

SCHOOL COMMITTEE STATEMENT

On April 27, 2022, the School Committee voted 8-0-1 to recommend passage of WA8. Voting in favor were Ms. Federspiel, Mr. Pearlman, Ms. Charlupski, Dr. Ehrenberg, Ms. Frias, Dr. Liu, Ms. Monopoli, and Ms. Nobrega. Ms. Ditkoff abstained.

The School Committee is supportive of the budget allocation as recommended by Town Staff which fully funds the PSB budget request, and which was voted favorably by the Select Board on April 26, 2022, and is grateful to the Town for its support of public education.

The School Committee is grateful to the PSB staff who have prepared and presented the FY23 PSB budget. FY23 budget documents and associated presentations are available at www.brookline.k12.ma.us/budget.

Because the budget materials can be complex, and in keeping with previous practice, PSB will provide an executive summary to Town Meeting Members in advance of Town Meeting.

ADVISORY COMMITTEE'S RECOMMENDATION

Recommendation: FAVORABLE ACTION on Warrant Article 8 as amended by a vote of 23-0-0. (The budget increased from the original proposal in the warrant due to additional revenue.)

The Advisory Committee has reviewed the proposed appropriations for FY2023 and is pleased to present this report to Town Meeting. Since February of 2022, the Committee and its subcommittees have conducted well-attended public hearings with the Town's department heads and the leadership of the Public Schools of Brookline. By a vote of 23-0-0 the Advisory Committee recommends FAVORABLE ACTION on the FY2023 budget. The full motion follows this report.

We thank all of the people who assisted in this year's process, including (but not limited to) the Select Board, Town Administrator, Deputy Town Administrator, Assistant Town Administrator, the Administrative Services Director, School Committee, and Town department heads. Particular thanks are extended to Deputy Town Administrator Melissa Goff and Assistant Town Administrator Justin Casanova-Davis for their time and patience in explaining the intricacies of municipal finance and their willingness to answer the Committee's many questions. Special thanks should be given to all of the citizens of Brookline who volunteer their time and effort to serve on committees or attend the countless hearings and meetings which are necessary for this planning.

DISCUSSION

The FY2023 main budget motion is \$348,450,307. Written as a single figure, this is an almost incomprehensible number; this report attempts to deconstruct it into bite-sized chunks. Before diving in, let's consider the overall picture. As the Town Administrator indicated in his annual budget message, the COVID pandemic continues to inject some uncertainty into the Town's finances, affecting both projected revenue and expenses. This has been particularly visible in the planning for the School budget because the range of projected enrollment outcomes has been quite large. At the start of the pandemic there was a

significant drop in enrollment due to the pandemic. The long term impact on enrollment is uncertain and the School department must plan for a range of outcomes.

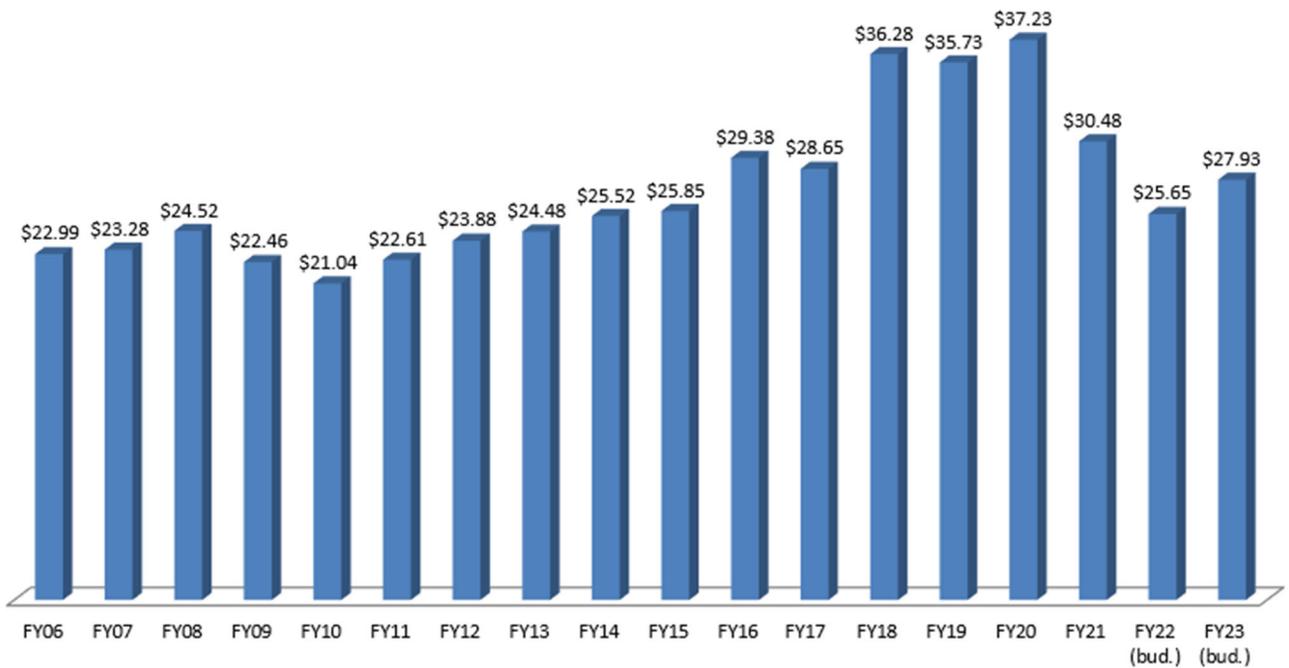
The FY2023 budget restores many departmental budgets to pre-pandemic levels. However, as has been true in recent years, the overall growth in revenues continues to lag the growth in the Town’s fixed costs, which constrains department budgets to remain effectively flat; there are limited new investments or services to be found in this overall budget. You often hear this referred to as a “structural deficit” and there will be more to say on this topic below. An infusion of relief funds from the American Rescue Plan Act (ARPA) has helped bridge this deficit for FY2023; as we shall see the outlook for future years is less sanguine.

Town staff should be commended for making all of this budget data available in interactive form online, and we recommend that all of you take the opportunity to explore it in detail. (Start on the Town’s home page at <https://brooklinema.gov/> and follow the navigation links to “Budget Central.”)

Revenues

We project an approximately 10% increase in local receipts from FY2022, which is healthy, but leaves the Town \$1M short of what was collected in local receipts as far back as FY2016 (and which represents a \$10M shortfall from the peak in FY2020). Receipts appear to be rebounding and we can hope that as the pandemic wanes our local receipts will follow the pre-pandemic trend.

LOCAL RECEIPT HISTORY (in millions)



Property tax revenue is projected to grow by 3.3% to \$281,218,963, reflecting the Proposition 2-1/2 growth cap of 2.5% along with a modest increase from new development. Overall property tax revenue in FY2023 also includes \$20.5M of tax revenue tied to debt exclusions for school building projects including Florida Ruffin Ridley, Brookline High, and Driscoll.

Over time, the mix of revenue has shifted. In FY1997, property taxes represented 64.1% of revenue; in the current budget they represent 80%. New sources of revenue have materialized. Excise taxes on the sale of marijuana are expected to be \$975K in FY2023. Although Host Community Agreement funds are budgeted at \$1M in FY2023 but are expected to drop precipitously over the next few years. Without changes (at the State level) to excise taxes, funding for certain public health and equity programs is at risk.

Pre-pandemic the Town had planned an increase to parking meter rates that had been anticipated to raise over \$750,000. This increase was deferred due to the pandemic and should be revisited once we settle on a “new normal” for parking, especially since some parking spaces have been eliminated due to the outdoor dining program and enforcement activity has declined.

A total of \$14.2M in Free Cash has been certified. Free Cash is generated when the actual operating results compare favorably with the budget, such as when actual revenues exceed the original estimates and/or when actual expenditures are less than appropriated. It is also affected by increases or decreases in uncollected property taxes, non-General Fund deficit balances, and any other legally incurred operating deficits. In FY2023 the Town is appropriating \$11,606,813 of Free Cash. This level of Free Cash has allowed the Town to address a decline in fund balance; meet policy requirements for the operating reserve, liability fund, and Capital Improvement Program; as well as provide funding for the Affordable Housing Trust Fund and additional Capital Improvement Program support.

Expenses

The full set of departmental allocations is broken out in the budget resolution; this report focuses on selected areas of interest. Of particular note are Public Safety, Building, Public Works, and the Schools. The tables below show the expenses for these departments over the last 6 budget cycles. As noted earlier, many departments have seen pandemic-related cuts reversed in the FY2023 budget. Some notable exceptions include training resources for the Human Resources Department, the intern program for Information Technology, outside counsel funds, and vehicle replacements for the Police Department.

