Staff FTE's:</b>	<b>720.40</b>	<b>938.29</b>	<b>217.89</b>

29

**The Public Schools of Brookline Enrollment  
 Actual FY04 - FY09  
 Projected FY10 - FY15**

YEAR	ACTUAL						PROJECTED					
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
<b>ELEMENTARY:</b>												
K	406	418	484	549	495	549	550	509	522	509	522	522
GR 1	439	430	427	496	527	514	549	550	509	522	509	522
GR 2	432	456	437	423	514	554	518	549	550	509	522	509
GR 3	411	426	465	452	438	539	562	518	549	550	509	522
GR 4	418	421	423	452	449	449	540	561	518	549	550	509
GR 5	446	414	417	435	448	445	450	540	560	523	549	550
GR 6	437	455	413	406	408	442	448	450	540	560	523	549
GR 7	464	401	432	416	394	407	446	448	450	540	559	523
GR 8	448	465	398	425	425	391	407	446	446	450	540	559
SPED	0	0	0	0	0	0	0	0	0	0	0	0
<b>ELEM TOTAL</b>	<b>3901</b>	<b>3886</b>	<b>3896</b>	<b>4054</b>	<b>4098</b>	<b>4290</b>	<b>4470</b>	<b>4571</b>	<b>4644</b>	<b>4712</b>	<b>4783</b>	<b>4765</b>
ELEM CHANGE	-77	-15	10	158	44	192	180	101	73	68	71	-18
<b>HIGH SCHOOL:</b>												
GR 9	474	455	465	421	432	450	410	420	453	450	450	550
GR 10	492	485	465	474	443	435	450	409	420	453	450	450
GR 11	491	476	470	467	456	446	430	445	409	420	453	450
GR 12	453	473	470	467	477	451	440	429	445	409	420	453
<b>H.S. TOTAL</b>	<b>1910</b>	<b>1889</b>	<b>1870</b>	<b>1829</b>	<b>1808</b>	<b>1782</b>	<b>1730</b>	<b>1703</b>	<b>1727</b>	<b>1732</b>	<b>1773</b>	<b>1903</b>
H.S. CHANGE	60	-21	-19	-41	-21	-26	-52	-27	24	5	41	130
<b>ELEM &amp; H.S.</b>	<b>5811</b>	<b>5775</b>	<b>5766</b>	<b>5883</b>	<b>5906</b>	<b>6072</b>	<b>6200</b>	<b>6274</b>	<b>6371</b>	<b>6444</b>	<b>6556</b>	<b>6668</b>
<b>TOTAL</b>	<b>5811</b>	<b>5775</b>	<b>5766</b>	<b>5883</b>	<b>5906</b>	<b>6072</b>	<b>6200</b>	<b>6274</b>	<b>6371</b>	<b>6444</b>	<b>6556</b>	<b>6668</b>
CHANGE	-17	-36	-9	117	23	166	128	74	97	73	112	112

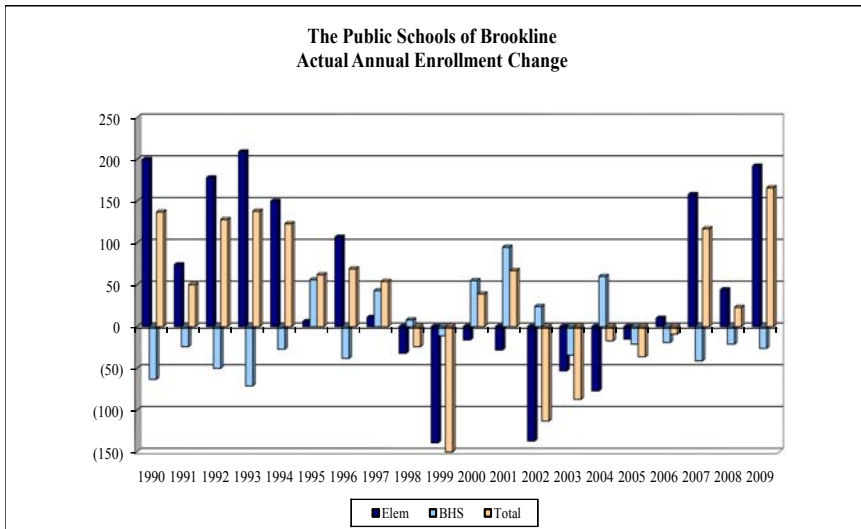
30



## Kindergarten Enrollment

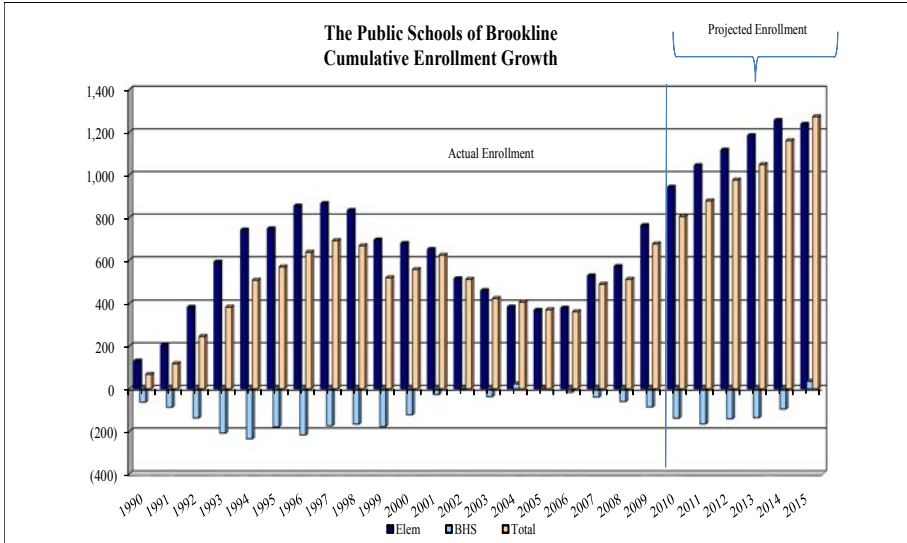
Fiscal Year	Enrollments	Variances	Percentage
FY01	400		
FY02	397	(3)	-
FY03	426	29	7%
FY04	396	(30)	(7%)
FY05	423	27	7%
FY06	485	62	15%
FY07	550	65	13%
FY08	497	(53)	(10%)
FY09	549	52	10%
FY10	550	1	0%

31

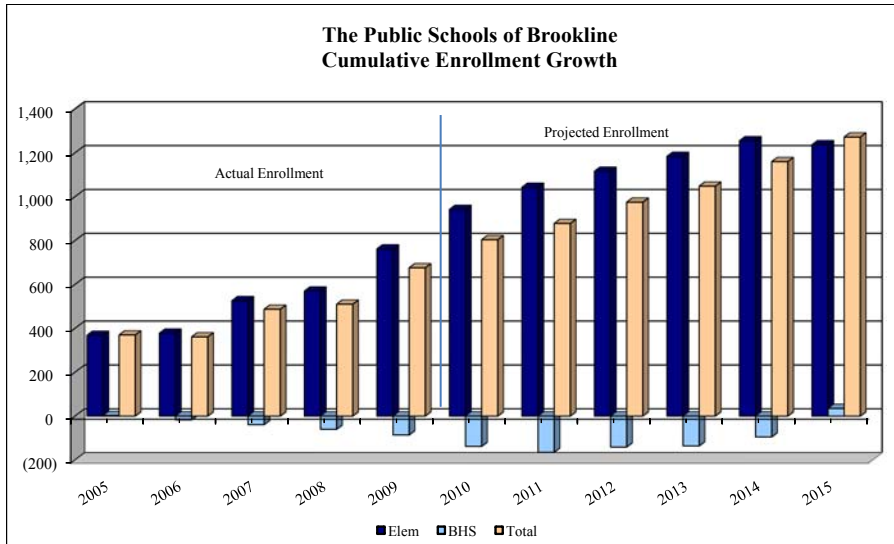


	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Elem	200	74	178	209	150	6	107	11	(32)	(139)	(16)	(28)	(137)	(53)	(77)	(15)	10	158	44	192
BHS	(63)	(24)	(50)	(71)	(27)	56	(38)	43	8	(11)	55	95	24	(34)	60	(21)	(19)	(41)	(21)	(26)
Total	137	50	128	138	123	62	69	54	(24)	(150)	39	67	(113)	(87)	(17)	(36)	(9)	117	23	166

32

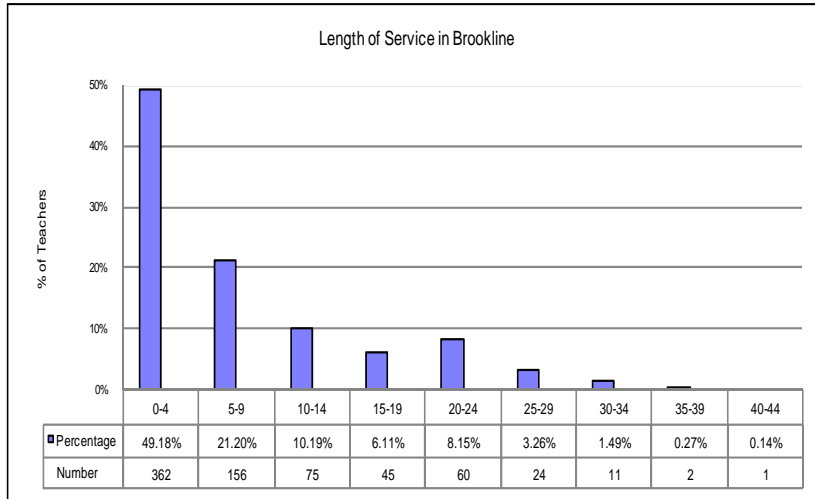


	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Elem	130	204	382	591	741	747	854	865	833	694	678	650	513	460	383	368	378	526	570	762	942	1,043	1,116	1,184	1,255	1,237
BHS	(63)	(87)	(137)	(208)	(235)	(179)	(217)	(174)	(166)	(177)	(122)	(27)	(3)	(37)	23	2	(17)	(39)	(60)	(86)	(138)	(165)	(141)	(136)	(95)	35
Total	67	117	245	383	506	568	637	691	667	517	556	623	510	423	406	370	361	487	510	676	804	878	975	1048	1160	1272



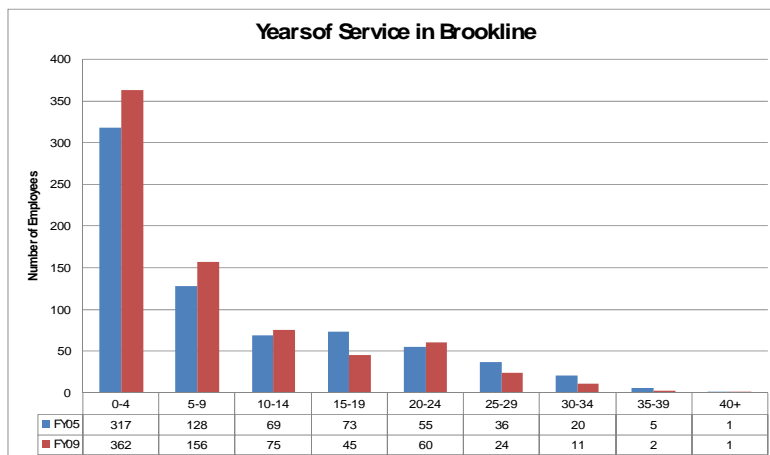
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Elem	368	378	526	570	762	942	1,043	1,116	1,184	1,255	1,237
BHS	2	(17)	(39)	(60)	(86)	(138)	(165)	(141)	(136)	(95)	35
Total	370	361	487	510	676	804	878	975	1048	1160	1272

### Teaching Staff Years of Service



35

### Length of Service – FY05 vs. FY09



36

**School Department Health Insurance Membership FY01 - FY09**

Data Source	Total Staff Count	Total FTE's	Percent Eligible	Percent Enrolled	Family Coverage	Single Coverage	Not Enrolled	Ineligible (FTE's)
3/15/2001	1,125	981.29	97.08%	77.37%	358	379	215.62	26.68
3/12/2002	1,175	1,017.38	97.04%	82.35%	370	443	174.26	30.12
3/13/2003	1,184	1,042.83	97.53%	79.35%	359	448	210.07	25.76
3/11/2004	1,160	1,013.64	97.71%	79.76%	349	441	200.42	23.22
3/3/2005	1,186	1,031.60	97.15%	79.33%	356	439	207.18	29.42
3/2/2006	1,211	1,064.19	97.73%	80.76%	376	464	200.08	24.11
3/15/2007	1,233	1,080.46	97.61%	81.07%	378	477	199.69	25.77
1/7/2008	1,206	1,070.13	97.83%	79.76%	350	485	211.89	23.24
<b>2/26/2009</b>	<b>1,239</b>	<b>1,105.11</b>	<b>98.09%</b>	<b>79.15%</b>	<b>361</b>	<b>497</b>	<b>225.98</b>	<b>21.13</b>
Δ (02-01)	50	36.09	(0.04%)	4.98%	12	64	(41.36)	3.44
Δ (03-01)	59	61.54	0.45%	1.98%	1	69	(5.55)	(0.92)
Δ (04-01)	35	32.35	0.63%	2.39%	(9)	62	(15.20)	(3.46)
Δ (05-01)	61	50.31	0.07%	1.96%	(2)	60	(8.44)	2.74
Δ (06-01)	86	82.90	0.65%	3.39%	18	85	(15.54)	(2.57)
Δ (07-01)	108	99.17	0.53%	3.70%	20	98	(15.93)	(.91)
Δ (08-01)	81	88.84	0.75%	2.39%	(8)	106	(3.73)	(3.44)
<b>Δ (09-01)</b>	<b>114</b>	<b>123.82</b>	<b>1.01%</b>	<b>1.78%</b>	<b>3</b>	<b>118</b>	<b>10.36</b>	<b>(5.55)</b>

