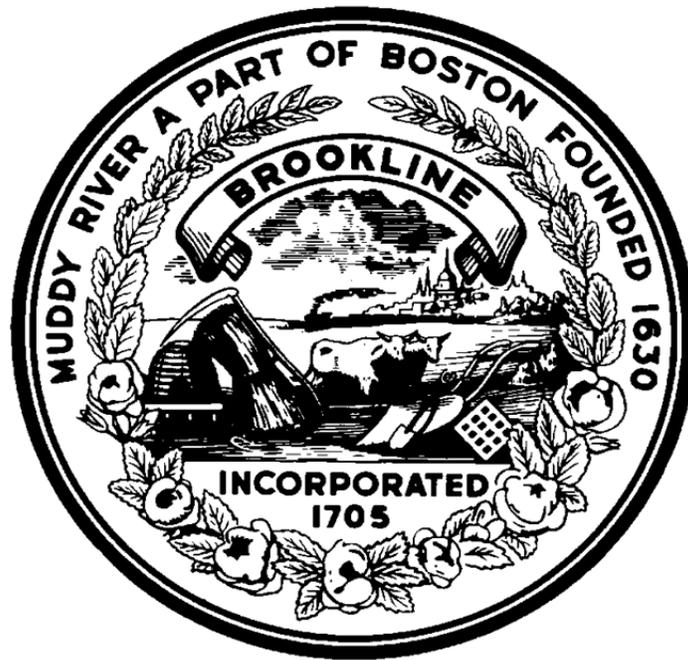


Town of Brookline

2012 Annual Report



TOWN OF BROOKLINE MASSACHUSETTS



307th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2012

www.brooklinema.gov

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TOWN OFFICERS

For the Municipal Year 2012

ELECTED OFFICES**MODERATOR**

Edward (Sandy) Gadsby (2015)

TOWN CLERK

Patrick J. Ward (2015)

BOARD OF SELECTMEN

Betsy DeWitt, Chair (2015)

Nancy A. Daly (2014)

Jesse Mermell (2013)

Richard W. Benka (2014)

Kenneth M. Goldstein (2015)

TRUSTEES OF THE PUBLIC LIBRARY

Karen Livingston, Chair (2014)

Carol Axelrod, Chair (2015)

Michael A. Burstein (2013)

Vivien E. Goldman (2015)

Regina Healy (2015)

Gary Jones (2014)

Carol Troyen Lohe (2015)

Jonathan Margolis (2014)

Jennifer Rees (2013)

Kristen April Uekermann (2014)

Judith Vanderkay (2013)

Robert Winitzer (2013)

SCHOOL COMMITTEE

Alan Morse, Chair (2014)

Pen-Hau Ben Chang (2015)

Helen Charlupski (2013)

Amy A. Kershaw (2014)

Susan Wolf Ditkoff (2013)

Abigail Schoenbaum Cox (2015)

Barbara C. Scotto (2015)

Rebecca Stone, (2014)

Henry B. Warren (2013)

BROOKLINE HOUSING AUTHORITY

David Trietsch, Chair (2013)

Michael Jacobs, Vice Chair (2016)

Barbara B. Dugan (2015)

Joanne M. Sullivan (2014)

State Appointment (Vacant)

CONSTABLES

Robert L. Allen (2013)

Joseph G Figler (2013)

William A. Figler (2013)

Stanley N. Rabinovitz (2013)

Thomas John Vitolo (2013)

APPOINTED BY THE MODERATOR**ADVISORY COMMITTEE**

Harry Bohrs, Chair (2013)

Neil Wishinsky, Vice Chair (2013)

Carla Wyman Benka (2013)

Edith R. Brickman (2013)

Clifford M. Brown (2013)

Sumner J. Chertok (2013)

Lea Cohen (2013)

Benjamin J. Franco (2013)

Nancy Heller (2014)

Amy F. Hummel (2015)

Sytske V. Humphrey (2014)

Angela Hyatt (2015)

Alisa G. Jonas (2013)

Janice S. Kahn (2014)

Estelle Katz (2015)

Bobbie M. Knable (2015)

Gerald Koocher (2014)

Frederick S. Lebow (2013)

Fred Levitan (2013)

Pamela Lodish (2014)

Sean M. Lynn-Jones (2013)

Sharri Mittel (2015)

Michael Sandman (2013)

Lee Selwyn (2014)

Stanley Spiegel (2013)

Charles Swartz (2014)

Leonard Weiss (2014)

Karen Wenc (2015)

Christine M. Westphal (2015)

COMMITTEE ON TOWN ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair (2014)

Donna Kalikow (2014)

Richard T. Leary (2013)

Michael Robbins (2013)

Martin R. Rosenthal (2015)

Robert I. Sperber (2015)

Robert M. Stein (2013)

COMMITTEE ON CAMPAIGNS

James Fleming, Chair (2013)

Frank Farlow (2015)

Gary Jones (2014)

Barbara Pasten (2012)

Joel Shoner (2014)

Sloan Sable (Selectmen's Rep.)

Linda Golburgh (Town Clerk Rep.)

SENIOR MANAGEMENT APPOINTMENTS

BOARD OF SELECTMEN'S OFFICE

Melvin A. Kleckner, Town Administrator
Sean Cronin, Deputy Town Administrator
Melissa Goff, Asst. Town Administrator

BUILDING DEPARTMENT

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

COUNCIL ON AGING

Ruthann Dobek, Director

FINANCE DEPARTMENT

Stephen E. Cirillo, Director of Finance/
Treasurer/Collector
David Geanakakis, Chief Procurement
Officer
Judy Haupin, Comptroller
Gary McCabe, Chief Assessor

FIRE CHIEF

Paul D. Ford

HEALTH & HUMAN SERVICES

Dr. Alan Balsam, Director

HUMAN RELATIONS/YOUTH RESOURCES

C. Stephen Bressler, Director

HUMAN RESOURCES

Sandra DeBow, Director

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

PLANNING & COMMUNITY DEVELOPMENT

Kara Brewton (Acting Director)
Joseph Viola, Assistant Director
Kara Brewton, Economic Development
Officer

POLICE CHIEF

Daniel C. O'Leary

PUBLIC WORKS DEPARTMENT

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

RECREATION

Lisa Paradis, Director

SCHOOL SUPERINTENDENT

William H. Lupini

TOWN COUNSEL'S OFFICE

Jennifer Dopazo Gilbert, Town Counsel
John Buchheit, Assoc. Town Counsel
Patricia Correa, Assoc. Town Counsel
Joslin Ham Murphy, Assoc. Town Counsel

TOWN LIBRARIAN

James C. Flatherty

VETERANS SERVICES

William McGroarty, Director

Boards and Commissions Appointed by the Selectmen

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. Bruce Cohen, Chair	(2013)
Roberta Gianfortoni	(2015)
Milly Krakow	(2015)
Cheryl Lefman	(2013)
Patricia Maher	(2014)
Anthony Schlaff	(2014)

BOARD OF ASSESSORS

Gary McCabe, Chair	(2013)
Mark J. Mazur	(2015)
Harold Petersen	(2014)

BOARD OF EXAMINERS

Barnett Berliner	(2014)
Fred Lebow	(2012)
VACANCY	(2013)

BROADBAND MONITORING COMMITTEE

Francine Berger, Chair
Michael Newman
Al Pisano
Michael S. Selib

BROOKLINE ACCESS TELEVISION

William Slotnick, Chair	(2014)
Karen Katz	(2015)
Albert Davis	(2014)
Karen Hirsch	(2013)
Raymond Latif	(2013)
Hsiu-Lan Chang	(2012)
Peter Miller	(2014)
Anne C. Shreffler	(2014)
Noah Xu	(2015)

COMMISSION FOR THE ARTS

Gavin Andrews, Co-Chair	(2013)
Joseph McGonegal, Co-Chair	(2015)
Evelyn Cohen	(2014)
Jack Curtis	(2015)
Katherine Ewen	(2013)
Jeanette L. Guillemain	(2013)
Erik Hansen	(2015)
Mori Insinger	(2013)
Anita Jamieson	(2015)
Jonathan Lewis	(2013)

COMMISSION FOR THE ARTS (Con't.)

Katherine Lapuh	(2013)
Susan Mulski	(2014)
Giti Saeidian	(2013)
Stuart Steck	(2014)
Marie Wilson	(2013)
2 Vacancies	(2015)

COMMISSION FOR WOMEN

Chris Chanyasukit, Co-Chair	(2015)
Sandra Lundy, Co-Chair	(2014)
Elizabeth Blanchard	(2015)
Beth Fagan	(2014)
Casey Hatchett,	(2013)
Beth Jones	(2013)
Alberta Grossman Lipson	(2015)
Dr. Gloria Rudisch	(2013)
Cheryl Ann Snyder	(2015)
Aiomee Tallarico	(2014)
Jamie Tober	(2014)
Kristen Uekermann	(2014)

BUILDING COMMISSION

Janet Fierman, Chair	(2015)
George Cha	(2015)
George Cole	(2013)
Kenneth Kaplan	(2013)
David Pollack	(2014)

CELEBRATIONS COMMITTEE

Michael W. Merrill, Co-Chair
Robert Allen, Co-Chair
Jesse Mermell, Selectman
Gavin Andrews
Kara Brewton
Annmarie Cedrone
Polly Cornblath
Peter Ditto
Chief Paul Ford
Kevin Johnson
Captain Thomas Keaveney
Joanne Lukitsh
William McGroarty
Rita McNally
Chou Chou Merrill
Betty Moylan
Andrew Pappastergion
Lisa Paradis

CELEBRATIONS COMMITTEE (Con't.)

William Riley
Melvin Ritter
Herbert Taymor
Ben Vivante
Joseph Walsh

COMMISSION FOR THE DISABLED

Eileen Connell Berger, Chair (2015)
Richard W. Benka (Selectman) (2014)
O. Sophia Johansson (2015)
James Miczek (2014)
James Peters (2014)
Sarah Whitman (2015)
(1) Vacancy (2015)
(2) Vacancies (2013)

CONSERVATION COMMISSION

Randolph Mieklejohn, Chair (2013)
Kate Bowditch (2015)
Gail McClelland Fenton (2013)
Matthew Garvey (2014)
Werner Lohe (2014)
Marcus Quigley (2015)
Roberta Schnoor (2015)

ASSOCIATE MEMBERS

Marian Lazar (2014)
Pamela Harvey (2013)

COUNCIL ON AGING

Agnes Rogers, Chair (2015)
Peter Ames (2014)
Doris Toby Axelrod (2014)
Deborah Brass (2013)
Judith Chasin (2015)
Irvin Finn (2013)
Philip Fullerton (2015)
Mary Lee Hood (2013)
Jean Kramer (2015)
Helen Lew (2014)
Shirley Radlo (2013)
Anatoly Rakin (2013)
Marion Sargon (2015)
Muriel Stark (2015)
William Wong (2014)

ASSOCIATE MEMBERS

Phyllis Baum (2014)
Judith Chernoff (2014)

COA ASSOCIATE MEMBERS (Con't.)

Marjorie Diana Harvey (2015)
Harry Johnson (2014)
Jean Kramer (2014)
Claire Lurie (2014)
John Mulhane (2013)
Yolanda Rodriquez (2015)
Jacob Shafran (2013)
Roberta Winitzer (2015)

ECONOMIC DEVELOPMENT ADVISORY BOARD

Robert I. Sperber, Co-Chair (2013)
Anne Meyers, Co-Chair (2015)
Clifford Brown (2013)
Derrick Choi (2014)
Susan Houston (2015)
Kenneth Lewis (2013)
Thomas Nally (2013)
Alden Raine (2015)
Paul Saner (2014)
Harold Simansky (2015)
Donald A. Warner, AIA (2013)

HOUSING ADVISORY BOARD

Roger Blood, Chair (2015)
Rufus Phyllis (2014)
Karen Kepler (2014)
Kathy Spiegleman (2013)
Rita McNally (Tenant Rep.) (2014)
Steven Heiken (Planning Board Rep.)
Michael Jacobs (Housing Authority Rep.)

HUMAN RELATIONS/YOUTH

RESOURCES (HR/YR) COMMISSION

Dr. Edward Wang, Chair (2013)
Laurie B. Dopkins (2014)
Karen Fischer (2012)
Jonathan Lewis (2013)
Captain Thomas Keaveney (2012)
Rita McNally (2013)
Kay O'Halloran (2013)
Larry Onie (2014)
Agnes Rogers (2014)
Georgi Vogel Rosen (2014)
Enid Shapiro (2012)
Doreen Wilkerson (2012)
Vacancy – Student Rep (2012)
Vacancy (2013)
Vacancy (2014)

HR/YR (Con't.)
ASSOCIATE MEMBERS
 Paula Schneider (2014)

HUMAN RESOURCES BOARD
 Kenneth V. Kurnos, Chair (2014)
 Edward DeAngelo (2013)
 Gerald Raphel (2013)
 Beth Venti (2015)
 Jacqueline J. Young (2015)

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE
 Nick Bonadies (2013)
 Ernest Frey (2015)
 Susan Goldberg (2014)
 Stephanie Leung (2013)
 Ariel Soiffer (2013)
 (2014)

NAMING COMMITTEE
 Fred Lebow, Chair (2014)
 John Bain (2015)
 Carla Benka (2014)
 Helen Charlupski (2015)
 Wendy Ecker (2013)
 Harry Friedman (Alternate) (2014)

PARK AND RECREATION COMMISSION
 John Bain, Chair (2013)
 Clara Batchelor (2014)
 Antonia Bellalta (2015)
 James K. Carroll (2015)
 Daniel Lyons (2014)
 Nancy O'Connor (2014)
 Jean Stameris (2013)

PLANNING BOARD
 Mark J. Zarrillo, Chair (2017)
 Bob Cook (2015)
 Linda Hamlin (2013)
 Stephen Heikin (2015)
 Steve Kanes (2014)
 Sergio Modigliani (2016)
 Jonathan Simpson (2014)

PRESERVATION COMMISSION
 James Batchelor, Chair (2014)
 Paul Bell (2012)
 Wendy Ecker (2013)

PRESERVATION COMMISSION (Con't.)
 Elton Elperin (2014)
 David King (2013)
 Linda Leary (2012)
 Judith Selwyn (2012)

ALTERNATE MEMBERS:
 Rick Schmidt (2014)
 Kirstin Gamble Bridier (2013)
 Rosemary Battles Foy (2012)
 Peter Kleiner (2013)

REGISTRARS OF VOTERS
 Linda Golburgh (2015)
 Andrew J. McIlwraith (2016)
 Victoria Whitney (2014)
 Patrick J. Ward, Ex Officio

RETIREMENT BOARD
 Gary Altman, Chair (2012)
 James Riley (2014)
 Stephen E. Cirillo (2015)
 Robert Ward (2014)
 Judith Haupin - Ex-Officio

SOLID WASTE ADVISORY COMMITTEE
 John Dempsey, Chair (2014)
 Barbara Field (2013)
 Amie Lindenboim (2014)
 Clint Richmond (2014)
 Susan Rittling (2014)
 Cynthia Snow (2013)
 Vacancy (2013)

TRANSPORTATION BOARD
 Josh Safer, Chair (2014)
 Chris Dempsey (2015)
 Gustaaf Driessen (2013)
 Brian Kane (2014)
 Ali R. Tali (2015)
 Pamela Zelnick (2013)

TREE PLANTING COMMITTEE
 Hugh Mattison, Chair (2015)
 Nadine Gerds (2014)
 Philip Shabecoff (2013)

TRUSTEES OF WALNUT HILL
CEMETERY
 Abbe Cohen, Chair (2014)

TRUSTEES OF WALNUT HILL CEMETERY (Con't.)

Katharine Begien (2014)
Donalda Hingston (2013)
Joslin Ham Murphy (2013)
Patricia Ostrander (2012)
William Riley (2012)

FENCE VIEWER
Peter Ditto

INSPECTOR OF ANIMALS
Robin Magner & Patrick Maloney

ZONING BOARD OF APPEALS

Enid Starr, Chair (2013)
Jesse Geller (2015)
Christopher Hussey (2014)

INSPECTOR OF PETROLEUM
Paul D. Ford

INSPECTOR OF WIRES
Theodore Steverman

ASSOCIATE MEMBERS

Jonathan Book (2013)
Avi Liss (2015)
Johanna Schneider (2015)
Mark Zuroff (2014)
Vacancy (2014)

KEEPER OF THE LOCK-UP
Daniel C. O'Leary

LOCAL MOTH SUPERINTENDENT OF INSECT PEST CONTROL
Andrew Pappastergion

MISCELLANEOUS APPOINTMENTS

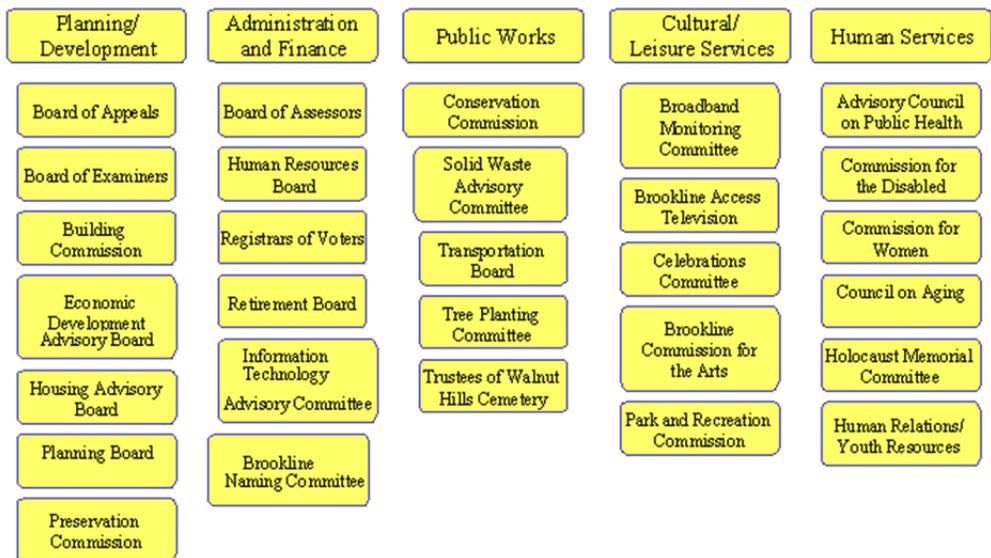
AGENT FOR MANAGEMENT OF REAL ESTATE
Susan Abdou

RIGHT TO KNOW COORDINATOR
Sandra DeBow

MEASURERS OF WOOD AND BARK
William McGroarty & George Carroll

CIVIL DEFENSE DIRECTOR
Paul D. Ford

BOARDS/COMMISSIONS APPOINTED BY THE BOARD OF SELECTMEN



BOARD OF SELECTMEN ANNUAL REPORT



(L-R) Town Administrator Mel Kleckner, Selectmen Betsy DeWitt (Chairman), Nancy Daly, Richard Benka and Kenneth Goldstein

The Board of Selectmen is pleased to submit this report highlighting its activities and the issues affecting Brookline in 2012.

BOARD ORGANIZATION

At the Town Election on May 1, incumbent members Betsy DeWitt and Kenneth Goldstein were reelected to an additional three-year term. Ms. DeWitt was selected to serve as chair of the Board. As 2012 came to a close, Selectman Jesse Mermell announced that she would be resigning shortly to accept a position in Governor Patrick's administration. The Board determined that it would not call for a special election to fill the vacancy, instead operating with four Selectmen until the next Town election in the spring of 2013.

During 2012, the Town learned of the decision of our long-term Congressman, Barney Frank, to not seek reelection. The Board and the Town are most appreciative of Congressman Frank's and his staff's responsiveness to issues of interest to the Town of Brookline during his long tenure.

PLANNING AND DEVELOPMENT ISSUES

The Board of Selectmen was pleased with the outcome of the Town sponsored affordable housing development at Fisher Hill. Known as Olmsted Hill, the Town designated the site for development and selected New Atlantic Development Corporation to develop 10 single family lots/homes and 24 affordable condominium homes. The project was a very complicated one involving many legal, environmental and financial challenges. The Board was well served by staff and various committees over the years as the project proceeded to fruition. Most recently, the Board was assisted by a Construction Oversight Committee that dealt with a myriad of construction related impacts. On Saturday, October 20, 2012, the Board joined with the developer, new homeowners, neighbors and community activists to celebrate Brookline's newest neighborhood. The Town's focus now shifts to the former state owned reservoir across from Fisher Avenue that was acquired to compensate for the open space parcel that was developed into housing.

The proposed expansion of housing development at Hancock Village in South Brookline dominated the Town's focus for several months in 2012. Led by our Town Administrator, Town Counsel and Acting Director of Planning and Community Development, the Board of Selectmen engaged in a comprehensive process to evaluate the proposed development. The Board held a series of hearings, meetings and site visits to learn more about this major project. Ultimately, the Board submitted comments expressing grave concerns about the scale, compatibility and negative impacts from the development. We await the outcome of the preliminary project eligibility process before taking further action.

The Board was also very active in addressing the possible redevelopment of the Durgin Garage and adjacent property on Waldo Street outside of Coolidge Corner. As privately owned parcels, the Town does not have the ability to direct development, but it can serve as a catalyst for identifying possible development options and facilitating the public planning process associated with them. In January, the Board and the Planning Department hosted a community forum that sought input into the property and the process for determining solutions. The Board then acted to establish a special study committee consisting of several citizens to analyze current conditions and recommend possible public infrastructure improvements and regulatory mechanisms to facilitate the redevelopment of blighted portions of the study area, with the goal of transforming the area into a vibrant part of Coolidge Corner. The study committee will examine development opportunities including private, public and/or non-profit uses that will further the economic vitality of Coolidge Corner. The Board looks forward to considering options in 2013.

Members of the Waldo St. Area Study Committee are:

Co-Chair	Betsy DeWitt
Co-Chair	Dick Benka
	Adele Fleet Bacow
	James Carr
	Derrick Choi
	Carol Gladstone
	Peter Kleiner
	Marilyn Newman
	Efi Pagitsas
	Linda Olson Pehlke
	Elizabeth Zachos

BUDGETING AND FINANCIAL MANAGEMENT

Working with the Advisory Committee and the School Committee, the Board considered the Town Administrator's Financial Plan and approved for recommendation to Town Meeting a balanced budget for Fiscal Year 2013. The annual budget process provides the Board with an opportunity to identify its goals and objectives for the coming year. Working with the Town Administrator and staff, the Board adopted the following Objectives for the ensuing year

1. To continue to observe policies and practices to ensure long-term financial sustainability, including:
 - the recommendations of the Override Study Committee relative to long-term financial sustainability, as adopted by Resolution in March, 2008.
 - implementation of recommendations of the Efficiency Initiative Committee and OPEB Task Force, where feasible, and to explore new opportunities for improving productivity and eliminating unnecessary costs.
 - Fiscal Policies relative to reserves and capital financing as part of the on-going effort to observe sound financial practices and retain the Aaa credit rating.
 - To continue to seek PILOT Agreements with institutional non-profits along with an equitable approach for community-based organizations.
 - To continue to support the business community and vibrant commercial districts.
2. To carry out the CIP and the completion of major public projects in progress including Muddy River Restoration, Fisher Hill Reservoir Re-Use, Village Square, and the Devotion School in cooperation with the School Building Authority.
3. To continue to work with the School Committee on the development and execution of a comprehensive plan to address the space needs in the schools caused by the enrollment increases of the past few years.

4. To continue the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
5. To conduct labor contract negotiations for equitable settlements within the Town's ability to pay as shaped by the objectives noted above.
6. To provide leadership for the Town's efforts to reduce energy use and its impact on the environment:
 - a. To explore alternative energy generation opportunities on Town-owned properties, including Singletree Hill Reservoir and Town buildings.
7. To broaden the Town's commitment to promoting diversity and inclusion in the residential community and in the staffing of Town departments through efforts such as participation in the Commonwealth Compact.
8. To expand technology utilization through promotion of the BrooklineMA.gov website, BrookONline portal, mobile applications and supporting departmental initiatives such as:
 - a. Increasing access to public information and on-line transactions including public meetings, permitting, inspections and financial data, and Town Meeting votes.
 - b. Better promotion of paperless billing options.
 - c. Working towards improving and promoting departmental performance.
 - d. Deployment of a citizen survey to assess the current satisfaction levels for Town services.
9. To ensure Brookline continues to invest in Public Safety-related technology including:
 - a. Supporting the Police Department's utilization of data sharing applications and tools to ensure effective and immediate availability of key Public Safety related information.
 - b. Assisting the Fire Department in the utilization of technology to improve firefighter safety, to re-engineer business processes, and improve intra-departmental communication.
10. To work with the Town Clerk to develop a Town policy for records storage; to gather historic and archival Town records, documents and materials; to organize and catalog them; and to establish a suitable storage space in an accessible location.
11. To provide leadership and coordinate planning efforts to minimize negative impacts of development on neighborhoods:
 - a. To monitor and comment on development projects in adjacent communities.
 - b. To continue to protect the Town's interests with respect to proposed residential development at Hancock Village.
 - c. To continue advocacy for state funding for the Village Square / Gateway East project.
 - d. To continue to seek opportunities to increase the Town's affordable housing stock.
 - e. To encourage/facilitate the rehabilitation/redevelopment of the Durgin and Waldo garage sites.
 - f. To seek redevelopment of the abandoned Circle Cinema site for the benefit of Brookline and Boston residents and property owners.
12. To seek opportunities to improve the streetscape with programs such as LED street lights, alternative displays for newspaper boxes, and enforcement of the Sign By-Law.
13. To ensure that historical plaques, street signs and symbols are maintained throughout town and that deteriorating memorials are reviewed for possible preservation and restoration or replacement.
14. To review special permit provisions of the Zoning By-Law in order to determine whether this form of land use regulation can more directly control for adverse impacts on Town resources resulting from development.
15. To explore possibilities to strengthen code enforcement for incidents of over-occupancy through possible changes in inspection practices, fine structure, and the processing of case information.
16. To support the implementation of an optimally designed taxi medallion program that will maximize revenues while improving service and reducing carbon emissions.
17. To review recommendations of the Small Commercial Property Tax Exemption Committee and consider possible legislative changes to the existing statute to establish criteria that could be applied in a more fair and equitable manner.
18. To provide guidance to the Police Department as they pursue Accreditation status to ensure an appropriate balance between public safety needs and the rights of individuals and to continue to monitor policy considerations such as Citizen Complaints and the Video Camera Monitoring system.
19. To implement the changes in policies and procedures for the issuance of alcohol and food licenses as recommended by the Licensing Committee.
20. To continue to monitor service quality performance of both Comcast and RCN.
21. To ensure compliance with the provisions of the Americans with Disabilities Act.
22. To continue to explore options to rectify inequities inherent in the Norfolk County structure.