	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET	FY23 BUDGET
Police	\$16,151,311	\$18,578,613	\$17,742,983	\$17,386,626	\$17,493,030	\$17,703,841
Fire	\$15,070,184	\$15,586,571	\$16,105,142	\$15,951,670	\$16,481,472	\$16,934,284
Building	\$7,653,367	\$5,511,493	\$8,158,293	\$8,831,246	\$9,587,404	\$10,237,173
Public Works	\$16,336,101	\$16,069,996	\$16,360,644	\$16,008,198	\$16,668,234	\$16,747,737
Schools	\$105,196,458	\$110,918,206	\$116,978,533	\$120,748,990	\$119,870,476	\$125,098,883

Selected Department Expenses Over Time

	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET	FY23 BUDGET
Police	9.1%	10.1%	9.2%	8.8%	8.8%	8.6%
Fire	8.5%	8.4%	8.3%	8.1%	8.3%	8.2%
Building	4.3%	3.0%	4.2%	4.5%	4.8%	5.0%
Public Works	2.3%	2.3%	2.2%	2.0%	2.1%	2.1%
Schools	59.2%	60.1%	60.5%	61.3%	60.3%	60.8%

Selected Department Expenses as a % of Departmental Expenditures Over Time

Schools. The largest single allocation in the budget is for the Public Schools of Brookline. The School Department’s Budget is recommended to be funded at \$125,098,883 in FY2023, representing an approximately 3.3% increase from the final FY2022 budget. This budget reflects the current allotment recommended by the Town-School Partnership process. The School Department will supplement this allocation via the use of remaining funds available to it from the Elementary and Secondary School Emergency Relief program, revenue from the Materials Fee program and revenue from the State’s special education “circuit breaker” program. In addition, the School Department requested and was granted \$3,000,000 in ARPA funds under the revenue replacement category and \$500,000 (also under revenue replacement) to supplement funds allocated to the Building Department for repairs and maintenance of school facilities.

In FY2022, it was unclear whether the dramatic reduction in enrollment experienced in FY2021 as a result of the pandemic would continue or “bounce back” as the School Department moved away from the hybrid teaching approach adopted in FY2021. While there has been some increase in enrollment, the projections being relied on by the Department in FY2023 do not indicate a major increase in enrollment. Accordingly, the School Department has budgeted a reduction in K-8 sections. It is expected that the accompanying personnel reductions will be realized through natural attrition and resignations as opposed to layoffs. The table below shows that for the 2022-2023 school year, using 237 K-8 sections (down from the initial recommendation of 246), the number of children per classroom using the lower or midpoint enrollment estimate will range between 19.6 to 20.2,

which is equivalent to the pre-pandemic average of 20.2 and noticeably higher than the past

	ACTUAL				PROJECTED					
	19-20 (Oct)	20-21 (Oct)	21-22 (Oct)	21-22 (Mar)	22-23 (Low)	22-23 (Mid)	22-23 (High)	22-23 (Low)	22-23 (Mid)	22-23 (High)
PK	252	153	255	255	300	300	252	300	300	252
K-8	5442	4703	4587	4686	4641	4776	5484	4641	4776 (87.7% PP)	5484
9-12 & SP	2083	2035	2087	2072	2075	2171	2225	2075	2171	2225
Total	7777	6891	6929	7013	7016	7247	7961	7016	7247	7961
K-8 sections	270	270	258	258	246			237 (87.7% of PP)		
K-8 avg/sec (range)	20.2 (14-26)	17.4	17.8	18.2	18.9	19.4 (16-23)	22.3	19.6	20.2 (18-25)	23.1

two years.

Finally, it should be noted that between the Elementary and Secondary School Emergency Relief program and ARPA, the School Department will be using \$4M of one-time funds for permanent operating purposes. The Department similarly used \$5M of one-time funds for operating purposes in FY2022. This approach cannot be sustained and if organic growth in revenue is insufficient, this approach will need to be addressed in FY2024 or FY2025 at the latest — either by reductions in expenses or an increase in taxes or some combination of both.

Police. The Police Department budget for FY2023 is \$17,703,841, an increase of \$210,811 from FY2022. Approximately half of the increase is for salaries; most of the rest is new vehicles and increased gasoline prices.

There are a number of budgetary issues that are not addressed by the published Financial Plan, most notably problems with staff recruiting, retention, inability of both the Brookline Police Union and Town to sign a new collective bargaining agreement, as well as low morale within the Department. There are a number of reasons for morale issues; most notably the increased use of forced overtime to fully staff shifts, the burden of which has fallen on the newest hires. It has not been uncommon for officers to work 16 hour shifts on a regular basis as often as 3 or 4 times per week. This has been addressed in the short term by reassigning specialty officers (e.g., detectives) to patrol duties, a solution which is more of a band-aid than a long-term strategy. Turnover has been high, exacerbating this problem. Since 2011, 26 officers have left the Department for other employment (the Department is budgeted for 135), with a majority leaving within the last 18 months. There are currently 19 Patrol Officer vacancies. (The Department currently has approval to hire 9; there are 4 in the Academy.)

The most recent collective bargaining agreement ended on June 30, 2020, and was itself a retroactive contract when approved by Town Meeting. Some of the costs of the next agreement will be needed for implementing more competitive salaries, as well as for body cameras, which is in collective bargaining negotiations. In addition, the implementation of body cameras has hardware and software costs, along with staff training and support costs. The Department has received quotes ranging from \$550,000 to over \$1M for the hardware and software costs alone.

Fire. The Fire Department budget for FY2023 is \$16,934,284, an increase of \$452,812 (2.7%) over FY2022. As with the Police Department, approximately half of the increase is salaries and the bulk of the remainder is budgeted capital (vehicles and equipment).

Necessary renovations to fire stations is in our future. The latest estimates for rebuild/renovations range from \$50M (if the buildings are not renovated to have net-zero emissions) to \$60M (if they are to be Net-Zero or Net Zero Ready). This is a 5-7 year rolling initiative that will require a debt exclusion for funding.

The Fire Department has not had trouble hiring qualified candidates; however because the Town does its own training of recruits, it must wait until there are a sufficient number of vacancies to fill to justify the expense of a training program. Chief Sullivan believes we could reduce costs by having recruits trained at the State academy, for which participation is free. By having recruits enter the State academy, the Department could fill vacancies as they arise, thereby reducing the need for overtime staffing for longtime vacancies. There are, however, waiting lists for the State training academy and there are some differences in the training. This topic merits further examination.

Building. The Building Department budget for FY2023 is \$10,237,173. In the Advisory Committee's opinion, the original budget as presented did not include enough funds for building maintenance. Brookline has added a number of new buildings (most visibly the Ridley School and the new High School building on Cypress/Tappan) over the past few years. These buildings are notable for being "high-tech" buildings. This is great for our "Carbon Footprint" and the plans for these buildings were overwhelmingly approved by Town Meeting. However, sufficient funds for the additional maintenance required were not to be found in the budget. This has been addressed for FY2023 through the use of ARPA funds as well as adjustments within the School budget, but the availability of one-time funds cannot be relied on for future maintenance.

Public Works. The Department of Public Works (DPW) operating budget for FY2023 (excluding the Enterprise fund) is essentially level funded at \$16,747,736 and represents a \$79,501 increase (0.48%) over FY2022. Through the use of Host Community Agreement dollars and an outside grant, two new positions — a Waste Zero Program manager and an additional Transportation Engineer — have been added to DPW's headcount. Adjusting for Host Community Agreement expenses the actual year-over-year increase in the Department's budget is \$289,022 (1.7%).

During the pandemic, the DPW workload increased significantly because of the increased use of public parks and other public spaces; increased litter and trash in parks and playgrounds; installation of outdoor dining spaces in the public way that required inspections for safety, compliance, and accessibility; increased cafeteria food and litter on school grounds as school lunch periods moved outdoors; and the DPW becoming, along with the Police Department, the de facto mask enforcement call center. The DPW staff, although understaffed and working with significant constraints, put in extra effort to maintain effective operations. This has led to understandable morale concerns and the diversion of effort to these high-priority needs delayed the delivery of capital projects in some cases.

Capital Improvement Plan

The 2022 Annual Town Meeting will be asked to vote on a Capital Improvement Program (CIP) for FY2023 that totals \$24,090,653. Of that amount, \$8,710,000 is financed by general bonds; \$5,740,000 by utility bonds, \$1,060,605 by state and federal grants, and \$8,580,048 by revenue. Among the pressures on the CIP are the lease for 2 Clark Road (See #55, “Classroom Capacity”) and the debt service on the \$11 million settlement of the Gerald Alston case, which was financed with a 10-year bond incurring \$1,395,234 in debt service in FY2023.

Details and explanations for the CIP requests the Advisory Committee recommends funding can be found later in this report.

Concerns

The FY2023 budget is a comprehensive plan to address the needs of the Town, but it is not without serious concerns that future budgets must take into account.