**School Department Health Insurance Membership FY01 - FY09**

Fiscal Year	Family Coverage	Single Coverage	Total Coverage	Family Coverage %	Single Coverage %	Single over Family %
<b>FY01</b>	<b>358</b>	<b>379</b>	<b>737</b>	<b>48.58%</b>	<b>51.42%</b>	<b>2.85%</b>
<b>FY02</b>	<b>370</b>	<b>443</b>	<b>813</b>	<b>45.51%</b>	<b>54.49%</b>	<b>8.98%</b>
<b>FY03</b>	<b>359</b>	<b>448</b>	<b>807</b>	<b>44.49%</b>	<b>55.51%</b>	<b>11.03%</b>
<b>FY04</b>	<b>349</b>	<b>441</b>	<b>790</b>	<b>44.18%</b>	<b>55.82%</b>	<b>11.65%</b>
<b>FY05</b>	<b>356</b>	<b>439</b>	<b>795</b>	<b>44.78%</b>	<b>55.22%</b>	<b>10.44%</b>
<b>FY06</b>	<b>376</b>	<b>464</b>	<b>840</b>	<b>44.76%</b>	<b>55.24%</b>	<b>10.48%</b>
<b>FY07</b>	<b>378</b>	<b>477</b>	<b>855</b>	<b>44.21%</b>	<b>55.79%</b>	<b>11.58%</b>
<b>FY08</b>	<b>350</b>	<b>485</b>	<b>835</b>	<b>41.92%</b>	<b>58.08%</b>	<b>16.17%</b>
<b>FY09</b>	<b>361</b>	<b>497</b>	<b>858</b>	<b>42.07%</b>	<b>57.92%</b>	<b>15.85%</b>

### Comparison of Steps and Lanes (FY05 - FY09)

Year	Bachelor's Degree	Master's Degree	Master's Degree + 1 Year	Master's Degree + 45	Doctor's Degree	Total
SY04 - 05 Total	113.5	328.4	88.7	65.9	18.6	615.3
SY05 - 06 Total	113.3	336.9	83.5	66.0	20.0	619.8
SY06 - 07 Total	103.4	354.0	80.7	69.2	20.9	628.3
SY07 - 08 Total	107.2	368.6	75.4	61.7	22.6	635.6
SY08 - 09 Total	106.4	387.2	80.8	54.5	23.4	652.4
Variance (09-05)	(7.1)	58.8	(7.9)	(11.4)	4.75	37.1

39

### The Public Schools of Brookline Expenditure / Revenue Incremental Change FY09 – FY14

GENERAL FUND	FY09	FY10	FY11	FY12	FY13	FY14
<b>TOTAL REVENUE CHANGE:</b>		\$953,031	\$963,958	\$963,958	\$963,958	\$963,958
METCO/CIRCUIT BREAKER	(\$100,000)	(\$296,400)				
<b>BPS TOTAL APPROPRIATION</b>	\$70,102,351	\$71,619,997	\$72,583,955	\$73,547,913	\$74,511,871	\$75,475,829
GROWTH		1.36%	1.35%	1.33%	1.31%	1.29%
<b>EXPENDITURE CHANGE</b>						
SPECIAL EDUCATION	\$250,000	\$495,000	\$650,000	\$700,000	\$700,000	\$700,000
STEP INCREASES/NET RETIREMENT	\$450,000	\$600,000	\$600,000	\$650,000	\$650,000	\$700,000
PROGRAM IMPROVEMENTS	\$435,600	\$345,000	\$195,000	\$205,000	\$225,000	\$245,000
GRANT CONTINGENCY	\$89,000	\$20,000	\$125,000	\$100,000	\$100,000	\$100,000
COLLECTIVE BARGAINING*	\$2,091,334	\$0	\$1,206,000	\$1,230,120	\$1,254,722	\$1,279,817
ENROLLMENT	\$255,000	\$406,488	\$224,000	\$228,000	\$236,000	\$244,000
CONTINGENCY/OTHER	\$190,000	\$600,000				
MAINTENANCE OF EFFORT						
EXPENDITURE CHANGE:	\$3,760,934	\$2,466,488	\$3,000,000	\$3,113,120	\$3,165,722	\$3,268,817
REDUCE- CENTRAL/SUPPORT/SCHOOLS	(\$1,456,172)	(\$1,901,232)				
ONE TIME REVENUE INCREASE	\$86,200	\$79,125				
PRIOR YEAR SURPLUS/DEFICIT	\$519,311	(\$170,500)				
NET SURPLUS/SHORTFALL:	\$519,311	\$0	(\$2,036,042)	(\$2,149,162)	(\$2,201,764)	(\$2,304,859)
ONE TIME FUNDING		\$750,000				
<b>TOTAL GENERAL FUND</b>	\$70,963,366	\$72,072,892				

\* FY11-FY14 Collective Bargaining @ 2%

40

**SCHOOL BUDGET cont'd**

Selectman Mermell asked about the stimulus money being tied to new guidelines and requirements for assessments and accountability. Mr. Lupini replied that he feels it would be too soon to add such requirements for this year. The discussion is wide; he feels that any money that comes to us for this year will be without such requirements. Brookline is well positioned in terms of some of the competitive ideas.

Chairman Daly stated that she is pleased that the School Department has set up a strategic committee to look at the budget. She added that the budget was difficult from the start. Health insurance costs continue to cause concern. It is absolutely critical to get into the GIC health insurance plan. Chairman Daly noted the Steps to Success Program. She hopes the program will continue to run. Mr. Lupini replied that they are looking at grants to help fund this program. She also pointed out the literacy and math specialist, and hopes that these positions remain.

Selectman Benka asked about the reserve funds. If they use \$750k in reserve how much would that leave in the reserve? Mr. Lupini replied about \$1 million. Selectman Benka also commented on the enrollment bubble hitting the fourth grade. There will be some compromises in classroom sizes next year. Selectman Benka also supports the Steps to Success and the Metco programs.

Selectman DeWitt asked about steps and lanes. If there were no other collective bargaining on the table, is there a 2% increase included in this budget. Mr. Lupini replied that the steps are included in the budget. He added that about 40% of the employees do not benefit from step increases being at the top of the scale. Selectman DeWitt asked if there has been consideration on combining grades levels. Mr. Lupini replied that it has been considered, it is usually initiated by teachers. He feels there would not be much saving in it. The student numbers do not seem to fit this idea right now.

Resident Agnes Rogers spoke in support of the Steps to Success program. Superintendent Lupini noted that five years ago there was no funding for this program. The School Department has been committed to find funding for it.

**RESOLUTION**

The Board considered the question of adopting a Resolution honoring the Children of Miles for Miracles Program.

Town Administrator Richard J. Kelliher stated that Tim Maul, representing Miles for Miracles was unable to attend tonight. Mr. Maul has been presented with

**this resolution for the past couple of years. The Town is happy to accommodate the request.**

**On motion, it was unanimously,**

**VOTED: To adopt the following Resolution:**

**RESOLUTION  
MILES FOR MIRACLES PROGRAM**

**WHEREAS, the mission of the Miles for Miracles running program is to raise funds and awareness for the Children's Hospital Boston; and**

**WHEREAS, the Miles for Miracles program, currently in its 13<sup>th</sup> year of existence, has had 2,016 runners and raised \$10 million for the hospital; and**

**WHEREAS, the proceeds are donated to Children's Hospital Boston, one of the most renowned pediatric hospitals in the world, caring for children from all of the world regardless of their ability to pay; and**

**WHEREAS, the Miles for Miracles program, this year has 218 marathoners training and participating in the 2009 Boston Marathon, paired up with 98 patient partners; and**

**WHEREAS, the patient partners will be at an official viewing and meeting area for the hospital directly at the intersection of St. Mary's Street and Beacon Street in Brookline.**

**NOW THEREFORE BE IT RESOLVED, that the Brookline Board of Selectmen commends the Children's Hospital Boston, the Miles for Miracles running program, the 218 marathoners, and especially the patients and their families. We hereby welcome the patients and families of the Miles for Miracles program to the Town of Brookline and declare that on April 20, 2009 that the corner of St. Mary's Street and Beacon Street in Brookline be known as "Children's Corner."**

**POLICE DEPARTMENT PERSONNEL**

**The Board considered the question of authorizing the filling of a vacancy in the position of Emergency Telecommunication Dispatcher.**

**POLICE DEPARTMENT PERSONNEL cont'd**

**Chief O'Leary stated that a current full time dispatcher is relocating out of State resulting in this open position. He is ready to have the first group of applicants go through the new recruiting process.**

**On motion, it was unanimously,**

**VOTED: To authorize the filling of a vacancy in the position of Emergency Telecommunication Dispatcher.**

**FY 10 FINANCIAL PLAN**

**Review of the following FY10 Departmental Budgets:**

**Selectmen  
Town Counsel  
Council on Aging  
Veterans  
Planning and Community Development**

**Council on Aging**

**Director of Council on Aging Ruthann Dobek stated that the budget reflects a decrease of \$15,708 due to the elimination of the Outreach Worker. This position has been vacant for about a year now. Ms. Dobek added that this is an important year for seniors. Senior unemployment has risen 60%. On another note, the Senior Center is flourishing. The Council on Aging will continue to provide essential services to the senior residents. Many volunteers help keep the center running. The Council on Aging will continue to work on outside funding which funds both positions and programs.**

**Town Administrator Richard Kelliher added that this is a cut back budget. He appreciates the cooperation from the staff during this difficult time.**

**Selectmen**

**Town Administrator Richard Kelliher stated that the budget is reduced by \$15,828 due to the reduction of hours in the office staff. The objectives had been reviewed by the Board in January. The primary activities will be going over the recommendations of the Efficiency Initiative Committee and the OPEB Task Force with an emphasis on reducing group healthcare cost. The staff cutback stems back**



**to FY07 when a part time position was eliminated, and the staff began to reorganize. The rollback stems from both efficiency, and greater utilization of technology. It has been evident that the workflow needed to be reviewed. This is the first night of cutback budgets; it is unavoidable that the Selectmen's office is included.**

### **Town Counsel**

**Town Counsel Jennifer Dopazo stated that she is happy to announce that the Town Counsel Department has had some outcomes in court cases this past year. The Town Counsel Office handles all litigation and legal affairs including personal injury and property damage cases. The budget reflects an increase of \$59,857 for litigation and claims and settlement costs. The Department runs a claims section that works on property damages and personal injury. These claims consist of automobile accidents, tree damage, slip and falls, potholes, etc. There is a request of \$30,000 for claims and settlements based on the average actual costs. There is also a budget increase for litigation due to outside council regarding environmental issues at the Town landfill. Ms. Dopazo added that the attorneys offer a wide variety of expertise which has been instrumental to the Department. The Board noted the long list of accomplishments and caseloads.**

### **Veterans**

**Director of Veteran Services Bill McGroarty stated that the Department has been the busiest he has seen. The changes in the economy are bringing more veterans in for assistance. There has been an increase of 50% in benefits resulting in a budget increase of \$26,888. The Department receives state reimbursement for 75% of benefit expenditures and assists Veterans in obtaining benefits from the Veterans Administration. The Department will continue to provide service and assistance to all veterans that seek it.**

### **Planning and Community Development**

**Director of Planning & Community Development Jeff Levine stated that the budget reflects a decrease of \$88,769, in personal due to the elimination of the Zoning Administrator and a cut back in hours of the Commercial Areas Coordinator. The Department is very busy, there are many new projects coming up in both housing and community development. There are some new developments in the works, which include affordable housing. Preservation is working on some projects including a 20<sup>th</sup> Century Survey of Buildings in Brookline from the first half of the 20<sup>th</sup> century, and the Reservoir Gatehouse. Economic Development continues to look at opportunities for new development. The Department is**

**Planning and Community Development cont'd**

responsible for managing and coordinating the Town's planning development, zoning, design review, housing, historic preservation, and CDBG/HOME grant programs. Mr. Levine added that the commercial areas position is needed right now with this difficult economy. Town Administrator Richard Kelliher added that the reduction in this position was recommended by him. The key is sustainability over the long term. To avoid reducing core services, this position had to be looked at. This area turned into two full-time positions with both the Economic Developer position and the Commercial Areas Coordinator. It is no way a reflection on the work skills. He hopes there is a solution going forward that does not rely on Town funds. He hopes to find a new approach in dealing with this position going forward.

Robert Sperber, member of the Economic Development Board stated that he hopes this position could be restored to full time should the funding become available, because this is a revenue producing position. The coordinator has provided a successful liaison between both the residents and the merchants of the town.

Harvey Bravman, local merchant and Chair of the Coolidge Corner Merchant's Association spoke in opposition of cutting this position. He stated that Marge protects approx.1.2 billion dollars worth of commercial property that provides tax revenue based on approximately 2 billion dollars. There are over 2,000 businesses in Brookline. Besides playing key roles in countless committees around town and being an essential part of the CCMA and the Chamber, Marge personally tracks 565 of these businesses. She does all that of course when she's not running First Light. Marge connects the business community to town government, and more importantly connects town government to the business community. If a business fails, its employees lose their jobs. They don't spend money at other Brookline establishments, they don't feed the meters and they don't pay the town \$500 for a parking permit. Empty storefronts take away from the town's vibrancy. The vibrancy created by the proximity of commercial areas to residential areas has played a major role in keeping Brookline residential property values from tumbling like they have in the rest of the country. When property values go down, home assessments go down, and the town collects less money in residential taxes.

Harry Robinson Executive Director of the Brookline Chamber of Commerce spoke in opposition of the cutting this position. He stated that this position adds value to existing businesses, and has been involved in many events and committees supporting the local business community.

Amy Schectman TMM#6 submitted a letter in opposition of cutting this position. Ms. Schectman was the former Economic Developer in the Town and wrote of the importance of this position to ensure economic growth and development.