23. To strengthen relationships with Boards and Commissions.

LICENSING AND REGULATION

One of the Board's most important responsibilities is the licensing of hundreds of business and related activities throughout the year. In particular, the Selectmen take its responsibilities for licensing the sale of alcoholic beverages very seriously, and engaged in a series of hearings and meetings throughout the year. A special committee established by the Board on licensing continued to meet throughout 2012 updating the Town's regulations for the sale of alcoholic beverages, the sale of food products and the operation of lodging houses. One recommendation of the committee that the Board acted on in 2012 was the filing of special legislation to add more alcoholic beverage licenses to the Town's state mandated quota.

Members of the license Review Committee are:

Co-Chair	Betsy DeWitt	Selectwoman
Co-Chair	Ken Goldstein	Selectman
	Tom Gallitano	TMM, Pct. 16
	Anne Meyers	EDAB
	Joe Hanley	Attorney
	Chris Chanyasulkit	TMM, Pct. 13
	Peg Senturia	TMM, Pct. 8
	Lea Cohen	Chamber of Commerce
	Doug Rodman	Former liquor license holder (non-voting)

In 2012, the Board authorized a limited pilot project to license mobile food trucks. This is a controversial issue given the competition that these trucks can impose upon traditional brick and mortar restaurants, who must pay rent and property taxes that the mobile units do not. The Board identified a limited number of locations that do not directly compete with the Town's restaurants and are looking forward to an evaluation of the program to determine whether this should be continued in Brookline.

The Annual Town Meeting in May enacted bans on the use of polystyrene (Styrofoam) in retail establishments and on plastic bags in certain larger retail establishments. This was a complicated public policy issue that raised a number of questions. While the Board has some concerns about the practicality of enforcing these bans, it will work with the Public Health Department and other regulatory bodies to implement the new bans.

TRANSPORTATION

For several years, the adequate financing of public transit has been a major policy issue at the state level. The Massachusetts Executive Office of Transportation announced a series of public hearings across the Commonwealth to consider options. When Brookline was not identified as an official site for a public hearing, the Board of Selectmen decided to convene its own public hearing. On February 29, the Board heard substantial testimony from the public on the importance of public transit in Brookline, especially the Green Line and Bus Route 66. The Board conveyed those strong sentiments to the Commonwealth and was pleased when a package of limited fare increases and modest service cuts was announced in March. However, everyone recognizes that there must be a long-term and sustainable solution to adequately fund the Commonwealth's transportation infrastructure, including the MBTA.

On Wednesday, August 8, Brookline was pleased to collaborate with its municipal neighbors of Boston, Cambridge and Somerville to kick off the regional bikeway sharing system initiated by the Metropolitan Area Planning Commission. Referred to as Hubway, riders can choose between an annual membership, 3-Day Pass or 24-Hour Pass and access multiple bike stations throughout the region to pick up and drop off bicycles. We acknowledge the dedicated leadership and commitment of Selectman Jesse Mermell to make Hubway a reality. Brookline began the system with three stations and will expand to four in 2013.



COYOTES, TURKEYS AND BEARS

Borrowing a line from the Wizard of Oz, Brookline was faced with its own trio of wildlife in 2012; Coyotes, Turkeys and Bears, Oh My! As the urban environment encroaches into areas formerly wooded, and as previously skittish wild animals pursue food sources from humans, the Town was inundated with nuisance calls from coyotes and turkeys. Individual Board members, including Nancy Daly and Ken Goldstein, met with various neighborhood groups to explain the limitations the Town has to control wildlife and explained what to do if you encounter one of these animals. The turkeys in particular have become aggressive and an effort to identify and remove the most aggressive animals was initiated by the Police. In June, an unusual call was placed to the Police Department about a black bear that was snoozing high up in a tree on Pine Road. With hundreds of residents and media watching, a state Environmental Police officer shot the bear with a tranquilizer dart when the animal was an estimated 50 feet up the tree. After being shot, the animal climbed an estimated 30 feet higher. But once the drug took effect, the bear tumbled to the ground. Fortunately, the bear's fall was broken by tree branches and he landed on bushes. The bear was relocated far away from Brookline, but this was not the first time the animal was captured after straying into populated areas. Incredibly, this same bear was spotted at the Cape Cod Canal two weeks prior to arriving in Brookline. At that time, he was captured and relocated to a remote area of central Massachusetts.

A POET LAUREATE

Initiated by Selectman Ken Goldstein with support from the Brookline Arts Commission, the Board of Selectmen established an official Poet Laureate position and in April appointed Judith Steinbergh to the post. Ms. Steinbergh was Poet-in-Residence in the Brookline Schools from 1986 to 1992. She also taught part-time at Driscoll School between 1985 and 2006 and continues to lead poetry workshops at several Brookline schools. She has also published a book of poems for children.

THANKS

The Board sincerely thanks the hundreds of citizens who serve the Town on boards, committees and commissions. It also thanks our Town Administrator Mel Kleckner, the Deputy Town Administrator Sean Cronin, all department heads and the many dedicated employees of the Town for making Brookline a great place to live, work and play.

TOWN ADMINISTRATOR
MELVIN A. KLECKNER



It is a pleasure to report to the Town on the management of Brookline's government and the activities that shaped public policy and civic life in 2012.

LAND USE AND ECONOMIC DEVELOPMENT

Much of the focus of Town government in 2012 was on land use and planning issues. Not unexpectedly, Chestnut Hill Realty (CHR) filed a Chapter 40B development proposal to expand their residential property at Hancock Village. Chapter 40B is state law that allows developments with an affordable housing component to bypass local zoning restrictions and seek a "comprehensive permit" from the Zoning Board of Appeals. Before seeking this permit, the developer must receive project eligibility from a state development agency. In August, CHR filed for project eligibility with MassDevelopment. The Town established a comprehensive and coordinated review of the proposed development, including the use of special land use counsel. In December, the Town filed extensive comments to MassDevelopment raising concerns about scale, density, traffic and other impacts from the project. While not directly relevant in a Chapter 40B process, the Town also noted the substantial financial impact to the Town from such development, including the additional cost of public education and the inevitable requirement to construct a new school to relieve the overcrowded Baker School. At the end of December, the Town anxiously awaited the decision of MassDevelopment.

While the economy has improved, larger scale development has not rebounded as quickly and several larger sites needing revitalization have lingered. The area that received most focus in 2012 was the Durgin Garage/Waldo Street properties. The site of an historic auto garage and an adjacent dilapidated building, the site is only steps from vibrant Coolidge Corner and a Town library. The storefront of the Garage property has become largely vacant and the condition of the property has deteriorated. The Board of Selectmen has established a special study committee to evaluate the potential reuse of the Garage property and options to develop it in concert with the vacant Waldo Street building. The process will generally follow the one used to evaluate the former Red Cab site on Boylston Street/Route 9. Unfortunately, the Red Cab site also remains vacant as economic uncertainty remains. The largest of the planned development in Brookline is the 2

Brookline Place development controlled by Children's Hospital along Brookline Avenue. The Town is hoping that development of the B2 site, so called, can commence within the near future to bring additional tax revenue and spur revitalization of this area. In concert with development, the Town is planning a major redesign of the traffic intersections and public spaces along this important gateway to Brookline. Fortunately, the site of the former Cleveland Circle Cinema, a portion of which resides in Brookline, is moving forward with a hotel and retail redevelopment.

The Town finally realized its goal of creating a mixed income housing development on Fisher Hill, using a creative swap of land made possible through the purchase of a nearby state-owned abandoned reservoir. On Saturday, October 20, Town officials, the developer, new owners, neighbors and community activists celebrated the completion of the Olmsted Hill project. This new subdivision, built on a formerly Town-owned reservoir site and located along Fisher Avenue near the crest of Fisher Hill, includes 10 single family lots/homes and 24 affordable condominium homes. While the process that produced this project was a long one – approximately seven years in planning and three years in execution - the project is a strong example of neighbors and community working together to develop a neighborhood and site sensitive design and program that would serve the affordable housing goals of the larger community.

The Town began an experiment in 2012 to permit Mobile Food Trucks to Brookline. Popular in many urban areas, mobile food trucks have the flexibility of bringing quality food options to underserved areas or other locations. The Board of Selectmen is attempting to balance the benefits of mobile food trucks with the competitive disadvantage that they can create for existing "brick and mortar" restaurants, who have higher operating costs including rent and property taxes. The Town is also pursuing relief from the State Legislature over a quota of liquor licenses that it may issue. A key economic development strategy for the Town is to promote restaurants as a way to generate new revenue (from the Town's portion of the state meals tax) and to spur additional development and vitality. With the Town having reached the limit of its state established quota, we have submitted home rule legislation to grant additional licenses.

STRATEGIC AND CAPITAL PLANNING

The Town continued to face dramatic increases in its school aged population and focused a great deal of effort on expanding its school facilities to accommodate new classroom space. In 2012, a comprehensive renovation and expansion of the Runkle School and an expansion of the Heath School were completed. The Town also completed a concept plan for renovation or replacement of the Devotion School. The Town has had great success in having each of these projects supported by the Massachusetts School Building Authority (MSBA). In general, the MSBA supports 40% of funding the costs of these school projects. As the increased enrollment works its way through the system, the High School will require expansion, and the Town is beginning to explore its options for this facility. Meanwhile, the Town's Capital Improvement Plan is aggressively funding school expansion projects through use of debt and prudent scheduling of other projects.

It seems clear that, even with this aggressive construction program, more classroom capacity is required. The Town has begun a comprehensive process to explore creative solutions to this problem including, but not limited to, using the vacant Old Lincoln School, leasing space in private facilities to house pre-K programs, constructing modular classrooms and creating non-traditional educational models designed to reallocate space more efficiently. In addition to the obvious cost implications of an expanding school population, this process has identified challenges to the traditional neighborhood K-8 school model that is unique and valued in Brookline. This issue will continue to be at the forefront of Brookline's public discourse for the foreseeable future.

2012 represented the final phase of updating the parking meter system of the Town. Following an unpopular decision to replace single space parking meters with multi-space parking kiosks, the Town decided to convert back to a single space meter system with newer digital meter equipment. This new equipment will accept credit cards and have the capacity to adapt to newer technologies of parking demand management. The multi-space kiosks will remain in the municipal parking lots and along the designated median parking areas along Beacon Street near Fenway Park, but will be converted to a "pay by space" method thereby avoiding the requirement for parkers to make a return trip to their vehicle to place a parking receipt. Parking is a major issue for the Town of Brookline given its proximity to Boston and the MBTA Green Line. Effective parking systems generate important revenue to the Town and facilitate access to the Town's commercial areas and public facilities.

The Town also continued its effort to convert the traditional taxi licensing system to a method of permanent medallions. The medallions would be issued/sold to taxi owners, who could then sell them or use them as

collateral for financing. The Town believes the medallion system will provide a financial basis for Brookline's taxi industry to modernize its fleet and adapt to newer technologies to provide better service to citizens and visitors.

2012 represented the final phase of construction on lower Beacon Street to separate the sanitary sewer system from the storm drain system, thereby alleviating localized flooding and overflow into the Charles River during heavy rain events. Funded entirely from the Massachusetts Water Resources Authority, this is an extremely important project, but one that has created many traffic detours, congestion and disruption to the businesses and residents of the area. The Town recognizes that this project followed shortly after a major reconstruction of Beacon Street, and sincerely appreciates the patience and cooperation of the stakeholders in this area. We commit to refrain from additional construction in this area for the foreseeable future.

BUDGET AND FINANCIAL MANAGEMENT

One of the most important functions of my job is to prepare the Town's Budget each year. My office produces the annual Financial Plan, which combines the annual operating budget with a multi-year projection of operating and capital expenses. In February, I submitted a Financial Plan that proposed a Fiscal Year (FY) 2013 budget balancing \$248.3 million in revenue and expenses, including operation of the Town's enterprise activities. This budget represented an increase of 5.9% over the prior fiscal year. However, this rate of increase is overstated due to the accounting of one-time revenue attributable to the sale of Town property at Fisher Hill. The sale of this property has generated \$3.25 million, which is being allocated in the Capital Improvement Plan to fund development of new parkland on Fisher Hill.

FY 2013 continues to reflect the weakened economy that has been with us since 2008. Between FY2008 and FY2012, the Town suffered a loss of \$3.3 million (22%) in State Aid and experienced reductions in other receipts reliant on economic activity, including property taxes from new construction, motor vehicle excise taxes and building permits. During that same period, enrollment in Brookline's public schools has skyrocketed. Since FY 2005, enrollment in the elementary schools has increased by 941 students, requiring an additional 196 teaching sections (classes). In addition to the demands that this enrollment places on the Town's school buildings and infrastructure, it has placed significant strain on the School Department's ability to maintain quality educational programming and services. Fortunately, it appears that some impacts of the economic recession have peaked, and FY 2013 represents the first year of increased State Aid for Brookline from the Commonwealth of Massachusetts since FY 2008. Still, the impact of increased enrollment presents continued budgetary difficulties for the School Department, and I have proposed a one-time adjustment of the Town's revenue allocation formula to accommodate this factor and provide a 3.7% increase in funding.

The FY 2013 Budget continues a conservative and modest approach that has served the Town well. Overall, funding for municipal departments is limited to a 2.5% increase, including the projected costs of increased salaries and wages. Full-time equivalent staffing in municipal departments is down again in FY 2013, representing a sustained effort to implement efficiencies in operations. The FY 2013 Budget complies with recently revised financial policies, including a requirement to maintain an amount equivalent to no less than 10% of the Town's operating revenues in reserve. This revised financial policy proved very timely and effective when Moody's Investors Services placed the Town and most other Aaa rated municipalities on a "watch list" during the federal government's debt ceiling crisis. We were pleased to learn in December that the Town was removed from the list and had its Aaa rating restored to a "stable outlook". We are convinced that adherence to formal financial policies and long-term budgetary planning contributed to this positive outcome. Finally, the FY 2013 Financial Plan includes a Capital Improvement Plan (CIP) that meets a prudent level of spending on the replacement of major equipment, the expansion of classroom capacity in public school buildings and the renovation of the Town's buildings, facilities and physical infrastructure.

I am especially grateful for the contributions of Deputy Town Administrator Sean Cronin and Assistant Town Administrator Melissa Goff in preparation of the Financial Plan document. It provides a very informative and useful document for the Board of Selectmen, Advisory Committee and Town Meeting, and creates transparency and confidence among the Town's citizenry and other stakeholders. I am proud to announce that the Town was awarded the Government Finance Officers Association's (GFOA) award for Excellence in Budget Presentation for the seventh consecutive year.

COMMUNITY

Brookline is a diverse and active community. In 2012, there were many factors or incidents that impacted the community significantly. On Monday, January 16, firefighters were called to a fire at a large apartment building at 1471 Beacon Street. The fire started in the basement utility area and quickly spread up through the four-story building, eventually resulting in four alarms. Due to the courageous and aggressive efforts of the Brookline Fire Department, all occupants were able to exit the building safely and the fire was kept from spreading to the neighboring apartment buildings. Responding to this incident, the Town and the Brookline stepped up with the establishment of the Beacon Street Fire Fund, designed to support the relocation and other expenses of the citizens living at this building, most of whom did not have insurance to protect their losses.

In addition to the traditional community celebrations that Brookline enjoys, 2012 marked the first ever Brookline Day event on September 23rd at Larz Anderson Park. Established by the Recreation Department to promote a sense of community, town spirit and interest in the community, Brookline Day created opportunities to educate residents about Brookline's wide variety of service organizations and programs--all in an atmosphere of fun. We look forward to Brookline Day becoming part of the annual community life of Brookline for the future.

The Boston Marathon on Patriots Day in April also represents a day of celebration and community for Brookline. In 2012, unseasonably warm weather created extreme conditions for the runners, and the Town was impacted by the need to cool and treat overheated runners as they made their way through Brookline. As a community along the Marathon route, the Town of Brookline is the beneficiary of several invitation applications from the Boston Athletic Association (BAA). The invitational applications are valuable for charitable fundraising purposes, and the Town is in the process of creating a more inclusive and coordinated approach for 2013 that it is labeling Team Brookline.

In 2012, the Town was spared from extreme snowfall that was experienced in the prior year. However, October brought a major hurricane to the east coast and Brookline. Hurricane Sandy was a Category 2 storm off the coast of the northeastern United States, becoming the largest Atlantic hurricane on record and giving it the nickname "Superstorm Sandy". Brookline experienced over 160 lost trees and widespread power outages. As usual, the Town's Department of Public Works provided outstanding dedication and commitment to clean up after the storm and keep Town services and civic life running.

SENIOR MANAGEMENT TEAM

2012 was a busy year addressing transition in the Town's management ranks. Jeff Levine, Brookline's Director of Planning and Community Development since 2006, announced his resignation to assume the Planning Director's position for the City of Portland, Maine. The Planning Department had become a focus of an organizational review due to controversy over the direction of its commercial areas program and given the gradual erosion of federal Community Development Block Grant funding. As a result, I decided to take a step back before immediately recruiting to replace the Director. A process was created that engaged various stakeholders to determine the best qualities necessary to lead the Planning Department into the future. Meanwhile, Kara Brewton, the Town's Economic Development Director, was appointed the Acting Director of the Department. I am indebted to Kara, along with senior department managers, Polly Selkoe and Joe Viola, for her outstanding leadership and management during this transitional period. Finally, we wish Jeff well as he moves to the challenging position in Maine and thank him for his expertise and contributions to Brookline.

In February, I was notified of the impending retirement of Michael Shepard, Brookline's Building Commissioner. In addition to administering building and development in the community based on the state building code and the Town's zoning by-laws, Brookline's Commissioner is also responsible for overseeing construction of major Town buildings and facilities. I convened a screening panel and engaged in a comprehensive process to recruit for Mike's replacement. In May, I was pleased to recommend for the Board of Selectmen's consideration the appointment of Daniel Bennett as Building Commissioner. Mr. Bennett is a career professional in the field of building and zoning regulation/enforcement, most recently serving as Building Commissioner in the Town of Wayland, Massachusetts. Earlier in his career, Mr. Bennett served as a local building inspector for the Town of Brookline.



The Board of Selectmen approved the recommendation and Dan assumed his duties in June. We look forward to a long and productive relationship with Dan Bennett, and expect that he will continue the professionalism and improvement of the Town's Building Department that Michael Shepard had so ably begun. In addition to being a fine Building Commissioner, Michael Shepard is an equally fine person who will be missed by many.

Finally, the Town experienced the resignation of long-term Comptroller Judith Haupin in September after 28 years of service. Although not a department head position, the Comptroller is a key management position of the Town that maintains substantial financial control over town-wide finances and interacts with a variety of agencies and officials. As a result, I worked with the Finance Director and the Human Resources Director to convene a screening panel and engage in a comprehensive recruitment and selection process. It took two rounds of recruitment, but I was pleased in November to appoint Michael DiPietro as Comptroller. Mr. DiPietro is a career municipal finance professional who is committed to lead the Comptroller's office and the Town's financial management system into the next generation of automation and information. During the transition Assistant Comptroller Jan Lavoie stepped up to perform quite admirably in the role of Acting Comptroller.



PROFESSIONAL

In September, I was honored to be appointed by Governor Patrick to serve as a Commissioner for the Group Insurance Commission (GIC), the state the agency that provides life, health, disability and dental and vision services to the Commonwealth's employees, retirees and their dependents, including several municipalities, and other entities. Almost 400,000 people are covered by the GIC. I have enjoyed serving on the Commission so far as it provides me with insight and influence to ensure that the GIC is providing quality, and affordable healthcare to our employees.

From time to time, Brookline is visited by international guests, many of whom are municipal government officials seeking to learn from the American system of local government. In October, we were pleased to host a delegation of municipal officials from Denmark who were interested in learning about aspects of local government management in the United States, including citizen engagement, e-government, use of social media and strategic management. As typical of these exchanges, we learned as much from our guests as they learned from us.

CONCLUSION

I could not perform my job without the assistance and support of many people. The Board of Selectmen provides the policy direction and leadership that is so necessary to achieve consensus in a municipal setting. I am also thankful for the support and advice of all department heads of the Town, including School Superintendent Bill Lupini. The staff in the Selectmen's office, consisting of Brenda Costello, Kate MacGillvary and Michelle Earley are indispensable. Finally, I am indebted to the outstanding service and support provided by Assistant to the Town Administrator Patty Parks, Assistant Town Administrator Melissa Goff and Deputy Town Administrator Sean Cronin. They are very talented and committed employees of the Town who contribute greatly to the professionalism and effectiveness of Town government in Brookline.

TOWN MODERATOR

Edward (Sandy) Gadsby

The following are brief summaries of the principal actions taken by the two Town Meetings held during calendar year 2012.

The principal business of the Annual Town Meeting in May consisted of the adoption of the Advisory Committee's \$221 million budget for fiscal year 2013. In other notable action, Town Meeting established a new Wild-Sargent Local Historical District, increased the legal age for the sale of tobacco products to 19 and narrowly turned down a resolution calling into question aspects of the Runkle School project. In keeping with Town Meeting's tradition of taking a position on national issues, we also adopted a resolution calling for the reversal of the odious Citizens United decision.

At our Fall Town Meeting, we adopted by-laws calling for public hearings by Town boards considering warrant article, after a previous attempt to do this had been referred to a Moderator's Committee. Town Meeting also authorized home rule legislation to increase substantially the number of liquor licenses that may be issued within the Town. Finally, in widely publicized actions, Town Meeting enacted a prohibition of polystyrene food containers and substantial restrictions on the use of plastic grocery bags.

The Fall Town Meeting also marked the introduction of electronic voting, through the use of hand-held devices and a software and hardware system that provided Town Meeting Members with a virtually instantaneous record of their votes. Thus Brookline became the third Representative Town Meeting in Massachusetts to adopt this means of voting, which takes advantage of technology advances and the reduced cost of obtaining it. The entire system was purchased by the Town for less than \$20,000. The system operated with relatively few problems and was enthusiastically endorsed by Town Meeting Members. We owe a large debt of gratitude to the Town's Information Technology Department and the Office of the Town Clerk for their assistance in implementing this innovation. Electronic voting comes to Brookline after almost ten years of deliberations by two Moderator's Committees and, finally, the hard work and decisiveness of an Ad Hoc Committee that I appointed in 2011. We especially thank the members of the latter Committee, Chairperson Bob Stein, IT Director Kevin Stokes, Town Clerk Pat Ward, Joel Shoner and TMMs Stanley Spiegel and Neil Wishinsky.

Finally, I extend my customary thanks to two of the committees that I appoint, the Committee on Town Organization and Structure and the Advisory Committee, ably chaired respectively by Jean Berg and Harry Bohrs. These committees devote many hours to their proceedings, for which they receive little public recognition, but their work is of great importance to the Town and the Town Meeting process.

ADVISORY COMMITTEE

Harry K. Bohrs, Chair

Organization and Function

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

The Brookline Advisory Committee, in accordance with Town by-laws, shall consist of not fewer than 20 nor more than 30 established registered voters of the Town. At least one elected Town Meeting Member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large. This makes the Brookline Advisory Committee one of the largest of such committees in the Commonwealth. The Brookline Advisory Committee is somewhat unique in that it functions not only as a Finance Committee, but also as an Advisory Committee. As such, it advises the Town through its recommendations to Town Meeting on all matters ranging from Town finances and re-zoning to capital projects and collective bargaining in order to meet the specific needs of the community. The Advisory Committee reports to Town Meeting with its written recommendations on such matters in the printed warrant that is mailed to all Town Meeting members. The Advisory

Committee is the only authority that may approve transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

The Chair of the Advisory Committee appoints each member to serve on a subcommittee, working closely with members to determine which subcommittee will best suit their background and interest. The Chair selects a member from each subcommittee to serve as its Chair.



Advisory Committee

Advisory Committee Subcommittees

Below is a listing of current subcommittees with the areas to which each is responsible and its Chair:

Administration and Finance: Advisory Committee, Conditions of Appropriation, Debt and Interest, Finance, Information Technology, Selectmen, Town Clerk, and Unclassified. (Chaired by Ben Franco)

Capital: Building, Capital Improvements Program, Public Works, and Recreation. (Chaired by Carla Benka)

Human Services: Council on Aging, Health, Human Relations-Youth Resources, Library, and Veterans' Services. (Chaired by Sytske Humphrey)

Personnel: Collective Bargaining, Human Resources, and Personnel Benefits. (Chaired by Nancy Heller)

Planning and Regulation: Legal Services, Planning and Community Development, Zoning. (Chaired by Neil Wishinsky)

Public Safety: Police and Fire. (Chaired by Janice Kahn)

Schools: (Chaired by Leonard Weiss)

2012 Issues

In 2012, the Advisory Committee considered a broad array of financial and other issues on behalf of Town Meeting. The Advisory Committee met regularly to prepare its recommendations for the Annual Town Meeting and the Special Town Meeting. In addition, the subcommittees held numerous public hearings (as well as on-site visits to assess special projects throughout the town), that enabled both supporters and opponents of various issues to express their views. The subcommittees reported to the full Advisory Committee allowing the Advisory Committee to take into account public sentiment and pertinent information in its final discussion and decision-making process.

The Advisory Committee spent approximately three months crafting its version of the Town's FY13 Budget. From mid-February through mid-May, the full Committee met twice a week to hear and discuss subcommittee recommendations. Throughout this process members collected and analyzed information from numerous sources. The Committee listened to the requests and concerns of boards and commissions, Town officials and citizens, balanced these views, and prepared and submitted to Town Meeting a detailed budget recommendation in the form of the annual appropriation article as well as a comprehensive report on the School budget and descriptions of a variety of construction/renovation projects included in the CIP.