Staffing

Throughout the budget review process Advisory Committee members heard two common (and somewhat related) themes across the departments:

1. Hiring has become increasingly difficult. Certain positions requiring specialized skills (for example, maintenance of the newer HVAC systems) have been unable to be filled except through expensive contracting. This experience is not uncommon to those who work in certain segments of the private sector; salaries have increased dramatically in recent years and job switching is on the rise.
2. Total compensation (salary, benefits, vacation, etc.) is often not perceived as competitive. This is not true as a general rule for all departments (School salaries and benefits compare favorably with other communities), but the Advisory Committee has heard repeated concerns about the ability to hire and retain staff, exacerbated by the oft-heard complaint that it is increasingly difficult for Town employees to afford to live in Brookline. The Town has responded with (as mentioned earlier) a significant allocation to the Collective Bargaining Reserve and has contracted with the Collins Center for Public Management to initiate a salary study with a preliminary report expected in the next few months. The results from the study will inform future planning for pay and benefits. This is an issue which will merit review in future budgets. |

[1]

Maintenance

As noted above, the original budget did not include enough funds for building maintenance and we cannot rely on one-time funds for future maintenance needs. The Advisory Committee recommends that a new approach to building maintenance funding be considered, possibly involving the use of a stabilization fund dedicated to building maintenance with funds being directed to this stabilization fund via the debt exclusion for new construction. (In other words, a portion of the maintenance budget should be included and earmarked in the planning/costing for a new building.)

Similarly, the Department of Public Works’ vehicle inventory is getting long in the tooth. Vehicles that have outlived their planned lifespan are still on the road because insufficient funds have been allocated for their replacement. Estimates show that over \$10M in replacement costs for DPW vehicles will be necessary over the next 5 years.

Continuing this theme, the Transportation Mobility Plan commissioned by the Department of Public Works estimates the backlog of street repairs and maintenance to be \$51.6M, \$5.8M of which corresponds to 3.3 miles of roadways in need of major repairs. More importantly, this same analysis estimates that \$5M per year is needed to maintain the roadway network at its current conditions (by way of comparison, the FY2023 budget allocates \$2M for this purpose).

Pensions/Other Post-Employment Benefits (OPEBs)

The Town continues to follow its plan to shore up the Pension Fund and OPEB funding deficits. Based on current estimates, the Town remains on track to fully fund the Pension Fund by 2030, freeing up funds to direct to covering the OPEB liability. Despite these welcome steps, it is important to recognize that a significant liability (approximately \$225M each) currently exists in each area. As a percentage of revenue, Brookline's unfunded pension liability is third highest among AAA-rated communities¹, while our unfunded OPEB liability is in the middle of the pack.

Debt

The Town has maintained its AAA bond rating, indicating that the rating agencies continue to trust our managing of our finances. Still, as of July 2021, the Town has amassed \$472M in bonded debt, with necessary construction projects looming on the horizon. This debt corresponds to \$7,473 per capita and represents 136% of annual revenue. Among the 13 AAA-rated communities, this is higher than all but Belmont and Nantucket. (By way of comparison, Newton's debt represents 65% of its annual revenue.)

Increased demand for services

At every Town Meeting there are Warrant Articles submitted which intend to alter behavior. There is often considerable support for these Articles, as they regularly reflect the desires and values of the community. To cite some examples, over the past several cycles we have debated proposals that:

- asked for increased enforcement for snow removal
- asked for increased enforcement for leaf blower complaints
- asked for additional permitting and enforcement for short-term rentals
- asked for increased enforcement for shrubbery clearing (sidewalk safety)
- called for increases to sustainability planning
- called for comprehensive long-term planning
- asked for more databases to be maintained by the Town Clerk and IT Departments
- asked for more frequent updating of the web site to improve Open Meeting Law compliance

It is uncommon for these well-intentioned and important articles to identify funding sources. Typically, we ask departments to "make do" by shuffling around resources and responding to the highest priority needs. Of course we want the departments to be responsible and responsive, and they are excellent at adjusting their priorities on the fly. But we can not

¹ excluding Boston and Cambridge

continue to add new responsibilities year over year without adding staff or other resources. (See below under “structural liabilities” for more on this topic.) For this budget cycle, the Advisory Committee’s budget includes an additional FTE for the Planning Department to respond to calls from Town Meeting for extra attention to be paid to long-term planning. Additionally, the budget review process identified allocated but as-yet-expended funds that could be shifted for this purpose which became the germ for Warrant Article 10 in this Warrant (“funding for the comprehensive planning efforts recommended by Town Meeting in November 2021”).

The Advisory Committee endeavors to make reasonable estimates as to the financial implications of Warrant Articles and include those estimates in its reports.

Climate Change

Many of you would surely argue that addressing the ongoing effects of climate change along with effecting changes to minimize future harms are the defining crisis of our age. This is borne out in our Warrants over recent years. Brookline has, admirably, been a leader in this area and we can expect more such initiatives. These initiatives have a cost. As we saw with the renovations to fire stations, the short-term costs could be affected by as much as \$10M if we choose the “greener” options. Similarly, our new school buildings are more environmentally friendly but have higher maintenance costs. If the Town is to continue to be a leader in addressing the climate crisis, funds must be found for this purpose.

Structural liabilities

Even without all of the above concerns, the Town faces additional headwinds.

To quote from last year’s Advisory Committee budget report:

“Even in these times of low inflation, our overall costs rise by 5 to 6%, driven largely by salary increases related to steps in grade and seniority. And our revenue before overrides increases by 3 to 4%, held in check by Proposition 2-1/2. This creates a recurring structural budget deficit.”

To quote from the Town Administrator’s FY2023 budget forum:

*“Everyone has a stake in every penny so when you try to reallocate funding from a budget ... of course you’re going to get a lot of resistance. Zero-based budgeting in a zero sum game is not a practical approach.”*¹ |

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Or to quote from almost anyone reading this report in calendar year 2022:

“Holy cow! Can you believe the price of gas?”

We do not know the results of collective bargaining, but we can reasonably anticipate that the documented spike in inflation in 2021-2022 will place additional pressures on the budget. The Advisory Committee budget allocates \$3,151,633 to the Collective Bargaining Reserve, more than twice what was allocated in FY2022 and 5.7% higher than what was proposed at the start of the budgeting process.

It is important to keep in mind that, absent the fortuitous and unlikely appearance of one-time funds, there are only three primary levers available to address the ongoing structural problems:

- Increase the commercial tax base through new construction and new businesses
- Increase residential real estate taxes via overrides, continuing a trend we have employed for more than 20 years
- Cut or reallocate funding

Taking each of these in turn:

Increase the commercial tax base. Like everything else, commercial revenues took a hit due to the pandemic. The Town responded admirably to the requests from the business community, delaying the rate hike for the parking meters, facilitating outdoor dining opportunities during the pandemic and subsequently laying the groundwork to expand them into an ongoing, regular, licensed program, awarding Small Business Relief Grants, and publishing a Diversity and Inclusion Business Directory.

Before the pandemic began, in December, 2019, the Town made it easier for new businesses to open by eliminating the variety of parking requirements for most businesses near transit stations. A nail salon, for example, that wanted to open where there used to be a carpentry repair shop would no longer need to go through a 3-6 month special permitting process to ask for permission to not build a parking lot on their property (a relief when in most cases they had no such room to begin with). Are we continuing to do enough to attract and keep businesses, both from the perspective of encouraging development through zoning or other changes (to increase commercial tax revenue) and from the perspective of listening to the needs of the businesses that are here (to preserve or increase revenues collected from those businesses, as well as to keep our commercial areas vibrant and appealing)? It is worth noting that even under the most optimistic scenarios, commercial development can not be the sole solution to the Town's structural deficit.

Increase residential real estate taxes via overrides. This is our traditional approach and it is likely we will see a push for this in the coming months. The taxpayers may be convinced to increase the levy but it becomes increasingly likely that there will come a day when an override or debt exclusion will fail, and we must keep in mind there remain additional major projects (Pierce School renovation and fire station rehabilitations) to come.

Cut or reallocate funding. We all know this is hard. The argument is repeatedly made that some citizen in the town receives a benefit from every dollar we spend and can be expected to notice if that dollar is no longer available. This is no excuse for avoiding the hard work of defining priorities. Society changes and the relative priorities of departmental needs must vary over time. We should expect to see this reflected in our budgets.