**Planning and Community Development cont'd**

**Abe Faber, Clark Road, and owner of Clear Flour Bakery, spoke in opposition of cutting this position. He stated that having this one full-time position in the town to proactively act as mediator, negotiator, referee, advocate, ambassador and general liaison between 1400 businesses facing challenges dealing with other business, landlords, regulatory departments and agencies within and outside of the town as well, pays dividends in excess of the salary line that supports it. She also never fails to protect the interests of residents of the town when businesses fail to understand the unique requirements of fitting in as a good neighbor to our special town.**

**Jeanne Traxler, Greenough St and member of the Arts Community spoke in opposition of cutting this position. She stated that the First Light Festival has been a great asset to the community bringing together both the local residents and the business community. This position has helped her form valuable networking partners within the community.**

**David Leschinsky, Washington Street, and local merchant spoke in opposition of cutting this position. He noted that the position provides a strong connection between the residents, businesses, schools, and government. It is a vital position that helps keep businesses healthy in the economy.**

**Ingrid Cooper TMM#4 and local merchant spoke in opposition of cutting this position. She added that Marge was a great help to her in starting her business. She assisted her in learning the rules and regulations, and kept her connected to the vitality of the Town.**

**Arlene Flowers, Coordinator for the Farmers Market spoke in opposition of cutting this position. She stated that the farmers market has benefited from Marge's involvement.**

**Fran Berger, Director of Public Relations for the New England Institute of Art spoke in opposition of cutting this position. She stated that the Institute of Art is the largest employer in Brookline as well as the highest taxpayer. Ms. Berger added that Marge first came to her and pulled her out to become more involved in the community. The students are able to take advantage of the local businesses, and have become a vital part of the community.**

**David Friedberg, from Coldwell Banker, Residential Brokerage spoke in opposition of cutting this position. He stated that Marge has brought the business community together. She is responsible for getting him more involved in the community which enables him to encourage potential home buyers to settle in Brookline.**

**Planning and Community Development cont'd**

**Debbie Manzer, local merchant spoke in opposition of cutting this position. She stated that Marge not only looks out for the business community; she works for the residents as well. There have been many after hour meetings and events that Marge attends, and it would not be fair to cut her position to part-time knowing that she will continue to keep the off hours. Ms. Manzer added that no other community that she knows of has this unique position.**

**Chris Higgins, Director of the Puppet Showcase spoke in opposition of cutting this position. He stated that most of his audiences come from other communities. They use the local area to shop, and eat. Mr. Higgins added that Marge helped mediate some issues the theater had with some residents. He was happy for the mediation.**

**Chairman Daly stated that there is no plan to vote on this budget tonight.**

**Selectman Mermell thanked the Planning & Community Development Department for helping her with the Climate Action Committee. As for the Commercial Coordinator position, she is confident that the position brings in revenue, and is committed to bringing in a commercial tax base. She added that she is the daughter and granddaughter of small business owners, and is aware of their commitment to the community. She hopes the position can be funded full-time.**

**Selectman DeWitt added that she is impressed not only with the number of people that showed up tonight, but their comments. The concerns are valid, and the commercial areas are important to the vitality of a community. She hopes the discussion can continue and together the community can face these challenging times.**

**Selectman Benka thanked everyone for coming and will hold his comments for another discussion.**

**Chairman Daly made note of the many emails and comments the Selectmen's Office had received. She added that the Director is working on some thoughts on how this position could be fully funded.**

**PRESERVATION COMMISSION**

**The Board considered the question of making appointments to the Preservation Commission.**

**Selectman Benka held the vote on this agenda item, having just heard from a candidate tonight.**

In Board of Selectmen  
March 10, 2009  
Page 34 of 34

**There being no further business, the Chair adjourned the meeting at  
10:00 p.m.**

**ATTEST**

**IN BOARD OF SELECTMEN**

**March 17, 2009**

**Present: Chairman Nancy Daly, Selectmen Robert Allen, Betsy DeWitt, Jesse Mermell, and Richard Benka**

**The Minutes of March 10, 2009 were approved as amended. Selectman Allen abstained.**

**EXECUTIVE SESSION**

Upon motion duly made and seconded, it was moved that the Board of Selectmen go into EXECUTIVE SESSION.

The Chair then stated the reason(s) for the Executive Session: (SEE THE REASONS CHECKED)

- \_\_\_\_\_ (1) To discuss the reputation, character, physical condition or mental health rather than the professional competence of a particular individual<sup>1</sup>.
- \_\_\_\_\_ (2) To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual<sup>1</sup>.
- X  (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- \_\_\_\_\_ (4) To discuss the deployment of security personnel or devices.
- \_\_\_\_\_ (5) To investigate charges of criminal misconduct or to discuss the filing of criminal complaints.
- \_\_\_\_\_ (6) To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm or corporation.
- \_\_\_\_\_ (7) To comply with the provisions of any general or special law or Federal grant-in-aid requirements.

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The individual involved in such Executive Session must be notified in writing at least forty-eight (48) hours prior to such session and is (1) entitled to be present (2) to have counsel or other representative present and (3) to speak in his or her own behalf. Upon the request of the individual involved, no Executive Session shall be held and the meeting shall be held in open session. See G.L.c.39, §§23B(1) and (2).

\_\_\_\_\_ (8)        **To consider and interview applicants for employment by a preliminary screening committee or a subcommittee appointed by a governmental body if an open meeting will have a detrimental effect in obtaining qualified applicants: provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee or a subcommittee appointed by a governmental body, to consider and interview applicants who have passed a prior preliminary screening.**

\_\_\_\_\_ (9)        **To meet or confer with a mediator, as defined in section twenty-three C of chapter two hundred and thirty-three, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or body, provided that: (a.) any decision to participate in mediation shall be made in open meeting session and the parties, issues involved and purpose of the mediation shall be disclosed; and (b.) no action shall be taken by any governmental body with respect to those issues which are the subject of the mediation without deliberation and approval for such action at an open meeting after such notice as may be required in this section.**

**The Board of Selectmen, during a properly constituted and noticed meeting:**

**VOTED:        to go into Executive Session**

**Roll Call Vote:        Voting in the Affirmative: 4  
   Voting in the Negative: 0**

*Selectman Benka absent for roll call*

**The Board of Selectmen (WILL) RECONVENE in Open Meeting after the Executive Session.**



In Board of Selectmen

March 17, 2009

Page 4 of 18

**PUBLIC COMMENT**

**Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.**

**There was no Public Comment.**

**Selectman Benka made a public disclosure on organizations that he and his wife support within the Town. The organizations include the Brookline Early Education Program, Steps to Success, Brookline Arts Center, Brookline Mental Health Center, the Senior Center, and the Public Libraries.**

**APPOINTMENT**

**The Board considered the question of appointing Dr. Gloria Rudisch as the Town Physician to the Medical Panel who considers reimbursement for medical bills for retired Police and Firefighters for a term of one year.**

**Town Counsel Jennifer Dopazo stated that the Medical Panel is made up of the Chairman of the Retirement Board, Town Counsel or his/her designee and a physician appointed by the Board of Selectmen. The Medical Panel meets to consider requests for reimbursements from police and firefighters that were retired for a particular disability. The expense must be related to the condition for which they retired for. The current Town Physician is no longer able to attend the meetings and there are reimbursement request pending.**

**Dr. Rudisch was the Director of Child and School Health Services, she is now retired and is involved with the Brookline Health Center. She is pleased to be asked to serve in this position.**

**On motion, it was unanimously,**

**VOTED: To appoint Dr. Gloria Rudisch as the Town Physician to the Medical Panel who considers reimbursement for medical bills for retired Police and Firefighters for a term of one year.**

**TEMPORARY WINE AND MALT BEVERAGE LICENSE**

**The Board considered the question of granting a temporary All Kinds of Alcoholic beverages license to the Artbarn Community Theatre in connection with a Fundraiser Gala to be held on Saturday March 21, 2009 from 7pm-11pm at the Maliotis Cultural Center, 50 Goddard Avenue.**

In Board of Selectmen

March 17, 2009

Page 5 of 18

**TEMPORARY WINE AND MALT BEVERAGE LICENSE cont'd**

On motion, it was unanimously,

**VOTED: To grant a temporary All Kinds of Alcoholic beverages license to the Artbarn Community Theatre in connection with a Fundraiser Gala to be held on Saturday March 21, 2009 from 7pm-11pm at the Maliotis Cultural Center, 50 Goddard Avenue.**

**APPOINTMENT**

The Board considered the question of appointing the following Country Club members to the Brookline Youth Fund Advisory Committee:

**Judith Bullitt  
Stephen Sayers**

Chairman Daly stated that the Brookline Youth Fund (BYF) was established with a donation from the Country Club to benefit underprivileged children in Brookline. The BYF is part of the Brookline Community Fund. The Country Club would like to recommend two of their members to serve on the Advisory Board.

On motion, it was unanimously,

**VOTED: To appoint the following Country Club members to the Brookline Youth Fund Advisory Committee:**

**Judith Bullitt  
Stephen Sayers**

**BOARDS AND COMMISSIONS**

The following candidates for appointment to Boards and Commissions appeared for interview:

**Solid Waste Advisory  
Danielle J. Chaplick**

**Danielle J. Chaplick is interested in learning more about recycling and educate residents on the importance of reducing waste and providing a clean, safe and healthy community. She would like to reach out to tenants and learn more about the Pay as You Throw concept. Ms. Chaplick works for the State Group Insurance**

In Board of Selectmen

March 17, 2009

Page 6 of 18

**BOARDS AND COMMISSIONS cont'd**

**Commission as the GIC's municipal coordinator. Mr. Kelliher added that she would be a great addition to the Solid Waste Advisory Board.**

**The Board thanked her for her interest.**

**FEE INCREASES**

**The Board considered the question of raising the following fees of the Town Clerk and Fire Departments pursuant to G.L., c. 40 s. 22F:**

**TOWN CLERK**

**Marriage Intentions**

**Certified Copies**

**Business Certificates**

**Gasoline Permit Renewals**

**ZBA Application Fee**

**Town Clerk, Pat Ward stated that he has sampled surrounding communities on the fees that they charge, and found these increases legitimate amounts.**

**On motion, it was unanimously,**

**VOTED: Pursuant to G.L., c.40, s. 22f, to raise the following fees as follows:**

<b>Marriage Intentions</b>	<b>from \$35 to \$40</b>
<b>Certified Copies</b>	<b>from \$10 to \$15</b>
<b>Business Certificates</b>	<b>from \$50 to \$75</b>
<b>Gasoline Permit Renewals</b>	<b>from \$200 to \$300</b>
<b>ZBA Application Fee</b>	<b>from \$225 to \$350</b>

**FIRE DEPARTMENT**

**Connection to Fire Alarm System Master Box**

**Multiple Dwelling Inspections**

**Fuel Oil Equipment - Install / Remove**

In Board of Selectmen

March 17, 2009

Page 7 of 18

**FEE INCREASES cont'd**

**Certificate of Occupancy Inspection –  
Residential  
Certificate of Occupancy Inspection –Commercial  
Plan Review/ Permit to Install - Residential  
Plan Review/ Permit to Install - Commercial  
UST- Oil Remove / Install / Alter (per tank)  
LPG use/ storage  
Smoke Detector Reinspection  
Fire Protection System / Permit to Shut Down  
UST- Gasoline Remove/ Install (per tank)  
Site Assessment for Hazardous Materials  
Blasting Permit  
Oxygen/Acetylene Storage/Use  
Tank Truck Inspection  
Fire Report Copy  
Ammunition Storage  
Smoke Detector Inspection for Sale of Home**

**Chief Skerry reviewed his following memo:**

**The Efficiency Initiative Committee (EIC) recommended that the Fire Department consider whether it can increase its permitting and inspection fees to further reduce the net cost of the Fire Prevention unit (see attached). Firefighters in the Fire Prevention Division conducted an analysis of our fees and the Town Administrator's recommended FY10 Financial Plan includes a number of the recommendations made as a result of this analysis. I recommend that the following fees be increased.**

In Board of Selectmen

March 17, 2009

Page 8 of 18

TYPE OF RECEIPT	PRESENT FEE	RECOMMENDED FEE	FY09	FY10	PROJECTED INCR. IN REV
Connection to Town Fire Alarm System Master Box	400	750	\$68,000	\$127,500	\$59,500
Multiple Dwelling Inspections	see below	see below	\$140,324	\$155,324	\$15,000
Fuel Oil Equipment - Install / Remove	50	100	\$13,800	\$27,600	\$13,800
Certificate of Occupancy Inspection - Residential	see below	see below	\$9,600	\$19,200	\$9,600
Certificate of Occupancy Inspection - Commercial	50	see below			
Plan Review/ Permit to Install - Residential	see below	see below	\$9,250	\$18,500	\$9,250
Plan Review/ Permit to Install - Commercial	50	see below			
UST- Oil Remove / Install / Alter (per tank)	100	200	\$6,800	\$14,970	\$8,170
LPG use/ storage	50	75	\$1,200	\$1,800	\$600
Smoke Detector Reinspection	25	50	\$500	\$1,000	\$500
Fire Protection System / Permit to Shut Down	25	50	\$250	\$500	\$250
UST- Gasoline Remove/ Install (per tank)	200	250	\$800	\$1,000	\$200
Site Assessment for Hazardous Materials	25	50	\$150	\$300	\$150
Oxygen/Acetylene Storage/Use	50	75	\$250	\$375	\$125
Blasting Permit	50	75	\$300	\$450	\$150
Tank Truck Inspection	50	75	\$200	\$300	\$100
Fire Report Copy	10	15	\$150	\$225	\$75
Ammunition Storage	50	75	\$50	\$75	\$25
<b>Total</b>			<b>\$329,964</b>	<b>\$369,119</b>	<b>\$117,495</b>

Mult. Dwelling Insp.		
<u># Units</u>	<u>Present Fee</u>	<u>Recommended Fee</u>
6-12	\$185.00	\$200.00
13-24	\$292.50	\$316.50
25-59	\$410.00	\$444.00
60-149	\$801.00	\$867.00
150-299	\$1,640.00	\$1,776.00
300-500	\$2,821.50	\$3,052.50
500+	\$4,308.00	\$4,662.00

Smoke Detector Inspection		
<u>Type</u>	<u>Present Fee</u>	<u>Recommended Fee</u>
Single Family	\$50.00	\$50.00
Two-Family	\$50.00	\$100.00
3-6 Units	\$50.00	\$150.00
Over 6 units	\$50.00	\$500.00

Certificate of Occupancy (Resi.) + Plan Review (Resi.)			
<u># Units</u>	<u>Present Fee</u>	<u>Type</u>	<u>Rec. Fee</u>
1-5	\$50.00	Single Family	\$50.00
6-12	\$100.00	Two-Family	\$100.00
13+	\$200.00	3-6 Units	\$150.00
		Over 6 units	\$500.00

Cert. of Occupancy (Comm.) + Plan Review (Comm.)	
<u>Present Fee</u>	
Flat \$50	\$50 + (\$25 x sq ft) = Fee

Some highlights are as follows:

- The EIC specifically recommended that the Master Box fee be increased to cover 100% of the costs. The proposal to increase it to \$750 meets that recommendation.
- The Multiple Dwelling Unit Inspections (6 or more units) were last increased in 2005. Since the Board of Selectmen at the time recommended that the fee be increased more frequently to reflect increases in salaries, this recommendation is being made.
- The proposed graduated schedule for Smoke Detector / Carbon Monoxide Inspections comes directly from the fee schedule allowable under to Ch. 148, Sec. 10A.