During 2012 the Advisory Committee also prepared and presented to Town Meeting comprehensive reports on complicated warrant articles. Topics included a number of zoning issues, such things as Local Historic and Neighborhood Conservation Districts, bylaws regarding food containers and plastic bags, liquor licenses, Town-owned property leases, public hearings, cigarette sales and collective bargaining agreements to name a few.

Advisory Committee members participated on special committees appointed by the Board of Selectmen on topics including zoning by-laws, noise bylaws, Devotion School Design Committee, school space analysis and search committees for Comptroller and Planning Director.

Members also served on a number of standing Town committees including the Labor Advisory, Town/School Partnership, and Audit Committees.

Membership

Harry Bohrs served as the Chairman of the Committee and Neil Wishinsky served as Vice Chairman.

This year we said goodbye to Estelle Katz. Estelle served on the Advisory Committee for over two decades. Her care for and commitment to Brookline shone in her votes and keen insight. She brought grace, humanity and compassion to the core of our committee and stood as the very example of an active thoughtful member of our community. Her spirit continues to sing.

The Advisory Committee will continue to work diligently on behalf of Town Meeting to carefully consider all matters that will impact the Town and make recommendations it considers to be in the best interest of the Town and all of its residents.

TOWN MEETING

**Summary of Actions Taken
Annual Town Meeting
May 22, 2012**

ARTICLE ONE

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

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A motion of Favorable Action, to approve and fund cost items in the collective bargaining agreements for Brookline Police Union, Local 1959, was passed by a Unanimous Vote. A motion of Favorable Action, to approve and fund cost items in the collective bargaining agreement for Local 950 of the International Association of Fire Fighters, was passed by a Counted Vote of 183 In Favor and 1 Opposed.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A motion of Favorable Action to authorize the Treasurer, with the approval of the Board of Selectmen, to enter into compensating balance agreements for FY2013, was passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations/Bond Authorization Rescission. (Selectmen) A motion of No Action, was passed by a Unanimous Vote.

ARTICLE FIVE

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

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A motion of Favorable Action to establish an additional property tax exemption for FY 2013, was passed by a Unanimous Vote.

ARTICLE SEVEN

FY2012 Budget Amendments (Selectmen) A motion of Favorable Action to appropriate \$400,000 for the Pierce School Auditorium Project, was passed by a Counted Vote of 199 In Favor and 2 Opposed.

ARTICLE EIGHT

Annual (FY13) Appropriations Article. (Advisory Committee) A motion of Favorable Action to approve the FY2013 Budget, with total appropriated expenditures of \$213,223,100, was passed as amended and separately voted, by a Unanimous Vote.

ARTICLE NINE

Amendments to the Town's By-Laws – creation of Article 3.22 (The Public's Right To Be Heard On Proposed Articles) – requires any committee reviewing a warrant article to hold a duly noticed public hearing. (Petition of Jonathan Davis and Regina Frawley) A motion of Favorable Action to refer the subject matter under Article 9 to a Moderator's Committee was passed by a Majority Vote.

ARTICLE TEN

Amendment to Article 5.6 of the Town's By-Laws – Preservation Commission and Historic Districts – creation of the Wild-Sargent Local Historic District. (Preservation Commission) A motion of Favorable Action was passed by a Counted Vote of 198 In Favor and 3 Opposed.

ARTICLE ELEVEN

Acceptance of a Preservation Restriction on 26 Weybridge Road. (Preservation Commission) A motion of Favorable Action was passed by a Counted Vote of 198 In Favor and 3 Opposed.

ARTICLE TWELVE

Amendment to Article 8.23 of the Town's By-Laws – Tobacco Control – increase the legal age to purchase tobacco products from 18 to 19. (Petition of Eric Dumas) A motion off Favorable Action was passed by a Counted Vote of 169 In Favor and 1 Opposed.

ARTICLE THIRTEEN

Amendment to the Zoning By-Law – Section 4.07 (Table of Use Regulations) – to permit health and fitness clubs (Use 18a) by special permit and small health and Fitness Clubs (Use 18A) by right in L (Local Business) districts. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Two-Thirds Vote.

ARTICLE FOURTEEN

Amendments to the Zoning By-law – Section 4.07 (Table of Use Regulations) – to permit domestic household animal day care centers (Use 32A) and office or clinic of a licensed veterinarian (Use 20A) by special permit in L (Local Business), G (General Business) and I (Industrial) districts. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FIFTEEN

Amendment to Section 4.10 of the Zoning By-Law – Floodplain Overlay District – revisions to the Floodplain Overlay District based on updated flood maps. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SIXTEEN

Amendments to the Zoning By-Law – Section 5.08 (Exceptions to Dimensional Requirements for Uses 9 & 10) and Section 6.02 (Off-Street Parking Space Regulations) – eliminate dimensional and parking standard review for exempt uses. (Petition of Michael Oates) A motion of Favorable Action to refer the subject matter of Article 16 to the Zoning By-Law Committee was passed by a Counted Vote of 196 In Favor and 2 Opposed.

ARTICLE SEVENTEEN

Amendments to the Zoning By-Law – Section 5.21 (Exceptions to Maximum Floor Area Ratio Regulations – Public Benefit Incentives) and Section 5.32.2.a (Exceptions to Maximum Height Regulations – Public Benefit Incentives) – limitations on the ability to credit public benefits toward additional Floor Area Ratio and/or height. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Amendments to the Zoning By-Law – Section 9.07 (Time Limits for Special Permits) – limiting extensions for variances to six months and eliminating requirement of advisory report from the Planning Board on extensions. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE NINETEEN

Acceptance of a parcel of Land as a Public Way to be Known as Olmsted Road. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY

Acceptance of Section 12(2)(d) of Massachusetts General Laws, Chapter 32 – increase a member survivor's minimum monthly retirement allowance from \$250 to \$500. (Retirement Board) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-ONE

Acceptance of Section 103(j) of Massachusetts General Laws, Chapter 32 – increase the Cost of Living Adjustment (COLA) base for retirees from \$12,000 to \$13,000. (Retirement Board) A motion of Favorable Action was passed by a Recorded Ballot Vote of 122 In Favor, 57 Opposed and 8 Abstentions.

ARTICLE TWENTY-TWO

Acceptance of Section 20(6) of Massachusetts General Laws, Chapter 32 – pay Retirement Board members a stipend of up to \$4,500. (Retirement Board) A motion of Favorable Action was Defeated.

ARTICLE TWENTY-THREE

Legislation to Prohibit Contraflow Bicycle Lanes in the Town of Brookline. (Petition of Lee L. Selwyn) Motion of Favorable Action to refer the subject matter of Article 23 to the Transportation Board, for consideration and report back to the 2013 Annual Town Meeting, was passed by a Majority Vote.

ARTICLE TWENTY-FOUR

Legislation Removing the Town of Brookline as a Member Community in Norfolk County. (Petition of Frederick S. Lebow) A motion of Favorable Action was passed by a Counted Vote of 115 In Favor, 81 Opposed and 1 Abstention.

ARTICLE TWENTY-FIVE

Resolution in Support of Abolishing Norfolk County Government. (Petition of Frederick S. Lebow) A motion of Favorable Action was Defeated.

ARTICLE TWENTY-SIX

Resolution Regarding the Runkle School and Public Construction Projects. (Petition of Stanley Spiegel) A motion of Favorable Action was Defeated by a Recorded Ballot Vote of 91 In Favor, 107 Opposed and 3 Abstentions.

ARTICLE TWENTY-SEVEN

Resolution Regarding Slavery in Brookline. (Human Relations Youth Resources Commission and Hidden Brookline Committee) A motion of Favorable Action was passed by a Counted Vote of 180 In Favor and 5 Opposed.

ARTICLE TWENTY-EIGHT

Resolution Supporting Clean Construction Standards to Protect Public Health and Climate Stability. (Petition of Catherine Marris, Jake Wolf-Sorokin, Pema Doma) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-NINE

Resolution Concerning a Constitutional Amendment to Reverse Citizens United and Control the Influence of Money in Elections. (Petition of Frank Farlow, David Klaffer and Heleni Thayre) A motion of Favorable Action was Passed by a Counted Vote of 170 In Favor and 7 Opposed.

ARTICLE THIRTY

Reports of Town Officers. (Selectmen) Reports from the Moderator’s Committee on Parking and Zoning; the Moderator’s Committee on Electronic Voting; and the Housing Advisory Board were presented.

**Summary of Actions Taken
Special Town Meeting
November 13, 2012**

ARTICLE ONE

Approval of unpaid bills. (Selectmen) A motion of Favorable Action, to pay Verizon \$932.81 from the FY2013 Police budget and \$1,121.55 from the FY2013 Fire Budget was passed by a Unanimous Vote.

ARTICLE TWO

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

ARTICLE THREE

FY2013 Budget Amendments. (Selectmen) A motion of Favorable Action, to add \$430,222 to the School budget; reduce the Employee Benefits budget by \$22,500; increase the Public Works budget by \$22,500; and appropriate \$1,750,000 for a feasibility study and schematic design to determine the extent of programming and facility deficiencies at the Devotion School, was passed by a Counted Vote of 202 in Favor and 1 Opposed.

ARTICLE FOUR

Amendment to Section 2.5.2 Town's By-Laws – Combined Reports – requires the Board of Selectmen and Advisory Committee to hold a duly noticed public hearing prior to a final vote on any warrant article. (Moderator's Committee on Public Hearings) A motion of Favorable Action was passed by a Counted Vote of 202 In Favor and 2 Opposed.

ARTICLE FIVE

Amendment to the Town's By-Laws – creation of Article 3.22 (The Public's Right to Be Heard on Warrant Articles) – requires any committee reviewing a warrant article to hold a duly noticed public hearing. (Petition of Jonathan Davis and Regina Frawley) A motion of Favorable Action was passed by an Electronic Recorded Vote of 164 In Favor, 48 Opposed and 5 Abstentions.

ARTICLE SIX

Amendment to Article 5.10 of the Town's By-Laws – Neighborhood Conservation Districts – creation of the Settlement Neighborhood Conservation District. (Petition of Eleanort Demont, Andrew Martino, Lynda Roseman and Kathleen O'Connell) A motion of No Action was passed by a Unanimous Vote.

ARTICLE SEVEN

Amendment to the Town's By-Laws – creation of Article 5.11 (Mortgagers, Foreclosures, and Property Policy) – establishment of a Mediation Program. (Petition of Merelice) A motion of Favorable Action on a Resolution was passed by a Counted Vote of 212 In Favor and 3 Opposed.

ARTICLE EIGHT

Amendment to the Town's By-Laws – creation of Article 8.32 – Prohibition on the Use of Polystyrene Based Disposable Food Containers. (Petition of Nancy Heller) A motion of Favorable Action was passed by an Electronic Recorded Vote of 169 In Favor, 27 Opposed and 11 abstentions.

ARTICLE NINE

Amendment to the Town's By-Laws – plastic bag reduction. (Petition of Jessica Arconti) A motion of Favorable Action was passed by an Electronic Recorded Vote of 142 In Favor, 53 Opposed and 7 Abstentions.

ARTICLE TEN

Amendment to the Zoning By-Law – Section 4.07 (Table of Use Regulations) – to permit domestic household animal day care centers (Use32A) by special permit in L (local Business), G (general business) an I (industrial business) districts. (Department of Planning and Community development) A motion of Favorable Action was passed by a Two-Thirds Vote.

ARTICLE ELEVEN

Amendment to the Zoning By-Law – Section 9.12 (Administrative Review for Day Care Centers) – to require administrative review of day care centers. (Department of Planning and Community Development) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWELVE

Authorize the Leasing of Town-Owned Property – 27 Ackers Ave. (Selectmen) A motion of Favorable Action was passed, as amended, by a Majority Vote.

ARTICLE THIRTEEN

Authorize the Leasing of Town-Owned Property – 15 Newton Street. (Selectmen) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FOURTEEN

Legislation to Grant 11 Additional Liquor Licenses for the Sale of All Alcoholic Beverages to be Drunk on the Premises. (Selectmen) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE FIFTEEN

Resolution Regarding the Study of "Solar Ready" Roofs on Municipal Buildings. (Petition of Thomas Vitolo) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SIXTEEN

Resolution Calli9ng on Congress to End the War in Afghanistan, Reduce the Military Budget and Bring Our Troops and Tax Dollars Home. (Petition of Patricia Connors and Cornelia van der Ziel) A motion of Favorable Action was passed by a Majority.

ARTICLE SEVENTEEN

Reports of Town Officers and Committees.
(Selectmen) Reports from the Dukakis
Recognition Committee; Moderator's Committee
on Public Hearings; and the Selectmen's
Climate Action Committee were presented.

2012 Town Meeting Attendance							
Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
15	Alexanderian, Edwin	5	3	AL	DeWitt, Betsy	5	5
05	Allen, Richard E.	5	5	05	DeWitt, Dennis J.	5	5
16	Allen, Robert L.	5	5	11	Ditkoff, Joseph M.	5	5
15	Ames, Mariela	5	5	13	Doggett, John	5	5
06	Anderson, Catherine C.	5	3	03	Doughty, Dennis L.	5	5
15	Andreadis, Anthony T.	5	5	12	Ellis, Chad	5	5
16	Avalon, Danilo A.	5	5	07	Ellis, Susan P.	5	5
04	Axelrod, Sarah T.	5	5	04	Farlow, Frank W.	5	5
11	Bain, Dixon	5	1	04	Farlow, Martha A.	5	5
13	Baker, Joanna	5	5	13	Fine, Jonathan S.	5	4
07	Ball, Ellen B.	5	5	13	Fischer, Andrew	5	5
16	Basile, Beverly A.	5	5	14	Fishman, Gill	5	5
16	Basile, John R.	5	5	15	Flanagan, Jane M.	5	4
14	Basile, Robert W.	5	5	01	Franco, James F.	5	5
06	Bassett, John	5	5	16	Frawley, Regina M.	5	5
13	Benka, Carla Wyman	5	5	13	Freeman, John W.	5	5
AL	Benka, Richard (Dick)	5	5	08	French, Maya L.	5	5
15	Berger, Eileen Connell	5	3	07	Frey, Ernest A.	5	5
15	Berger, Michael	5	3	08	Friedman, Franklin D.	5	5
13	Blood, Roger F.	5	5	12	Friedman, Harry K.	5	5
03	Bohrs, Harry K.	5	5	14	Friedman, Paula K.	5	5
11	Bookman, Scott M.	5	2	AL	Gadsby, Edward (Sandy)	5	5
04	Brickman, Edith R.	5	5	10	Gaehde, Stephan A.	5	4
09	Brooks, Liza	5	5	16	Gallitano, Thomas J.	5	5
14	Brown, Clifford M.	5	5	01	Garver, Richard Perry	5	4
12	Burstein, Michael A.	5	5	03	Geist, Kathe Sternbach	5	4
05	Cady, Blake	5	5	09	Geller, Joseph T.	5	2
14	Carlisle, Linda K.	5	5	04	Gerds, Nadine	5	5
08	Caro, Carol B.	5	5	07	Giller, Phyllis D.	5	3
08	Caro, Francis G.	5	5	03	Gilman, Jane C.	5	5
01	Cavell, Cathleen C.	5	3	11	Giora-Gorfajn, Shanna	5	5
13	Chanyasulkit, Chris	5	5	16	Gladstone, Scott C.	5	5
10	Chertok, Sumner J.	5	5	14	Goldberg, Deborah B.	5	5
16	Chiumenti, Stephen	5	5	08	Goldstein, David-Marc	5	5
15	Coehlo, Paula Jo	5	5	07	Goldstein, Elizabeth (Betty)	5	5
12	Cohen, Bruce B.	5	2	AL	Goldstein, Kenneth M.	5	5
10	Cohen, Karen C.	5	0	01	Gordon, Neil R.	5	5
07	Cohen, Susan F.	5	5	12	Grand, Jonathan H.	5	5
03	Connors, Patricia	5	5	07	Gray, Mark A.	5	5
06	Conquest III, Arthur Wellington	5	5	11	Gray, Martha E.	5	5
01	Cook, Ernest	5	0	07	Greene, Bernard W.	5	5
12	Cooke-Childs, Lee	5	5	12	Greenfield, Stefanie	5	5
04	Cooper, Ingrid E.	5	5	05	Gross, Betsy Shure	5	5
10	Coughlin, William J.	5	1	15	Hall, John L.	5	3
01	Covert, Anne S.	5	5	05	Hamlin, David	5	5
01	Cutler, Jonathan D.	5	5	07	Hardebeck, Kelly A.	5	5
AL	Daly, Nancy A.	5	5	08	Harris, John	5	5
05	Daves, Robert S.	5	5	09	Harris, Paul E.	5	5
10	Davis, Jonathan H.	5	5	12	Hatchett, Casey	5	5
10	Davis, Linda M.	5	3	08	Heller, Nancy S.	5	4
11	de Fougérolles, Paula	5	1	10	Henry, Wendy	5	5
06	Dempsey, Christopher	5	5	01	Herman, Helen Y.	5	5
03	Dewart, Mary D.	5	5	10	Hershenson, Marian V.	5	4
03	Dewart, Murray	5	5	01	Hillman, Carol B.	5	5

Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
13	Hoy, Francis Charlton	5	5	02	O'Brien, Barbara A.	5	5
12	Hummel, Amy	5	5	06	O'Donnell, Kerry	5	4
06	Humphrey, Systke V.	5	5	11	Oldham, Carol F.	5	4
05	Hyatt, Angela B.	5	5	05	O'Leary, Phyllis R.	5	5
08	Johnson, Anita L.	5	5	05	Olins, Andrew M.	5	3
01	Johnson, Emily Winn	5	5	02	Ossenfort, Gwen Ellen	5	5
14	Johnson, Georgia M.	5	5	02	Pehlke, Linda Olson	5	5
16	Jonas, Alisa G.	5	5	06	Polumbaum, Ian	5	5
10	Jones, Beth S.	5	4	16	Pu, William	5	5
03	Jones, Gary D.	5	5	09	Rabinovitz, Stanley N.	5	5
09	Jozwicki, Barr A.	5	4	08	Ravitz, Randall Evan	5	5
09	Jozwicki, Joyce	5	5	15	Reilly, William Arthur	5	2
02	Kahl, Christopher A.	5	5	14	Rich, Benjamin E.	5	5
15	Kahn, Janice S.	5	5	06	Richmond, Clinton Q.	5	5
06	Kane, Brian	5	5	02	Richmond, Edward L.	5	4
13	Kaplan, Ruth L.	5	5	02	Roberts, Susan M.	5	5
12	Karon, Jonathan A.	5	5	04	Robinson, Joseph E.	5	5
07	Katz, Estelle	5	3	06	Roffman, Ian D.	5	3
09	Katz, Pamela C.	5	3	08	Roll, Evelyn Ayash	5	1
12	Klafter, David B.	5	5	09	Rosenstein, Harriet	5	2
11	Knable, Bobbie M.	5	5	09	Rosenthal, Martin R.	5	5
10	Koch, Christopher A.	5	5	15	Rourke Jr., James C.	5	4
03	Koff, Laurence Kragen	5	2	15	Rudman, Deborah D.	5	4
16	Koocher, Gerald P.	5	5	07	Sable, Sloan K.	5	2
09	Lang, Kevin E.	5	4	15	Sadeghi-Nejad, Ab	5	5
06	LaPlante, Virginia W.	5	5	16	Safer, Joshua D.	5	5
03	Leka, Donald Gene	5	5	10	Sanders, Michael B.	5	5
09	Levine, Julius B.	5	5	13	Saner, Paul A.	5	5
14	Levitan, Fred	5	5	03	Scanlon, Kathleen M.	5	5
07	Lewis, Jonathan	5	5	16	Scharf, Irene	5	5
11	Lewis, Kenneth G.	5	5	01	Schram, Robert L.	5	5
14	Lipson, Roger R.	5	4	08	Scotto, Barbara C.	5	5
02	Liss, Lisa E.	5	3	08	Sears, Lisamarie J.	5	4
14	Lodish, Pamela C.	5	5	13	Selwyn, Lee L.	5	5
13	Lohe, Werner	5	5	13	Senecal, Barbara M.	5	4
11	Lowe, David J.	5	5	03	Shapiro, Gregg David	5	2
12	Lowenstein, Mark J.	5	5	02	Shea, Katherine D.	5	2
01	Lynn-Jones, Sean M.	5	5	07	Shon-Baker, Rita S.	5	5
07	Margolis, Jonathan J.	5	5	04	Siegel, Marjorie	5	5
05	Mattison, Hugh	5	5	01	Silbaugh, Katherine B.	5	4
11	Mautner, Rebecca Plaut	5	2	10	Skagestad, Finn Peter	5	4
04	McCarrell, Sharon L.	5	5	07	Slayton, James M.	5	3
02	McNally, Rita K.	5	5	12	Slotnick, William E.	5	5
05	Mehta, Puja P.	5	5	06	Smith, Kim	5	4
05	Meiklejohn, D. Randolph	5	5	04	Smith, Virginia A.	5	2
06	Merelice, M. K.	5	5	AL	Smizik, Hon. Frank Israel	5	5
AL	Mermell, Jesse R.	5	5	16	Sneider, Arthur	5	5
14	Merrill, Cameron S.	5	5	06	Sneider, Ruthann	5	5
14	Merrill, Chou Chou	5	4	06	Sperber, Robert I.	5	5
14	Merrill, Michael W.	5	5	02	Spiegel, Diana Lees	5	5
12	Meyers, Judy	5	5	08	Spiegel, Samuel	5	0
01	Miller, Barry A.	5	5	02	Spiegel, Stanley L.	5	5
02	Mitchell, Adam A.	5	5	10	Spingarn, Alexandra (Sandy)	5	3
14	Mittel, Shaari S.	5	5	05	Stampfer, Claire B.	5	5
04	Morales, Carlos Ernesto	5	5	16	Stavis-Zak, Joyce E.	5	5
11	Moran, Maryellen	5	4	03	Steinfeld, Frank R.	5	4
04	Mulhane, John T.	5	5	10	Stern, Benjamin M.	5	0
15	Nangle, Richard	5	4	08	Stock, Sara	5	4
04	Nobrega, Mariah C.	5	3	03	Stone, Rebecca E.	5	5

Precinct	Name	Eligible	Attended
03	Stringham, Jean	5	5
09	Swartz, Charles	5	5
09	Ticotsky, Charles Ivan	5	4
11	Tolkoff, Josh	5	2
08	Toomey, Maura	5	5
04	Trietsch, David M.	5	3
09	Tyndal, Dwaign	2	2
11	Uekermann, Kristen April	5	5
09	Vanderkay, Judith A.	5	5
15	Vanderziel, Cornelia H. J.	5	5
13	VanScoyoc, John R.	5	5
01	Vitolo, Thomas John	5	5
04	Volk, Robert	5	5
05	von Krusenstern, Lenore K.	5	5
AL	Ward, Patrick J.	5	5
12	Weitzman, Donald C.	5	5
11	Wenc, Karen	5	5
02	White, Eunice S.	5	5
05	Wishinsky, Neil A.	5	5
02	Wolff, Bruce	5	5
02	Wynne, Richard Charles	5	4
10	Zuker, Molly Gross	5	3

RESOLUTIONS PASSED IN 2012

1. A Resolution Regarding Slavery in Brookline

WHEREAS, slavery was officially legalized in the Massachusetts Colony in 1641, three years after the settling of Brookline; according to Town Meeting records, slavery existed in Brookline by 1675, if not before, and continued until roughly 1800.; and

WHEREAS, over 70 children, women and men in total (primarily African-Americans, but also Native-Americans) were enslaved here – bought, sold and inherited; dehumanized and stripped of their names and heritage.

WHEREAS, in 1717 the Town Meeting selected a slave owner as its first minister and paid his salary out of Town funds.

WHEREAS, in 1744 the Town received a substantial bequest for the building of a new school from Edward Devotion, a slave owner and citizen.

WHEREAS, in 1746, Town Meeting agreed to have Henry Sewall's enslaved man Felix clean Town Hall.

WHEREAS, in that same year over one-quarter of Brookline households owned people.

WHEREAS, the ownership and trade in enslaved persons and the exploitation of their labor increased the prosperity of many Brookline families, thus increasing the collective wealth of the Town.

WHEREAS, as noted in the large plaque at the entrance to Town Hall, on April 19, 1775, three enslaved Brookline men marched as Minutemen to the Battle of Lexington for freedom from foreign rule.

WHEREAS, we believe that acknowledgement of past wrongs can promote reconciliation and can prevent the repetition of these wrongs and their related injustices.

NOW, THEREFORE, BE IT RESOLVED, that the Town Meeting of Brookline hereby acknowledges with profound regret the enslavement of Native-Americans and African-Americans and the exploitation of slave labor by this Town, within this Town, and amongst the citizens of this Town.

RESOLVED, that the Town Meeting call upon the people of Brookline to acknowledge and recognize contributions of Native-Americans and African-Americans to the Town and the achievement of equality, liberty, justice and democracy.

RESOLVED, that we pledge continued vigilance against all practices and institutions that dehumanize and discriminate against people.

RESOLVED, that the School Committee is encouraged to promote inclusion of this history of Brookline slavery in appropriate places in its curriculum.

RESOLVED, that the Town Clerk shall distribute copies of this resolution to the public libraries and schools of this Town and shall post this resolution on the Town's website.