RECOMMENDATIONS FOR CAPITAL IMPROVEMENT PROGRAM

The Town's Capital Improvement Program (CIP) policies define a CIP Project as follows:

A capital improvement project is any project that improves or adds to the Town's infrastructure, has a substantial useful life, and costs \$25,000 or more, regardless of the funding source. Examples of capital projects include the following:

- Construction of new buildings
- Major renovation of or additions to existing buildings
- Land acquisition or major land improvements
- Street reconstruction and resurfacing
- Sanitary sewer and storm drain construction and rehabilitation
- Water system construction and rehabilitation
- Major equipment acquisition and refurbishment
- Planning, feasibility studies, and design for potential capital projects

Criteria to evaluate CIP proposals include the following:

- Eliminates a proven or obvious hazard to public health and safety
- Required by legislation or action of other governmental jurisdictions
- Supports adopted plans, goals, objectives, and policies
- Reduces or stabilizes operating costs
- Prolongs the functional life of a capital asset of the Town by five years or more
- Replaces a clearly obsolete facility or maintains and makes better use of an existing facility
- Prevents a substantial reduction in an existing standard of service
- Directly benefits the Town's economic base by increasing property values
- Provides new programs having social, cultural, historic, environmental, economic, or aesthetic value
- Utilizes outside financing sources such as grants

The Advisory Committee recommends funding the following FY 2023 CIP requests.

37. POLICE/FIRE RADIO INFRASTRUCTURE

Recommendation: \$900,000 (Revenue Financed)

The Police Department's FY 23 CIP request for \$900,000 represents the fourth annual payment of a five-year lease/purchase agreement with Motorola for upgrading police and fire radio channel infrastructure. The upgrade program began three years ago when the system's copper circuit connections could no longer be supported by Verizon and replacement parts were no longer available for the 25-year-old equipment. The new system and equipment has a life expectancy of 12-15 years.

The upgrading process, although slowed down by the pandemic with scheduling delays and delays in the arrival of equipment, is in the "home stretch." The department has been waiting for the arrival of three more components but expects the three channels – two for Police and one for Fire - to go live in the near future.

38. PUBLIC SAFETY BUILDING LOCKER ROOM IMPROVEMENTS

Recommendation: \$450,000 (Revenue Financed)

The Police Department is located within the Public Safety Headquarters at 350 Washington Street in Brookline. Renovated over twenty years ago, portions of the facility need updating. This CIP request calls for the expansion and enhancement of locker room facilities via the reconfiguration of existing spaces to respond to the increased number of female patrol officers and female supervisors. Currently 13% (14 individuals) of the 135 officers are female; the number of supervisory positions has increased during the past 20+ years from one to three.

At present the locker room area, consisting of toilets, showers, changing space, and 20 lockers, is shared by officers, supervisors, and 12 female public safety dispatchers and is already inadequate. Further, if the Department is to consider diversifying its force in accordance with the guidelines of the National Association of Women Law Enforcement Executives, then there is even more need for additional lockers, toilets and showers as well as commensurate changing areas for patrol officers and for supervisors. A separate space to accommodate nursing mothers is also being requested since there is currently no separate nursing area in the Public Safety building, which is a violation of a law passed in 2018. In addition to the legal requirement of providing a nursing area, the lack of such a facility could be a barrier to women coming back to work after maternity leave.

Current plans call for additional square footage to be gained by using the current training room since new technology enables mobile training to take place in the Community Room on the first floor of the building. At present the Community Room is used by the public during the early weekday hours and on weekends. Sometimes training takes place in the evening but it is expected that such sessions would be scheduled around the times that members of the public are using the room.

The \$450,000 request is based on draft plans; most of the work will consist of plumbing, along with opening a number of walls, adding more lockers, toilets, sinks, and showers, and installing

doors. Funds will also be used to upgrade fixtures in the locker room for male supervisors.

39. TRAFFIC CALMING / SAFETY IMPROVEMENTS

Recommendation: \$560,000 (Revenue Financed)

As of September 14, 2021, the Town had a list of 20 Traffic Calming projects that had been submitted to the Engineering and Transportation Division for review and prioritization. An updated list may be found here: <https://www.brooklinema.gov/DocumentCenter/View/489/Current-Traffic-Calming-Project-Status-Report-PDF>.

Assuming Town Meeting's approval, adding another engineer to the staff of the Transportation Division as of July 1, 2022, will accelerate the schedule of implementing Traffic Calming and other safety improvements. Larger amounts of funding for these purposes are projected for future years, with the average funding request, currently \$50,000, growing to one of \$150,000.

FY 23 CIP funding for the following two projects has been requested and is recommended by the Advisory Committee.

Beverly Road Safety Improvement Plan

This project is the result of a Traffic Calming application submitted by Beverly Road residents with the support of the principal of the Baker School, the Baker Safe Routes to School Parent leaders, and other members of the community. The plan focuses primarily on improving pedestrian, cyclist, micro-mobility, and motorist safety at three intersections and within the Baker School Zone along Beverly Road.

Carlton Street at Colchester Street Safety Improvement Plan

The Carlton/Colchester Streets Safety Improvement Plan, based on input from Walk Boston, the Brookline Bicycle & Pedestrian Advisory Committees, and neighborhood residents, is a requirement of the Massachusetts Department of Transportation. It will improve access for pedestrians and bicyclists to the Carlton Street footbridge via installation of a raised intersection with crosswalk, raised crosswalk signs and pavement markings, bicycle ramp, and rapid flash beacons. The Carlton Street footbridge connects the Cottage Farm and Longwood neighborhoods to the paths and parks of the Emerald Necklace and the restoration of this historic connection was a condition of the federally funded Muddy River Restoration project.

40. BICYCLE ACCESS IMPROVEMENTS

Recommendation: \$472,000 (Revenue Financed)

Projects funded through this appropriation originate from plans for a larger Green Routes Bicycle Network. The Network seeks to avoid circuitous routes that discourage cycling. As much as possible, its routes minimize traffic stress, avoid hills, are esthetically pleasant, and minimize stops. It incorporates routes that cyclists prefer since there is no benefit to designating routes that bicyclists won't follow. Funding supports the painting of existing and new bike lanes and sharrows, replacement and installation of protective bollards and designated signage, and the installation of curb extensions and protected bike lanes.

FY 23 funds will be used to support Brookline Avenue Multi-Modal Improvements, which are based on the Transportation Board's approved Green Routes Master Network Bike Plan, the Select Board's Emerald Necklace Crossings Committee Final Report, and the Town's Complete Streets Policy.

Brookline Avenue is an important multi-modal corridor for the Town and the Greater Boston region acting as the main access route to the Longwood Medical Area (LMA) from portions of Brookline as well as from the suburban communities to the west of Boston. Important users include MBTA Route 60 and 65 bus riders. In addition Brookline Avenue provides important connections for the Emerald Necklace multi-modal path system used by pedestrians and by cyclists for both commuting and recreational purposes.

The proposed project, will improve pedestrian, bicycle, micro-mobility, public transit, and emergency vehicle access to and through the Brookline Avenue corridor between Washington Street and the Brookline/Boston boundary. Specific components include:

1. A northbound shared Bus/Bike/Emergency Vehicle travel lane
2. Two northbound general purpose travel lanes
3. A southbound general purpose travel lane
4. A southbound shared Bus/Bike/Emergency Vehicle travel lane
5. Upgrading of the Brookline and Aspinwall Avenue intersection to current ADA standards, with improved bicycle accommodations including bike walks and left turn queue boxes
6. Relocation of the southbound Route 60 and 65 bus stop at Aspinwall Avenue to the far side of the intersection in accordance with MBTA preferred bus stop guidelines
7. A new protected two-way, street level cycle track providing the missing connections in the Emerald Necklace bicycle and micro-mobility paths along the Muddy River.

41. PARKING METER TECHNOLOGY UPGRADE

Recommendation: \$188,000 (Revenue Financed)

The FY 23 request for Parking Meter Upgrades represents the final installment of funds to replace coin-only single head parking meter mechanisms with "Smart Meters" that accept credit cards and can be both monitored remotely to determine if the meter is operating and changed remotely for hours of operation and meter rates.

The increase in the cost of the meters grew significantly (70%) from last year's projections because of the inclusion of 5G technology and the overall cost of materials and production.

42. ACCESSIBLE PEDESTRIAN SIGNAL CONVERSION

Recommendation: \$50,000 (Revenue Financed)

Accessible Pedestrian Signals (APS), include pedestrian pushbuttons and countdown timers. They communicate information in non-visual formats to all pedestrians, including those who are vision-impaired, and play an important role in the safe navigation of signalized

intersections by locating the crossing location, activating the pedestrian push buttons, and informing pedestrians when crossing the street is safe.

With the approval of FY 23 CIP funds, the APS installation project will be completed in three, as opposed to the previously projected five, years, thanks to both the allocation of CDBG funds and competitive pricing for the needed equipment.

43. STREET REHABILITATION – TOWN

Recommendation - \$1,888,000 (Revenue Financed)

In 1992, the Department of Public Works (DPW) undertook a comprehensive study of its roads and implemented a pavement management system. The system was designed to bring Town-owned streets to a sufficient level of repair such that they could be maintained without undertaking costly full reconstruction. From 1992 to 1997, some progress in this regard was made, but funding was inconsistent. Starting in 1997, the Town began allocating \$1 million per year to street repair, which was added to Chapter 90 funding from the State, reserved for streets and roads that meet specific criteria.