- The proposals for Plan Review and Certificate of Occupancy Inspection mirrors the approach taken for Smoke / CO inspections, which reflects the fact that it takes more time to inspect single-family homes than it does to inspect larger, multi-dwelling residential buildings. The recommendation to establish a different schedule, based on square footage, for plan review and C of O inspections of commercial properties is being made because it takes a significantly greater amount of time to inspect new larger commercial buildings.

The Department's complete fee schedule is attached to this memo. I recommend that you vote to adopt the fee schedule as proposed under the provisions of MGL Chapter 40, Section 22F.

On motion, it was unanimously,

**VOTED: To adopt the following fee schedule of the Fire Department pursuant to G.L., c. 40 s. 22F: To take effect as soon as the Department can implement them.**

TYPE OF RECEIPT	NUMBER	PRESENT FEE	RECOMMENDED FEE	FY08	FY09	FY10	PROJECTED INCR. IN REV
Connection to Town Fire Alarm System Master Box	170	400	750	\$68,000	\$68,000	\$127,500	\$59,500
Multiple Dwelling Inspections	541	see below	see below	\$140,324	\$140,324	\$155,324	\$15,000
Fuel Oil Equipment - Install / Remove	276	50	100	\$13,800	\$13,800	\$27,600	\$13,800
Certificate of Occupancy Inspection - Residential	192	see below	see below	\$0	\$9,600	\$19,200	\$9,600
Certificate of Occupancy Inspection - Commercial		50	see below				
Plan Review/ Permit to Install - Residential	185	see below	see below	\$0	\$9,250	\$18,500	\$9,250
Plan Review/ Permit to Install - Commercial		50	see below				
UST- Oil Remove / Install / Alter (per tank)	136	100	200	\$13,600	\$6,800	\$14,970	\$8,170
LPG use/ storage	24	50	75	\$1,200	\$1,200	\$1,800	\$600
Smoke Detector Reinspection	20	25	50	\$500	\$500	\$1,000	\$500
Fire Protection System / Permit to Shut Down	10	25	50	\$250	\$250	\$500	\$250
UST- Gasoline Remove/ Install (per tank)	4	200	250	\$800	\$800	\$1,000	\$200
Site Assessment for Hazardous Materials	6	25	50	\$150	\$150	\$300	\$150
Blasting Permit	6	50	75	\$300	\$300	\$450	\$150
Oxygen/Acetylene Storage/Use	5	50	75	\$250	\$250	\$375	\$125
Tank Truck Inspection	4	50	75	\$200	\$200	\$300	\$100
Fire Report Copy	15	10	15	\$150	\$150	\$225	\$75
Ammunition Storage	1	50	75	\$50	\$50	\$75	\$25
Smoke Detector Inspection for Sale of Home	1,163	50	see below	\$58,150	\$58,150	\$58,150	\$0
Flammable Storage	6	50	50	\$300	\$300	\$300	\$0
Cutting/Welding Permit	125	50	50	\$6,250	\$6,250	\$6,250	\$0
Connection to Town Fire Alarm System Private Ala	0	300	300	\$0	\$0	\$0	\$0
Gasoline Station Inspection	2	100	100	\$200	\$200	\$200	\$0
Institutional Inspection	4	<26 bed 35 qtr./>27bed 7	<26 bed 35 qtr./>27bed 7	\$560	\$560	\$560	\$0
Inholder Inspection	2	400	400	\$800	\$800	\$800	\$0
Lodging House Inspection	52	100 per year+ 2per>100	100 per year+ 2per>100	\$5,200	\$5,200	\$5,200	\$0
Common Victular Inspection	157	40 to 200 per year	40 to 200 per year	\$6,280	\$6,280	\$6,280	\$0
Tar Kettle	0	50	100	\$0	\$0	\$0	\$0
Theatre Inspection	4	25 per quarter	25 per quarter	\$400	\$400	\$400	\$0
Commercial Garage Inspection	6	75	75	\$450	\$450	\$450	\$0
Lumber Yard Inspection	0	50	50	\$0	\$0	\$0	\$0
Materials Testing	0	25	25	\$0	\$0	\$0	\$0
	3,116			\$318,164	\$330,214	\$447,709	\$117,495

Mult. Dwelling Insp.		
# Units	Present Fee	Recommended Fee
6-12	\$185.00	\$200.00
13-24	\$292.50	\$316.50
25-59	\$410.00	\$444.00
60-149	\$801.00	\$867.00
150-299	\$1,640.00	\$1,776.00
300-500	\$2,821.50	\$3,052.50
500+	\$4,308.00	\$4,662.00

Smoke Detector Inspection		
Type	Present Fee	Recommended Fee
Single Family	\$50.00	\$50.00
Two-Family	\$50.00	\$100.00
3-6 Units	\$50.00	\$150.00
Over 6 units	\$50.00	\$500.00

Certificate of Occupancy (Resi.) + Plan Review (Resi.)			
# Units	Present Fee	Type	Rec. Fee
1-5	\$50.00	Single Family	\$50.00
6-12	\$100.00	Two-Family	\$100.00
13+	\$200.00	3-6 Units	\$150.00
		Over 6 units	\$500.00

Cert. of Occupancy (Comm.) + Plan Review (Comm.)	
Present Fee	
Flat \$50	\$50 + (\$25 x sq ft) = Fee

## **FY 10 FINANCIAL PLAN**

**Review of the following FY10 Departmental Budgets:**

**Human Resources/Personnel Benefits  
 Fire  
 Building**

### **Human Resources/Personnel Benefits**

**Director of Human Resources Sandra DeBow stated that the budget reflects an increase of \$26,115 (5.4%). This is due to personnel increases, education and training, and legal services for collective bargaining, offset by advertising and general consulting services. Ms. DeBow added that the department will take advantage of in-house counseling through the Town Councils office.**

**Selectman Mermell asked about preventative health care. Ms. DeBow replied that they have implemented Minutes in Motion which is an exercise initiative for employees as well as wellness shorts, which are informative sessions through the Wellness Program. They are looking at more partnerships and programs that employees may benefit from.**

**Chairman Daly asked about the increase in services. Ms. DeBow stated that all the contracts are up this year so it is anticipated that outside legal services will**



**FY 10 FINANCIAL PLAN cont'd**

increase. Chairman Daly noted that the cost of worker's compensation was brought done significantly.

Assistant Director of Human Resources Leslea Noble stated that the Department has been working on the process, having good programs in place, and being proactive on the worker's compensation cases, which resulted in the decrease of costs.

Selectman Benka noted the reduction in advertising. Ms. Noble stated that on-line advertising has brought in quality candidates, reducing the need for more costly printed advertising. She also noted that there has been a hiring freeze which reduced advertising.

Selectman Allen stated that the Department handles difficult personnel problems, and the office handles these situations in a professional manner.

Ms. DeBow stated that the Department continues to work toward curbing health care cost.

Selectman DeWitt asked about Medicare, and if there is assistance for retirees going through this complicated process.

Benefits Coordinator Kathy McGinnis stated that when a retiree approaches Medicare eligibility, they come in and meet with her, and she will take them through the process.

Chairman Daly stated that she is pleased to see funding into the OPEB (Other post employment benefits) account.

Selectman Benka added that the funding of retiree health benefits is very important. He feels that there should be more put in, should additional funds became available. It should be a priority.

**Fire**

Chief Skerry stated that the Fire Department reflects a decrease of \$307,735 (2.5%), which is not ideal, but due to the extraordinary financial times we are in, and the state of surrounding Fire Departments, it is a budget that the Department can sustain in the coming year. His goal is to keep all the Fire Houses open throughout the year, and keeping first responses the same. The Department would also like to keep the reserve fleet up to date, and upgraded. He is glad that the Fire Department mechanics will remain in-house. The care and maintenance of fire

**FY 10 FINANCIAL PLAN cont'd**

trucks in Brookline will continue to be second to none. Some concerns are, the suppression staff reduction, the signal division being transferred to the Public Works Department and Fire Prevention where there are two positions slated to be cut. He feels that this may result in delays and slower service in the Department. The Chief added that the Department has been operating in the black this fiscal year due to some internal controls concerning vacation and sick leave; he hopes to see this trend continue.

Selectman Benka inquired about the purchase of a rescue truck as opposed to a "quint". The Chief replied that the front line apparatus is in great shape. Two reserve apparatus are 25 years old, or older. The rescue truck and pumper will replace both these 25 year old vehicles. The Chief replied that if the funds were available he would definitely prefer a "quint".

Chairman Daly inquired about the signal staff being transferred to the DPW. Chief Skerry stated that the staff will be transferred; the boxes will continue to be maintained.

Selectman Benka added that the Efficiency Committee noted that the mechanics in the Fire Department are well trained and possess a valuable skill set.

Noah Pearlstein, President of the Brookline Firefighter's Association noted that the call boxes may not be used very often, but when they are, it is usually an emergency, and it is valuable when the address is not known. The Department will know the exact address from the call box. He also stated that the loss of the members of the Fire Prevention was determined by the number of cases per inspector. It did not take into consideration the amount of time each inspection may take. The workload can not be easily calculated. Mr. Pearlstein addressed keeping the Fire houses open as the Chief stated. Mr. Pearlstein stated that only engines and not ladder trucks respond to medical emergencies, and if there were only a ladder truck at a station there would be a slower response time. The wire division does more than service the boxes. There is a local alarm in every station that is serviced as well as the outside boxes. Mr. Pearlstein stated that right now there are 10 Firefighters vacancies, 7 out injured, 4 out sick making the total vacancies 21. He feels that there will be times when the Department will be funded by overtime due to the vacant positions.

Selectman Allen stated that he appreciates the Chief's efforts in this budget. He stood his ground on what he felt is important for Fire Department; and in the best interest for the Town.

Chairman Daly asked the Chief what he would like to see put back in the budget if it could be. Chief Skerry stated that he would like to respond to the Union President's comment on the opening of fire houses. Should there be a medical

**FY 10 FINANCIAL PLAN cont'd**

**emergency in a certain area that area's fire house would respond with either a ladder truck or engine and response times would not increase.**

**He would work to restore keeping the seven companies in service at all times. Should a smaller amount of funds come in he would like to keep the Fire Prevention staff as it is.**

**Building**

**Building Commissioner Michael Sheppard stated that it has been ten months since he took over this position. He is happy with the goals that have been made bringing back the respect and trust of the townspeople, through citizen outreach and response. The Department is committed to providing better service to the residents. The budget reflects an increase of \$155,527 (2.3%) primarily due to energy cost. The Department is looking forward to the new permitting software that will provide better transparency.**

**Chairman Daly noted that the electricity in school buildings has decreased. Director of Public Buildings Charlie Simmons replied that they have put together programs with NStar and outreach programs with the schools on energy efficiency measures. Chairman Daly noted the increase in natural gas. Mr. Simmons replied that last year's budget started off planning on going with oil, they switched over mid year to the buildings that could switch and use dual fuel burners. Selectman Allen added that that alone is a great cost savings being able to convert to either one.**

**Selectman Mermell stated that she is pleased that the Building Department has taken steps to going green, and being more energy efficient, and taking advantage of grants and programs available.**

**Selectman Benka stated that he has been very impressed when working with the Building Department on various committees. He is also pleased with the energy converted buildings. Selectman Benka commented that Mike Sheppard is a hands on Commissioner.**

**Selectman Allen added that the Program Administrators have been a great source in cutting cost. Chairman Daly added that the Town has been able to eliminate the cost of project management on some projects due to the skill set in the Department at significant savings.**

In Board of Selectmen

March 17, 2009

Page 15 of 18

**CHANGE IN MANAGER**

The Board considered the question of approving the application of Room for Dessert, LLC., d/b/a Finale holder of an All Kinds of Alcoholic Beverages license as a Common Victualler at 1306 Beacon Street for a change in manager as follows:

**FROM: Stefanie Gerken**  
**TO: Ronald J. Quellette**

Ronald J. Quellette stated that Ms. Gerken left the company and he is taking over the position. He is tips certified, all papers are in order.

On motion, it was unanimously,

**VOTED: To approve the application of Room for Dessert, LLC., d/b/a Finale holder of an All Kinds of Alcoholic Beverages license as a Common Victualler at 1306 Beacon Street for a change in manager as follows:**

**FROM: Stefanie Gerken**  
**TO: Ronald J. Quellette**

**CHANGE IN MANAGER**

The Board considered the question of approving the application of Bertucci's Restaurant Corp d/b/a Bertucci's Brick Oven Ristorante holder of an All Kinds of Alcoholic Beverages license as a Common Victualler at 4 Brookline Place for a change in manager as follows:

**FROM: Daniel Schaaf**  
**TO: Erin Landaverde**

Erin Landaverde was present. All papers are in order.