2. A Resolution Supporting Clean Construction Standards

WHEREAS, the Town of Brookline is committed to ensuring the health, safety and wellbeing of its residents; and,

WHEREAS, air pollution has deleterious effects on climate stability, human health, animal life, urban agriculture and personal property, and limits the activities of citizens out in the community; and,

WHEREAS, according to the United States Environmental Protection Agency, diesel exhaust contains significant levels of small particles, known as particulate matter (PM), which contribute to 21,000 premature deaths each year across the nation¹⁰; and,

WHEREAS, black carbon is one of the largest contributing pollutants to global warming, about 2000 times more potent than the equivalent amount of CO₂ over a 20-year period^{11,12}; and

WHEREAS, the United States has the highest per-capita black carbon emissions in the world, and 57% of U.S. black carbon emissions comes from diesel engines: 41% from on-road diesels and another 16% from non-road diesels¹³; and

WHEREAS, approximately 28 percent of all particulate matter emissions in Massachusetts comes from construction and mining engines¹⁴; and,

WHEREAS, our most vulnerable citizens – the elderly and children – are those most sensitive to the health effects of diesel emissions, including those with existing heart or lung disease; and,

WHEREAS, the pediatric asthma rate in Brookline schools is 10.4% of enrolled students, and has been identified by the Health Department as a priority health issue to address¹⁵; and

WHEREAS, climate change strategies that provide near-term mitigation are needed to complement long-term efforts to reduce CO₂ emissions; and

WHEREAS, upgrading older diesel engines with retrofit and other technology options will have immediate climate benefits while reducing a known contributor to asthma, stroke, diabetes, cancer and other cardiovascular and respiratory illness; and

WHEREAS, health insurance costs to the Town of Brookline are estimated to increase by \$2.5 million in FY13 and projected to continue straining the budget through FY17¹⁶; and

WHEREAS, Keybridge Research, an international economics and public policy consulting firm, shows that investing in diesel pollution clean-up yields jobs and health outcomes, estimated at 19,000 jobs for every \$1 billion of investment and \$12 avoided in health damages for every \$1 spent on reducing PM diesel pollution from engines¹⁷; and

WHEREAS, some municipalities, cities and states across the U.S. have implemented policies to incent or require diesel engine upgrades for use on local construction and development project sites and limit the idling of heavy-duty diesel vehicles in order to reduce diesel pollution to better protect public health and the climate;

NOW, BE IT RESOLVED, that the Board of Selectmen is requested to direct the Town Administrator to create a Town Administrator's Task Force consisting of the Town Administrator, the Building Commissioner, the Director of Public Health, the Commissioner of DPW, a member of the Council of Public Health, a Member of the Town Building Commission, and three citizens, one with construction background, one with an environmental engineering background, and one Brookline High School member of YMORE; and that the Task Force be charged with examining the desirability and possibility of the Town enacting clean construction and compliance standards, including a study of cost-benefits; and to determine if adoption should be by means of guidelines and/or regulations, by means of a Town By Law, or by means of a State Statute; and submit a report to the 2013 Annual Town Meeting; and

BE IT FURTHER RESOLVED that the Board of Selectmen is encouraged to ask for the strict enforcement of the no-idling by-law, Article 7.5.8 of the General By-Laws, with respect to on-road and non-road diesel engines in use on construction project sites.

3. Resolution concerning a constitutional amendment to reverse Citizens United and control the influence of money in elections

WHEREAS, the First Amendment to the United States Constitution was intended to protect the free speech rights of people, not corporations, which are entities created by the laws of states and nations;

WHEREAS, the public has a compelling public interest in preventing corruption and the appearance of corruption among elected officials;

WHEREAS, during the past three decades a divided Supreme Court has equated money and speech, permitting unlimited independent political expenditures by individuals and corporations under the First Amendment right to free speech, enabling powerful interests to evade and invalidate democratically enacted reforms;

WHEREAS, the Citizens United v. Federal Election Commission decision by the Supreme Court is its most expansive interpretation to date regarding First Amendment rights for corporations, unions and other organizations and associations, overturning longstanding precedent prohibiting such entities from spending their general treasury funds in federal, state and local elections;

WHEREAS, Justice John Paul Stevens stated in his dissent to this decision that "[t]he Court's opinion is...a rejection of the common sense of the American people, who have recognized a need to prevent corporations from undermining self-government since the founding, and who have fought against the...corrupting potential of corporate electioneering since the days of Theodore Roosevelt;

WHEREAS, the opinion of the four dissenting justices in Citizens United also noted that corporations have special advantages not enjoyed by natural persons, such as limited liability, perpetual life and favorable treatment of the accumulation and distribution of assets that allow them to spend prodigious sums on campaign messages;

WHEREAS, large corporations have often used their judicially determined rights to influence elections, legislation and public policy and to reverse democratically enacted laws passed at the municipal, state and federal levels, rendering elected governments ineffective in protecting their citizens against corporate harm to the environment, public health, and workers' welfare;

WHEREAS, the financing of elections is strikingly undemocratic, more than half of the \$60 million collected in this election cycle as of mid-March by super PACs coming from 24 wealthy individuals;

WHEREAS, in the 2012 Republican presidential primary, "super PACs" made possible by Citizens United have outspent the campaigns themselves and have effectively become their advertising arms despite being ostensibly "independent" of the candidates and their campaigns;

WHEREAS, political developments of the last few decades bring forcefully to mind President Lincoln's 1864 statement, "As a result of the war, corporations have been enthroned and an era of corruption will follow, and the money power of the country will endeavor to prolong its reign by working upon the prejudices of the people until all wealth is aggregated in a few hands and the republic is destroyed";

WHEREAS, the Citizens United ruling thus presents a serious and direct threat to our democracy; and

WHEREAS, the people of the United States have previously used the constitutional amendment process to correct those egregiously wrong decisions of the Supreme Court that go to the heart of our democracy and self-government; Now, therefore,

BE IT RESOLVED that the Town Meeting of Brookline, Massachusetts, calls upon Congress to send to the states for their ratification an amendment to the United States Constitution which restores fair elections by

- granting to the federal, state and local governments the authority to regulate the raising and spending of money to influence elections, and to allow public funding of elections, and
- establishing that only natural persons have free speech rights in the electoral realm; and

BE IT FURTHER RESOLVED that Town officials shall notify the following of this action by Town Meeting: the President of the United States, the Governor of the Commonwealth of Massachusetts, Brookline's congressional and state legislative delegations, The Boston Globe and the Brookline TAB.

4. A Resolution on Mortgage Mediation

WHEREAS, families, neighborhoods, communities, and the general economy have been and continue to be devastated by the foreclosure crisis;

WHEREAS, the foreclosure crisis has increased the number of homeless families and has disrupted tenants in foreclosed properties;

Whereas Massachusetts is the only New England state that is not using preforeclosure mediation programs;

WHEREAS, pre-foreclosure mediation has a clear record of benefiting both the lending institution and homeowner, leading to a high percentage of mutually agreed upon loan modifications and providing better alternatives to foreclosure;

WHEREAS, stemming the tide of foreclosures leads to stabilizing life at home, at work, and at school and, thereby, in the community and economy;

WHEREAS, the state legislature has failed to sufficiently address the broad scope of the on-going foreclosure crisis and its threat to economic recovery;

WHEREAS, it appears that towns and cities throughout the Commonwealth need to convey an urgent message to all levels of government that emergency action is needed;

WHEREAS, Brookline can be in the leadership of communities fighting foreclosures that could better be addressed by other actions;

THEREFORE BE IT RESOLVED that Brookline supports the concept of state-wide pre-foreclosure mortgage mediation under appropriate circumstances and considers this Resolution an important step in joining other cities and towns to advance and advocate for its implementation.

5. A Resolution Regarding the Study of “Solar Ready” Roofs on Municipal Buildings

WHEREAS, the cost of solar photovoltaic (PV) panel installation has been steadily declining, and

WHEREAS, though short-term market fluctuations will determine the best time to install solar PV panels, in the long term such installations are likely to be financially advantageous to the Town, and

WHEREAS, through its Town Meeting and Board of Selectmen, Brookline has committed to reducing greenhouse gas emissions and carbon footprint, and

WHEREAS, a “solar ready” roof is structurally capable of supporting solar PV panel and, with the exception of the PV panels and the inverter, has most or all equipment necessary for a PV installation already installed, and

WHEREAS, making a roof “solar ready” at the time of new construction or major roof repair can minimize solar installation costs and maximize solar production potential when solar PV panels are installed, and
WHEREAS, Brookline has a municipal roof repair and restoration program which systematically improves a portion of the 850,000 square feet of roof surface on an annual basis.

NOW THEREFORE be it resolved that the Selectmen ask the Building Commission to jointly establish a committee, the purpose of which is to study the potential costs and benefits, including non-financial costs, of making Town-owned roofs, for which plans do not include the immediate installation of solar panels, “solar ready” at the time of construction or substantial repair, and to establish policy guidelines for the concept of “solar ready” in this context. Potential topics for the committee to discuss could include:

1. Formulating a set of design, engineering, and construction guidelines to make a Brookline municipal roof “solar ready”;

2. Determining or estimating the likely additional costs and future savings when making a new municipal roof “solar ready” at the time of new construction;
3. Determining or estimating the likely additional costs and future savings when making an existing municipal roof “solar ready” at the time of substantial renovation;
4. Considering the methods by which existing roofs might be made “solar ready” even if they are not ready for replacement and the likely costs of such projects
5. Comparing costs and benefits of a solar readiness program with the costs and benefits of other “green” programs.

The committee established by the Board of Selectmen and the Building Commission should include input from such Town staff, members of other Boards and Commissions, and people with expertise in the technical or financial aspects of solar panels and building projects as are necessary to address the questions set out herein.

No member shall be disqualified because she or he is not a resident of the Town.

The Committee should be established by March 31, 2013, and should report back to the Building Commission and to the Board of Selectmen no later than September 30, 2013.

6. A Resolution Calling on Congress to End the War in Afghanistan, Reduce the Military Budget and Bring Our Troops and Tax Dollars Home

WHEREAS, the financial resources available for non-military use by governments at the local, county, state and federal levels in the United States are limited to a degree not seen for decades;

WHEREAS, the fiscal year 2012 federal deficit is \$1.3 trillion—the fourth consecutive year it has exceeded \$1 trillion—and the total national debt now exceeds \$16 trillion;

WHEREAS, U.S. military spending has more than doubled since 9/11 and military outlays in 2012 are expected to reach \$716 billion, up from \$294 billion in 2000;

WHEREAS, Congress has appropriated more than \$571 billion for the war in Afghanistan since 2001—more than for World War II—including \$111 billion in fiscal year 2012, most of it borrowed against our national debt;

WHEREAS, according to the National Priorities Project, the taxpayers of Massachusetts and Brookline have paid \$17.4 billion and \$213.2 million, respectively, for the Afghanistan War since FY 2001;

WHEREAS, U.S. troops, including those from Brookline and other Massachusetts municipalities, have served valiantly in Afghanistan;

WHEREAS, over 2000 U.S. troops have been killed and over 17,000 wounded in the Afghanistan War according to the Department of Defense;

WHEREAS, thousands of civilians have been killed in this war, and the ongoing warfare poses great and unnecessary harm to the people of Afghanistan and Pakistan;

WHEREAS, a high percentage of Iraq and Afghanistan war veterans suffer from severe physical and/or psychological injuries;

WHEREAS, a majority of Americans believe that we should not be at war in Afghanistan, a March, 2012 New York Times/CBS News poll showing more than two thirds opposed;

WHEREAS, the US-led NATO military coalition is not scheduled to end its combat mission in Afghanistan until the end of 2014;

WHEREAS, under a July, 2012 agreement between the U.S. and Pakistan, NATO supply convoys have permission from Pakistan to cross its territory into Afghanistan until the end of 2015;

WHEREAS, the “Enduring Strategic Partnership Agreement,” executed between the U.S. and Afghanistan in May, 2012, leaves the way open for the U.S. to keep forces in Afghanistan until 2024;

WHEREAS, the U.S. government has spent more than \$20 billion training and equipping a nearly 340,000-member Afghan security force on the assumption that it will be strong enough to fight the Taliban on its own by the end of 2014 but attacks by Afghans on the NATO troops training them have escalated sharply in 2012, thereby raising questions as to the tenability of this NATO exit strategy;

WHEREAS, educational services, medical care, housing, other essential public services, infrastructure repairs and family and private sector financing throughout the Commonwealth of Massachusetts have been cut while our financial resources have been diverted from the constructive economy to the war in Afghanistan and to the general increase in the military budget;

NOW, THEREFORE, BE IT RESOLVED that the Town of Brookline calls on U.S. Senator John Kerry, U.S. Senator.....and US Representativeto:

- take leadership to oppose further funding of the war in Afghanistan except as needed to bring our troops safely home,
- substantially reduce overall military spending and redirect, as possible, these federal tax dollars to the funding of pressing educational, employment, health, housing, infrastructure, energy and environmental needs of our town, state and country and to the reduction of the federal debt,
- support federal funding for the over 2 million Iraq and Afghanistan war veterans—particularly the thousands who have come home disabled or otherwise physically or psychologically wounded—to ensure they receive health care, housing, jobs, education and other support services they deserve; and

BE IT FURTHER RESOLVED that Town officials shall notify the following of this action by Town Meeting: the President of the United States, Secretary of Defense, Secretary of State, Governor Deval Patrick, all U.S. senators and representatives from Massachusetts, and the Brookline TAB and major Boston-area newspapers, television stations and radio stations.

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

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Selectmen, and Mayors.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Board of Selectmen transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans have been submitted to the state, and construction is planned for approximately 2015.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.
Nov. '07 Special	22	Urges support for Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power.	Copies of the Resolution were sent to each member of Brookline's legislative delegation.
Nov. '07 Special	23	Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles.	Representative Frank Smizik filed legislation at the state level.
May '08 Annual	30	Urges the Town and the unions to proceed with good faith negotiations for joining the Group Insurance Commission (GIC) and resolve further that future consideration of appropriations for labor agreements take into account the status of efforts to opt into the GIC.	The Town and the union Public Employee Committee reached an agreement to switch to the state Group Insurance Commission effective July 1, 2010.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '08 Annual	32	Calls on the Commonwealth of Massachusetts, the Federal Government, and Governments of the World to cap greenhouse gas emissions and reduce emissions by 20% by 2020 and 80% by 2050.	The resolution was widely publicized.
Nov. '08 Special	27	Urges the Selectmen to establish a unified snow removal enforcement/warning program, establish and maintain a credible, well-publicized, fair, and readily available program, to help residents who cannot clear their own abutting sidewalks; and review at a public hearing each November the various departments' plans for public education, enforcement, and assistance for residents who need help.	Each November a public meeting is held with all involved agencies to review and discuss plans for enforcement and assistance during the upcoming winter season. Public education is provided through distribution of the annual "Winter Guide" for residents.
Nov. '08 Special	28	Recognizes the efforts of the Parks Department and the Conservation Commission to control invasive species on public property and encourages the Town to continue to provide information to the public on invasive species and how to control those species on private property.	The Parks and Open Space Division's website includes an overview of invasive plants and a Plant Management Guide which will be updated with descriptions of several additional plant species. The Division also has a comprehensive management program for invasive and nuisance plants on Town-owned lands and all other open spaces.
May '09 Annual	16	Encourages food service establishments to provide when feasible calorie and other general nutritional information to consumers at point of sale.	The resolution was widely publicized.
May '09 Annual	23	Urges the Board of Selectmen to revise its citizen complaint procedures so that at least three selectmen must vote to grant a full appeal hearing for complaints of all classes and to reconsider three measures reviewed but not recommended by the Citizen Complaint Review Committee.	Effective July 28, 2009, the Board of Selectmen and Chief of Police adopted a revised complaint review and disciplinary procedure which included many of the recommendations urged in the Town Meeting resolution.
May '09 Annual	25	Urges the Board of Selectmen to immediately terminate the trial period and order the removal of the general police surveillance cameras funded by the Department of Homeland Security.	The Chief of Police offered a compromise plan, closing the cameras except for the hours of 10 PM to 6 AM, the time period of highest crime and minimal impact on citizens; the Selectman voted to adopt the compromise plan. This plan is in effect as of January 25, 2010.
May '09 Annual	27	Urges the Legislature to enact legislation that will lead to implementation of Massachusetts as a single payer health care program.	Through this resolution the Town expressed its support for the Massachusetts Health Care Trust Bill HB 2127.
May '09 Annual	28	Recognizes the tenth anniversary of the Brookline-Xi'an China Exchange Program.	Through this resolution, the Town of Brookline acknowledged the valued friendship between the people of Xi'an and the people of Brookline.
Nov. '09 Special	5	Asks the Board of Selectmen and other Town officials to work diligently with appropriate State officials in order that the reconstruction of the Carlton Street Footbridge includes suitable handicap-accessible features.	25% plan, which includes handicap ramps, has been submitted to MADOT for inclusion in the State TIP for funding
Nov. '09 Special	15	Encourages the Town to gradually increase the Selectmen's stipend and encourages the Advisory Committee to review the stipends and make recommendations for adjustments.	The Selectmen's stipends for FY12 reflect the FY11 increase voted on at the May, 2010 Annual Town Meeting.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '09 Special	16	Urges the Advisory Committee and Board of Selectmen to give serious consideration to the other funding and cost containment recommendations of the OPEB Task Force for managing and controlling the Town's retiree health care costs.	The FY13 Financial Plan increased funding from the General Fund from \$1.5M to \$1.75M, added expected Medicare Part D Subsidy revenue (\$300K) to the appropriation, committed the reduction in the Non-Contributory Retirees appropriation to OPEB's, and fully assesses special revenue funds for the OPEB cost.
Nov. '09 Special	17	Calls on the U. S. Conference of Mayors and President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Selectman to send a message of support for these negotiations to the President of the United States, and to our members of Congress.	Through this resolution the Town expressed support for the work of President Obama and the over 3,000 mayors worldwide who have committed their cities to the effort to abolish nuclear weapons.
May '10 Annual	17	Urges the Selectmen to establish an annual town-wide commemoration of Martin Luther King, Jr. Day and to report annually on progress toward realizing the vision of Dr. King.	The MLK Celebration Committee planned another successful event. The Human Resources Director presented the second annual Diversity report to the Board in April 2012.
May '10 Annual	18	Urges the Selectmen to establish a committee tasked to examine the suitability of a bicycle sharing program for Brookline.	The Committee recommended Brookline join the Hubway regional system, and the Town is expected to join the system in the summer of 2012.
May '10 Annual	19	Encourages the consideration of birds when designing building projects and when lighting buildings at night.	The Parks and Open Space Division web site contains links to resources promoting bird-safe building designs in support of this Resolution.
Nov. '10 Special	19	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week.	The schedule for the May, 2011 Town Meeting will be determined when the Moderator takes a motion to adjourn on the first night.
Nov. '10 Special	20	Asks the Transportation Board to adopt standards regarding a right turn on red and report their progress to Town Meeting as expeditiously as possible.	The Transportation Board has completed a review of all known "no turn on red" restrictions under town jurisdiction. Reports and a summary of action table are available in the No Turn On Red folder in the Transportation files located at www.brooklinema.gov/transportation . Work orders for all approved sign removals and installations are being processed by the DPW.
Nov. '10 Special	21	Requests the suspension of the sale and/or serving of veal products to the public within the Town of Brookline.	The resolution was widely publicized.
May '11 Annual	18	Urges the Town to honor Governor and Mrs. Dukakis with a recognition appropriate to their accomplishments and urges the Selectmen to appoint a committee to make a recommendation to be brought to the 2012 Annual Town Meeting.	The Dukakis Recognition Committee submitted a report with their recommendations to the November, 2012 Special Town Meeting.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '11 Annual	19	Urges the Transportation Board to assess and evaluate its current Traffic Calming Policy and Procedures	At their July, 2012 meeting the Transportation Board adopted a new Traffic Calming Policy & Procedures.
May '11 Annual	21	Urges the Selectmen to coordinate with other Norfolk County communities to seek a remedy to the inequities in the current county structure, petition the delegation to study the issue and report on progress before September 15, 2011.	The Interim Report on the Norfolk County was discussed and accepted by the Board in September, 2011. The County Commissioners have proposed legislation which would change the way the county is funded. The Board continues to discuss this issue with the County Manager, State Representatives and various other municipal and county officials.
Nov. '11 Special	14	Urges the Town to modify, relocate or retrofit the new multi-space meters.	The Town Administrator formed a Parking Meter Task Force that was charged with evaluating the new multi-space meters installed in various commercial areas of the Town. A series of changes have been made to improve the system, including the replacement of the curbside multi-space meters with single-space meters that accept credit cards. In addition, the multi-space meters will remain in the parking lots but be converted to a "pay by space", thereby eliminating the need to return to your vehicle to place the receipt on the dashboard.
Nov. '11 Special	15	Urges the Health Department and Park and Recreation Commission to continue the coordination and monitoring of use of playgrounds by day care centers to address any systemic problems that are observed.	The Park and Rec Commission held a public forum for stakeholders on this issue in March, and the Town agencies are formally monitoring park use this spring and summer and will report results back to the Park and Rec Commission.
Nov. '11 Special	16	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week for the Annual Town Meeting schedule only.	The schedule for the May, 2013 Annual Town Meeting calls for two non-consecutive evening meetings (Tuesday / Thursday).
May '12 Annual	27	Acknowledges with profound regret the enslavement of Native-Americans and African-Americans and the exploitation of slave labor by this Town, within this Town, and amongst the citizens of this Town.	The Town Clerk distributed copies of this resolution to the public libraries and schools in Town and posted this resolution on the Town's website.
May '12 Annual	28	Requests the Board to direct the Town Administrator to create a Task Force on Clean Construction examining the desirability and possibility of the Town enacting clean construction and compliance standards. Asks the Committee to submit a report to the 2013 Annual Town Meeting.	The Task Force was convened and is actively researching the issues associated with the resolution. An interim report is planned for the May 2013 Town Meeting and the Committee plans to conclude its work in time for the Fall 2013 Special Town Meeting.
May '12 Annual	29	Calls for the United States Congress to pass a constitutional amendment to overturn the United States Supreme Court's decision in Citizens United v. Federal Election Commission	The Town Clerk sent copies of the resolution to the President of the United States, the Governor of the Commonwealth of Massachusetts, Brookline's congressional and state legislative delegations, The Boston Globe and the TAB.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '11 Special	7	Asks the Town to support the concept of state-wide pre-foreclosure mortgage mediation under appropriate circumstances.	Through this resolution the Town expressed support for state-wide pre-foreclosure mortgage mediation.
Nov. '11 Special	15	Asks the Selectmen to work with the Building Commission to establish a committee, the purpose of which is to study the potential costs and benefits, including non-financial costs, of making Town-owned roofs "solar-ready"	The Solar Roof Study Committee was established in March, 2013. The Committee plans on completing its work by September, in accordance with the timeline established by this resolution.
Nov. '11 Special	16	Calls on our US Senators and Representatives to oppose further funding of the war in Afghanistan except as needed to bring our troops safely home, reduce overall military spending and support federal funding for Iraq and Afghanistan war veterans.	Copies of the resolution were sent to the President, Secretary of Defense, Secretary of State, Governor Patrick, all U.S. senators and representatives from Massachusetts, and the Brookline TAB and major Boston-area newspapers, television stations and radio stations.

GENERAL GOVERNMENT

TOWN CLERK

Patrick Joseph Ward

On Tuesday, March 6, 2012 the Presidential Preference Primary was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 3,377 of the 37,217 eligible registered voters in the Town, or 9.1 %, participated in this primary.

On Tuesday, May 1, 2012 the Annual Town Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 3,011 of the 37,445 eligible registered voters in the Town, or 8.04%, participated in this election.

On Tuesday, May 22, 2012, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Annual Meeting was adjourned to Thursday, May 24, 2012 and dissolved on Tuesday, May 29, 2012 at 10:38 P.M. in order to complete the business of the thirty article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2013 budget with total appropriated expenditures of \$213,223,100 for the Town of Brookline including, but not limited to, the following special appropriations:

- \$250,000 for enhancement to town-wide software and hardware;
- \$50,000 for commercial area improvement contracts;
- \$50,000 for the refurbishment of Fire Engine #3;
- \$75,000 for bicycle access improvements;
- \$25,000 for a study of the Harvard Street/Green Street pedestrian crossing;
- \$1,470,000 for the rehabilitation of streets;
- \$276,000 for the rehabilitation of sidewalks
- \$65,000 for deposit into the Sidewalk Revolving Fund;
- \$85,000 for rehabilitation of Town-owned parking lots;
- \$100,000 for enhancements to the parking meter system;
- \$300,000 for repairing, reinforcing and stabilizing the floor at the Municipal Service Center;
- \$3,250,000 for the construction of a park/playground/field at the site of the Old Fisher Hill Reservoir;
- \$285,000 for the renovation of playground equipment, fields and fencing;
- \$165,000 for the removal and replacement of trees;
- \$280,000 for upgrades to the Old Burial Grounds;
- \$500,000 for the construction of a maintenance building at the Robert T. Lynch Golf Course at Putterham Meadows;
- \$250,000 for improvements to elevators in Town and School facilities;
- \$125,000 for the replacement of emergency generators and/or installation of emergency lights or circuits;
- \$150,000 for energy conservation projects in Town and School buildings;
- \$100,000 for upgrades to energy management systems in Town and School buildings;
- \$150,000 for improvements to life safety systems and building security in Town and School facilities;
- \$250,000 for the replacement of intercom systems in School buildings;
- \$25,000 for repairs to the auditorium stage at the High School;
- \$50,000 for a space needs study of the High School;
- \$500,000 for structural repairs to the exterior surface at the Old Lincoln School;
- \$37,500 for plans and specifications for the upgrade of the electrical distribution system at the Pierce School;
- \$1,750,000 for the expansion of classroom capacity in various schools;
- \$1,300,000 for remodeling, reconstructing or making extraordinary repairs to the Unified Arts Building; and
- \$2,150,000 for renovations to the Waldstein Playground and Warren Field Playground.

Other actions taken at the Annual Meeting included:

- established that the number of Measurers of Wood and Bark be two and to be appointed by the Board of Selectmen;
- approved and funded cost items for collective bargaining agreements, commencing on July 1, 2010 and expiring on June 30, 2011, for the Brookline Police Union, Local 1959;
- approved and funded cost items for collective a bargaining agreement, commencing on July 1, 2009 and expiring on June 30, 2012, for Local 950 of the International Association of Fire Fighters;
- authorized the Town Treasurer to enter into Compensating Balance Agreements for FY2013;
- elected to continue to establish additional residential tax exemptions for FY2013;
- appropriate \$400,000 for the Pierce School Auditorium project;
- created a new by-law establishing the Wild-Sargent Local Historic District;
- authorized the Board of Selectmen to accept a Deed of Preservation Restriction on the property located 26 Weybridge Road;
- amended the Tobacco Control By-Law by changing the definition of a minor from eighteen to nineteen years of age;
- amended the zoning by-laws to allow by right small health and fitness clubs in commercial areas;
- amended the zoning by-laws to allow veterinarian offices by special permit in Local Business Districts;
- amended the zoning by-law's Floodplain Overlay District by referring to new floodplain maps;
- amended the zoning by-law by clarifying Public Benefit Incentives;
- amended the zoning by-law by to conform to state statute allowing a six month time extension for variances and not requiring a review by the Planning Board but to proceed directly to the Zoning Board of Appeals for review and decision;
- accepted Olmsted Road as a public way;
- accepted G.L. c. 32, section 12(2) (d) increasing the monthly allowance of a member survivor allowance;
- accepted G.L. c. 32, section 103(j) increasing the base upon which COLA's may be granted to Town retirees;
- authorized the Board of Selectmen to file legislation with the General Court removing the Town of Brookline from Norfolk County;
- adopted a resolution regarding slavery in the Town of Brookline;
- adopted a resolution supporting Clean Construction Standards; and
- adopted a resolution concerning a constitutional amendment to reverse Citizens United and control the influence of money in elections.