With the approval of the 2008 Operating Override, an additional \$750,000 was added to the CIP for streets and sidewalks (\$700,000 for streets and \$50,000 for sidewalks), along with an annual 2.5% increase in the CIP appropriation associated with this work.

In 2018 Stantec updated the Town's Pavement Management Program, noting that the \$18.5 million backlog of Street Maintenance work in 2014 had increased to a \$23.5 million backlog, that the PCI rating (Pavement Condition Index) was 73 and that the annual appropriation needed to keep the Town's public ways in good condition was \$3 million.

In July 2021 Beta Engineering published a report on the Town's public ways based on survey work undertaken in Spring 2020. The report noted that the average PCI rating had dropped to 70.80, that the current backlog had increased to \$53.9 million and that the annual appropriation needed to maintain streets and roads in good condition had increased to \$5 million.

To put those recommended funding amounts in context, the appropriations for Street Rehabilitation in FY 20-FY22 were \$1,750,000, \$2,549,916 and \$2,072,224 respectively.

Going forward, Street Rehabilitation projects will be looked at through the lens of Complete Streets and will include traffic volume data, traffic counts, vehicular speed, crash summaries, pedestrian reports, sidewalk conditions, the Green Routes Master Plan for bicycle access, Safe Routes to School, traffic signals, accessibility ramps, and traffic calming. This is a far more comprehensive approach than has been used in the past and will involve more process and greater community input. It is also an approach that will cost more in time and in dollars and presents even greater justification for significantly increasing the annual appropriations for the Street Rehabilitation Program.

Streets prioritized for rehab work in FY 23 include all or portions of Washington Street, Summit Avenue, Jordan Road, Allandale Street, Greenough Road, Tappan Street, Davis Avenue, and Woodland Road. Streets under review include all or portions of Warren Street,

Walnut Street, Heath Street, Chestnut Street, Short Street, Kenwood Street, Russell Street, Arlington Road, and Kensington Circle.

44. SIDEWALK REPAIR

Recommendation: \$353,000 (Revenue Financed)

Sidewalk Repair funds are directed to sidewalks that are not reconstructed as part of a larger street rehabilitation or major repair project. As noted above, the 2008 Override included \$50,000 for sidewalk repair, to be increased annually by 2.5%. Small sections of sidewalks are repaired by the crews of the Highway Division of the DPW, and some of the CIP appropriation is used to purchase materials for this purpose. Most of the CIP funds, however, are used to pay outside contractors to repair long stretches of sidewalks in the Town.

(For those who may be interested, the portion of the sidewalk near Town Hall that was repaired with low carbon concrete last fall is holding up well.)

45. WASHINGTON ST. REHAB – COMPLETE STREETS PROJECT

Recommendation - \$700,000 (Revenue Financed)

Funding for this project supports survey, design, engineering, analysis, and project management services necessary to support the Town in obtaining Federal and/or State funding for the rehabilitation of 1.3 miles of Washington Street and associated intersections from Station Street (Brookline Village) northerly up to and including its intersection with Beacon Street (Washington Square). The estimated construction cost for the project is \$28.2 million. The Town's share is currently estimated at approximately \$6 million spread over several years and supports preliminary design, public participation, right of way approvals, engineering bid documents, construction oversight, project management, funding assistance, implementation, and Town preferred betterments.

Washington Street is currently constrained with a relatively narrow right-of-way with two lanes of traffic, on-street parking in both directions, bicycling, public transit via the Route 65 Bus, and significant volumes of pedestrians. It serves as an important connection between Route 9/Boylston Street and Beacon Street, is utilized by high volumes of drivers, pedestrians, and bicyclists, and provides access to three commercial districts, Public Safety facilities, the County Court House, and other Town government services including the Public Library and Town Hall. The roadway and the sidewalks are in poor condition and in need of replacement.

The project includes improving safety and operations along the corridor for drivers, bicyclists, pedestrians, and transit users. Successful completion of the project will improve safety, provide efficient traffic operations and enhancements, expand sidewalk/streetscape, and utilize healthy transportation concepts.

While plans for a Complete Streets approach for Washington Street have proceeded, the street's condition in various locations has continued to deteriorate so measures such as crack sealing to address water infiltration have taken place and bonded wearing course treatment

along with restriping will be undertaken to increase the visibility of bike lanes and safe crossings

46. PARKS AND PLAYGROUNDS REHABILITATION & UPGRADE

Recommendation: \$200,000 (Revenue Financed)

This annual, town-wide program directs CIP funds to the repair and replacement of unsafe and deteriorating features in park, playground and athletic field facilities. Items funded with these dollars include fences, gates, backstops, retaining walls, picnic furniture, turf restoration, infield refurbishment, bench replacements, play structures, safety surfacing, and drainage improvements. The expenditure of these funds is intended to avoid more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Due to pressures on the FY 23 CIP, funds for this “bucket” have decreased (by 23%), which increases the possibility that instances of disrepair in the Town’s parks, playgrounds, and athletic fields will go unaddressed.

47. TOWN/SCHOOL GROUNDS REHAB

Recommendation: \$90,000 (Revenue Financed)

Town and School grounds require on-going structural improvements and repair. These funds are intended to support attractive and functional landscapes and hardscape improvements including plant installation, regrading, reseeding, tree work, repair to concrete or asphalt walkways through the site, trash receptacles, bike racks, drainage improvements, retaining walls, and repairs to stairs, treads, railings, benches, or other exterior structures. This funding does not include capital replacement of areas over building structures or directly connected to the buildings, such as entrance stairways and ramps into the building, which are under the Building Department's jurisdiction.

Like the Parks and Playgrounds Rehabilitation “bucket,” this program’s objective is to avoid the more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Due to pressures on the FY 23 CIP, funds for this program have decreased (by 45%), thus increasing the possibility of unmet needs for replacements and repairs.

48. TREE REMOVAL AND REPLACEMENT / URBAN FORESTRY MANAGEMENT

Recommendation: \$350,000 (\$50,000 in reappropriated funds added to the originally \$300,000 appropriation) (Revenue Financed)

The tree removal and replacement program represents the Town's effort to balance street tree removals with plantings. Storm damage, disease, and old age continue to reduce tree canopies. Funds in this program will be utilized to remove hazard trees and provide structural, health, and safety pruning to prolong the life and viability of our significant trees. New trees will be planted in anticipation of the ultimate loss of existing mature trees. Such new plantings are critical, as they directly impact the tree-lined character of the community, improve stormwater

quality, provide oxygen, reduce heat impact in the summer, and improve the overall quality of life in Brookline.

Also included in the requested annual appropriation is funding for Urban Forest Management to address a range of significant improvements needed, such as tree removals, crown thinning, soil amendments, woodland canopy gap management, invasives removal, pest management, health and structural pruning, and planting throughout the Town's parks and open spaces.

It should be noted that the Division of Parks and Open Space has released its Urban Forest Climate Resiliency Master Plan Report (<https://www.brooklinema.gov/DocumentCenter/View/25153/Brookline-Urban-Forest-Climate-Resiliency-Master-Plan-Report-June-2021>), which includes an assessment of the health and condition of the Town's street trees, an analysis of the entire urban forest, and a 10-year action plan outlining goals and recommendations to enhance the resiliency of Brookline's urban tree canopy. Given the age and the condition of that tree canopy, as well as increasing costs, it will be critical to increase funding for this program in future years. The Advisory Committee increased the original \$300,000 in FY 23 funds by \$50,000 in response to this critical need.

49. SCHOOL FURNITURE

Recommendation: \$25,000 (Revenue Financed)

Funds in this program are used to replace school furniture, which absorbs significant wear and tear through daily use. Funds may also be used to respond to the occasional special request from a PSB teacher.

50. UNDERGROUND FUEL TANK REMOVAL

Recommendation: \$50,000 (Revenue Financed)

These funds are used to remove double-wall carbon steel fiberglass underground fuel tanks. Although they come with a 30-year warranty and are tested annually, the tanks are approaching the 20-25 year-old mark. Among the older tanks in this category is one for the Lawrence School. The one for the library is another candidate.

The tanks are filled with approximately 1000 gallons of fuel oil, which keeps them from floating. In past years, \$50,000 would have been sufficient to remove two tanks, but given the current budget environment, this amount may be sufficient for only one tank removal. Once the underground tanks have been removed, they are replaced with smaller ones (275 gallons) located inside the building.

There are 26 tanks at various school and town sites. Existing boilers are set up for dual fuel and until such time as buildings are fossil fuel free, oil is considered to be a backup for natural gas for heat.