On motion, it was unanimously,

**VOTED: To approve the application of Bertucci's Restaurant Corp d/b/a Bertucci's Brick Oven Ristorante holder of an All Kinds of Alcoholic Beverages license as a Common Victualler at 4 Brookline Place for a change in manager as follows:**

**FROM: Daniel Schaaf**  
**TO: Erin Landaverde**

In Board of Selectmen

March 17, 2009

Page 16 of 18

**ENTERTAINMENT (OUTSIDE)**

**The Board considered the question of approving the application of D&D Liquors d/b/a Coolidge Corner Wine and Spirits Yong H. Ng, President holder of an All Kinds of Alcoholic Beverages license as a Package Store at 1300 Beacon Street for an Entertainment License (outside) for Live Musicians one night a week from 6:00 p.m.- 8:00 p.m.**

**Darren Tow, representing D&D Liquors stated that they would like to have entertainment in front of the store. It would consist of a live musician that would be child friendly. The projected time would be from 6-8 p.m. There would be no tipping, and little impact to the neighboring establishments.**

**On motion, it was unanimously,**

**VOTED: To approve the application of D&D Liquors d/b/a Coolidge Corner Wine and Spirits Yong H. Ng, President holder of an All Kinds of Alcoholic Beverages license as a Package Store at 1300 Beacon Street for an Entertainment License (outside) for Live Musicians one night a week from 6:00 p.m.- 8:00 p.m.**

**Continued Public Hearing on the application of 175 Freeman Street Investors, LLC, managed by Riverstone Residential Group, Jessica Buonopan, Manager for a license to conduct and maintain an Open Air Parking Space with an area of approximately 3,150 sq. ft at 175-185 Freeman Street (Dexter Park) for twenty-three (23) automobiles.**

**This agenda item was postponed.**

**TOWN MEETING WARRANT**

**Deputy Town Administrator Sean Cronin reviewed Warrant Articles submitted for the May 26<sup>th</sup> Annual Town Meeting.**

**Deputy Town Administrator Sean Cronin stated that Articles 1-8 are standard Articles. Articles 9-13 are budget related Articles. Articles 14-16 are general By-Laws. Articles 17-20 are zoning related. Articles 21-22 are special legislation Articles. Articles 23-28 are resolutions. Articles 29-30 are Naming Committee Articles, and Article 31 is Reports of Town Officers and Committees.**

**BOARDS AND COMMISSIONS**

The Board considered the question of making appointments to the following Boards and Commissions:

**Brookline Arts Commission  
Human Relations/Youth Resources Commission  
Preservation Commission**

**Brookline Arts Commission**

On motion, it was,

**VOTED: To re-appoint Gavin Andrews to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To re-appoint Rory Dela Paz to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To re-appoint Katherine Ewen to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To re-appoint Jeannette Guillemin to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To re-appoint Katherine Lapuh to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To re-appoint Marie Wilson to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**VOTED: To appoint Libby Smith to the Brookline Arts Commission for a term ending August 31, 2011, or until a successor can be appointed.**

**VOTED: To appoint Zina Schiff to the Brookline Arts Commission for a term ending August 31, 2010, or until a successor can be appointed.**

**Human Relations/Youth Resources Commission**

On motion, it was,

In Board of Selectmen

March 17, 2009

Page 18 of 18

**VOTED: To re-appoint Sandra Bakalar to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**BOARDS AND COMMISSIONS cont'd**

**VOTED: To re-appoint Agnes Rogers to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To re-appoint Larry Onie to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To re-appoint David Heist to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To appoint Laurie Dopkins as a full member to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To appoint Doreen Wilkinson as an associate member to the Human Relations/Youth Resources Commission for a term ending August 31, 2011 or until a successor can be appointed.**

**Preservation Commission**

*Selectman DeWitt abstained from voting*

**VOTED: To re-appoint James Batchelor to the Preservation Commission for a term ending August 31, 2011, or until a successor can be appointed.**

**VOTED: To re-appoint Elton Elperin to the Preservation Commission for a term ending August 31, 2011, or until a successor can be appointed.**

**VOTED: To re-appoint David King as an associate member to the Preservation Commission for a term ending August 31, 2011, or until a successor can be appointed.**

There being no further business, the Chair adjourned the meeting at 9:00 p.m.

ATTEST

**IN BOARD OF SELECTMEN**

**March 24, 2009**

**Present: Chairman Nancy Daly, Selectmen Robert Allen, Betsy DeWitt, Jesse Mermell, and Richard Benka.**

**The Minutes of March 17, 2009 were approved as amended.**



**EXECUTIVE SESSION**

Upon motion duly made and seconded, it was moved that the Board of Selectmen go into EXECUTIVE SESSION.

The Chair then stated the reason(s) for the Executive Session: (SEE THE REASONS CHECKED)

- \_\_\_\_\_ (1) To discuss the reputation, character, physical condition or mental health rather than the professional competence of a particular individual<sup>1</sup>.
- \_\_\_\_\_ (2) To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual<sup>1</sup>.
- X  (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- \_\_\_\_\_ (4) To discuss the deployment of security personnel or devices.
- \_\_\_\_\_ (5) To investigate charges of criminal misconduct or to discuss the filing of criminal complaints.
- \_\_\_\_\_ (6) To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm or corporation.
- \_\_\_\_\_ (7) To comply with the provisions of any general or special law or Federal grant-in-aid requirements.

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The individual involved in such Executive Session must be notified in writing at least forty-eight (48) hours prior to such session and is (1) entitled to be present (2) to have counsel or other representative present and (3) to speak in his or her own behalf. Upon the request of the individual involved, no Executive Session shall be held and the meeting shall be held in open session. See G.L.c.39, §§23B(1) and (2).



**PUBLIC COMMENT**

**Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.**

**There was no Public Comment.**

**REAPPOINTMENT**

**The Board considered the question of reappointing Director of Finance Stephen Cirillo to the Retirement Board.**

**Town Administrator Richard Kelliher stated that Director of Finance, Stephen Cirillo has been the designee to the Retirement Board.**

**On motion, it was unanimously,**

**VOTED: To reappoint Director of Finance Stephen Cirillo to the Retirement Board for a three year term. Effective, January 14, 2009 through January 14, 2012.**

**CONTRACT**

**The Board considered the question of approving and executing a Contract with Advantage Glass Co., Inc., in the amount of \$131,400 in connection with the Tappan Gym Window Installation Project including acceptance of Alternate #1. Said contract to be funded from account 2594C162 6C0002.**

**Program Administrator Tony Guigli stated that this contract is to furnish and install replacement windows. The project will start at the end of the school year.**

**On motion, it was unanimously,**

**VOTED: To approve and execute a Contract with Advantage Glass Co., Inc., in the amount of \$131,400 in connection with the Tappan Gym Window Installation Project including acceptance of Alternate #1. Said contract to be funded from account 2594C162 6C0002.**

### **CHANGE ORDER**

The Board considered the question of approving Change Order #2 for a deduction in the amount of (\$11,951.00) for work completed by Commercial Roofing & Contracting, in connection with the Brookline High School Roofing Project.

Program Administrator Tony Guigli stated that this Change Order is for a deduction. The gypsum deck replacement was not needed. It was included in the original price.

On motion, it was unanimously,

**VOTED:** To approve Change Order #2 for a deduction in the amount of (\$11,951.00) for work completed by Commercial Roofing & Contracting, in connection with the Brookline High School Roofing Project.

### **TEMPORARY WINE AND MALT BEVERAGE LICENSE**

The Board considered the question of granting a temporary Wine and Malt beverages license to the College of Fine Arts –Visual Arts Division in connection with a Reception to be held on April 17, 2009 from 4:00 p.m. -9:00 p.m. at 808 Commonwealth Avenue.

On motion, it was unanimously,

**VOTED:** To grant a temporary Wine and Malt beverages license to the College of Fine Arts –Visual Arts Division in connection with a Reception to be held on April 17, 2009 from 4:00 p.m. -9:00 p.m. at 808 Commonwealth Avenue.

### **RECOGNITION**

Dorothy Kelly Gay, Executive Director for the Center Communities of Brookline appeared to thank the Public Safety Departments for their quick and professional response to an incident at 100 Centre Street on February 19, 2009.

Dorothy Kelly Gay, and Steve Shulman from the Center Communities of Brookline thanked the Brookline Fire Department, Police Department, and CERT team for their quick response to a fire at 100 Centre Street, which is elderly housing.

**RECOGNITION cont'd**

The fire was put out, the senior residents were evacuated and every apartment was checked in the vicinity of the fire to be sure no one was left behind. The firefighters carried the frailest residents down the stairs. Ms. Gay added that she is grateful that there were no injuries and that the evacuation was done calmly and efficiently.

Chief of Operations Michael O'Reilly thanked them for the recognition. He acknowledged how the departments worked together for a successful outcome under a difficult situation.

**FIREFIGHTER PERSONNEL**

The Board considered the question of authorizing the promotion of Firefighter Paul B. Trahon to Fire Lieutenant.

Chief of Operations Michael O'Reilly stated that he is pleased to recommend Firefighter Trahon for this promotion. Mr. Trahon was appointed to the Department in 1984. He is a Certified Emergency Medical Technician and is currently serving as a Temporary Lieutenant. Chief O'Reilly added that Mr. Trahon is one of their best firefighters, and has the ability to think clearly in emergency situations.

The Board thanked Firefighter Trahon, and his family for his many years of dedicated service, and congratulated him on his promotion.

On motion, it was unanimously,

**VOTED:** To authorize the promotion of Firefighter Paul B. Trahon to Fire Lieutenant.

**POLICE PERSONNEL**

The Board considered the question of authorizing the Police Chief to request a list from the Department of Human Resources to fill a vacancy in the position of Sergeant.

Chief O'Leary stated that due to the resignation of Sergeant Michael Raskin, this position has become available. The Chief noted that Sergeant Raskin will be taking a position with the Massachusetts Emergency Management Agency. It will be a great loss for Brookline, but the Chief acknowledged that this is a great opportunity for Mr. Raskin.

**POLICE PERSONNEL cont'd**

**On motion, it was unanimously,**

**VOTED: To authorize the Police Chief to request a list from the Department of Human Resources to fill a vacancy in the position of Sergeant.**

**WARRANT ARTICLES**

**The Board considered the question of reviewing/voting on the following Warrant Articles of the May 26, 2009 Annual Town Meeting:**

- | <b><u>NO.</u></b> | <b><u>TITLE</u></b>   |
|-------------------|---|
| <b>1.</b>         | <b>Appointment of Measurers of Wood and Bark. (Selectmen)</b> |

**Deputy Town Administrator Sean Cronin stated that Town Meeting requires that this be the first article at each Annual Town Meeting.**

**On motion, it was unanimously,**

**VOTED: Favorable Action that the Town establish that the number of Measures of Wood and Bark be two, to be appointed by the Selectmen.**

- | <b><u>NO.</u></b> | <b><u>TITLE</u></b>                     |
|-------------------|---|
| <b>2.</b>         | <b>Collective Bargaining Agreements</b> |

**There is no collective bargaining agreements at this time.**

- | <b><u>NO.</u></b> | <b><u>TITLE</u></b>  |
|-------------------|--|
| <b>3.</b>         | <b>Annual Authorization of Compensating Balance Agreements (Treasurer/Collector)</b> |

**WARRANT ARTICLES cont'd**

**Director of Finance Stephen Cirillo stated that this would simply authorize the Finance Director to enter into an agreement between the bank and the community. There is no charge to the community, the funds are maintained in a non-interest bearing account, in return for which the bank agrees to perform certain services for the depositor. Mr. Cirillo has had this authorization for many years already and has not used it but he would like the ability to do so, if it becomes more favorable.**

**On motion, it was unanimously,**

**VOTED: Favorable Action that the Town authorize the Town Treasurer with the approval of the Selectmen, to enter into Compensating Balance Agreement(s) for FY2010 in accordance with General Laws Chapter 44, Section 53F.**

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b>4.</b>	<b>Special Appropriation Close-Outs/Debt Rescission. (Selectmen)</b>

**Deputy Town Administrator Sean Cronin stated that this is an annual informational Article for Town Meeting; there are no actions to be taken at this time.**

**On motion, it was unanimously,**

**VOTED: No Action**

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b>5.</b>	<b>Approval of Unpaid Bills of a Prior Fiscal Year. (Selectmen)</b>

**Deputy Town Administrator Sean Cronin stated that the School Department has an invoice for \$78.10.**

**On motion, it was unanimously,**

**WARRANT ARTICLES cont'd**

**VOTED: To authorize the payment of the following unpaid bill of a previous fiscal year from the FY2009 School budget:**

**Educators Publishing Service      \$78.10**

**NO.                      TITLE**

**6.                      Acceptance of Legislation to Increase  
Property Tax Exemptions. (Assessors)**

**Chief Assessor Gary McCabe stated that this Article provides additional tax exemptions for certain classes of individuals, including surviving spouses, the elderly, and the blind and disabled veterans. It has been passed by Town Meeting for many years in the past and it only involves a small amount of money.**

**On motion, it was unanimously,**

**VOTED: Favorable Action that the Town elect to establish an additional property tax exemption for fiscal year 2010 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, and accept said Section 4, as amended.**

**NO.                      TITLE**

**7.                      FY08 Budget Amendments**

**Deputy Town Administrator Sean Cronin stated that there are no adjustments at this time.**

**On motion, it was unanimously,**

**VOTED: No Action**

**NO.                      TITLE**

**12.                      School Facility Maintenance  
Trust Fund. (Selectmen)**



**WARRANT ARTICLES cont'd**

**Deputy Town Administrator Sean Cronin stated that the Massachusetts School Building Authority (MSBA) has promulgated regulations that could award additional grant funds to communities that have established a School Facilities Maintenance Trust Fund. The additional funds would be awarded as a matching grant equivalent to up to 1% of the total MSBA reimbursement grant award for a project. Brookline hopes to receive this bonus as part of any MSBA funding that may be approved for the Runkle School Project.**

**Selectman DeWitt noted that MSBA's grant is "up to 1%". Does that mean it could be zero? Mr. Cronin replied that is correct, but this would allow the town to start the process, and have the fund in place. The fact that Brookline maintains its facilities, puts us in good shape to receive the match. It shows the Town's commitment to maintaining school buildings.**

**Selectman Allen asked if the funding would be every year. Mr. Cronin replied that this is a one time match.**

**Selectman Benka added that if the fund is in existence, it can be used for other school projects, assuming the regulations do not change.**

**On motion, it was unanimously,**

**VOTED: to create a local fund titled "School Facility Maintenance Trust Fund" for the purpose of funding appropriate school facility maintenance projects that meet the provision of 963 CMR 2.00, Section 2.18 4(b), and further that the Town affirm its intent to accept all matching grant funds from the Massachusetts School Building Authority (MSBA) for which it qualifies, relative to the regulations outlined in 963 CMR 2.00, Section 2.18 4 (b), and deposit said funds into the "School Facility Maintenance Trust Fund" for use in funding such projects.**

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b>13.</b>	<b>55 Newton Street Lease (Selectmen)</b>

**The Town owns a number of properties that it leases. The term of a lease cannot exceed 10 years without special legislation. The current lease for 55 Newton Street expires on June 30, 2009. In order to enter into a new lease, Town Meeting must authorize the Selectmen to do so. In accordance with G.L.c.30B a request for proposals was issued and the Town and the selected lessee will execute a lease if Town Meeting approves this article.**

**WARRANT ARTICLES cont'd**

On motion, it was unanimously,

**VOTED:** To authorize and empower the Board of Selectmen to lease the property known and numbered as 55 Newton Street for not more than ten years, in accordance with a proposal to be submitted in response to Requests for Proposal and procedures required under General Laws, Chapter 30B, and such additional terms and conditions determined by the Board of Selectmen to be in the best interest of the town.