At the Annual Town Meeting Moderator Edward (Sandy) Gadsby asked for a moment of silence while Town Clerk Patrick Joseph Ward read the last roll call of Town Meeting Members who had died since the previous Annual Meeting:

HONOR ROLL

JoAnn Blumsack
1978 – 1988

Jeanette Doetsch
1974 – 1975

Joseph Jurich
2007 – 2011

William Corrigan
1980 – 1994

Marvin Feinman
1979 – 2011

Charlotte Litt
1973 – 1977

George Dargo
1981 – 1997

Mary J. Harris
1978 – 2011

Shirley Radlo
1986 - 2011

Robert DeVries
1998 - 2009

Joanne P. Homer
1994 – 2011

Requiescat in Pace

On Tuesday, September 12, 2012 the State Primary was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 5,650 of the 38,223 eligible registered voters in the Town, or 14.8 %, participated in this primary.

On Tuesday, November 6, 2012 the State Election was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 28,789 of the 40,373 eligible registered voters in the Town, or 71.3 %, participated in this election.

On Tuesday, November 13, 2012, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was dissolved on Wednesday, November 14, 2012 at 9:50 P.M. in order to complete the business of the seventeen-article Warrant. Significant actions taken at the Special Meeting included:

- authorized the payment of unpaid bills, from a prior fiscal year, of \$2,054.36 to Verizon;
- amended the FY2013 Budget to account for higher than anticipated State Aid and savings from the Health Insurance and Life Insurance;
- amended the general by-laws requiring the Board of Selectmen and the Advisory Committee to hold at least one duly noted public hearing prior to their votes on an article in the Warrant;
- amended the general by-laws requiring that committees hold a duly noticed public hearing before their votes on an article in the Warrant and that their records reflect the same;
- adopted a resolution against predatory lending practices;
- amended the general by-laws by adopting a prohibition on the use of Polystyrene based disposable food containers;
- amended the general by-laws prohibiting the use of plastic bags that are not non-compostable or marine degradable;
- amended the zoning by-laws by adding a new use for domestic household animal day care facilities;
- amended the zoning by-law allowing for administrative review child day care centers;
- authorized the Board of Selectmen to lease the Town-owned property at 27 Ackers Avenue;
- authorized the Board of Selectmen to lease the Town-owned property at 15 Newton Street;
- authorized the Board of Selectman to file legislation with the General Court requesting 11 additional liquor licenses;
- adopted a resolution regarding the study of "Solar Ready" roofs on municipal buildings; and
- adopted a resolution calling on Congress to end the war in Afghanistan, reduce the military budget and bring our troops and tax dollars home;

The Office of the Town Clerk recorded 666 births in the Town for 2012, pending final returns from other communities, a decrease of 14 births from the previous year. The office also recorded 412 deaths, pending final returns from other communities, a decrease of 9 deaths from the previous year. There were 404 marriage intentions filed and 395 marriages recorded with the Office of the Town Clerk, a decrease of 19 marriage intentions and 16 marriages from the previous year. The office posted 1,924 public meeting notices, in accordance with the Open Meeting Law, an increase of 418 from the previous year. There were 2,310 dogs licensed in 2012, a decrease of 372 from the previous year. Of the 2,310 dogs licensed in 2012, 1,321 were also licensed in the Green Dog Program, an increase of 59 from the previous year. There were 191 non-resident licensees who participated in the Green Dog Program, an increase of 82 from the previous year. There were also 5 commercial dog walkers who participated in the Green Dog Program and 34 guest passes were issued for the Green Dog Program during 2012.

Total revenues collected by the Office of the Town Clerk were \$151,615.00 in 2012, a decrease of \$27,483.00 from 2011 revenues.

REGISTRARS OF VOTERS



(l-r) Town Clerk Patrick Joseph Ward, Assistant Town Clerk Linda G. Golburgh, Victoria M. Whitney, Andrew J. McIlwraith

REGISTRARS OF VOTERS

The Board of Registrars of Voters is a four member board whose responsibilities include registering voters, making a local listing of residents, certifying nomination papers and petitions, processing absentee voter applications and administering elections and any necessary recounts. The Town Clerk serves as an Ex Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick Joseph Ward and Assistant Town Clerk Linda G. Golburgh, who serves as Chair. The Republican Registrars are Andrew J. McIlwraith and Victoria M. Whitney. In 2012 the Board of Registrars of Voters administered and supervised the March 6, 2012 Presidential Preference Primary, the May 1, 2012 Annual Town Election, the September 12, 2012 State Primary and the November 6, 2012 State Election. The Board of Registrars of Voters recorded 6,799 new active registered voters, processed 3,471 inactive registered voters and amended 35,124 affidavits of voter registration for changes of status, party and address, including deletes. The Board also processed 6,029 absentee ballot applications for 2012 and certified 7,732 signatures for petitions and nominations. The Board of Registrars of Voters published the 2012 Street List of Persons Seventeen Years of Age and Older and established a total population of 53,479. Of this population, 40,373 were registered voters, of which 30,347 were Active and 10,026 were Inactive.

Political Parties and Designations

Democrat	19,427
Republican	2,869
Unenrolled	17,900
American Independent	10
Conservative	2
Green Party USA	13
Green Rainbow	56
Libertarian	83
Natural Law Party	1
Pirate	1
Socialist	3
Timesizing Not Downsizing	1
Interdependent 3 rd Party	1
Working Families	1

TOWN COUNSEL

Jennifer Dopazo Gilbert

The Office of Town Counsel is staffed with four attorneys – Town Counsel Jennifer Dopazo Gilbert, and Associates Town Counsel Joslin Ham Murphy, John Buchheit, and Patty Correa. The paraprofessional staff includes Senior Paralegal Kerry Fleming, Paralegal Tracey Michienzi, and part-time Senior Clerk Jane Tavolieri.

As one of a small number of municipalities within the Commonwealth to have in-house legal counsel, the Office of Town Counsel in the Town of Brookline successfully continued its mission of directly defending and preserving the best interests of the Town, while also expanding its role within the community of assisting with legal guidance in a number of projects.

In January of 2012, the Board of Selectmen adopted a policy requiring all current Town employees who work with the Town's Boards or Committees to be trained in the Open Meeting Law within the year. The Office was responsible for coordinating, facilitating and successfully completing these trainings within the required time, will conduct future trainings to all newly appointed employees, and will ensure that all changes and updates to this law are conveyed to these staff members.

Throughout the year the Office worked directly with many Boards and Commissions on various matters. For example, the Office assisted the Town's Licensing Review Committee ("LRC"), to expanding its focus by drafting the Town's Mobile Food Truck Regulations, aiding in the draft proposed by-law authorizing additional liquor licenses, and drafted the BYOB regulations for common victuallers.

The year also brought closure to some notable, complex cases that the Office successfully defended, including: *Sonia v Town of Brookline, et al.* - a case involving alleged civil rights violations brought against the Town and its Police Department, which was dismissed against the Town; and *81 Spooner Road, LLC v. Zoning Board Of Appeals of Brookline & Others* – where the decision of the Town's Zoning Board of Appeals demanding the removal of an illegal structure on a property was challenged, eventually brought to the Massachusetts Supreme Judicial Court (SJC), and upheld; and *Durand v Town of Brookline* – where the Town successfully defended a challenge to its Nuisance Control By-Law in the Superior Court.

The Office remains diligent in its efforts to recover monies owed to the Town. In 2012, the Office assisted in the recovery of over \$448,000 in outstanding real estate and personal property taxes owed to the Town; assisted in the collection of over \$71,000 for Police Detail Work that went unpaid for several years; and recovered more than \$91,000 from third parties for costs expended by the Town for Police and Fire Department personnel who were injured on duty. In addition, the Office assisted the Police Department liaison in successfully recovering more than \$32,000 in restitution for damage to Town property.

Additional accomplishments of the Office included:

- Drafting new regulations related to the changes to the Criminal Offender Records Information (CORI) statute.
- Successfully defending the Town in a number of personal injury lawsuits brought in the Superior Court, where Plaintiffs claimed damages exceeding \$230,000.
- Provided legal guidance with regard to increasing Solar Energy Facilities on Town property.
- Drafted, negotiated, reviewed, and approved dozens of town contracts, 'requests for proposals,' and lease agreements.
- Continued to provide legal representation for Town departments, boards and commissions, and to represent employees in claims arising from their employment.
- Aided numerous Town departments and citizens in the preparation of warrant articles for Special and Annual Town Meetings, drafted notices and votes for the Town's Boards and Commissions and attended meetings of the Board of Selectmen and bi-annual Town Meetings.

- Conducted training seminars for the Boards and Commission members on the requirements of the State's Open Meeting Law, Conflict of Interest Law, and the Town's By-law that imposes similar requirements.
- Represented the Public Schools of Brookline in all matters, with the exception of labor negotiations and disputes.

HUMAN RESOURCES

Sandra DeBow-Huang, Director

The mandate of the Human Resources Office is to develop and administer fair and equitable Human Resources policies for the Town and its employees and to provide a system of Human Resources administration that is uniform, fair, efficient and represents the mutual interest of the Town and employees of the Town. In 2012, the Human Resources Office continued to focus on employee training and development needs, including policy review and education and training. The office has also continued to work with other Departments to expand our diversity and performance management initiatives.

In 2012, the Human Resources Office revised several of its policies to keep up with the ever changing and evolving laws. In 2012, the state's anti-discrimination law, M.G.L. 151B, which protects individuals from unlawful discrimination, was expanded to include the protection of gender identity (commonly referred to as the adoption of the Transgender Equal Rights Act). As a result, the Human Resources amended its *Policy Against Discrimination, Sexual Harassment and Retaliation* to include that newly protected group. The Office also amended the Family Medical and Military Leave Act (FMMLA) which, having been amended on several occasions during the last several years provides leave protection employees with family members who are called to active duty in the military. Like the medical leave provisions, employees are entitled to certain military leave provisions.

On August 6, 2010, Governor Patrick signed a CORI Reform law, making important changes to who has authorized access to the new Criminal Offender Reporting Information (CORI) and how CORI will be accessed. Regulatory changes went into effect on May 4, 2012. The Town is mandated by law to perform Criminal and Sexual Offender backgrounds on certain individuals, e.g., school employees, camp employees. The statutory regulations resulted in changes that were primarily operational. However, Human Resources did develop a new criminal background policy and worked with Town departments to revise procedures to keep in step with the reform law.

Other policy considerations include changes to the statute underlying municipalities' participation in the state's Group Insurance Commission (GIC). Following policy considerations and the legal counsel's interpretation of the law, the Human Resources office negotiated a new GIC agreement with the Public Employee Committee (a statutorily mandated group of union representatives) which resulted in a new three-year agreement with the state's GIC. The Town's ongoing participation in the GIC continues to make employee health care costs more predictable and employees are becoming better consumers, further containing costs.

The Human Resources Office also drafted an Equal Employment Opportunity policy that although approved by the Human Resources Board, has not been adopted by the Board of Selectmen. The delay in the adoption is due to a conflict in the by-laws governing the Human Resources Board and the Human Relations/Youth Resources Commission and who has authority to draft such a policy. As the legal debate continues, the Human Resources office is confident that an EEO policy will ultimately be finalized and adopted in 2013. Such adoption of an EEO policy is important to indicate to the workforce and the public that the Town is committed to ongoing EEO efforts.

In April 2012, as part of the Town's Open Enrollment period, the Human Resources Office held its annual Wellness Fair featuring vendors from the Town's Employee Assistance Program, (EAP), dental provider, cafeteria plan providers (Flexible Spending Account) and local area gyms. Town departments such as the Police Department (safe biking), Recreation Department (exercise program opportunities) and the Public Health Department (harm of smokeless tobacco) also participated in the Wellness Fair. Human Resources and Retirement/Social Security personnel are also available to counsel individuals on all

aspects of the Town's personnel benefits, including information on the often underutilized flexible spending accounts.

Diversity and inclusion objectives are important as the Human Resources Office moves into new recruitment and hiring era following the Town's removal from the state's civil service laws, making recruitment a major priority for the Town in 2012. Having moved away from the Civil Service system, it is now critical that the Town develop strategies to address new ways to diversify our applicant pool. These efforts are invaluable and timely as the Town of Brookline, like employers across the nation, are experiencing an aging of the workforce. During the next five to ten years, the Town will lose a number of senior managers. The Town must act now to intensify recruitment, training and retention efforts with an underlying focus on expanding the diversity of applicant and promotional pools. During 2012, the Department partnered with metro-Boston affinity groups and set the stage and agenda for collaboration of municipal HR Departments with similar diversity goals. Work that had been done on recruitment includes ongoing participation in Commonwealth Compact's Talent Network; reaching out to Affinity Groups (the Partnership, ALPFA, NAAAP, Nexus Alliance);¹ and developing a collaboration with municipalities with similar goals.

In 2012, the Human Resources Director continued to meet with her Inclusion and Diversity Working Group, a group of Department Heads and senior managers assembled to help the Human Resources Director define priorities, strategies, realistic action plans and best practices. This group also provided invaluable insight as to the ways in which their employees learn, communicate, interact and perform their regular functions. Participation helped these Town leaders to understand and to further communicate the Town's diversity and inclusion, both internally to their employees and externally to the citizens of Brookline. The Working Group met for the last time in December 2012, recommending to the Human Resources Director that there be further study, including the use of employee focus groups or the formation of committees as needed to develop and support employee-based diversity and inclusion efforts. Perhaps the most important work of 2012 was the Working Group's support and guidance of the development of an *Employee Survey, Inclusion and Diversity in the Workplace*.

In April 2012, the Town of Brookline conducted a voluntary, anonymous survey of employees to explore and understand their views and opinions on inclusion and diversity in the Town of Brookline's workforce. The confidential survey was analyzed by race/ethnicity, gender and age of the respondents. This information would allow the Town to develop and adopt effective workforce diversity and inclusion initiatives. Specifically, the survey sought to:

- Identify employees current views and opinions on diversity and inclusion
- Identify areas for immediate action and additional areas of exploration and intervention
- Raise awareness of diversity and inclusion goals and efforts, generally

The survey explored how employees felt about their own treatment in the workplace as well as the treatment of their co-workers. Views regarding treatment of employees in specific protected classes, e.g., age, gender, race, disability and sexual orientation were surveyed, as well as questions regarding inclusion, diversity and discrimination. The number of employees participating in this first-ever employee survey was excellent in that 23% of the employee population participated

The survey revealed that generally, respondents feel they are respected in the workplace based on the protected classes surveyed, and that the respondents are comfortable discussing diversity in the workplace. Perhaps most curious was the response to the statement, "I think discrimination in the workplace affects my job performance." Respondents were equally divided in either agreeing or disagreeing with the statement. In fact, nearly equal percentages strongly agreed or disagreed with the statement. A good portion of respondents had no opinion or did not respond. The divergence of responses on this particular question underscored the need for further surveys and employee education on this critical and sensitive workforce issue.

The authors learned a lot from this first survey, particularly that there is a need to increase employees' awareness and understanding of inclusion and diversity. Part of the variability in responses of the survey

¹ Alliance of Latino Professional in Finance and Accounting, Boston Chapter of the National Association of Asian American Professionals, Boston, The Nexus Alliance and Partnership has a broader focus and development, mentoring and networking associations.

is likely due to the fact that there are no commonly accepted definitions of diversity and discrimination among the Town's workforce. Individuals view these topics differently. Efforts will be made to create common understandings and to get employees' input into the Town's inclusion and diversity goals. Subsequent surveys with more targeted questions and the use of employee focus groups will help us determine where we can put our resources to achieve our diversity and inclusion goals.

Human Resources Board

The Human Resources Board, under the leadership of Chairman Ken Kurnos, has continued to support the Human Resources Department in its efforts to develop and administer fair and equitable policies for the Town. Its dedication to this goal was evident in 2012 with its regular monthly meetings which dealt with a wide span of issues, and it did so judiciously and promptly. The Board continues to be a valuable asset to the Board of Selectmen as well as the Human Resources office allowing that Office to meet its mandate of providing a system of Human Resources administration that is uniform, fair, and efficient and represents the mutual interest of the Town and employees of the Town. The policies amended or developed by the Human Resources office in 2012 were all reviewed and revised by this Board that is comprised of professionals in the Human Resources or employment/labor law fields. The Human Resources Board began an extensive review of the scope and intent of its bylaw as it began to be scrutinized through the Town's legislative process.



L-R Ed DeAngelo, Beth Venti, Gerald Raphael and Ken Kurnos

During 2012, the Human Resources Board heard and ruled on a number of reclassifications of positions brought by the Human Resources Office with the Department Heads. Sanctioning the reworking of certain antiquated civil service titles, such as Parks Garage Clerk or Senior Clerk Typists is an important step in moving from the Civil Services constraints; constraints first identified by this Board. The Town was previously constrained from changing the civil service titles as they were mandated by the civil service law. These outdated titles hampered efforts to obtain a highly qualified applicant pool as the old titles did not reflect the current duties of the clerical positions, particularly as regards the technological changes over the last few decades.

The HR Board also heard grievance regarding workplace disputes that arose during 2012. The Board reviewed each grievance on its own merits, either rendering a decision or recommending that the parties work more diligently to resolve the matter or to come to some settlement. The careful consideration of the grievances that came before the Board had a great effect in maintaining harmonious labor relations between the Town's management and its unionized employees, which can be strained during difficult budget times as was seen leading into our adoption of and transition into the GIC health insurance plans. The review of the bylaws of the Human Resources Board will likely be a large focus of the board in addition to its regular oversight and review of the Human Resources programs and policies.

PUBLIC SAFETY

POLICE DEPARTMENT

Daniel O'Leary, Chief

Throughout 2012, the Brookline Police Department continued to provide the highest caliber of police services to the citizens of Brookline. Through proactive policing and deployment, Department-wide problem solving efforts, advanced training for our officers and the innovative use of technology, we have seen great successes in the prevention and resolution of crime and disorder problems in the community. Although Part A crime in Brookline increased slightly over its record low in 2011, we continue to see the lowest levels of crime in recent history.

In 2012, the Police Department hired and trained 7 new police officers, who were sworn in by the Board of Selectmen on November 20, 2012. Two additional officers began training at the Massachusetts State Police Academy in 2012, and are expected to graduate on February 15, 2013.

On July 11, 2012 Detective Sergeant Paul Cullinane was promoted to the rank of Lieutenant and Officer Michael Heavey was promoted to the rank of Sergeant. On November 20, 2012 Detective Matthew McDonnell was promoted to the rank of Sergeant.



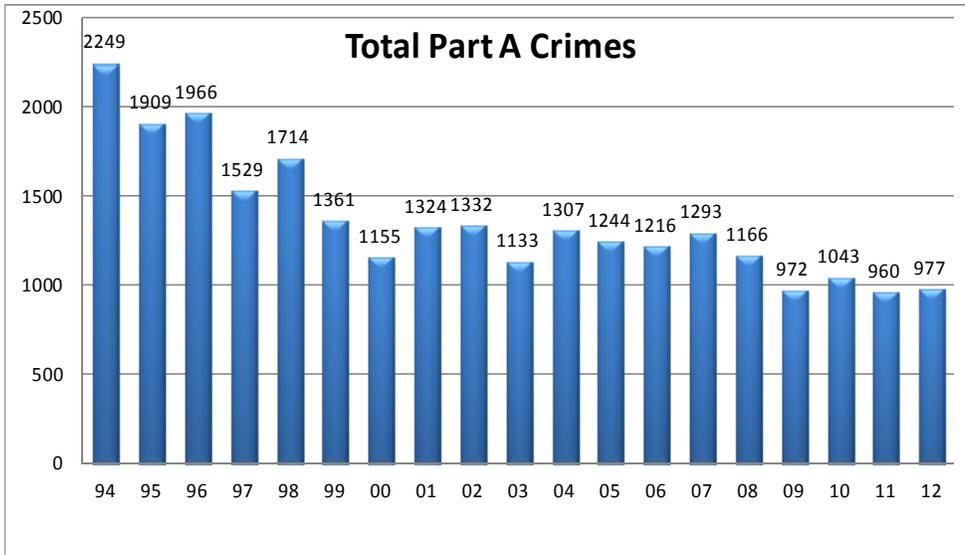
Crime Overview/Calls for Service

In 2012, there was a significant reduction in burglaries, which are down 20% from 2011. Motor vehicle thefts and assaults are also both down 7% each from 2011. There were no murders in 2012. This year, there were increases in rapes (up from 1 to 3), robberies (up 17%) and larcenies (up 10%).

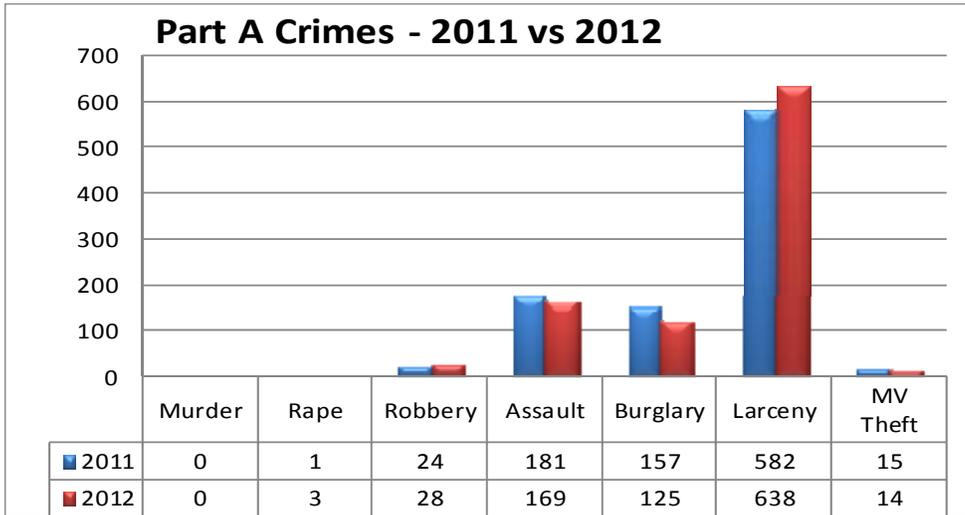
For 2012, violent crimes (murder, rape, robbery and assault) are down 2.9% with 200 this year versus 206 in 2011 and property crimes (burglary, larceny and motor vehicle theft) are up 3.1% with 777 this year versus 754 in 2011.

Although total crime in Brookline has increased 1.8% this year, we continue to see the lowest levels of crime in recent history. In 2012, crime was down 57% from where it was in 1994. The following graph shows the decline in crime over the last 19 years.

The graph on the following page shows the year-to-year comparisons for each crime category for 2011 and 2012.



The following is a breakdown of each Part A crime for 2012:

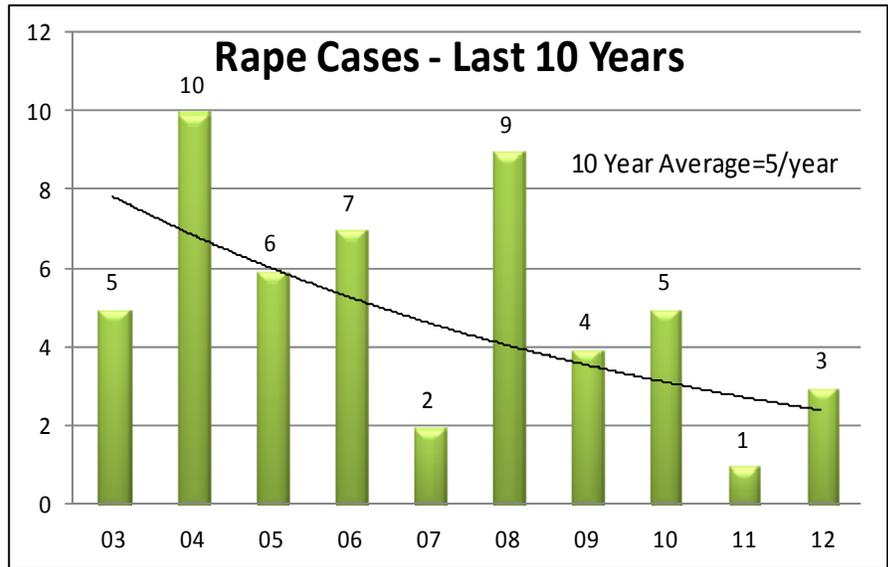


MURDER

There were no murders in 2012. There have been no murders in Brookline since 2007.

RAPE – UP 2

During 2012, there were three rapes reported. Two resulted in an arrest and one was referred to the District Attorney’s Office. In all three cases, the parties were previously known to each other. One of the cases occurred between co-workers, one between patients in a nursing home with severe dementia and one between a couple in a dating relationship and the boyfriend’s friend (two suspects arrested). There was also one attempted rape which resulted in an arrest and in this case, the parties were unknown to each other and had just met on the street. As the chart (right) shows, the ten year average of rape cases reported is 5 per year.