51. TOWN/SCHOOL BUILDING - ADA RENOVATIONS

Recommendation: \$85,000 (Revenue Financed)

Funds in this account are used to bring Town and School buildings into compliance with the Americans with Disabilities Act (ADA). Some of the dollars are used to install features such as handrails, ramps, and specific devices including automatic door openers, ADA compliant sink faucets, and electronic toilet flushometers. Other funds are reserved to respond to specific requests for accommodation that are made to the Building Department throughout the year.

52. TOWN/SCHOOL BUILDING - ENERGY CONSERVATION

Recommendation: \$100,000 (Revenue Financed)

This appropriation is used to decrease energy consumption in Town and School buildings. Programs include, but are not limited to, lighting retrofit and controls, energy efficient motors, insulation, and heating and cooling equipment. Another investment has been with variable frequency drives (VFDs). VFDs control the speed of motors for pumps and fans. They reduce the speed of the motor in response to inputs from the energy management system based on the needs of the space.

The program supplements existing gas and electric utility conservation programs. On average the Town receives between \$50,000 and \$100,00 in rebates annually from utility companies. A recent program (February 2022) offers a \$3000 rebate for the replacement or installation of heat pumps.

53. TOWN/SCHOOL BUILDING - ENERGY MANAGEMENT SYSTEM

Recommendation: \$100,000 (Revenue Financed)

This appropriation is used to upgrade the Johnson Controls equipment that runs the energy management systems in Town and School buildings. Funds will be spent on updating software, hardware, and wiring. The Building Department will continue to work with the Information Technology Department on these projects.

54. TOWN/SCHOOL BUILDING - SECURITY/LIFE SAFETY SYSTEMS

Recommendation: \$250,000 (Revenue Financed)

Funds in this program are used for security improvements in Town and School buildings and for upgrading fire alarm systems, sprinkler systems, emergency lighting, and egress signs. Funds in FY 23 will be used for the inspection and repair of plaster ceilings, additional keycard readers, upgrades for keycard software, town building camera upgrades, interior cameras for school buildings, and the installation or replacement of such security measures as locks, doors, and frames.

55. CLASSROOM CAPACITY**Recommendation \$1,827,048** (Revenue Financed)

In response to the need for additional space to accommodate growing school enrollment and before the expansion/rebuild of several K-8 school buildings, a “Classroom Capacity” account was created and supported with CIP dollars. Initially used to repurpose existing space and to add modular units via lease-purchase arrangements, more recently Classroom Capacity funds have been used to lease not only classroom space for the Brookline Early Education Program (BEEP) but also office space for School administrators and support staff.

Currently, Classroom Capacity funds are used to lease space at Temple Ohabei Shalom, Temple Emeth, and 2 Clark Road, a property owned by the Maimonides School. All three locations house BEEP classes, but in the case of 2 Clark Road, while seven classrooms are used by BEEP, the remaining classrooms have been converted into administrative offices for curriculum directors and for SPED, Steps to Success, and School Operations support staff, all of whom total approximately 40 people.

-- Temple Emeth: In FY 23, leasing six classrooms at Temple Emeth in South Brookline will cost \$299,276, with an additional \$51,970 for operating costs including custodial services and utilities. The lease for this space runs through FY 25, but can be extended to FY 29.

-- Temple Ohabei Shalom: In FY 23, leasing five classrooms at Temple Ohabei Shalom on Beacon Street, east of Coolidge Corner, will cost \$220,802. Access to these classrooms is limited to specific times. The lease expires July 31, 2023, but can be extended to July 31, 2030.

-- 2 Clark Road: In FY 23 leasing the entire building at 2 Clark Road will cost \$1,190,000, plus \$134,000, the cost of utilities carried in the Building Department’s budget, and \$41,000, the cost of landscape maintenance and snow plowing, carried in the DPW budget. The lease for this property runs until July 31, 2024, with an option to extend for one year. A back-of-the-envelope estimate attributes approximately \$680,000 of the total for administrative space and approximately \$510,000 for BEEP.

The total cost of the leases for all 3 spaces from FY 22- FY 27 is \$9,671,584.

There was an extensive discussion at the Advisory Committee Capital Subcommittee hearing regarding 1) the continued use of CIP funds for rent; 2) the School Department’s timeline for moving all educational programs and administrative staff back onto school campuses or into other Town-owned properties; and 3) options to pursue in the interim.

There is currently considerable pressure on the CIP, to the point that there are insufficient dollars to maintain and therefore prolong the lifespan of the significant investments that have been made in Town and School buildings and in public parks and playgrounds. There are also insufficient funds to address Climate Change and support Climate Change mitigation to the degree warranted.

For these reasons and understanding the need to have sufficient time to execute an alternative plan, the Advisory Committee, through its Capital Subcommittee, has requested that by February 2023, with the release of the FY 24 CIP, the School Department will have prepared a plan that identifies steps to reduce reliance on CIP funds for leased spaces, including the

specific goal of reducing the use of leased buildings for administrative space. Such measures could include 1) reducing the number of offices needed by creating shared office space, particularly for School staff members who spend much of their working day outside of their offices; 2) developing hybrid work models that include working from home as well as working from an office; 3) using current excess space on K-8 campuses resulting from current lower student enrollment; and 4) exploring the Baldwin School and the Town-owned property on the former Newbury College campus for office space, with the understanding that particularly in the case of the Newbury property, such office use might very well be temporary.

Regarding classroom space, the opening of the new Driscoll School, a rebuilt or reconfigured Pierce School (assuming a successful debt exclusion ballot question), and an ADA-compliant and upgraded Baldwin School should be able to accommodate the BEEP classes that are now in leased spaces, although it is not entirely clear that Baldwin would be the best location for South Brookline BEEP families.

Because of the other unmet demands on the CIP and because of the Town's published CIP policy, the School Department has been asked to develop a plan to eliminate reliance on the CIP for leased space, particularly administrative space, by the beginning of FY 24, with any further leasing of such space after FY23 to be funded from the Department's operating budget.

56. ENGINE #1 REPLACEMENT

Recommendation: \$725,000 (General Fund Bond)

Town Policy calls for the replacement of front-line fire engines every 17 years and their rehabilitation every 10 years. It also calls for the replacement of front-line ladder trucks every 20 years and their rehabilitation every 12 years. This schedule is aligned with guidelines from the National Fire Protection Association.

Engine 1 was purchased in 2006; it is due to be replaced in FY 23 at an estimated cost of \$725,000. Delivery of the new engine will be about one year after the order is placed.

The current Engine 1 will become a reserve engine, meaning that it will be used when front line equipment is taken out of service for unanticipated repairs, scheduled maintenance, or warranty work. One reserve engine is used for training at Station 6. The department keeps an average of three engines in reserve, housing them at Stations 4, 5, and 6. Currently there are four. Once a reserve engine reaches the end of its useful life, it is auctioned off for scrap or purchased by a private collector. All proceeds are deposited in the General Fund.

The replacement for Engine 1 will have a streamlined design that will make negotiating Brookline streets and Brookline traffic easier and more efficient. No problems are anticipated in being able to accommodate it in terms of its dimensions or weight in any of the stations.

Electric fire engines are currently undergoing beta testing in the Midwest and the Fire Department will track their performance. In the near future the Department is likely to purchase hybrid before transitioning to electric vehicles for staff and Fire Prevention. The current lack of infrastructure needed to support electric vehicles presents one barrier to their purchase now.

58. STORMWATER IMPROVEMENTS & PERMIT COMPLIANCE

Recommendation: \$600,000 (Utility Bond)

The EPA's Stormwater Phase II Rule establishes an MS4 stormwater management program that is intended to improve the Town's waterways by improving the quality of the water that is discharged through Brookline drains. This is undertaken by reducing the quantity of pollutants that stormwater picks up on the roads and carries into storm sewer systems during storm events.

59. WATER SYSTEM IMPROVEMENTS

Recommendation: \$2,000,000 (Utility Bond)

The Water Distribution System Capital Improvement Program completed in 2019 focused on redundancy, fire flow enhancement, reliability and break history. Water System Improvements funding will be directed to design and to construction projects that meet the objectives of the 2019 report. Some of these funds will also be used on pipeline projects and upgrading meters, a number of which are reaching the end of their useful life.

60. WASTEWATER SYSTEM IMPROVEMENTS

Recommendation: \$3,000,000 (Utility Bond)

This on-going project provides funding for the rehabilitation of the wastewater collection system (sanitary sewer). Rehabilitation was based on the recommendations of the Wastewater Master Plan completed in 1999. Previous construction projects to correct sewer system deficiencies targeted: 1) structural improvements, 2) sewer and storm drain separation and 3) hydraulic capacity restoration. Moving forward, the primary focus will be on the reduction of inflow and infiltration, essentially keeping clear water out of the sewer system, thus eliminating its unnecessary and costly treatment. Funding for this project should ultimately enhance the efficiency of the wastewater collection system and help to lower MWRA wholesale costs. This project is supported by an MWRA grant and interest-free loan program.