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
28.	Resolution to Commemorate the Tenth Anniversary of the Brookline Xi'an China Exchange Program (Paul Dryfoos)

Petitioner Paul Dryfoos reviewed his article explanation:

For the past ten years, the Town of Brookline has engaged in an educational and cultural exchange program with Xi'an, China. Every year, a group of students (usually eight in number) and one teacher from Gao Xin High School Number One in Xi'an spend the fall semester at Brookline High School, and their counterparts from Brookline spend the spring semester at Gao Xin School. In total, about 150 Brookline and Gao Xin students have participated in the exchange, having an opportunity for personal growth through increased cultural awareness, foreign language competency, and the maturation associated with living in a new environment.

The China Exchange Program enriches Brookline and Xi'an far beyond the direct impact on participating students and teachers. The program has fostered a much broader set of personal relationships among members of the two cultures involving school and community leaders, students and faculty, host families and other community members. It is also a powerful symbol of and focal point for the value that the two communities place on mutual understanding in an increasingly interconnected world.

Adoption of this article by Town Meeting would give due recognition to the tenth anniversary of a program that represents the best of Brookline's educational and cultural values. Adoption of this article would also be a tangible expression of friendship and partnership extended by the people of Brookline to the people of Xi'an.

**Chairman Daly added that she knows some residents that participated in this program. It was a wonderful experience for them. Selectman DeWitt agreed that this is a great program.**

**On motion, it was unanimously,**

**VOTED: To adopt the following Resolution to Commemorate the Tenth Anniversary of the Brookline-Xi'an China Exchange Program and Acknowledge the Friendship Between the People of Brookline and the People of Xi'an, China**

**WHEREAS Brookline High School has engaged in a student and teacher exchange program with the Gao Xin Number One High School in Xi'an, China for the past ten years.**

**WHEREAS hundreds of residents of Brookline, including students, parents, teachers and other community members, have formed friendships with their Chinese counterparts as a result of the Brookline-Xi'an Exchange Program.**

**WHEREAS the Brookline-Xi'an Exchange program has fostered an increased mutual cultural awareness between the people of the United States and China.**

**WHEREAS The Brookline-Xi'an Exchange program has provided a valuable educational opportunity for both American and Chinese students.**

**NOW, THEREFORE, BE IT RESOLVED THAT Town Meeting commemorates the tenth anniversary of the Brookline-Xi'an China Exchange Program and acknowledges the valued friendship between the people of Xi'an and the people of Brookline.**

<u>NO.</u>	<u>TITLE</u>
29.	Name the Rotary located at the intersection of Pond Avenue and Chestnut Street the "Paul Pender Rotary (Naming Committee)

**Chair of the Naming Committee Fred Lebow reviewed the Article:**

**On March 4, 2009, the Naming Committee voted unanimously to recommend to Town Meeting that the name for the rotary located at the intersection of Pond Ave. and Chestnut Street be called the "Paul Pender Rotary". This change was recommended by Selectman Robert Allen who thought it was an appropriate site to honor the memory of Paul Pender.**

**WARRANT ARTICLES cont'd**

**Paul Pender was born in Brookline in 1930 and is most noted for a boxing career in which he held the title of World Middleweight Champion during the early 1960s. Most notable opponents included Sugar Ray Robinson and Terry Downes. Mr. Pender was a local hero in the Town and inspired many of Brookline's youth to take an interest in boxing. In addition to his boxing career, Mr. Pender served as a Brookline firefighter and was an Assistant Clerk of the Brookline Municipal Court.**

**The Naming Committee agreed that Paul Pender meets its criteria as a national noteworthy public figure or official and felt that it was appropriate to honor his legacy. Mr. Pender grew up in "the Point" and many residents still have warm memories of following his boxing career and even participating in boxing matches organized by him at the Tappan Street gym. He is remembered as a man of excellent character with deep ties to the community. Therefore, the Committee thought it appropriate that the rotary bear his name.**

**Selectman Allen stated that Mr. Pender is deserving of this gesture. He and his family have long ties to Brookline, and he was considered Brookline's local hero. Mr. Pender worked with Brookline's youth, as a Brookline Firefighter, and as an Assistant Clerk in the Brookline Municipal Court.**

**On motion, it was unanimously,**

**VOTED: To approve the name of the rotary located at the intersection of Pond Ave. and Chestnut Street and near Jamaica Pond as the "Paul Pender Rotary".**

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b>30.</b>	<b>Re-name Incinerator Drive "Saw Mill Road" (Naming Committee)</b>

**Chair of the Naming Committee Fred Lebow reviewed the Article:**

**On February 23, 2009, the Naming Committee voted unanimously to recommend to Town Meeting that the name for the road currently called Incinerator Drive be changed to Saw Mill Road. Incinerator Drive was determined to be an obsolete name for this road, now that there is a new park (Skyline Park) at the site of the former landfill.**

**The Naming Committee approved Saw Mill Road after a series of discussions with the Chestnut Hill Village Association (CHVA) who had initially suggested "Corduroy Road", in reference to the type of construction that likely would have**

**WARRANT ARTICLES cont'd**

been used on the site. However, after questions were raised by the Preservation Commission regarding the accuracy and appropriateness of this terminology, CHVA representatives suggested Saw Mill Road, a name that evokes the late 17th century sawmill built nearby by Erosamon Drew, an Irish immigrant who owned 64 acres of wooded land near the present Newton line. Drew's sawmill was located on and powered by Mother Brook (now Saw Mill Brook), a natural outlet of Hammond Pond .

On motion, it was unanimously,

**VOTED:** To approve a change in the name of Incinerator Drive to "Saw Mill Road".

**FY10 FINANCIAL PLAN**

Review of the following FY 10 Departmental Budgets:

Public Works  
Water and Sewer  
Health & Human Services  
Human Relations/Youth Resources

**Public Works**

Deputy Commissioner Andy Pappastergion stated that this is a large budget. When all the divisions are totaled up, the budget is around \$37 million. \$24 Million of that is the Water and Sewer Division. The Public Works portion of the budget reflects a decrease of \$34k (0.3%). Salaries are up 0.4%, supplies increased 4.4% which includes tires, recycling supplies, and oil and lubricants. Utilities are a new line item which reflects a decrease of 10.2% which is due to lower gasoline and diesel fuel prices. The services portion of the budget reflects an increase of 0.1%. This includes an increase in the solid waste disposal contract which went up 2%. The "other" category reflects a decrease in Professional /Technical Services due to the elimination of Hazardous Waste Day, which is being replaced with a weekly drop off program.

The Public Works Department is losing three permanent positions. Traffic Systems Technician, MEO II and Town Arborist in Parks and Open Space.

**Water and Sewer**

Deputy Commissioner Andy Pappastergion stated that the Water and Sewer budget reflect an increase of \$630,492 (1.6%) mostly due to MWRA assessments.

**FY10 FINANCIAL PLAN cont'd**

Salaries are up 2.4 % due to bargaining increases and fixed cost increases. The Services increased 1.6% mostly due to building repair and maintenance. As an enterprise fund, they pay all cost that relate to the enterprise including the maintenance of the facility. Supplies increased 9.2% primarily due to the increased cost of cooper tubing and brass stock. Intergovernmental increased 3.5%. This is a projected cost because the final figures will not be known until the spring. Should there be an increase, it will be before the Fall Town Meeting. Intragovernmental Reimbursement increased 10.2%. This is what the enterprise pays back to the town for general governmental cost.

Selectman Allen asked about the Hazardous Waste Day, and the cost associated with the handlers that are contracted out. Highway Director Kevin Johnson replied that Ed Gilbert, Environmental Health Supervisor, has been trained to handle the materials and certified to train some of the employees. This reduced the cost significantly, and eliminated the contracting out of handlers.

Chairman Daly asked about the elimination of the Town Arborist. Commissioner DeMaio replied that duties have been rearranged to accommodate the elimination. Chairman Daly asked about the Fire Alarm Division merging into the DPW. Commissioner DeMaio replied that they will meet with Chief Skerry to work out what needs to be accomplished. He plans to move forward with a work order system, although this is premature.

Selectman Mermell asked about the recycling bins. If the Town went to a Pay as You Throw program, would the bins need to be replaced. Commissioner replied that it would depend on what system the Town used. He has asked the Solid Waste Advisory Committee about charging residents for bins. The Committee thought charging \$5 per bin might be fair. There is no decision on this at this time.

Chairman Daly noted that the Director of Engineering was unable to be present. She pointed out that the Engineering Division received over 5,200 requests for information. Commissioner DeMaio replied that the Engineering Division is involved in every aspect of the DPW. Chairman Daly commented on the plantings in Town. Director of Parks and Open Spaces Eric Gallentine replied that there is a lot of support to keep up with the plantings. Selectman Allen added that the Larz Anderson Rink had a successful season this year. Ms. Gallentine replied that there were some staffing and contracting adjustments that contributed to this. Selectman Allen asked about the trash pickup at fields and parks. Ms. Gallentine stated that this spring a recycling program will be rolled out at some of the parks and fields. Trash collection is done 7 days a week at the parks. It is a challenge to stay on top of it, the new program will help.

Selectman Allen asked about notifying utility companies. Are we working together with them? Commissioner DeMaio replied that they do notify them when

**FY10 FINANCIAL PLAN cont'd**

the Town will be working on a road to see if they need to get in. This is in hopes to avoid the utilities from coming in after the road was repaired. This is an ongoing process, there seems to be a better communication with them. Selectman Benka added that he has had some issues with the utility companies relating to his street. Commissioner DeMaio replied that they are trying to work out these kinds of issues. The utility company has been receptive so far.

Selectman Benka inquired about post retirement health care cost. Perhaps it should be included into the water & sewer rates. It is a real cost now, and is not in the budget, and does not have to be included in the budget. There is a measure of how much the annual operation is costing the Town which is about \$5,400 per employee. It used to be included until the decision was made in 2004 to stop funding the OPEB (other post retirement benefits). The unfunded liability has risen to the \$240-to \$300 million range presently. It is a very real cost that needs to be contended with. The enterprise fund is designed to pay their entire cost and this is part of their cost. Selectman Benka suggested that they see where the rates go, and how the fund shakes out over the next month or so. We should think about tying the enterprise contribution to the work the OPEB study committee is doing which has looked at a funding mechanism where the Town /School pick up 75% and the employees picking the remaining 25% of the funding similar to what is done with health care. Chairman Daly added that the OPEB task force is making progress. Mr. Pappastergion replied that this would add about 10 cents on the cubic foot rate. Depending on what the new rates will be he is cautious about adding this on to a higher rate. He hopes the decision can be made after the new rates are determined.