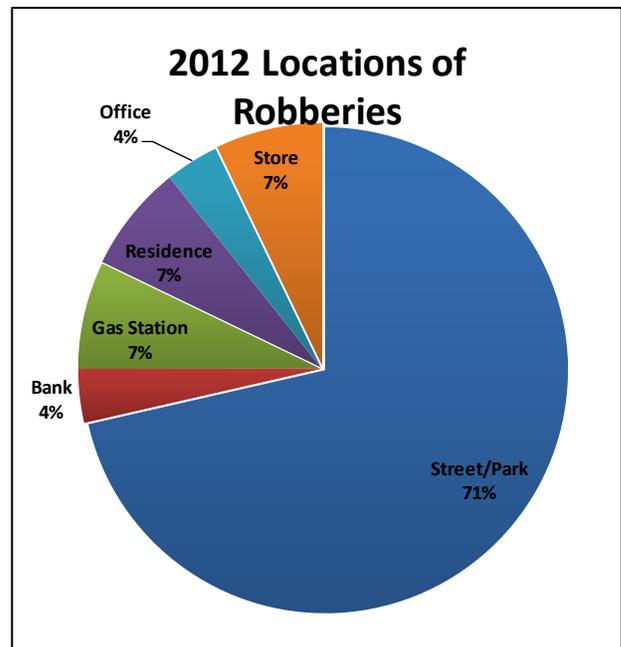
ROBBERY – UP 17%

There were 28 robberies in 2012, which is up 17% from the 24 robberies reported during 2011. Of these 28 robberies, 13 resulted in an arrest, 4 in court action and 11 remain active.

In addition to the 28 robberies, there were 7 attempted robberies where a threat or assault was made but no theft.

Of the 28 robberies, 11 involved a firearm, 6 involved a knife, 1 other type of weapon (flashlight) and 10 were unarmed/strong-arm robberies.

These robberies occurred on the street/park (20), residences (2), bank (1), stores (2), service station (2) and office (1).



ASSAULTS – DOWN 7%

There were a total of 169 assaults reported in 2012, down from the 181 that occurred in 2011.

Of these 169 assaults, 72% were simple assaults and 28% were aggravated assaults, involving a weapon or serious injury. 74 of the assaults (44%) were domestic violence related. Additionally, 9% (15) of our assaults occurred at one of the two mental health hospitals in Town. Of the 169 assault cases, 87 (51%) resulted in arrests, 57 (34%) resulted in court action and 23 (14%) remain active.

Additionally, there were 12 assaults of an indecent nature/sexual assaults. Of these twelve cases, two are active, seven led to arrest and three were cleared by referral. In 2012, there was also one indecent exposure and one case of open and gross lewdness. Both of these cases remain active.

BURGLARIES – DOWN 20%

There were a total of 125 burglaries during 2012. This is down 20% from the 157 burglaries in 2011.

Of the total 125 burglaries, 111 (89%) were of residential properties and 14 (11%) were of nonresidential buildings, including offices and commercial establishments.

Of the total 125 burglaries, 84 (67%) cases remain active, 20 (16%) resulted in an arrest, 12 (10%) resulted in court action and 9 (7%) were cleared exceptionally.

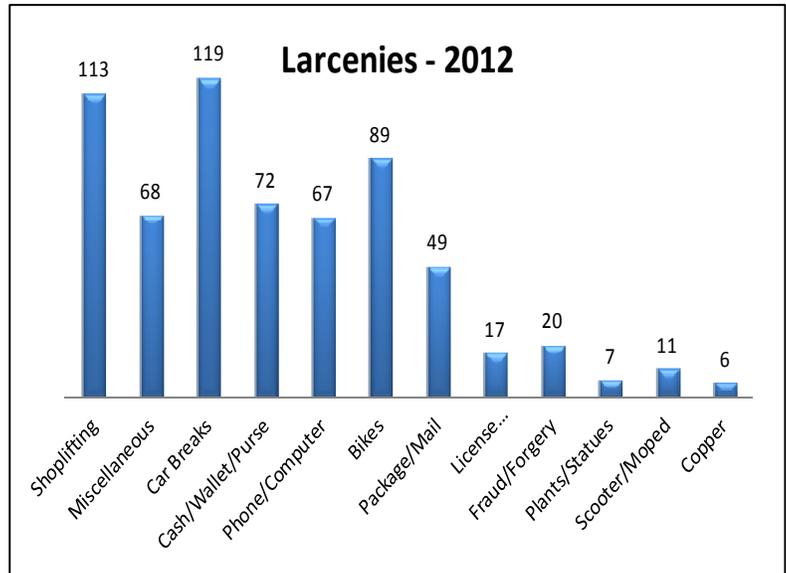
In addition to the 125 burglaries, there were 31 attempts.

LARCENY – UP 10%

There were a total of 638 larcenies in 2012, up 10% from the 582 larcenies that occurred in 2011.

Of the 638 larcenies, 447 cases remain active, 90 resulted in arrests, 41 were cleared by court action, 50 were cleared exceptionally, 3 are in-active and 7 were completed service.

Of the total 638 larcenies, 119 (19%) were car breaks. GPS units were targeted in 33 of the 119 car breaks (28%), a significant decline from being the target in 58% of last year’s car breaks. Loose change/cash, wallets and purses were the target in 61 of the 119 car breaks (51%).



There were 89 bicycles stolen during the year (up from 70 reported stolen in 2011) as well as 49 reported thefts of mail/packages (up from 21 reported mail/package thefts in 2011).

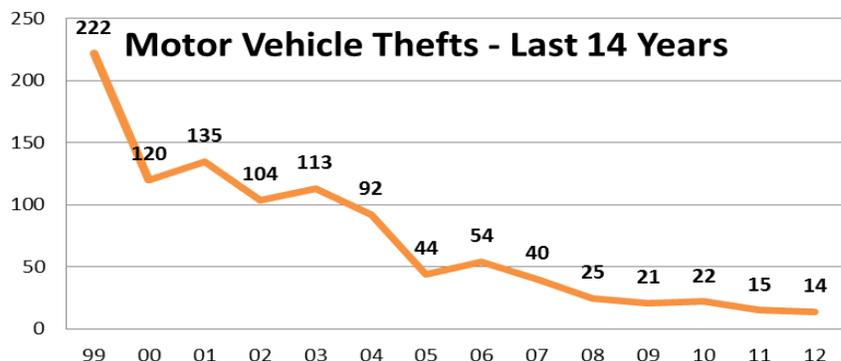
After car breaks, shoplifting was the second most prevalent larceny with 113 (18% of total larceny category) reported in 2012. 74% (84) of shoplifting cases were cleared by arrest or court action. 24% (27) remain active and 2% (2) were cleared exceptionally and in-active.

Additionally, phones and computers made up 11% of all thefts in 2012. In fact, between larcenies and burglaries, Apple products alone accounted for a significant percentage of stolen items with 150 iPhones, iPads, iPods/touches, Nanos and Macbooks stolen in 2012.

MOTOR VEHICLE THEFT - DOWN 7%

There were 14 motor vehicles reported stolen in 2012, which is down 7% from the 15 reported in 2011. Nine cases remain active, four were cleared by court action and one was cleared by referral. In addition to the 14 thefts, there was one attempted theft.

Hondas were the most



common make of motor vehicle stolen during this period, followed by Toyota, VW and Acura. We have also seen a recent increase in Scooter/Motorized Bike thefts (11 were reported in 2012) and those crimes are categorized as larcenies.

POLICE ACTIVITY

- Arrests – During 2012, there were 916 arrests, down 8% from the 991 arrests made in 2011. 10 of the arrestees were juveniles. There were also 21 people taken into protective custody and 9 sex offenders registered.
- Field Interviews – During 2012, there were 2,452 field interviews conducted, down 1% from the 2,485 field interviews in 2011.
- Moving Violations – During the first 10 ½ months of 2012 (end of the year data is unavailable at time of print), there were 22,119 moving violations issued. In 2011 (total year), there were 26,012 moving violations issued. Year to date 2012, there were 10 non-inventory motor vehicle searches conducted, representing .045% of the total stops where moving violations were issued.
- Parking Tickets – During 2012, there were 141,401 parking violations issued for a total of \$4.4 million in fines and penalties. This number is up 10% from the 128,946 parking violations issued during 2011.
- Citizen Complaints – During 2012, there were 5 citizen complaints lodged against Brookline Police Officers for discourtesy (2), BPD policy violations, general misconduct and conspiracy to violate the CORI law. The two discourtesy complaints and conspiracy to violate the CORI law were disposed as unfounded complaints. The BPD Policy violation was sustained and the general misconduct complaint was exonerated.
- Use of Force – During 2012, there were 37 use of force incidents. Use of force incidents are down (26%) from the 50 reported in 2011. The types of force used in 2012 included (multiple types of force being applied in some cases): Firearm (non-discharge) – 8, Baton (use) – 1, Baton (display) – 1, Less Lethal Shotgun (display) – 1, OC (pepper) Spray – 2, Physical (hands/grab/wrestle) – 24. 25 of the 37 incidents involved an arrest. Five involved emotionally disturbed persons and eight were intoxicated persons. The Department defines use of force as any force beyond compliant handcuffing. This includes numerous situations where a show of force is made by officers but no physical force or contact applied. Additionally, this includes uses of force in non-criminal situations, such as assisting emotionally disturbed persons to safety. Reporting use of force incidents is required of officers and incident reports cannot be approved without an officer filling in mandatory field in the report writing system which indicates if force was used. Additionally, supervisors are required to submit a report detailing whether or not officers followed proper policy and procedure while applying force. These reports were completed in all cases and officers were found to have been in compliance.
- Motor Vehicle Pursuits - In 2012, there were nine motor vehicle pursuits. These incidents involved: 1) an OUIL and Operating to Endanger resulting in an arrest after the operator eventually stopped, 2) traffic stop of habitual criminal who fled to avoid arrest and a warrant was sought for his arrest, 3) OUIL and drug arrest after the operator eventually stopped, 4) traffic stop where operator fled, eventually stopped and then fled on foot until he was located and apprehended, 5) assisting the MA State Police with a MV pursuit that began in Natick, suspect was stopped and arrested in Brookline, 6) stop of subjects during commission of a larceny who fled, striking a police cruiser and then fled on foot until apprehended, 7) OUIL and operating in a dangerous manner resulting in an arrest, 8) attempting to stop a motor vehicle traveling at 92 mph in a 40 mph zone resulting the subject stopping and being placed under arrest, and 9) attempting to stop a motor vehicle traveling at 72 mph in a 40 mph zone, subject was identified through registration plate and pursuit terminated. Of the nine pursuits, seven resulted in an arrest on-scene. In all nine incidents, the officers and supervisors

complied with the guidelines, policies and procedures set forth by the Department with concern to motor vehicle pursuits.

- Clearances – Of the 977 Part A crimes reported in 2012, there were 212 cases cleared by arrest, 118 cleared by court action, 59 cleared exceptionally, 8 closed by completed service, 3 closed as inactive and 3 cleared by referral, resulting in a 41% clearance of crimes for the year. Specifically, 100% of rapes, 61% of robberies, 86% of assaults, 33% of burglaries, 30% of larcenies and 36% of motor vehicle thefts were all cleared by arrest, court action, cleared exceptionally, completed service, referral or are in-active.



**Please note that many of the 575 active cases are still under investigation and may be cleared/closed as a result. Additionally, many prior year cases were cleared/closed during this period as a result of on-going investigations.

Administration

In 2012, the Police Department hired nine new patrol officers and two new dispatchers to replace vacancies created through attrition.

The Police Department continues to work towards accreditation, and maintains its status as "Police Department Certified."

In early November, the Brookline Police Department participated in Urban Shield, a 24 hour training exercise that simulated large-scale public safety incidents in the Metro-Boston area with over 1,800 participating personnel. 2012 was the second year in which the Metro-Boston Homeland Security Region (MBHSR) conducted Urban Shield, a one-of-a-kind multi-disciplinary, multi-jurisdictional, full-scale exercise. Urban Shield 2012 assessed the MBHSR's overall response capabilities related to multi-discipline planning, policies, procedures, organization, equipment and training. Members of the Brookline Police Department played a leadership role in the planning of this large scale event, as well as, participating in the exercises throughout the 24-hour period. Brookline was the host for two of the scenarios, utilizing the former Circle Cinema site for a simulated bank takeover with hostages and a theatre shooting.

Patrol Division

In 2012 the Brookline Police Department established a Special Response Team (SRT) which consists of 17 officers with specialized tactical training and equipment. The SRT will be utilized for dangerous situations such as barricaded subjects, hostage situations and armed assailants. The SRT trains extensively and is ready for emergency activation.

Urban Shield provided the Brookline Police Department's SRT the opportunity to test its tactical capabilities and to get valuable, hands-on training alongside public safety partners in the Metro-Boston region. The exercises tested the SRT's core competencies in the areas of domestic and international terrorist incidents, active shooters, hostage situations, multi-hazard environments, mass transportation incidents, breaching, linear assaults, maritime interdiction, intelligence gathering and planning, amongst others.



The SRT was first officially activated in June 2012, and successfully apprehended a subject who was wanted on two outstanding warrants. A search warrant was executed on the suspect's apartment and members of the SRT recovered thirty-six illegally owned firearms as well as ammunition and two silencers.

The Patrol Warrant Unit was formally implemented in 2011 to research active warrants and gather intelligence to aid in timely, successful apprehension of wanted suspects. In 2012, the Patrol Warrant Unit successfully cleared 117 Warrants.

Patrol Bike Unit

The BPD believes that enforcement and education are critical to improving bicycle safety and providing a safe environment for bicyclists and motorists in Brookline. In addition to educating and enforcing bicycle safety, the PBU officers conduct regular patrol functions such as responding to crimes, solving problems and serving as visible, approachable officers on the street.



PATROL BIKE UNIT

Thinking of stealing a bike?

Think Again.
Any bike could be a bait bike.

The Brookline Police Department has implemented a Bait Bike program. Police are placing bicycles equipped with global positioning systems throughout the town of Brookline. Steal a bike? Police will follow your movements. All the way, right to arrest.

THIS COULD BE A BAIT BIKE
www.BrooklinePolice.com

Mark your bicycle with a Bait Bike decal to show your support for the Bait Bike program. Decals are available at the Brookline Police Department.

For more information go to www.brooklinepolice.com

The PBU has been an integral part of the Department and continues to grow in popularity. Over the past two years, and specifically during 2012, the PBU has been used as an effective tool in deterring criminal activity, providing alternative enforcement methods, promoting positive interactions with citizens, and educating the public regarding bicycle and vehicular safety.

PBU daily assignments and deployments are a direct result of reports received from the Crime Analysis Unit (CAU), allowing the Unit to deploy its resources in the most effective and efficient manner. In 2012, the PBU was deployed a total of 369 shifts for a total of 2,555 work hours. 350 shifts were uniformed bike patrol and 19 were surveillance/plain clothes assignments. During the uniformed patrol assignments, the PBU members wrote 1,413 Town By-Law Citations for bicycle violations, accounting for nearly half of the 2,196 Citations for bicycle violations in 2012.

In 2012, there were 89 reports of stolen bicycles, up 27% from 70 in 2011. It is believed that this is only a fraction of the bikes actually stolen each year. With this in mind, in 2012 the PBU launched its 'Bike Bait' program. This program is a GPS based property decoy system which was initiated after several members of the department and dispatch center were trained on its use and tracking abilities. The 'Bait Bike' works by hiding a GPS locator on a bicycle and placing the bicycle in high theft area. The GPS can be programmed to activate on movement and a notification is sent via text message indicating that the bait bike is moving. The Brookline Police Dispatch Center can then begin tracking the unit in real time.

2012 was a productive and positive year for the Patrol Bike Unit, which continues to grow in size and impact each year.

Criminal Investigations Division

In 2012 The Criminal Investigations Division continued to use intelligence-led policing to aggressively combat crime and conduct investigations. The Division continues to work closely with the Boston Police Department, Boston Regional Intelligence Center (BRIC) and the Brookline Police Department Crime Analysis Unit to share intelligence and to identify regional crime series and apprehend criminals who are committing crimes across jurisdictional lines. This process continues to become more streamlined, and in 2012 all members of the Department benefitted from more concise, timely and factual crime and intelligence reports prepared collaboratively by the Crime Analysis and Intelligence Units. These reports assisted Division Commanders in effectively deploying resources in an effort to reduce crime and apprehend offenders.

The Criminal Investigations Division pledged to keep its Detectives up to speed on technological advances and in 2012 was able to send all Detectives to "Geocell" training. In this training, Detectives were given updates on legal issues, including information on mobile service providers and requirements for searching mobile handsets as well and hands-on instruction covering the acquisition and analysis of data from mobile phones, SIM cards and related technologies.

Community Service/Training Division

The Community Service Division's various programs, such as the Child Seat Safety Program and RAD, continue to enhance the safety of our residents. Our officers continue to work with the schools, other Town agencies and local service providers to improve the quality of life for residents. Despite difficult fiscal times and reduced grant funding for community policing activities, we have maintained a balance and will continue to provide these valuable services to the community.

During the last week of August, The CSD hosted a youth academy for students in 5th and 6th grades. During the week the attendees met with members from the different divisions of the police department and learned a little bit about what everyone does to support the department and the community. Other participating agencies included the Brookline District Court, the Brookline Fire Department, Fallon Ambulance, the MBTA K-9 Unit, the Massachusetts State Police and the FBI.



Over the last year, the Department has significantly increased its public outreach through social networking. In addition to our website, email lists and daily blog, the BPD now reaches out to the community via Facebook and Twitter. These tools allow us to notify the community about local emergencies (such as snow emergencies/parking bans), crime patterns, safety warnings, upcoming events and activities, and local happenings. Currently, we have 1,555 followers on Twitter and average 30-35 “tweets” per month. We also have 460 “likes” of the BPD on Facebook where we post daily. On a weekly basis, we have roughly 600 people visit the BPD Facebook page for news and current events.

The Police Department continues to step up its effort to reduce the number of loud parties and noise complaints in Town. As part of an effort to reduce nuisance complaints, the Department rolled out “Operation Welcome Back,” which was designed to assist and educate returning students to the Boston University area during move-in week. Bike Officers, Patrol Units and Community Service Officers worked throughout the week speaking with many students and parents about the Town of Brookline By-Laws as they pertain to ‘quality of life’ issues.

During the 2011/12 school year, there were 714 nuisance related service calls for loud parties (226) and noise complaints (488) and 198 Nuisance By-Law citations were issued. From September 1, 2012 until December 31, 2012 (the 2012 fall semester), there were a total of 227 Noise Complaint (a 6% increase compared to the 214 noise complaints in the 2011 fall semester) and 122 Loud Party Calls (a 27% decrease compared to the 168 loud party calls in 2011 fall semester). A total of 65 By-Law Citations were issued during the fall semester this year, 36 for loud parties and 29 for noise complaints. This is a 44% decrease from the 116 citations issued last year during this same time period. During this 2012 fall semester, 58 landlord notification letters were sent out as well.

In 2012 the Brookline Police announced our participation in the Brookline Homesafe Program, which is overseen by Officers in the Community Service Division. The program is aimed at assisting people who suffer from Alzheimer's disease and children and adults with developmental disorders who are at risk of wandering. The program utilizes the latest “Safety Net by Lojack” tracking technology, and all Officers were offered training on its use over the course of the year.

In addition to the required annual recertification training in CPR, First Responder, Firearms Proficiency and Legal Updates, Brookline Police Officers received training and/or certification in controlling civil disorders, DNA collection, human trafficking awareness and in officer safety as it pertains to traffic stops and road details.

Traffic Division

The Traffic Division is responsible for fielding and managing traffic complaints from the community and for working with the Transportation Division to improve the safety conditions on our roadways. The Traffic Division is responsible for enforcement of traffic laws, responding to traffic complaints and investigating traffic crashes.

Officers assigned to the traffic division issued over 2,700 traffic citations and investigated over 150 traffic crashes where personal injury and/or damage to town property was reported. To enhance our Department's capabilities in this area, two additional officers and one Traffic Supervisor attended an 80-hour Crash Reconstruction course in May, 2012. Additionally, The Traffic Division hosted a regional training for officers on the "Black Box" recording system that is found in newer model vehicles. The "Black Box" records information that, when recovered after a crash, can determine speed and other factors that can assist in the reconstruction process.

During the first 10 ½ months of 2012 (end of the year data is unavailable), there were 22,119 moving violations issued. The traffic division is responsible for processing these violations, which includes entering data into a computer program which analyzes traffic stop data and other related activity. Additionally, members of the division were responsible for processing the 141,401 parking violations issued in 2012, which totaled \$4.4 million in fines and penalties. This number is up 10% from the 128,946 parking violations issued during 2011. In addition to the processing of parking violations, Supervisors in the Traffic Division processed more than 10,000 "appeals" and worked with appropriate town agencies to improve signage and repair meters when appropriate.

In August 2012, The Brookline Police Department was one of 23 local police departments honored at the annual Massachusetts Law Enforcement Challenge (MLEC) Awards Ceremony along with the Massachusetts State Police for excellence in traffic safety efforts to reduce motor vehicle related fatalities, injuries, and economic losses to the Commonwealth. MLEC awards were based on traffic safety activities such as internal policies, officer training, effective patrolling and public information projects. In recognition of their efforts, the Brookline Police Department was awarded first place by the Commonwealth of Massachusetts Executive Office of Public Safety and Security.

Public Safety Dispatch

In 2012, the 9-1-1 Communications Center applied for and received two grants from the Executive Office of Public Safety and Security State 911 Department totaling over \$165,000 to assist with approved personnel costs, training costs, and equipment expenses which greatly enhance the performance and quality of the Brookline Dispatch Center. A portion of these funds were used to update the telephone equipment used for internal and non-emergency/business lines. Additionally, two dispatchers attended and graduated from the State Public Safety Communications Academy in February 2012. These two dispatchers were hired to replace staff lost through attrition, and the Public Safety Communications Center is now fully staffed on all three shifts.

The Communications Center fielded approximately 255,000 telephone and 16,490 911 calls in 2012 with approximately 93,000 Computer Aided Dispatch Police and Fire entries made. In this time frame there were 99,069 police calls entered into the CAD system. This number includes activities such as service calls, 911 responses, self-initiated police activity, traffic enforcement and posts, prisoner processes, services of papers/warrants, admin/report writing, town building checks and community policing activities and excludes activities such as out of services and reporting on/off duty. For 2012, calls for service are up 7% from the 92,172 calls in 2011.

Emergency Management

During 2012, The Brookline Emergency Management Team (EMT) continued to enhance the Town of Brookline's resilience and ability to mitigate against, prepare for, respond to and recover from natural and man-made critical incidents and pre-planned events.

In 2012, members of the Emergency Management Team continued work with FEMA and MEMA, and received over \$220,000.00 in reimbursements for costs associated with the town's response to Tropical Storm Irene in August 2011. In October 2012, the Emergency Management Team activated the town's Emergency Operations Center (EOC) to coordinate the town's successful response to Hurricane Sandy. The EOC will continue to be utilized for various types of incidents, events and trainings, including severe weather emergencies, on-line training, etc. Emergency Management Performance Grant funds were used to purchase and install four antennas at the EOC. We now have reliable radio communications on a regional basis for police, fire, EMS, emergency management and amateur radio operations from the

EOC. Several of our Community Emergency Response Team (CERT) and Medical Reserve Corps (MRC) volunteers have been licensed as amateur radio operators, and participate in monthly communications drills with MEMA and other communities within our region. Also using EMPG grant funding, the EMT was able to purchase a Personnel Accountability System for the Fire Dept. that will enhance the safety of firefighters at incidents, monitoring equipment for the Health Dept. and Emergency Management portable radios that will allow town agencies to coordinate efforts on a shared frequency.

In May 2012, Brookline “opted-in” to the Comprehensive Statewide Public Safety Mutual Aid Bill, signed into law in 2010 by Governor Patrick. This agreement allows Brookline to both offer and receive assistance to and from other communities during public safety emergencies.

We will continue to ensure that first responders and volunteers have been trained to the appropriate level in the National Incident Management System and Incident Command System. To ensure NIMS compliance, we continued to utilize the state’s new Resource Management System (RMS). According to MEMA, the primary function of RMS is to help search for resources statewide and support Mutual Aid between communities. RMS offers an electronic inventory system and provides users resource visibility and tracking capabilities throughout all phases of an incident. In 2012, we uploaded our inventory of the resources most frequently requested during emergencies: generators, cots, blankets, etc.

During the summer of 2012, members of the EMT participated in assessments of each of our emergency shelters. Shortly, we will be provided with a guidebook for each facility to be used when activating a shelter. The goal of these assessments has been to ensure our facilities are compliant with the Americans with Disabilities Act Checklist for Emergency Shelters. Also, in an effort to improve our community outreach, our Citizen Corp programs, comprised of CERT and MRC members, received grant funding to offer training on various topics, including CPR/AED and First Aid, Emergency Shelter Operations, Pet Shelter Operations, Emergency Dispensing Site Operations, Search and Rescue, Amateur Radio operation and other training identified as necessary by the CERT and MRC coordinators and leadership committees. We continued to provide “Emergency Preparedness Begins at Home” presentations to various community groups, and hope to expand this program to schools and other organizations within Brookline. The EMT continued to work on the new “Preparedness Buddies” initiative, which matches Citizen Corps volunteers with individuals in the town who may need additional assistance during emergencies. Under this program, volunteers will check-in on their fellow residents during emergencies such as severe snow storms or hurricanes to ensure their well-being. Our first pilot training for this project was completed in December 2012.

Animal Control

In 2012 the Animal Control Officer (ACO) responded to 650 calls for service. Unique to 2012 was the number of calls for animal complaints involving turkeys. In 2012, there were 57 “turkey calls” to the Brookline Dispatch Center. This is up significantly (over 300%) from the 13 calls in 2011. The ACO has prioritized this issue for 2013, as several calls have been received for turkeys acting in an aggressive manner at bus stops and near schools. In addition to “turkey calls”, the ACO continued to enforce Town By-laws and State laws pertaining to animals, and continued to work cooperatively with the Parks and Open Space Division and the Town’s Licensing Unit to increase public awareness and compliance with pertinent statutes.

Conclusion

There were 28 commendations for outstanding police work that were issued to 29 officers, one dispatcher and one full unit commendation for the Detective Division for their work during the year. Through their outstanding performance, these officers and a great many others consistently demonstrate their commitment to providing the highest quality of police service to the public. With professionalism and expertise, we continue to build relationships with citizens in order to improve personal safety, protect individual’s rights and property, and promote individual responsibility and community commitment to keep our citizens safe and aware.

As we move forward into 2013, we will continue to work to improve the services we provide to the community.