61. FUEL SYSTEM EQUIPMENT UPGRADE

Recommendation: \$140,000 (Utility Bond)

CIP funds will be used to remove and replace an underground fuel tank at the Water & Sewer Garage, 44 Netherlands Road.

62. SKYLINE PARK SYNTHETIC TURF REPLACEMENT AND PARK IMPROVEMENTS

Recommendation: \$3,210,000 (Bond)

The synthetic turf carpet at Skyline Field was installed in 2008 and based on age, use, and a recent surface hardness impact test for safety, should be replaced. (Synthetic turf fields generally have a life cycle of approximately 10-12 years.) Current plans call for the existing carpet and synthetic rubber infill to be removed and recycled, the drainage layer/sub-base laser graded, and new carpet and natural material infill installed. This project also calls for the planting of 25 trees and pruning of existing trees, pathway surfacing, new drainage structure and curbing, chain link fencing around bicycle storage, and a new comfort station with storage room. If funds are approved, the design review process will start in FY 23, with construction following in FY 24.

63. WILLOW POND ENVIRONMENTAL RESTORATION

Recommendation: \$2,800,000 (Bond)

Willow Pond is a 0.6-acre pond located on the Brookline/Jamaica Plain border. It is part of the Olmsted Park portion of the Emerald Necklace. Water inputs into Willow Pond include one tributary originating from Ward's Pond (from the south), one tributary from Spring Pond (from the east) and stormwater from the Chestnut Street drain which outfalls near the Ward Pond inlet.

The pond was dredged in 1963 to remove excess sediment build-up. Since 1963, sediment from the three above-mentioned sources has gradually accumulated to a point where the pond's historic capacity has been reduced. In addition, Willow Pond is part of a larger Mass Department of Environmental Protection Disposal Site as regulated under the Massachusetts Contingency Plan (MCP), due to historic releases of petroleum from drainage discharges to the Pond impacting pond sediments. A portion of the overall site has achieved regulatory closure under the MCP; the remediation of the pond itself remains the last step required to complete regulatory closure

The Town of Brookline retained Weston & Sampson Engineers, Inc. to develop a Dredging Feasibility Study for Willow Pond. The FY 23 request for \$2,800,000 for dredging and other environmental restoration work is based on the feasibility study. These funds will also be used for the shoreline stabilization and restoration around Willow Pond as well as Leverett Pond, work that was not included in the federally funded Muddy River Restoration Project.

64. TOWN/SCHOOL BUILDING - ROOF REPAIR/REPLACEMENT PROGRAM

Recommendation: \$650,000 (Bond)

A master plan prepared by a consultant for the repair and replacement of roofs on all Town and School buildings includes an evaluation of roof conditions, estimates for repair and replacement, a repair/replacement priority list, and a schedule. The plan is updated on a regular basis. The slate roof at the Lawrence School is on the schedule for FY 23.

ADVISORY COMMITTEE'S FISCAL YEAR 2023 BUDGET RECOMMENDATION

By a vote of 23-0-0, the Advisory Committee submits the FY2023 Town Budget with a recommendation of FAVORABLE ACTION on the following motion:

VOTED: To approve the budget for fiscal year 2023 set forth in the attached Tables I and II; to appropriate the amounts set forth for such fiscal year in the departments and expenditure object classifications within departments, as set forth in Tables I and II, subject to the following conditions; to raise all sums so appropriated, unless other funding is provided herein; and to establish the following authorizations:

1.) TRANSFERS AMONG APPROPRIATIONS: Transfers between the total departmental appropriations separately set forth in Tables 1 and 2 shall be permitted by vote of Town Meeting or as otherwise provided by Massachusetts General Laws Chapter 44, Section 33B(b). Within each separate departmental appropriation, expenditures shall be restricted to the expenditure object classifications set forth in the recommendation of the Advisory Committee, and voted by the Town Meeting, for each department, subject to the following exceptions:

- A) Expenditures within the appropriation for the School Department shall not be restricted.
- B) The following transfers within the appropriations for each department (other than the School Department and the Library Department), shall be permitted only with the prior written approval of the Select Board and Advisory Committee:
 - i) Transfers from the appropriation for the capital outlay object classification to any other object classification.
 - ii) Transfers to the appropriation for the personal services object classification from any other object classification.
 - iii) Any transfer which has the effect of increasing the number of positions or the compensation for any position, exclusive of adjustments in wages and benefits voted separately by Town Meeting.
 - v) Transfers within the Department of Public Works from the Parks Division to any other purpose.
 - vi) Transfers within the Department of Public Works from the Snow and Ice budget to any other purpose.
- C) Transfers within the Library Department appropriation shall be permitted with the approval of the Board of Library Trustees, and written notice of such approval shall

be submitted promptly to the Advisory Committee, Town Administrator and Town Comptroller.

- D) All other transfers within the total appropriation for a particular department shall be permitted with the written approval of the Town Administrator, subject to review and approval of the Select Board, and upon the condition that written notice of each such approval shall be submitted promptly to the Advisory Committee and Town Comptroller.

2.) PROCUREMENT CONTRACTS AND LEASES: The Chief Procurement Officer is authorized to lease, or lease with an option to purchase, any equipment or capital item funded within the FY2023 budget, and to solicit and award contracts for terms of not more than four years, provided that in each instance the longer term is determined to be in the best interest of the Town by a vote of the Select Board.

3.) ALLOCATION OF SALARY ADJUSTMENTS: Appropriations for salary and wage adjustments (Item #20) shall be transferred by the Town Comptroller to the various affected departments within (60) days from the beginning of the fiscal year, or in the absence of duly approved collective bargaining agreements, within (60) days of the approval of the collective bargaining agreements by Town Meeting. The Select Board shall determine the salaries, which may include merit adjustments, for employees not included in any collective bargaining agreement.

Should a balance remain after the Town Comptroller has made the transfers specified herein, said balance shall be transferred by the Town Comptroller to a budget line entitled Personnel Services Reserve (Item #19), which shall be used to fund costs incurred over the course of the fiscal year pursuant to employee contracts and/or established personnel policies. The Town Comptroller shall include an accounting of all transfers made from this reserve in the Annual Financial Report.

4.) STIPENDS / SALARIES OF ELECTED OFFICIALS: The stipends of members of the Select Board shall be at the rate of \$4,500 per year for the Chair and at the rate of \$3,500 per year for each of the other four members. The annual salary of the Town Clerk shall be at the rate of \$101,203 effective July 1, 2022, plus any adjustment approved by vote of the Select Board. The Town Clerk shall pay all fees received by the Town Clerk by virtue of their office into the Town treasury for Town use.

5.) VACANT POSITIONS: No appropriation for salaries, wages, or other compensation shall be expended for any benefit-eligible position which has become vacant during the fiscal year unless the Select Board, at an official meeting, has determined that the filling of the vacancy is either essential to the proper operation of the Town or is required by law. This condition shall not apply to appropriations of the School Department.

6.) **GOLF ENTERPRISE FUND:** The following sums, totaling \$2,580,460 shall be appropriated into the Golf Enterprise Fund, and may be expended under the direction of the Park and Recreation Commission, for the operation of the Golf Course:

Salaries	\$736,066
Purchase of Services	\$373,760
Supplies	\$382,500
Other	\$9,600
Utilities	\$135,880
Capital	\$526,000
Debt Service	\$156,135
Reserve	<u>\$25,000</u>
Total Appropriations	\$2,344,941
Indirect Costs	<u>\$235,519</u>
Total Costs	\$2,580,460

Total costs of \$2,580,460 to be funded from golf receipts with \$235,519 to be reimbursed to the General Fund for indirect costs.

7.) **WATER AND SEWER ENTERPRISE FUND:** The following sums, totaling \$31,358,359, shall be appropriated into the Water and Sewer Enterprise Fund, and may be expended under the direction of the Commissioner of Public Works for the Water and Sewer purposes as voted below:

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Salaries	2,476,507	545,912	3,022,419
Purchase of Services	172,398	149,000	321,398
Supplies	143,220	26,000	169,220
Other	13,900	3,180	17,080
Utilities	141,100	0	141,100
Capital	417,300	109,800	527,100
Intergovernmental	8,023,100	14,587,590	22,610,690
Debt Service	542,500	1,191,815	1,734,315
Reserve	<u>135,000</u>	<u>175,000</u>	<u>310,000</u>
Total Appropriations	12,065,025	16,788,297	28,853,322
Indirect Costs	<u>2,004,619</u>	<u>500,417</u>	<u>2,505,036</u>
Total Costs	14,069,645	17,288,714	31,358,359

Total costs of \$30,691,325 to be funded from water and sewer receipts with \$2,472,183 to be reimbursed to the General Fund for indirect costs.