**Health & Human Services**

Director of Health and Human Services Dr. Alan Balsam stated that the budget is level funded. It has been a challenging year. He noted the absence of Dr. Jacques Carter who has retired from the Public Health Advisory Council. He is missed. The Department's mandated functions have been accomplished. This includes inspections, permits, licensing, and certificates both residential and commercial. The Department is involved in community health. They held some events, and implemented some programs. Dr. Balsam will continue to work on obesity issues within the schools and community. He noted that Brookline has a much lower obesity rates than state and national rates. The Department will continue to work on substance abuse at the schools. A grant was obtained to fund this. The Department deals with environmental health, child health, community health, mental health, and substance abuse and violence prevention. The Department tracks communicable disease. West Nile and lyme disease are in the forefront. The Department joins other communities to help immunize at flu clinics. Dr. Balsam added that it has been a challenging year. One challenge will be the consolidation of clerical staff. Another challenge is the day-care licensing. The state

**requires that the licensing goes through the state; however, the state would like Brookline to continue their participation. Dr. Balsam is working with the state to get some funding back for their duties.**

**Chairman Daly asked about West Nile and Lyme disease. Dr. Balsam stated that Lyme disease is rapidly increasing. If caught early it can easily be treated. If not it can cause serious complication. The Department is planning on rolling out a campaign focusing on the disease. Selectman Benka asked if the disease is being contacted somewhere else, or if it is getting contacted in Brookline. Dr. Balsam replied both, primarily where they may be vacationing. Selectman DeWitt noted the increase in Lyme disease and is happy to hear that a campaign is planned. Chairman Daly commented on the Department's heavy workload.**

**Selectman Mermell asked about the shift to preventative medicine that the State is thinking about. Dr. Balsam stated that it would help the community dramatically by partnering with the medical community. The focus is on how much money it would save. Selectman Allen commented on the volume of licenses and inspections that come through the Department, with minimal problems.**

**Chairman Daly stated that the proposal is to move a clerical from Human Relations to the Health Department to support both offices. A clerical position was moved from the Health Department to the Building Department. Dr. Balsam added there will be some job duties shifted. The Veterans support could help out in the Human Relations Department as well. His main concern is keeping the service window open to serve the public. His clerical staff supports 16 people. The window requires full coverage. He is confident that all of the task can get done.**

### **Human Relations/Youth Resources**

**Director of Human Relations/Youth Resources Director Steve Bressler stated that the Department is made up of three parts. Human Relations/Youth Resources, (which includes inter-group relations, civil rights, and youth advocacy), Americans with Disabilities Act Coordinator, and Broadband Monitoring Committee. The Department is also involved in the Emergency Management Team. They work closely with the Police Department and domestic violence issues. Fair housing is another area they work on with the housing division, and greater Boston. The Department works closely with the schools on youth advocacy issues. Mr. Bressler is Chair of the Hidden Brookline Committee which presented "Slavery in Colonial Brookline", and historical walking tours. The Department also publishes the Child Care Guide for many years. The Department takes complaints on cable television. Complaints went up this year due to the change to analog in cable. Verizon has no plans to bring cable into Brookline in the near future. Verizon is aware that residents are interested in their service.**



**Chairman Daly addressed the clerical shift. Mr. Bressler stated that when the Efficiency Committee did its study there was a misconception of the work load. He is not comfortable utilizing the veteran's staff seeing the workload that is already there. Chairman Daly replied that they are aware of all the work done at the Train Building. This change stems from a difficult budget this year. Mr. Bressler replied that his objection is to have his clerical physically moved. The Health Department has staff there already that could readily cover the service window. His staff would be willing to cover if someone is out. Without his staff, it is just him. It would be difficult to work with someone while the phones are ringing.**

**Mark Jones Co-Chair of the Human Relations/Youth Resources Commission stated that he understands the difficulty in this choice. The choice is whether the one FTE should stay in the Human Relations Department, go the Health Department or switch between the two. He added that the Department takes on many roles and projects, and deals with many issues. The Department may not have a window, but still serve the public and issues for the Town that needs to be addressed. This year the budget represents a 30% cut. He suggested that the budget reflects the share of the clerical staff. This would be a 50/50 share between the Health and the Human Relations Departments even though the Human Relations would still take a bigger hit.**

**Chairman Daly asked Dr. Balsam for a detailed memo on the staffing issues in his Department. Town Administrator Richard Kelliher stated that he did ask for an outline of major task and functions. It was never about the mission of the Commissions but more about the budget cut and trying to work more efficiently. The last four years have been difficult and the Town has tried to integrate more fully, smaller Departments into larger Departments. This budget is not intended to do that. He will go through the exercise of reviewing the tasks and the functions to determine what can be accomplished.**

### **ANNUAL TOWN MEETING WARRANT**

**The Board considered the question of executing the Warrant for the May 26, 2009 Annual Town Meeting.**

**Deputy Town Administrator Sean Cronin reviewed his following memo:**

**Since the closing of the Warrant, I have been working with the Capital Subcommittee of the Advisory Committee on proposed changes to the CIP. The final recommendations for FY10, which will be presented to the Board on March 31<sup>st</sup> as part of the FY10 – FY15 CIP presentation, include some items that were not in the budget article as filed prior to the closing of the Warrant on March 12<sup>th</sup>. In order to reflect the recommendations in the budget article, I am requesting that you approve the following vote so that you can re-open the warrant for the purpose of**

In Board of Selectmen

March 24, 2009

Page 19 of 19

**ANNUAL TOWN MEETING WARRANT cont'd**

**substituting the current Article 8 for a new Article 8 that reflects the CIP as proposed:**

**On motion, it was unanimously,**

**VOTED: Pursuant to the authority granted in Section 2.1.4 of the Town's By-Laws, the Board waives the requirements of Section 2.1.3 of the By-Laws for the sole purpose of amending Article 8 of the Warrant for the May 26, 2009 Annual Town Meeting as outlined by Deputy Town Administrator Sean Cronin. The Warrant is henceforth closed.**

**VOTED: To execute the Warrant for the May 26, 2009 Annual Town Meeting.**

**BOARDS AND COMMISSIONS**

**The Board considered the question of making appointments to the following Boards and Commissions:**

**Solid Waste Advisory Committee**

**On motion, it was unanimously,**

**VOTED: To re-appoint John Dempsey to the Solid Waste Advisory Committee for a term ending August 31, 2011 or until a successor can be appointed.**

**VOTED: To appoint Danielle Chaplick to the Solid Waste Advisory Committee for a term ending August 31, 2011 or until a successor can be appointed.**

**There being no further business, the Chair adjourned the meeting at 10:35 p.m.**

**ATTEST**

**IN BOARD OF SELECTMEN**

**March 31, 2009**

**Present: Chairman Nancy Daly, Selectmen Robert Allen,  
Betsy Dewitt, Jesse Mermell, and Richard Benka**

**The Minutes of March 24, 2009 were approved as  
amended.**

**EXECUTIVE SESSION**

Upon motion duly made and seconded, it was moved that the Board of Selectmen go into EXECUTIVE SESSION.

The Chair then stated the reason(s) for the Executive Session: (SEE THE REASONS CHECKED)

- \_\_\_\_\_ (1) To discuss the reputation, character, physical condition or mental health rather than the professional competence of a particular individual<sup>1</sup>.
- \_\_\_\_\_ (2) To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual<sup>1</sup>.
- X  (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- \_\_\_\_\_ (4) To discuss the deployment of security personnel or devices.
- \_\_\_\_\_ (5) To investigate charges of criminal misconduct or to discuss the filing of criminal complaints.
- \_\_\_\_\_ (6) To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm or corporation.
- \_\_\_\_\_ (7) To comply with the provisions of any general or special law or Federal grant-in-aid requirements.

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The individual involved in such Executive Session must be notified in writing at least forty-eight (48) hours prior to such session and is (1) entitled to be present (2) to have counsel or other representative present and (3) to speak in his or her own behalf. Upon the request of the individual involved, no Executive Session shall be held and the meeting shall be held in open session. See G.L.c.39, §§23B(1) and (2).

\_\_\_\_\_ (8)        **To consider and interview applicants for employment by a preliminary screening committee or a subcommittee appointed by a governmental body if an open meeting will have a detrimental effect in obtaining qualified applicants: provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee or a subcommittee appointed by a governmental body, to consider and interview applicants who have passed a prior preliminary screening.**

\_\_\_\_\_ (9)        **To meet or confer with a mediator, as defined in section twenty-three C of chapter two hundred and thirty-three, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or body, provided that: (a.) any decision to participate in mediation shall be made in open meeting session and the parties, issues involved and purpose of the mediation shall be disclosed; and (b.) no action shall be taken by any governmental body with respect to those issues which are the subject of the mediation without deliberation and approval for such action at an open meeting after such notice as may be required in this section.**

**The Board of Selectmen, during a properly constituted and noticed meeting:**

**VOTED:        to go into Executive Session**

**Roll Call Vote:        Voting in the Affirmative: 4  
   Voting in the Negative: 0**

*Selectman Allen absent for roll call*

**The Board of Selectmen (WILL) RECONVENE in Open Meeting after the Executive Session.**

**PUBLIC COMMENT**

**Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.**

**There was no Public Comment.**

**Chairman Daly took a moment to announce that the Maimonides School's Mock Trial team won its first state championship. She congratulated the school.**

**TEMPORARY WINE AND MALT BEVERAGE LICENSE**

**The Board considered the question of granting a temporary Wine and Malt beverages license to Art for Art's Sake, Elizabeth Forti, Chair, in connection with a fundraiser to be held on April 2, 2009 from 7:00 p.m. – 10:00 p.m. at the Lincoln School Auditorium, 19 Kennard Road.**

**On motion, it was unanimously,**

**VOTED: To grant a temporary Wine and Malt beverages license to Art for Art's Sake, Elizabeth Forti, Chair, in connection with a fundraiser to be held on April 2, 2009 from 7:00 p.m. – 10:00 p.m. at the Lincoln School Auditorium, 19 Kennard Road.**

**TEMPORARY WINE AND MALT BEVERAGE LICENSE**

**The Board considered the question of granting a temporary Wine and Malt beverages license to the Pierce School PTO, Charles Walsh Co-Chair, in connection with a Fundraiser to be held on May 2, 2009 from 6:30 p.m.- 10:00 p.m. at the Pierce School, 50 School Street.**

**On motion, it was unanimously,**

**VOTED: To grant a temporary Wine and Malt beverages license to the Pierce School PTO, Charles Walsh Co-Chair, in connection with a Fundraiser to be held on May 2, 2009 from 6:30 p.m.- 10:00 p.m. at the Pierce School, 50 School Street.**

**TEMPORARY WINE AND MALT BEVERAGE LICENSE**

The Board considered the question of granting a temporary Wine and Malt beverages license to Pine Manor College in connection with a fundraiser to be held by Brookline Mental Health Center on April 2, 2009 from 4:00 p.m. – 10:00 p.m. at 400 Heath Street.

On motion, it was unanimously,

**VOTED:** To grant a temporary Wine and Malt beverages license to Pine Manor College in connection with a fundraiser to be held by Brookline Mental Health Center on April 2, 2009 from 4:00 p.m. – 10:00 p.m. at 400 Heath Street.

**WARRANT ARTICLES**

Review of the following Articles included in the Warrant for the May 27, 2008 Annual Town Meeting:

	<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b><u>POSTPONED</u></b>	9.	FY10 Budget Amendment – 7 Fire Companies (Inchierca)
<b><u>POSTPONED</u></b>	10.	FY10 Budget Amendment – NFPA Standard 1710 (Inchierca)
	14.	Council on Aging Membership (COA)
	22.	Legislation Expanding Residency Preference for Police Officers to BHS Graduates (Police Chief)
	27.	Resolution on Single Payer Health Care (Berger)

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
14.	Council on Aging Membership (COA)

Town Administrator Richard J. Kelliher reviewed the explanation.

**WARRANT ARTICLES cont'd**

**The Council on Aging has had up to 26 members since its by-laws were amended in 1980. We have been out of compliance with town by-laws by having more associate members than citizen members. We need to be in compliance with the town by-laws, but still would like to have twenty-five members. This is a simple way to accomplish this.**

**Council on Aging Chair Agnes Rogers stated that this Article will bring the Council up to compliance. She added that the Senior Center is running very well, and looks forward to its continued success.**

**On motion, it was unanimously,**

**VOTED: Favorable Action on Article 14.**

<b><u>NO.</u></b>	<b><u>TITLE</u></b>
<b>22.</b>	<b>Legislation Expanding Residency Preference for Police Officers to BHS Graduates (Police Chief)</b>

**Chief O'Leary reviewed the explanation.**

**The purposes of the Petition are set forth in Section 1. The Town of Brookline has adopted the Massachusetts Civil Service Law, Mass. Gen. Laws Ch. 31 (the "Law"). Section 58 of the Law limits any residency preference with regard to original appointments to municipal police and fire forces to "person[s] who ha[ve] resided in a city or town for one year immediately prior to the date of examination for original appointment to the police force ... of said city or town," states that such persons shall be placed ahead of persons without such residency background when their standing on the eligible list is the same as the result of examination, and directs the State's Human Resources Division ("HRD") to place such persons ahead of other persons who do not have such residency background when certifying names of candidates for original appointment to municipal police and fire forces when so requested to do so by the municipality (which request Brookline has made). As a result of a number of factors, the pool of qualified individuals benefiting from the Mass. Gen. Laws ch. 31, § 58 residency preference from which the Department may hire has diminished over the years. To illustrate, the number of persons who sat for the civil service entry examination in 2008 who claimed the benefit of the Mass. Gen. Laws. ch. 31, § 58, residency preference was ninety percent (90%) fewer than the number of such persons who sat for the examination in 1999 (between 1999 and 2008, the number of such persons sitting for such examination declined steadily each**



year from 67 in 1999 to 7 in 2008). See Table A below. To compound further the impact of this decline, a number of these applicants who sat for the examination were subsequently eliminated from the hiring process for a number of reasons, such as failure to pursue employment with the Brookline police force or failure to pass background checks, psychological examinations, physical examinations or physical agility tests. The Brookline Police Department files this Petition in order to expand the pool of qualified candidates for original appointment to the police force while still affording preference to individuals who, as recent Brookline High School graduates, can be expected to retain familiarity with and concern for the Town equivalent to that of persons to whom the Mass. Gen. Laws ch. 31, § 58 residency preference now applies.

<b>TABLE A</b>	
<b>Examination Date</b>	<b>Number of persons sitting for examination for original appointment to the Brookline police force claiming Brookline residency preference</b>
<b>1999 – 05/08</b>	<b>67</b>
<b>2001 – 04/28</b>	<b>47</b>
<b>2003 – 04/26</b>	<b>39</b>
<b>2005 – 04/30</b>	<b>34</b>
<b>2007 – 05/19</b>	<b>36</b>
<b>2008 – 06/28</b>	<b>7</b>

Selectman Benka asked if somebody with residency preference performed a “C” on the test and someone without residency preference performed an “A” would the resident go to the top of the list over the higher scorer. The Chief replied yes, but also pointed out that there are other State preferences that would still displace the person who scored “A” if we do not adopt this preference.

Selectman Allen stated that this would take into account residents that have attended Brookline High School but due to the high cost of residential property, moved out of the town. He added that this would also open it up to Metco students that may not have been residents but attended the High School, and should be included.

Selectman Benka agrees. He asked about the impact on the racial balance of the force. Would this open or close the opportunities to minority candidates. The Chief replied that it would open the opportunities by including the Metco students.

Selectman DeWitt added that this would provide diversity in the force. The Chief added that the Department had applied to hire from a specific list of minorities from the State but were denied.

**WARRANT ARTICLES cont'd**

Selectman Allen asked if this is special legislation and if other communities have this law. The Chief replied yes it is, there are no other communities doing this, but there is interest. He anticipates other communities to follow due to recent conversations.