FIRE DEPARTMENT

Paul D. Ford, Fire Chief

Administrative Division

The Mission Statement of the Brookline Fire Department reads, in part, that Brookline's firefighters will work to "protect life and property and lessen adverse effects on the environment." The Fire Department is proud of its work in 2012, having met that goal. Fire Suppression, Prevention, Emergency Medical Services, Rescue, and Hazmat mitigation continue to be the priorities of the department. The efforts in these areas could not have been successful if not for the dedication and professionalism of the Fire Department's officers and firefighters. Strong support from town government continues to play a significant role in the department's success and long history of excellence in serving residents and visitors alike.

The Administrative Division consists of a Fire Chief, Chief of Operations, an Executive Secretary, and an Information Technology Systems Analyst. Additional administrative staff shared with the Police Department includes a Public Safety Business Manager and three clerical staff.

The Division is responsible for both the day-to-day operations of the Fire Department as well as long range planning and budgeting. The office also conducts frequent business with citizens and business owners, town, state and federal officials, other fire departments as well as other town departments. Additionally, the Division assists various media, insurance, and private entities. The Division is further charged with the development of Standard Operating Guidelines, preparation of the Department's Capital Improvement Plan, and it also ensures compliance with departmental policies, orders, rules, and procedures.

The Fire Department saw seven members retire in 2012. Three of those members had over 40 years of individual experience with the Brookline Fire Department with a combined total of all retiree's being over 166 years of experience. Although the loss of this experience can be disruptive, I am confident that the dedication and experience of the remaining members, along with the infused energy of newly hired recruits, will carry this Department forward with pride and vigor.

The Department also saw one promotion during 2012. Firefighter Paul Canney was promoted to Lieutenant and assigned to Engine 1 operating out of Station #1.

After a long and stellar career with both the Town of Brookline and the Fire Department, Administrative Assistant to the Fire Chief, Betty Friar, decided to request retirement. Although Ms. Friar did not officially retire until January 2013, her absence in the latter part of the year was deeply felt. After working for several years in the School Department upon completing high school, Ms. Friar worked for more than 52 years in the Fire Department. Her dedication and knowledge of department administrative operations will be missed.

Fire Suppression Division

The Brookline Fire Department Suppression Division is divided into four groups whose responsibilities include the protection of the lives and property of the people of Brookline from fires, natural and manmade disasters, and hazardous materials incidents, as well as saving lives by providing Emergency Medical Services, preventing fires, and enforcing State Fire Laws and Codes. Suppression is the largest Division of the Fire Department and is staffed by 4 Deputy Chiefs, 7 Captains, 21 Lieutenants and 115 Firefighters. They respond from five fire stations geographically distributed throughout the town.

The BFD responds to a variety of incidents from medical and household emergencies to major accidents and structure fires. In 2012 we saw structure fires in townhouses, multifamily homes and high-rise buildings, as well as single family homes. Fire Department response was exemplary in all instances. Our emergency response system has proven to be multi-dimensional, efficient and effective in all phases of

response. During the year, this Division responded to 7,941 calls including 3644 calls for Emergency Medical Services.



On Monday, January 16, 2012, a four alarm blaze erupted at 1471 Beacon Street. The actions of all the members of this fine fire department, and those of our surrounding brothers, were commendable. On that day, when most of the occupants were able to evacuate the building on their own, one person, 27 year old Allie Wheeler, was not. She found herself on the fourth floor as conditions conducive to living deteriorated around her. At one point, after calling for help on her cell phone, she lost consciousness.

Upon arrival and receiving orders from Deputy Fire Chief Keith Flaherty, the Incident Commander, Lt. Bullard assigned two members of his crew to perform roof top ventilation while he and two other members began to search divisions three and four. Upon arriving on the fourth floor Lt. Bullard located Ms. Wheeler, who had regained consciousness but remained confused, lost, and scared. Lt. Bullard calmed her, reassured her that he would get her out, and notified his other crew members and Command of the situation. Then, in increasingly deteriorating conditions, he calmly removed her from the structure.

On January 16, 2012, Lt. Bullard performed in the highest tradition of the Brookline Fire Department. His actions, though humbly discarded by him as just doing his job, were simply heroic. If anyone questions that, they may simply ask Allie Wheeler her opinion.

For his actions at the 1471 Beacon Street fire of January 16, 2012, Lt. Bullard was awarded a commendation from the Brookline Fire Department and received an award for Meritorious Service from the Commonwealth of Massachusetts', Executive Office of Public Safety's, Heroic Selection Committee.



Fire Prevention Division

The Fire Prevention Division has been staffed with one Deputy Chief and Two Lieutenants. Additionally, there was a part-time college intern (15 hours per week). In 2012, the part time clerk was replaced with Melissa Smith, the new full time office manager.

The Fire Prevention Staff job responsibilities are the following:

- Enforcing MGL.Ch.148, 527 CMR State of Mass. Fire Regulations and sections of the Eighth Edition of the Mass. State Building Code pertaining to Fire Alarm and Sprinkler Systems.
- Fire Investigations to find the area of origin and cause of fires that occur in the Town of Brookline.
- Reviewing and issuing fire permits.

- Conducting plan reviews for all new sprinkler and fire alarm systems for code compliance and fire service usability.
- Performing quarterly fire inspections of all health care facilities, nursing homes and places of public assembly in the Town of Brookline.
- Scheduling, coordinating and performing 26F and 26F ½ Smoke Detector and Carbon Monoxide Detector Inspections as required.
- Performing Certificate of Occupancy Inspections for all new construction and substantial renovation projects in the Town of Brookline.
- Inspection of licensed occupancies (lodging houses, restaurants, hotels, second-hand retail establishments, second-hand auto sales and open air parking lots) in the Town of Brookline.
- Follow-up inspections for problems and code violations.
- Receiving and answering telephone inquiries related to code requirements, technical questions and fire hazards.
- Manning the Fire Prevention Office and public window.
-

Summary of Fire Prevention Activity of 2012:

- 517 – 6 Unit and Up Annual Building Inspections performed by the fire companies. Distributed to the fire companies and entered into the GEO System by Fire Prevention.
- 871 – 26F & 26 F½ Smoke Detector and Carbon Monoxide certification inspections scheduled, inspected and entered into the GEO System and inspected by both the Fire Companies and Fire Inspectors
- 134 – Certificate of Occupancy Inspections scheduled, inspected and entered into the GEO System by Fire Prevention Personnel.
- 409 – Fire Permits issued and entered into the GEO System by Fire Prevention.
- 52 – Plan Reviews with permits issued by Fire Prevention.
- 37 – Quarterly Health Care Inspections (required by MGL Ch. 148) performed by Fire Prevention.
- 52 – Lodging House Inspections performed by Fire Prevention.
- 146 – Common Victualler License Inspections.
- 22 – Retail Package Store Inspections performed by Fire Prevention.
- 12 – Second-Hand Motor Vehicle License Inspections performed by Fire Prevention
- 11 – Second-Hand Articles License Inspections.
- 2 – Inn Holders License Inspections performed by Fire Prevention.
- 70 – Installation and removal of aboveground and underground oil storage tank inspections performed by Fire Prevention.
- 16 – Fire Investigations conducted by Fire Prevention.

S.A.F.E. Program 2012:

Fire Education (S.A.F.E. Program) consists of a combination of lectures, questions, answers and demonstrations for Kindergarten through Second Grade Students for all the Public Schools in the Town of Brookline. This program was delivered to 80 classes.

Training Division

The Training Division was staffed with one Deputy Chief, one Captain. This Division is responsible for initial recruit training, as well as the continuing education and training of all members of the Fire Department.

Training has developed a continued partnership with the Massachusetts Emergency Management Agency (MEMA), State Homeland Security Urban Area Security Initiative (UASI), and Mayor's Office of Emergency Preparedness (MOEP).

In the past year, the Training Division completed various assignments. We conducted a recruit class which commenced in October 2012. The August to October class was made up of 24 recruits from the

following Towns: Brookline (7), Belmont(1), Chelsea (1), Newton(11), Needham(2), and Wellesley(2). The ten week course covered the twenty-two modules required for the State of Massachusetts Firefighter 1 certification as well as the modules for the State of Massachusetts Firefighter 2 certification. Each graduating recruit received a joint certificate of completion from the Brookline Fire Academy and Mass Fire Academy.

All recruits took the Firefighter I/II certification exam at conclusion of class. The Training Division also provided Brookline Fire Department staff with a comprehensive set of instructions that covers both ongoing re-certification, as well as instruction on new equipment, updated techniques and basic continuing education in areas of Firefighting and Emergency Medical Services. With over twenty five classes held by the training division, every member of the department was offered over 45 hours of instruction. Some of the topics covered included the following fields of study:

- Fire Suppression
- Forcible Entry
- Overhauling
- Fire Department Communications
- Elevator Emergencies
- Auto Fires
- Vehicle Extrication
- Arson Awareness
- S.C.B.A Training
- Ice and Water Rescue
- Operation of the Mass Decon Unit
- Emergency Medical Service Instructions
- Information Technology Training
- Use of Fallon Ambulance web site for EMT continuing education and DOT refresher Training.

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

1. NSTAR
2. National Grid
3. Massachusetts Fire Academy
4. Fallon Ambulance
5. Quincy Fire Department Training Division
6. North East Rescue
7. MIFDI

In-service training, provided by individual Company Officers, is also supervised by the Training Division. Those Company Officers continue to conduct their daily in-service training, which helps to reinforce the knowledge and skills of their group members. A yearly list of subject matters has been distributed to each station. The Training Division also distributes supporting instructional materials, references and resources necessary to aid in-service training.

For the calendar year 2013, the Training Division would like to continue to focus more time on training for every day emergencies, such as building fires, ladder operations, auto extrication, medical emergencies etc. The Training Division would also like to update the Fire Departments' Standard Operating Guidelines.

Maintenance Division

The Apparatus Maintenance Division consists of one Motor Equipment Foreman and one Motor Equipment Repairman. The Division is responsible for the repairs and servicing of all Fire Department vehicles. The Division also maintains all of the auxiliary equipment such as small pumps, fans, hydraulically powered extrication equipment, and forcible entry equipment. The equipment repairman is also a certified self-contained breathing apparatus (SCBA) technician and responsible for the maintenance and repair of all SCBA units.

All vehicles have been serviced two times during the year of 2012. This consists of grease, oil, oil filters and tune-ups. All vehicles have had an Annual Registry of Motor Vehicle State Inspection along with a DOT inspection. All vehicles have been winterized with anti-freeze and their tire chains have been repaired or replaced. All Hurst Tools have been serviced and Hydraulic Pressures set according to factory specifications. All portable generators and pumps have been serviced and tested. Four mandatory air samples have been taken on the high-pressure air compressors located at Station #4 and Station #5. The Departments' Ladder Truck compliment, consisting of Tower I, Quint IV, Quint V, Ladder 2 and Reserve Ladder 2 were all tested and certified. Twenty ground ladders have also been tested.

Engine 6 (Station #6) and Engine 3 (Station #7) received complete rehabs. These rehabs included new pump impellers/shaft bearings and seals, all pump valves rebuilt, and a new Booster tank cradle. Light Emitting Diode (LED) and light bars were added/replaced. Both Pumpers received new alternators and starters, brakes and tires.

Fire Alarm Division, Dispatching Center Report for 2012

In 2012, the 9-1-1 Communications Center applied for and received two grants from the Executive Office of Public Safety and Security. Both grants were from the State 911 Department under the Executive Office of Public Safety and totaled over \$165,000 to assist with approved personnel costs, training costs and equipment expenses which greatly enhance the performance and quality of the Brookline Dispatch Center and Fire Alarm.

The Communications Center in 2012 was made up of fifteen Dispatchers and one Dispatch Supervisor. Two Dispatchers were hired in November 2011 and January 2012 respectively and both attended and graduated from the State Public Safety Communications Academy in February 2012. In the spring of 2012 these two newly hired Dispatchers were taken off probationary status and given their assignments, which brought the Dispatch Center to full staffing on all three shifts.

In 2012, with the funding provided by the State 911 Grants, the Communications Center received updated phone equipment used for internal and non-emergency/business lines. Some equipment, such as the chairs used 24/7/365 by Dispatch Staff, were repaired and adjusted to ensure the best health and comfort for the Dispatchers who are there every day.

A comprehensive Policies and Procedures Manual was written and given to the Dispatch Staff as well as Police and Fire Department personnel. The Brookline Communications Center Policies and Procedures Manual contains several new procedures that Dispatchers follow for both Police Department and Fire Department specific scenarios, as well as providing a resource guide for Dispatchers that they did not have previously.

In 2012, the Communications Center fielded approximately 255,000 non-emergency telephone calls and 16,490 calls from the State 911 system, from which approximately 93,000 Computer Aided Dispatch Police and Fire entries made. Of those, 7141 of the entries were calls to the Fire Department for service that were dispatched and responded to by the Fire Suppression companies. Many of these calls also initiated a response from the Fire Prevention Division.

The Fire Alarm Division has continued to train its members to the highest standards possible and to provide continuing education in Emergency Medical Dispatch. Currently, our dispatchers surpassed the state mandated minimum requirement of continuing education to maintain their EMD status by at least 50 percent. This is expected to continue into 2013. Dispatchers were provided with multiple training opportunities that included, but were not limited to, the following topics in 2012: CPR/AED certification, MA First Responder, HAZMAT Situational Awareness, Dispatch Verbal Judo, Hostage Negotiations, Fire Service Dispatch, Active Shooter, and Communications Training Officer Certification.

BUILDING DEPARTMENT

Daniel Bennett, Building Commissioner

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

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

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

The Department is also responsible for the repair and maintenance and capital improvement programs for town and school buildings. The Department is responsible for the daily operation of the Town Hall, The Health Center Building and the Police Station.

The Building Department issued 6,245 permits in 2012. There were 18 new single-family residential building permits issued and 3 permits for multi-family residential buildings totaling 50 units. In addition there were numerous permits issued and inspections performed for additions, alterations, roofing, siding, window replacement, basement, bathroom and kitchen renovations. As a result, there were more than 320 certificates for occupancy, annual inspections and condominium conversions issued.

Pursuant to M.G.L. inspectors attended continuing education courses offered by the Board of Building Regulations and Standards. These courses assure that inspectors are well versed in code changes, latest construction materials and methods. The Department is committed to reducing paper usage/storage and trips to Town Hall with on line permitting and accepting credit card payments. Further the department is working toward developing a program for digital storage of plans and other historical records and introducing after hour inspections for better customer service. In an effort to work cooperatively with other code enforcement departments Building Department staff created and implemented a Code Enforcement Task Force that meets monthly.

The following major projects took place in 2012:

- Completed construction of Olmstead Hill; a project consisting of 24 affordable condominium units constructed in two 4 unit buildings and one 16 unit building.
- Commenced construction of a new inpatient hospital building to treat 30 patients at Bournwood Hospital.
- Permitted the construction of a four story, 20 unit residential building with underground parking at 1842 Beacon Street.
- Began construction at 321 Hammond Pond Parkway of a 27 unit residential building with parking garage under.
- Completed two major Town projects; the renovations and additions to the Heath and Runkle Schools

The following permits and certificates were issued in 2012:

Permits Issued:	6,245	Certificates Issued	320
Building	1,803	Builder's Licenses	33
Electrical	1,380	Board of Appeals Cases	71
Plumbing	1,273	Lodging House	51
Gas Fitting	987	Violation notices	28
Mechanical	385	Inspections:	26
Sprinkler	14	Common Victualler	148
Occupancy	182	Lodging House	51

Public Buildings

The Public Buildings Division of the Building Department is responsible for repairs, maintenance, rehabilitation and general upkeep of 80 Town and School buildings with a square footage of 2.75 million SF. The support staff provided services to all the Town and School buildings. The Division uses its staff of tradesmen for most emergency calls, small to medium size renovation projects and completion of items remaining from larger projects. Large-scale projects and preventative maintenance is generally performed by outside contractors. Also, specialized services such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. Department staff monitors buildings through 37 energy management systems. Approximately 2,500 service orders were issued last year to outside contractors. The Department also performed over 4,500 in house work orders to our staff.

Building Department staff continues to work with the School Administration to find and create more educational space for the ever growing school population. New space was created at the Baker, New Lincoln, Pierce, Driscoll, Devotion and High Schools. Meetings are being held with school Principals to plan for additional work this summer. The Baker had a new kindergarten space made out of the Art Room that was relocated into the Extended Day Space which will be shared. Devotion had two rooms divided to make classroom space and an office was built in the former kitchen. The Driscoll boy's locker room was reclaimed as teaching space along with a new conference room. The New Lincoln School locker rooms were renovated into small group instructional space and offices. A new Sped Room was built in the B wing of the Pierce School. Department staff completed a 14,000 +/- sq. ft. six classroom addition, new multi-purpose room, renovated auditorium and an enlarged cafeteria and library at the Heath School.

The Runkle School opened after a 2 ½ year complete renovation and new addition doubling the size of the original facility. The building now has larger classrooms, small group instructional space, a new library, cafeteria, gymnasium, and multipurpose room. The Old Lincoln School has played a vital role in saving the Town millions of dollars over the years being used as a swing space for numerous renovation projects. It was the home for the Runkle School during the renovation project. The future plan for the Old Lincoln School is to renovate it for use as a concept or grade school to house students from existing sites to help with the enrollment growth. This will relieve pressure on most of the elementary schools. The next large project for staff is the Devotion School renovation – planned for two years from now at a cost of



\$90,000,000. Town staff is preparing an application to collaborate with the MSBA to conduct a Feasibility Study

Work is ongoing with energy improvement projects that have saved the town millions of dollars over the years. This recognition allows the town access to several hundreds of thousands of dollars in grant monies. We continue to work with NSTAR and National Grid by participating in their rebate programs which allow conservation projects to be partially funded by the utilities. The Building Department has received a grant from the DOER for \$100,000. We have also received rebates to date for approximately \$200,000 from the utility companies. The work continues for new high efficiency gas fired boilers and new lighting, plus new upgraded energy management systems.

With the recent events in Connecticut, a review has been performed on the existing security systems for School Facility. More discussions will take place on this issue. To date minor modifications were performed as the existing systems in place cover the needs of the schools. The keycard security system continues to be expanded to include more doors and in turn provides a more secure facility.

The 10 year old Senior Center had all new flooring/carpeting installed throughout, as well as repainting of all interior walls and trim.

A new amphitheater was constructed outside of the Pierce School to replace the old, dilapidated one. Phase III of the lower parking garage work will start in the summer of 2014 while the Pierce School Auditorium renovated in the summer of 2013.

Work has begun on the floors and walls at various Fire Stations. The project includes strengthening and reinforcement of the floors and review of the exiting openings to accommodate the heavier and wider fire apparatus. This is a multiyear project.

The DPW Facility expansion project is ongoing. The space requirements of the DPW have changed. A reutilization of the space is required along with a small addition. This work will begin in FY2014.

The Building Department continues to work with the DPW staff on a feasibility space study that will look at shops for the Building Department as well as working space for the DPW.

New leases for the town owned properties including the Transportation Museum, 27 Ackers Ave and 21 Newton St are underway.

Building Commission

In accordance with the Town By-Laws, the five Building Commission members are appointed by the Board of Selectmen. The Commission's responsibilities include the selection and management of engineers, architects and contractors in the implementation of the Capital Improvements Program for public buildings.

Projects typically involve a planning or feasibility stage, in which the Commission assists the user group in identifying program and infrastructure needs. If funding is secured, the project then moves into design and finally construction. Staff supports the work of the Commission, reporting to it on at least a monthly basis.

From the beginning of calendar year 2012 until the middle of October the work on the Runkle School continued, until Substantial Completion. Prior to that point, Building Department staff planned and coordinated the move-back from the Old Lincoln School, which happened over Columbus Day weekend. During the remaining months of the year, work continued with the focus on project close-out activities.

Completion of work was a significant achievement as it required careful planning, coordination, and attention to detail. Staff oversaw the contractor's completion of work and assisted with their securing the occupancy permit with all of the regulatory approvals. Simultaneously, they coordinated with multiple

outside vendors, the Town's IT Department, and others to purchase and install furniture, audio visual equipment, telephone and data equipment and de-bugging of same.

On a parallel track, the work at Heath School continued from the beginning of the year to the point where progress had been made so that school opened on time in September. This was a major achievement given the fact that Heath was a "fast track" project from the beginning. In early fall, the cafeteria, auditorium and site work were completed. During the remaining months of the year efforts were focused on project close-out activities.

Other projects in 2012 included roofing work at Fire Stations #1, #5 and #7 and the Devotion School Concept Study. The Pierce School Auditorium Renovations was redesigned and successfully rebid in December. Design work began on the Fire Stations Structural Repairs project and architects were selected for the High School Concept Study, the Unified Arts Building Envelope Repairs, and the Modular Classrooms at Lawrence and Baker Schools.

Also during 2012, the Commission and staff worked with Town and School Departments on securing funding from Town Meeting for the Devotion School project and assisted in the process of preparing for the formal application to the Massachusetts School Building Authority for project approval, expected in early 2013. That and other projects hold the promise for a busy and productive new year.

Board of Examiners

The Board of Examiners was established with the adoption of the Town of Brookline Building Code in 1956. The Board consists of three members (an architect, an engineer and a licensed contractor) all appointed by the Board of Selectmen. Presently, the Board members are Barnett Berliner, and Fred Lebow. The Board meets as required to hold examinations and ensure that all work in the construction, reconstruction, enlargement, alteration, repair, removal and demolition of all buildings or structures in the Town is performed by qualified licensed persons. The Board established eleven classes of licenses for specific types of work. All meetings are conducted under the Open Meeting Law which requires notice of such meetings be posted to the public and that accurate records of the Board's proceedings be maintained. In 1994 the BBRB ruled those Municipalities that established licensing requirements for construction supervisors prior to January 1, 1975 may maintain their existing licensing requirements and accept either their Municipal License or the State Construction Supervisor's License (CSL). Today the State CSL program consists of eight designations under the Massachusetts State Building Code and accounts for a majority of the license in the Town. During 2012 33 Brookline licenses were renewed.

DEPARTMENT OF PUBLIC WORKS

Andrew M. Pappastergion, Commissioner

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

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



Andrew Pappastergion
Commissioner

Management

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

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

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



For purposes of departmental scale, Brookline DPW employs approximately 168 full-time, permanent individuals and has an annual operating budget of approximately \$13.5M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of approximately \$25.8M. In addition, the DPW Capital Improvement program for fiscal year 2013 was funded at \$9.8M, which includes the Water and Sewer Enterprise.

Middle Management

While each division within Public Works is managed by a Director, the mid-level management structure includes Operations Managers, a Fleet Maintenance Supervisor a Tree Warden/Conservation Officer, and a Transportation Administrator, all of which provides support and assistance to the management team.

Administrative Team

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

Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming and politics through an appointed structure of official Boards and Commissions. The Department of Public Works operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls. The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis with various Public Works Divisions: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Trustees of Cemeteries. In addition, the Moderator's Committee on Waste Disposal has been created to explore the potential for "Pay as you throw" refuse collection systems and other improvements to the Town's solid waste program.

2012 Highlights

Performance Management

The Department of Public Works was selected as one of six communities to participate in the Massachusetts Municipal Performance Management Program offered by the Collins Center for Public Management. This program was designed to enhance the use of data and performance measurement in "activity-based budgeting" by training staff in the evaluation of departmental operations and calculating costs per output.

Evening with the Commissioner and Staff

Evening with the Commissioner and Staff is an annual event offered by the Department of Public Works that is held prior to Town Meeting. This event is a special forum for a more in-depth discussion of issues concerning all operations of the Department. Residents are encouraged to attend to address questions, concerns, and comments with a goal of expediting the business of Town Meeting.

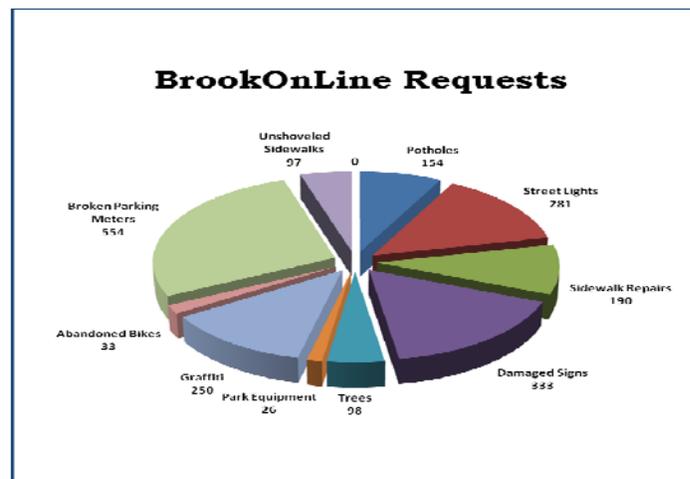
Social Media

The Department continued its effort to better serve the citizens by providing DPW information on our website, timely information on our Facebook page and a smartphone application that allows citizens to report issues using a mobile device.

BrookONline Application

In October of 2011, the Town introduced the BrookONline Notify Application, which is a feature that allows citizens to become the town's eyes and ears. Citizens can use this feature through the town website or their mobile device to report potholes, graffiti, and other issues. The DPW receives these notifications daily and corrects the problems in a timely manner. In 2012, a total of 2016 requests had been submitted using BrookOnline.

Website www.brooklinema.gov/dpw



The Department continued to update the DPW website, providing up-to-date information, DPW activities and projects happening throughout the community, contact information, frequently asked questions, forms and DPW publications and more.

Facebook www.facebook.com/brooklineDPW

In 2012, the DPW created and published its DPW Facebook page. Important information regarding DPW issues such as trash delays, parking bans due to weather emergencies, upcoming events and other preparedness tips are posted on this site as it happens.



Students listening to the Tree Arborist

DPW Open House

In May, the Town celebrated National Public Works Week with the annual DPW Open House at the Municipal Service Center. Over 400 third graders participated in the field trip. The Open House continued through the day with over 600 families in the community touring the facility. Each Division within the Department of Public Works set up stations to demonstrate their role in the community. The annual event gives school children the opportunity to interact with DPW employees and equipment, provides education on a variety of plants provided by the Parks division, as well as the opportunity to learn about what's under the street and where the water and waste travels with the Water and Sewer Division.