8.) REVOLVING FUNDS:

- a.) The Park and Recreation Commission is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for special recreation programs and events. All receipts from said programs and events shall be credited to the fund. Annual expenditures from the fund shall not exceed \$4,300,000.
- b.) The Building Commissioner is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the repair and maintenance of the Town's rental properties, including all those listed in the vote under Article 13 of the Warrant for the 1999 Annual Town Meeting. All receipts from said rental properties shall be credited to the fund. Annual expenditures from the fund shall not exceed \$225,000.
- c.) The Commissioner of Public Works is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the construction and reconstruction, upkeep, maintenance, repair and improvement of sidewalks and walkways along public streets and ways over, across and through town owned property. Annual expenditures from the fund shall not exceed \$100,000.
- d.) The Director of Planning and Community Development is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the Façade Improvement Loan Program. Annual expenditures from the fund shall not exceed \$30,000.
- e.) The Library Director is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the Copier Program. Annual expenditures from the fund shall not exceed \$30,000.
- f.) The School Department is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the School bus Program. Annual expenditures from the fund shall not exceed \$75,000.

9.) SCHOOLHOUSE MAINTENANCE AND REPAIR: The sum of \$6,876,596, included within the Building Department appropriation for school building maintenance, shall be expended for School Plant repair and maintenance and not for any other purpose. The listing of work to be accomplished shall be established by the School Department. The feasibility and prioritization of the work to be accomplished under the school plant repair and maintenance budget shall be determined by the Superintendent of Schools and the Building Commissioner, or their designees.

10.) SNOW AND ICE BUDGET: The sum of \$402,814, included within the Department of Public Works appropriation for snow and ice operations, shall be expended for snow and ice operations and not for any other purpose, unless transferred per the provisions of Section 1.B.vi of this Article 9.

11.) INTERFUND TRANSFERS: In order to fund the appropriations voted for the various departments itemized on Table 1, the Town Comptroller is authorized to make the following interfund transfers:

Cemetery Sales Special Revenue Fund [to the General Fund for the Department of Public Works]	\$ 100,000
Recreation Revolving Fund [to the General Fund for benefits reimbursement]	\$460,000

12.) COMMUNITY PRESERVATION FUNDS

- a) To appropriate \$138,129 from FY2023 Community Preservation Fund revenues for committee administrative expenses:

Salaries	38,129
Contingency	100,000

13.) HOST COMMUNITY FUNDS

Appropriate \$1,007,293 to be expended under the direction of the Town Administrator for marijuana mitigation activities, and to meet the appropriation transfer \$1,007,293 from the HCA stabilization fund.

14.) BUDGETARY REPORTING: The Town Comptroller shall provide the Advisory Committee with a report on the budgetary condition of the Town as of September 30, December 31, March 31, and June 30, within 45 days of said dates. This financial report shall include a summary of the status of all annual and special appropriations voted in this article; a report on the status of all special appropriations voted in prior years which remain open at the reporting date; and a summary of the status of all revenues and inter-fund transfers which have been estimated to finance the appropriations voted under this article.

15.) SPECIAL APPROPRIATIONS: The appropriations set forth as items 35 through 69, inclusive, in Table 1 shall be specially appropriated for the following purposes. In addition, with

the exception of Items #64 - 69, they shall be transferred from the General Fund to the Revenue-Financed Capital Fund.

Appropriate sums of money for the following special purposes:

- 37.) Raise and appropriate \$900,000, to be expended under the direction of the Police Chief, with any necessary contracts over \$100,000 to be approved by the Select Board, for upgrades/replacement of the Police and Fire Department's radio infrastructure.
- 38.) Raise and appropriate \$450,000, to be expended under the direction of the Building Commissioner, with any necessary contracts over \$100,000 to be approved by the Select Board for Public Safety Building locker room improvements.
- 39.) Raise and appropriate \$560,000, with any necessary contracts over \$100,000 to be approved by the Select Board, to be expended under the direction of the Commissioner of Public Works, for traffic calming.
- 40.) Raise and appropriate \$472,000, with any necessary contracts over \$100,000 to be approved by the Select Board, to be expended under the direction of the Commissioner of Public Works, for bike access improvements.
- 41.) Raise and appropriate \$188,000, with any necessary contracts over \$100,000 to be approved by the Select Board, to be expended under the direction of the Commissioner of Public Works, for parking meter technology upgrades.
- 42.) Raise and appropriate \$50,000, to be expended under the direction of the Commissioner of Public Works, for Accessible Pedestrian Signal Conversions.
- 43.) Raise and appropriate \$1,880,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the rehabilitation of streets.
- 44.) Raise and appropriate \$353,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the rehabilitation of sidewalks.
- 45.) Raise and appropriate \$700,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the Washington Street Rehabilitation and Complete Streets Project.
- 46.) Raise and appropriate \$200,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be

approved by the Select Board, for the renovation of playground equipment, fields, and fencing.

- 47.) Raise and appropriate \$90,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the rehabilitation of Town and School grounds.
- 48.) Raise and appropriate \$350,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board and the Tree Planting Committee, for the removal and replacement of trees and to meet the appropriation transfer \$50,000 from the balance remaining in the appropriation voted under Section 13, Special Appropriation No. 38 of Article 9 of the 2019 Annual Town Meeting.
- 49.) Raise and appropriate \$25,000, or any other sum, to be expended under the direction of the Chief Procurement Officer for school furniture upgrades.
- 50.) Raise and appropriate \$50,000, or any other sum, to be expended under the direction of the Building Commissioner for underground tank removal.
- 51.) Raise and appropriate \$85,000, to be expended under the direction of the Building Commissioner for ADA renovations to Town and School facilities.
- 52.) Raise and appropriate \$100,000, to be expended under the direction of the Building Commissioner for energy conservation projects in Town and School facilities.
- 53.) Raise and appropriate \$100,000, or any other sum, to be expended under the direction of the Building Commissioner for upgrades to energy management systems in Town and School facilities.
- 54.) Raise and appropriate \$250,000, or any other sum, to be expended under the direction of the Building Commissioner, with any necessary contracts over \$100,000 to be approved by the Board of Select Board and, with respect to School Buildings, by the School Committee, for improvements to life safety systems and building security in Town and School facilities.
- 55.) Raise and appropriate \$1,827,048, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Select Board and the School Committee, for the expansion of classroom capacity in various schools.
- 56.) Raise and appropriate \$700,000, or any other sum, to be expended under the direction of the Fire Chief, with any necessary contracts over \$100,000 to be approved by the Select Board, for the replacement of Fire Engine #1 and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$700,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and

authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.

- 57.) Raise and appropriate \$1,350,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the upgrade of the Washington/Harvard/Kent/Davis traffic signal, and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$1,350,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 58.) Raise and appropriate \$600,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for storm water improvements and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$600,000 under General Laws, Chapter 44, Section 8(5), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 59.) Raise and appropriate \$2,000,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for water system improvements and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$2,000,000 under General Laws, Chapter 44, Section 8(5), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 60.) Raise and appropriate \$3,000,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for wastewater system improvements and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$3,000,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 61.) Raise and appropriate \$140,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for upgrades to the fuel system at the Netherlands Road facility, and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$600,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other

forms of funding and financial assistance from both state and federal sources and agencies for such purpose.

- 62.) Raise and appropriate \$3,210,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the design and renovation of Skyline Park and to meet the appropriation authorize the Treasurer, with the approval of the Select Board, to borrow \$3,210,000, under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose. Raise and appropriate \$2,800,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the environmental restoration of Willow Pond, and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$600,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 63.) Raise and appropriate \$2,800,000, or any other sum, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts over \$100,000 to be approved by the Select Board, for the environmental restoration of Willow Pond, and to meet the appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow \$600,000 under General Laws, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 64.) Raise and appropriate \$650,000, or any other sum, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Select Board and, with respect to School Buildings, by the School Committee, for building roof repairs to Town and School facilities and to meet the appropriation, authorize the Treasurer with the approval of the Selectmen, to borrow \$750,000 under General Law, Chapter 44, Section 7(1), as amended, or pursuant to any other enabling authority; and authorize the Select Board to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.

16.) **FREE CASH:** Appropriate and transfer \$11,606,813 from free cash for the following purposes:

- a.) Operating Budget Reserve Fund (MGL Chapter 40, Section 6) – \$732,511;
- b.) Liability/Catastrophe Fund (Chapter 66 of the Acts of 1998, as amended) – \$132,489;

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- c.) Stabilization Fund (MGL Chapter 40, Section 5B) - \$3,500,000
- d.) Reduce the tax rate (Special Appropriations) – \$6,814,801;
- e.) Housing Trust Fund – \$427,012;

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