Regina Frawley TMM#16 stated that she has not heard any downside on this Article. She is concerned that the force could end up with all "C -" officers. Selectman DeWitt stated that the Chief always chooses the best qualified person, and the preference does not guarantee a hire. The Chief will still look at who is the best qualified individual. The Chief replied that is correct. There is a list of candidates that then have to go through the hiring process. It is extensive. Candidates are eliminated throughout the process if it is felt that they do not qualify regardless of any preference. This Article only opens up the pool of candidates. If the candidate does not meet the criteria they continue down the list. Selectman Allen added that theoretically someone with a 99% score would not bump a 75% scorer based on the candidate's first choices. There's more of a calculated process involved. Selectman Benka added that there is already a residency preference in practice for years. He has not heard that this causes any harm to the Department. There are also State preferences that apply. Chief O'Leary added that this is only the first step; the decisions are based on the pool and the quality of the candidates.

On motion, it was unanimously,

**VOTED: Favorable Action on Article 22.**

<u>NO.</u>	<u>TITLE</u>
27.	Resolution on Single Payer Health Care (Berger)

Petitioner Dr. Patricia Berger reviewed her Article.

The purpose for bringing the Resolution for Single Payer Health Care (SP) to the Town Meeting is to add the voices of Brookline residents to the coalition for SP health care reform. We want our state senator and representatives to know that the Town of Brookline supports SP and wants them to be active supporters of the Health Care Trust Bill HB 2127. A SP system would save money, guarantee comprehensive health coverage for all residents, and make health care a right for everyone in the Commonwealth.

**WARRANT ARTICLES cont'd**

**Nationally health care reform is heating up. Many people are touting Massachusetts as being the “model” health care system for the nation. Massachusetts adopted a new health reform law in 2006 (Chapter 58). There was great fanfare at the signing of the legislation and great hope for affordable “near universal” health care coverage for the Commonwealth. Almost three years later Massachusetts has failed to get “near universal” coverage, has not been able to halt the annual double digit rises in health care costs, and has cut funding for safety net institutions across the state. Towns and municipalities have been struggling to meet budgets (even before the economic decline) because the health care costs of town employees eat up more and more of the budget. In addition, the individual mandate that requires all Massachusetts residents to buy health insurance or face a stiff fine (over \$1000 in 2009) has added to the financial burden of low income people who can’t afford the premiums plus the high out of pocket costs of deductibles, co-pays, and co-insurance. Our present law is not a “model” even for the Commonwealth.**

**Selectman Mermell asked who the lead sponsors are at the State House. Dr. Berger replied Patricia Jehlen of the Senate and Matthew Patrick of the House.**

**Chairman Daly questioned having the resolution tied to a single bill. Why not just a resolution. There may be opponents to this specific bill, but not to single payer health care. Dr. Berger replied that this is the only bill that even addresses the single payer. There has to be a bill to start off with.**

**Selectman Benka asked how this bill will interface with the national level. The President is not endorsing a single payer system. Dr. Berger replied that it is likely that the government will allow the State level to try different systems. The challenge would be getting a waiver from Medicaid and other federal sources of funding.**

**Selectman DeWitt noted that Canadians enter the United States for medical services; they are a single payer system, some complain that the care is not adequate, and how would this be avoided. Dr. Berger added that many Americans enter Canada for medicines and care as well. Canada spends about half as much on health care as we do. They were under funding the system which is now changing. The United States has enough money in the system, but it is not producing the value it should. There is no budget on the health care system here, and the insurance companies are not regulated.**

**There was no vote on this Article.**

**Review of the following FY10 Departmental Budgets:**

**Police  
Library  
Unclassified**

**Police**

**Chief O'Leary stated that the budget reflects a decrease of \$343,209 (2.3%). The Department eliminated four police officer positions. Two of which were replaced by civilian meter collectors. There is also a decrease in the Quinn Bill payments. Services decreased 10.2% primarily to reflect the shift of Education/Training from the services category. There was a decrease in electricity of \$11,002. Capital decreased 19.6% due to the reduction of two police cruisers.**

**The Department achieved certification status with the State ensuring policies and procedures meet or exceed the standards set for all Police Agencies. The Department trained and roll-played personnel in responding and handling major incidents at the High School. The Department saw a reduction in crime overall when comparing statistics from the previous calendar year; however there is an increase in domestic violence and burglaries.**

**Chairman Daly asked about the decrease in electricity. The Chief replied that the Building Department put in timers in rooms that were not used around the clock, for instance the administration office goes on timers after 6:00 p.m.**

**Selectman DeWitt commented on the parking cards, and how the machines at the Police Department are frequently out of order. The Chief replied that he is aware of this, and feels that a new machine is needed. Assistant Town Administrator Melissa Goff added that they are implementing a new meter program in commercial areas and will be putting machines in those areas. Selectman DeWitt added that that would not help the situation now. The Chief stated that the officers are able to fix the machine, it is temperamental.**

**Chairman Daly inquired about the reduction in the Quinn Bill payments. The Chief replied that it is due to retirements and some employees transferring to Boston. This will change when new people come on.**

**Selectman Mermell asked about the staff reduction in community relations, and if this will impact the police involvement at the schools. The Chief stated that the reduction is from the night shift which was reduced by one.**

**Selectman Allen asked about the stimulus package and if there will be a benefit to the Police Department. The Chief replied that the funds will be used to fill**

**FY 10 FINANCIAL PLAN cont'd**

positions lost through attrition and those positions in jeopardy of lay offs. He is filing the application. He is also applying for the Byrne Grant which is competitive. He is not sure how that would be disbursed.

Selectman Allen asked the Town Administrator if the recommendation to fill positions will be a priority, or would the Town be sticking to the original recommendation. Town Administrator Richard Kelliher replied both. They will apply to the max for the grants; however he is cautious on handling vacancies. With this round of reductions there will still be budget pressures.

**Library**

Town Librarian Chuck Flaherty stated that the budget reflects a decrease of \$7,270 (0.2%). there is a 2.1% decrease in supplies due to a budget reduction in Library Materials, and a 5.2% reduction in services, which include office equipment repair and maintenance, and binding services.

Mr. Flaherty stated that circulation was projected to increase 5%. At this time it is up 8%. The libraries ranked 3<sup>rd</sup> statewide in circulation, behind Newton and Boston. The Library received 6 proposals from the RFP for the RFID technology. They are close to a recommendation. Mr. Flaherty added that the Library Gala which is their biggest fund raiser, raised half the amount that it did last year, causing concern. The Putterham roof project is slated; he hopes the branch will remain open during the work.

Selectman DeWitt asked about tracking the use of internet. Mr. Flaherty replied that there is a way to track it, they could look at the logins, but many patrons bring there own laptops.

Selectman Allen asked about the Putterham Branch. Mr. Flaherty replied that the circulation there continues to rise. It is busier than most neighboring communities.

Selectman Benka asked if they look at measures other than circulation. Mr. Flaherty replied that they look at activity, computer usage, programming, and collections turn over.

**Unclassified**

Deputy Town Administrator Sean Cronin reviewed the unclassified portion of the budget.

In Board of Selectmen

March 31, 2009

Page 12 of 14

**OUT OF STATE TRAVEL**

This budget covers the costs of out of state conferences, workshops, and training seminars for department heads. This minimal level of funding of \$3,000 allows for only one or two conferences and a few technical workshops.

**PRINTING OF WARRANTS AND REPORTS**

This budget is for the costs associated with advertising and printing Town Meeting warrants, for the printing and/or production costs of the Town's Annual Report, and the Annual Financial Plan. The budget has been level-funded at \$20,000 for FY10.

**MMA DUES**

The Massachusetts Municipal Association is an umbrella organization representing various municipal organizations. One of its most important functions is to serve as a lobbyist on behalf of member cities and towns. The dues for FY10 are estimated to be \$11,820, an increase of \$288 (2.5%).

**GENERAL INSURANCE**

The Town has several insurance coverages including property, boiler, auto, equipment, landlord liability, and fidelity bonds. Property insurance accounts for over one-half of all the general insurance costs. The total amount requested for FY10 is increased \$6,708 (2.4%) to \$286,198.

**AUDIT AND PROFESSIONAL SERVICES**

In accordance with state law, the Town contracts for an annual independent audit of its accounts. The cost of the annual audit for FY10 is budgeted at \$94,500, while the remaining \$44,487 is for outside professional consulting services that may be necessary to review organizational management issues and management training costs. Both of these are level-funded.

**CONTINGENCY FUND**

This small contingency fund, which is administered by the Selectmen and Town Administrator, is generally used to fund smaller, non-budgeted items and smaller, unforeseen items more appropriately handled from a contingency fund rather than through a reserve fund transfer. It is level-funded at \$15,000.

**LIABILITY/CATASTROPHE FUND**

This reserve was established by Town Meeting in 1997 via Home Rule legislation that was eventually signed into law on April 3, 1998. The purpose of the Fund is to allow the Town to set aside reserves, pay settlements and judgments, and protect the community from the negative financial impact of catastrophic loss or legal claims. Per the Town's Reserve Fund policies, the required level for this fund is an amount equivalent to 1% of the prior year's net revenue, or \$1.83 million for FY10. The amount required to achieve the recommended funding level for FY10 is \$1,443,397, an increase of \$1,145,921 (385%). This large increase is required to replenish the fund after a significant withdrawal was approved in FY09 as part of a legal settlement. All of the funding comes from Free Cash, per the Town's Free Cash and Reserve Fund policies.

**AFFORDABLE HOUSING TRUST FUND**

This fund was established as part of the Town's effort to increase the amount of affordable housing in the Town. In FY02, the Town was able to make its first appropriation from General Fund revenues, in the amount of \$1 million, into the Fund. This was accomplished due to having an extremely large Free Cash certification of \$12.4 million. In order to establish a clear policy regarding how Free Cash relates to the Trust Fund, an allocation formula was adopted. The policy states that if Free Cash exceeds \$6 million, 5% of Free Cash is allocated to the Trust Fund; if Free Cash exceeds \$7.5 million, 7.5% of Free Cash is allocated to the Trust Fund; and if Free Cash exceeds \$10 million, 10% of Free Cash is allocated to the Trust Fund. Based on this policy, \$352,665 would be recommended for appropriation into the Affordable Housing Trust Fund (AHTF) in FY10, as Free Cash was certified at \$7.1 million. However, as detailed in the Town Administrator's Budget Message, the \$352,665 is being recommended for the CIP, which is being cut by \$917,000 as part of a

In Board of Selectmen

March 31, 2009

Page 13 of 14

plan to reduce cuts to the operating budget. Without the \$352,665, the cuts to the CIP would be deep and would include items such as streets, sidewalks, and parks maintenance, items that were part of the 2008 Override. The AHTF has a balance of approximately \$5.8 million, which is more than adequate to meet all current obligations.

#### **STABILIZATION FUND**

A "Capital Stabilization Fund" was established upon the 1997 recommendation of the CIP Policy Review Committee, a study group appointed by the Board of Selectmen to review CIP Financing policies and practices. In 2004, the Fiscal Policy Review Committee (FPRC) recommended that the Stabilization Fund be expanded and made accessible for both operating and capital needs when revenue conditions decline to specified levels. To accommodate the recommended expansion of the Fund's purpose from solely capital to both the capital and operating budgets, the FPRC also recommended changing the funding target from 1% of the replacement value of buildings to 3% of prior year net revenue. No additional funding is required in FY10 to meet the funding target, as interest earned on the fund will keep the fund at its recommended 3% level (\$5.5 million).

#### **RESERVE FUND**

The Reserve Fund is administered by the Advisory Committee and is used to fund extraordinary and unforeseen expenses. It is set at a level equivalent to 1% of the prior year's net revenue, and is funded in the following manner:

- 75% from operating budget revenue, in an amount equivalent to 0.75% of the prior year's net revenue

- 25% from Free Cash, in an amount equivalent to 0.25% of the prior year's net revenue.

The requested amount of \$1,834,186, which represents an increase of \$87,640 (5%), meets the requirements of the Reserve Fund policies that were reviewed by the Fiscal Policy Review Committee (FPRC) in 2004 and can be found in the Appendix of this Financial Plan. Of the increase, \$65,730 comes from the Operating Bud

Selectman Allen stated that the stabilization fund is now funded. He feels that this economy would be a sufficient time to use it. Town Administrator Richard Kelliher replied that there are criteria on how and when the fund can be used.

On motion, it was unanimously,

**VOTED:** Favorable Action on the Unclassified Budget as presented in the budget book.

#### **BOARDS AND COMMISSIONS**

The following candidates for appointment to Boards and Commissions appeared for interview:

##### **Commission for the Arts**

**Jennifer Green**

##### **Commission for the Disabled**

**Patricia Schram M.D.**

In Board of Selectmen

March 31, 2009

Page 14 of 14

**Commission for the Arts -Jennifer Green is a visual resources librarian at the Massachusetts College of Art and Design. Her personal art interests include watercolor and photography. Ms. Green is a new resident and would like to get involved in the community.**

**Commission for the Disabled-Dr. Patricia Schram is a physician at Children's Hospital, and instructor at Harvard medical School. She specializes in developmental pediatrics, working with children with physical and mental challenges. Dr. Schram is the vice chair of the Massachusetts Board of Education's Special Education Advisory Council, and a member of the Massachusetts Federation for Children with Special Needs.**

### **COMMON VICTUALLER – RENEWAL**

**The Board considered the question of renewing for the remainder of 2009 the Common Victualler license held by Allen Gellerman d/b/a Rubin's Deli at 500 Harvard Street.**

**Allen Gellerman was present. Chairman Daly stated that Mr. Gellerman has made a recent payment on his overdue taxes. There is still an unpaid balance. Chairman Daly recommended extending the Common Victualler license until May 31, 2009.**

**On motion, it was unanimously,**

**VOTED: To extend the 2009 Common Victualler license held by Allen Gellerman d/b/a Rubin's Deli at 500 Harvard Street until May 31, 2009.**

**There being no further business, the Chair adjourned the meeting at 9:30 p.m.**

**ATTEST**