Children learn how to keep catch basins clean



Look at the truck!

The Open House extended through the day for all Brookline families. The children had the opportunity to view many different kinds of equipment and trucks used by the DPW.

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

The Highway, Sanitation and Fleet Services Division are structurally divisible into four independent, though cooperatively functioning units:

- I. The **Highway Unit**
- II. The **Sanitation Unit**
- III. The **Fleet and Facility Services Unit**
- IV. The **Traffic Systems Unit**

I. Highway Unit

The Highway Unit is responsible for the maintenance of more than 220 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. During 2012, Highway continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The unit continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration. In addition to the surface repair of streets and sidewalks, the Highway unit is responsible for the public pathways, municipal and school parking lots, paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails as well as clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.



HIGHWAY STATISTICS

Bituminous Concrete placed	98 tons
Concrete Sidewalk placed	9165 square yards
Leaves collected	4002 tons
Street sweeping	1130 tons
Waste Concrete, Asphalt & Gravel	3922 tons
Snow Storms / Events	8
Snow Accumulation	12.5"
Household Hazardous Waste Day participants	1,281

Pavement Markings

All locations of pavement markings throughout the Town were put into the GIS mapping program and into our Cartegraph work order system.

Sidewalk Replacement

As in the past several years, the Highway Division continued with sidewalk replacement. The Town Highway crews placed a total of 939 cubic yards for 2012. The replacement remains stable through training, cross-training, sound equipment and a dedicated workforce. The ability to sustain this level of productivity is based on funding to purchase concrete and maintaining existing manpower levels.

Recyclable Concrete and Asphalt

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



II. Sanitation Unit

The Sanitation Unit is responsible for the collection and disposal of municipal solid waste for 13,271 customers and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.



Solid Waste Advisory Committee

Recycling Program

Since the implementation of the single stream recycling program in 2010, recycling has seen an increase of 6.8% in 2012 while solid waste decreased by 1.7%.

Household Hazardous Waste

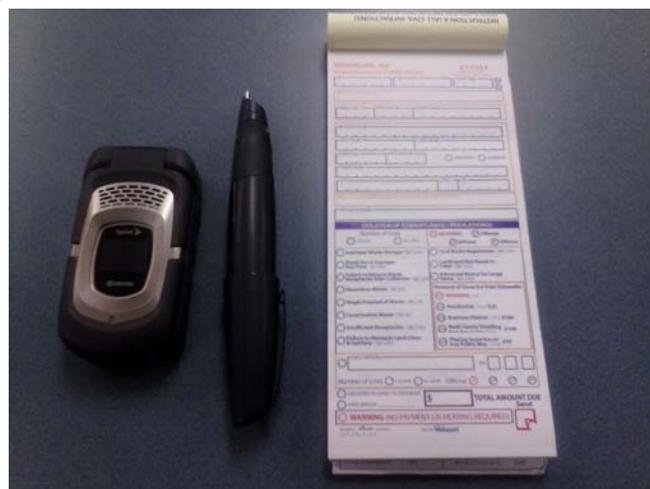
The Sanitation Division continued offering the weekly household hazardous waste drop-off center. The center located at the Transfer Station is opened to residents every Thursday from May thru October.



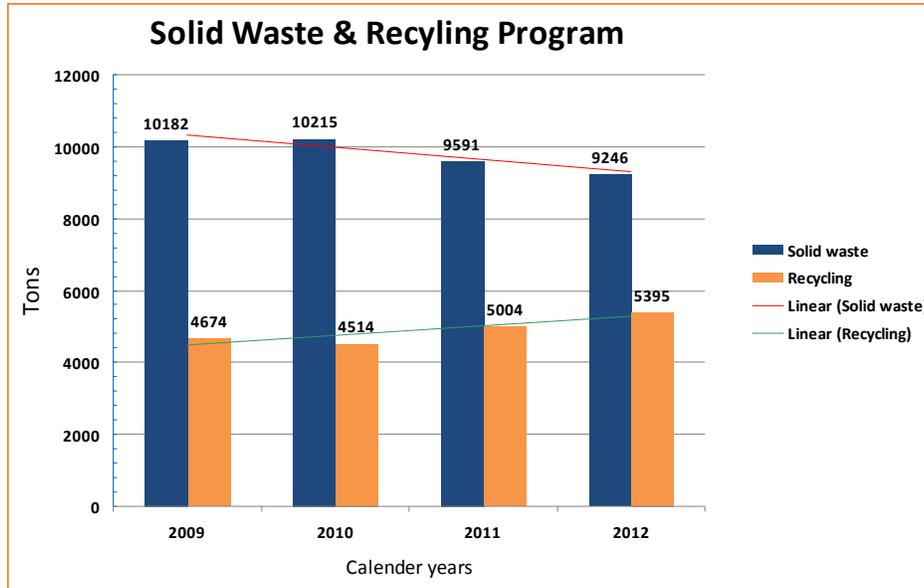
The DPW designated areas at Town Hall, the Health Center and the Municipal Service Center for year round collection of Compact Fluorescent Lights (CFL), batteries and cellphones.

Sanitation By-law Enforcement

The Sanitation Division Implemented a new efficient ticketing software program for enforcement of the Town's Sanitation Regulations.



Sanitation Statistics 2012



SOLID WASTE CODE ENFORCEMENT PROGRAM

SOLID WASTE COMPLAINTS REC'D (APPROX.)	350
INSPECTIONS / REINSPECTIONS	1,005
SOLID WASTE WARNINGS ISSUED	886
SOLID WASTE TICKETS ISSUED	1,005

**TICKETS RESULTING IN COURT ACTION
NO. OF TICKETS PAID AFTER COURT ACTION INITIATED**

TOTAL NO. OF TICKETS PAID	69
TOTAL AMOUNT OF FINES COLLECTED	\$5,500
NO. OF WASTE HAULERS PERMITTED	47
WASTE HAULER PERMIT FEES COLLECTED	\$19,850

SNOW ENFORCEMENT

Complaints	29
Warnings	184
Fines	5
Paid	5
Unpaid	0
Dismissed	1

III. Fleet and Facility Services Unit

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

Employee Technician Training

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

Taxi Cab Inspections

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

Employee Technician Shifts

The Fleet Maintenance Section continued to operate two work shifts. This enabled the section to better serve the needs of all departments. Operating two maintenance shifts during the day improved response time to breakdowns and drastically reduced vehicle downtime.



2-Way Radio System Requirements

The DPW's 2-way radio system was successfully narrow banded to meet new FCC requirements.

IV. Traffic Systems Unit

The Traffic Systems Unit is responsible for the maintenance of traffic signals, parking meters, pavement markings, ornamental and utility street lights, fire alarm boxes, signs, and graffiti. In total, this inventory is comprised of approximately 1,120 individual signals, 3,600 street lights, 2,500 parking meters, 28 school zone warning lights, 8,000 signs, 229 master fire boxes, 302 street fire boxes, 100 miles of overhead wires, and pavement markings on more than 200 lane miles of streets throughout the Town. Along with daily, weekly, and monthly maintenance routes, the division executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings and parking meter modifications. New to this unit's responsibility is the maintenance of 86 multi-space meters and the installation and maintenance of 88 LED cobra head street lights.



Traffic Signals

Continued maintenance of the signalized intersections, flashing beacons and school zone flashers.

Street Lights

All Streetlights owned by the Town were updated in the GIS program listing location and type of streetlight. This was a necessary step in the future conversion to light emitting diode lights (LED) to save on energy and monthly costs.

The Highway Division installed 43 LED cobra head streetlights in North Brookline.

Parking Meters

The maintenance and repair of 1700 parking meters and 86 multi-space meters is a daily function of the Traffic unit. As a result of the recommendations of the Town Administrator's Parking Meter Task Force, the Traffic Unit began the conversion of curbside multi-space meters to credit card enabled single space parking meters in Coolidge Corner, JFK Crossing, Washington Square and Lower Beacon Street. In

addition, all parking lots and reservations are being converted to “pay by space” using existing multi-space meters with additional meters added to improve customer convenience.

Signs and Pavement Markings

The Town continued to upgrade street signs, stop signs and poles to meet current MUTCD (Manual of Uniform Traffic Control Devices) standards of text size and retro-reflectivity. The Traffic division completed 31 work orders from the Transportation Division (78 sign total) and repaired or replaced 789 signs due to knock downs or faded signs. The Traffic Division has worked with the Engineering Division on a program to standardize pavement markings throughout the town. Part of the program is utilizing new marking products like 3M inlay tape and logos.

Street Lights

Continued maintenance of street lighting this includes ornamental, park, path and standard street lighting totaling over 4,000 lights. 845 street light work orders were completed in 2012.

Events & Special Tasks

In conjunction with other departments, the Traffic Systems Unit plays a major role in the planning and executing of several major events throughout the year (Boston Marathon, Flag Day Parade, Walk for Hunger) and several minor events. Placing and removing all flags and banners on poles throughout the Town for different Town or private events is a common task.

Fire Alarm

Continued maintenance of Fire Alarms, this includes Master Boxes, Street Boxes and 100 miles of cable wire.

WATER AND SEWER DIVISION

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

Under the leadership of the Director, the Division’s administrative staff efficiently and courteously handles all water and sewer business functions, including payroll, accounts payable, licensing, permitting and customer relations. Over 2,000 requests for information and assistance and nearly 40,000 utility service invoices are processed annually, with over 1,500 billing complaints and inquiries are investigated and resolved. In the past year, Division staff has serviced and processed 43 applications for Licensed Drain Layers and have issued 63 permits for repairs to sewers and drains.

Components of the water distribution system include over 135 miles of cast iron and ductile iron pipe, 2,027 line valves, over 1,500 fire hydrants, 10,800 service connections, 1.67 million gallon water storage facility. During 2012 the Division installed, repaired or replaced 210 service pipe connections, repaired 39 service and main leaks and repaired or replaced 80 fire hydrants. In addition, the Division conducted 30 fire flow tests yielding \$7,500.00 in revenue. Emergency response was provided for 562 service requests and 388 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 1,887.6 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing an increase of less than 1% over 2011 with an average daily usage of 5.157 million gallons and a maximum daily usage of 6.701 million gallons, and the maximum flow week occurred from 7/12/12 to 7/18/12 where 45.122 million gallons of water was consumed. Retail water sales generated \$10,707,062.00 in revenue.



In 2009 the Division implemented a Water Main uni-directional Flushing program as recommended by the Department of Environmental Protection (DEP). This program has been ongoing for the last several years, and as of 2012 we have completed one entire cycle of Town wide flushing. The Water Main Flushing Program is an effective method of improving drinking water quality for residents and businesses, and is an integral component of a water utility's distribution system maintenance program.



The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderate high risk facilities throughout the Town and identified 1982 violations requiring the installation of 1801 backflow preventer devices on irrigation systems, fire sprinkler systems and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by the State of Massachusetts regulations and yielded \$82,375.00 in revenue in 2012.

The wastewater collection system is made up of 104 miles of separated sanitary sewer pipe with 7 miles of combined sewer. The town is presently engaged in a major sewer separation project in the lower Beacon St. area, which when completed will eliminate all combined sewer and drain pipes in the town. This is on schedule for completion in the spring of 2013. Presently the towns average wastewater flow is 9.91 million gallons per day.

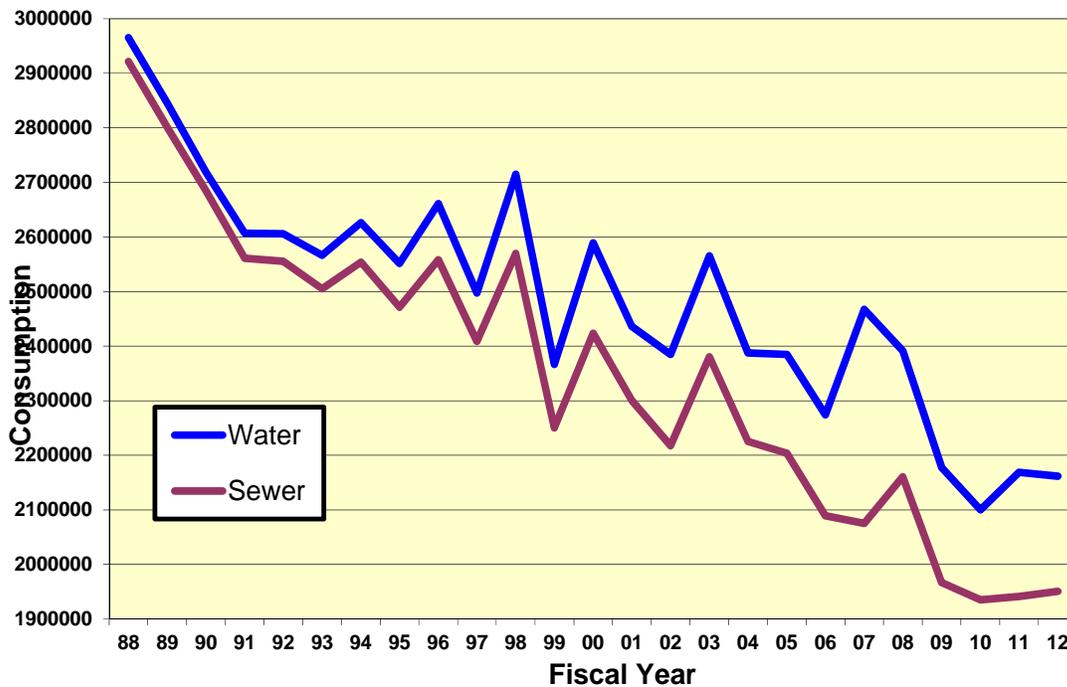
The second system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through twelve drainage districts to the Muddy River, Saw Mill Brook, Stony Brook, and the Charles River. The major part of both systems was constructed between 1880 and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

During 2012 emergency assistance was provided for 167 requests involving broken, plugged or backed up sewer and drains as well as the repair of 37 blockages. Structural repairs were made to 119 catch basins, sewer and drain manholes. 2,942 catch basins were cleaned generating 950 Tons of sand sediment and debris.



Representation to the Massachusetts Water Resources Authority (MWRA) was provided by Jay Hersey of the Engineering Division, who serves as the Town’s designee to the MWRA Advisory Board. In addition, Andrew M. Pappastergion, Commissioner of Public Works is an elected member of the MWRA Board of Directors serving in his sixth consecutive 3-year term representing the sixty one (61) cities and towns of the Metropolitan Boston service area.

Water Consumption / Wastewater Discharge



In July 2011 The Water & Sewer Division implemented a new rate structure for how we bill for water and sewer. An ascending block rate was established to bring more equitable cost distribution among customers. A water and sewer charge for public buildings as well as a fire service charge was implemented. The new base charge, which is based on the size of the house meter will cover approximately 31% of the Division’s fixed operating and debt costs.

PARKS AND OPEN SPACE DIVISION

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible and well maintained network of parks and open spaces for both passive and active recreation that preserves the historic integrity and cultural significance of Brookline's landscape.

The Parks and Open Space Division, in conjunction with the Park and Recreation Commission, Conservation Commission, Tree Planting Committee and Walnut Hills Cemetery Trustees, is responsible for the design, development, maintenance and management of over 600 acres of public open space, comprised of 38 parks and playgrounds, 4 sanctuaries, 10 public schools, land around 15 public buildings, 5 public parking areas, 2 cemeteries, 41 traffic islands and over 11,000 street trees throughout the Town. The Division implements an aggressive maintenance program on 24 multi-use playing fields, a safety inspection and repair program for playground structures at 22 parks and 10 schools, and ongoing maintenance, painting and repair at 25.5 basketball courts, 32 hard surface tennis courts, and one set of 6 clay courts. The Division is responsible for seasonal preparations, horticulture improvements, litter pick-up, trash collection, leaf removal, turf restoration, carpentry and fence repairs, as well as snow and ice removal during the winter months. In addition, the Division maintains a full-sized outdoor skating facility (the Jack Kirrane Ice Skating Rink) at Larz Anderson Park.

Awards and Recognition

In January 2012, Tree Warden and Town Arborist Thomas Brady received the George E. Stone Award from the Massachusetts Tree Wardens and Foresters Association at their annual conference. This award was presented for Outstanding Education, Volunteerism, and Professionalism. This is the 26th time the association has bestowed their highest honor in the 100-year history of the association.



Stone Award Presentation to Tom Brady

PARKS, SCHOOLS & PUBLIC GROUNDS

The Parks and Open Space Division provides renovation, maintenance and repair of all play equipment, park furniture, walkways, landscaping and fixtures in the Town parks, school grounds and public grounds. The following highlights 2012 projects:

Fisher Hill Reservoir Park

In February 2011, the Town closed on the purchase and sale of the MWRA Fisher Hill Reservoir property with the state Division of Capital Asset Management. This capped a ten-year planning process that culminated in setting the goals for the property, establishing that it be a scenic amenity and public park that incorporates an athletic field, passive recreation and open space, and preservation, treatment, and/or reuse of the historic gatehouse (the gatehouse is on the national and state Registers of Historic Places), and that the design be compatible with the neighborhood's history and character.

Also in 2011, the Park and Recreation Commission appointed the Fisher Hill Design Review Committee (DRC), comprised of representatives from relevant Boards and Commissions and the neighborhood, to finalize the park design and produce bid documents, following the goals established during the initial planning process. Through a competitive bid process, the Committee selected Klopfer Martin Design Group (KMDG) to serve as the design consultant. KMDG led the DRC through a public process that was successfully completed in 2012 after eight public meetings, before going before the Park and Recreation Commission for their approval. The community, both immediate and town-wide, was well represented by a large group of committed and articulate attendees, and the thoughtful discussion produced an elegant and practicable design that should serve the Town for generations to come. Klopfer Martin is proceeding with design development that will lead to a construction bid package, while identifying how best to package the park improvements within the available funding.



Fisher Hill Reservoir Park Plan

Waldstein Playground and Eliot Field/Warren Playground

The public design review process for both of these parks began in the spring of 2012 with the selection of design consultant Weston & Sampson, Inc. from a competitive and broad field of applicants. Since then, the respective Design Review Committees have held six public meetings and have made significant progress towards identifying priorities for improvements and appropriate design solutions. Considerations for both parks include accessible walking paths, new play equipment and water play, places for socializing and quiet reflection, and multigenerational activities. Work at Waldstein Playground will address improvements to the tennis courts and basketball court, the comfort station, and the ball field as well, with special focus on easing the drainage problems. Improvements at Eliot Playground/Warren Field will provide new opportunities for socializing and play, with emphasis on maintaining the open and “rustic” character of the park. In both parks the goal is to balance built improvements with the green character that is so well loved.

Clark and Billy Ward Playgrounds

Following thorough public design review processes, the renovation of Clark Playground was completed fall 2012, and work at Billy Ward Playground is underway with construction estimated to be complete in 2013. Improvements for both parks include new accessible path systems, new play equipment meeting federal



Clark Playground Renovation

safety standards, new water play features with updated connections to sanitary sewer lines, ornamental fencing, new site furniture, improved irrigation, and plantings to buffer views and provide ornamental interest. New signature features at Clark Playground include a social gathering space with café tables at the front of the park, a renovated and somewhat reduced basketball court to mitigate noise and allow space for screen plantings for the immediate neighbors, and a new and exciting play structure incorporating a variety of play opportunities within its spherical stainless steel frame. At Billy Ward Playground, design features include retention of a part of the existing stone house foundation into a play area for two- to five-year-olds, a climbing wall, expanded lawn areas distributed throughout the park, and a much improved and welcoming entrance from Brook Street.

The Muddy River Restoration Project

On October 10, 2012, the Muddy River Restoration Project Groundbreaking Celebration was held in the Back Bay Fens in front of the Landmark Center. The Muddy River Project is an essential part of the ongoing effort to rehabilitate the Emerald Necklace park system. The rehabilitation is guided by *The Emerald Necklace Environmental Improvements Master Plan* and the *Muddy River Flood Control, Water Quality, Habitat Enhancement and Historic Preservation Project*. This overarching effort includes improvements at Charlesgate (completed in 2005), as well as the Back Bay Fens, Riverway, and Olmsted parks. During the summer and fall of 2012, the Army Corps of Engineers completed the solicitation process. After a review of the information, Charter Environmental was selected as the contractor for Phase I. As 2012 was winding down, the contracts were executed and the long awaited Muddy River Restoration Project began.

Project Background: In the late 1800s, the renowned landscape architect Frederick Law Olmsted worked with engineer Alexis French to create a park that would also serve as a flood control channel. They called the project the Muddy River Improvement and - by linking it to ponds upstream and the Fens downstream - created part of the historic Emerald Necklace Park System. During a massive rain event in 1996, the Muddy River overtopped its banks and the park couldn't contain the flood. Stormwater filled MBTA tunnels and Kenmore station. Hospitals, schools, businesses and homes were damaged. It became clear that the cumulative effect of 100 years of changes meant that the Muddy's once-effective stormwater control system could no longer do its job. The neighborhood had been covered by buildings, roads, and sidewalks that shed water into the Muddy. The river itself had been narrowed by undersized culverts (pipes) and the invasive vegetation that grew along the banks. Sediment from roadway runoff and eroding banks had reduced capacity even further.

The City of Boston and Town of Brookline worked in collaboration with the Commonwealth of Massachusetts and U. S. Army Corps of Engineers to develop a comprehensive program to restore the Muddy River. Funding for the \$92 million effort comes from the Army Corps, the Massachusetts Office of Energy and Environmental Affairs and its Department of Conservation and Recreation, Boston and Brookline. The U. S. Army Corps of Engineers designed the Muddy River Project to reduce flood damage and improve ecosystems. At the same time, the project will restore an historic landmark, expand habitat areas and improve access through the park system. The first phase of the project will soon be underway and involves installation of 10 foot by 24 foot culverts to carry the Muddy River under the Riverway and Brookline Avenue, realignment of the traffic pattern around the Landmark Center including removal of the jug handle road, and daylighting of the Muddy River in the areas in front of the Landmark Center and between Brookline Avenue and Avenue Louis Pasteur. ("Daylighting" means taking a river that has been put underground in pipes and opening it up to the daylight once again.) The work will include new river crossings with granite-faced bridges and enhanced wetland plantings. Phase 2 includes dredging the Muddy upstream and downstream of the Phase 1 area, removing invasive reeds and replanting of the river's edge with appropriate plants selected from the historic planting plans. The work in both phases – opening the river, dredging and removing invasive plants - improves habitat and lets the river convey more rainwater.

Brookline Bikes Beacon and Community Celebration of our Parks

For the fourth year in a row, the Parks and Open Space Division collaborated with the Bicycle Advisory Committee in hosting a Community Celebration of our Parks at Amory Park, following the annual Brookline Bikes Beacon bicycle parade. The successful event included live music, free ice cream and other refreshments, bike safety checks, and displays by local organizations.

Summer in the Parks Outdoor Movie Series

The Parks and Open Space Division continued its popular tradition with the *Summer of the Dragon 2012 Outdoor Film Series* at the Devotion School Field. The family-friendly theme celebrated the Chinese year of the dragon, with films including “Kung Fu Panda 2”, “Karate Kid” and “How to Train Your Dragon”.

Summer Sundays at Olmsted Park

The Parks and Open Space Division partnered with the Emerald Necklace Conservancy and the High Street Hill Association to host and support two free events at picturesque Allerton Overlook adjacent to the Muddy River – a movie screening of “Toy Story 3” and a concert featuring Kina Zoré, an African music ensemble from Berklee College of Music.

Green Dog Program Accomplishments

As of December 2012, a record 1,300+ residents and 185 non-residents had enrolled in the Green Dog off-leash program. The Town also issued five Commercial Dog walker licenses, and 24 guest passes this year. Park visitation by Green Dog members was very high, and Rangers confirmed regular overall compliance with program rules and regulations. Since January 1, 2012, the Rangers and Green Dog e-mail accounts have received approximately 100 emails covering a wide array of issues, ranging from general inquiries on how to register, to complex issues involving parties using Green Dog areas during Green Dog hours without a permit. The Rangers also responded to several dog bite incidents and investigated reports of aggressive dogs, coordinating with the Animal Control Officer to ensure that dogs were licensed and had been properly vaccinated.

Park Ranger Accomplishments

In 2012, Rangers continued patrolling parks and open spaces, informing guests of park rules, collecting park usage information and identifying or completing maintenance tasks to improve visitor comfort and safety. The summer saw the addition of two new seasonal Rangers, and one returning Ranger stationed at Larz Anderson park. In the sanctuaries, the Rangers performed trail maintenance and cleared paths after storms for enhanced accessibility. To ensure proper stream flow, they also cleaned out debris from the Babbling Brook in Olmsted Park, and Sawmill Brook in D. Blakely Hoar sanctuary. Rangers continued to remove invasive plants, and dealt with goose complaints at the Reservoir and Larz Anderson. Rangers also led or participated in a diverse array of stewardship and learning opportunities for local residents and school groups, including cleanup efforts at Larz Anderson, Knyvet Square, and at each of the sanctuaries. Rangers facilitated various volunteer activities, Boy and Girl Scout projects, and coordinated an in-class presentation to Lincoln School science classes. Throughout the year, the Rangers served as liaisons and advocates for the dog owners, athletic groups, playground visitors, and abutters who visit Brookline’s parks and open spaces.

Brookline in Bloom

In 2012, the Parks Division used a combination of 16,000 annuals and 35,000 flowering bulbs throughout the Town’s parks, playgrounds, libraries, town grounds, school grounds, medians, traffic islands and cemeteries. As part of the continuing outreach program, school children from each school learned about bulbs and basic plant growth from the Environmental Educator, and helped plant around their schools with the Parks and Open Space Division crews.

Turf Renovation and Improvements

As part of the Town’s general field management program, the Athletic Field Supervisor applied:

- 160 cubic yards of compost/sand mixture to all athletic fields to help improve the soil composition and drainage;
- over 12,000 pounds of grass seed to the fields, parks and school grounds; and
- a 60% organic-based fertilizer to over 45 acres of field and park turf, three times throughout the season.

In addition, the Division regraded, seeded and rested Soule Upper Field for a period of six weeks over the summer.

School Ground Improvements

The Parks and Open Space Division supported the final phase of restoration of the perimeter wall at the New Lincoln School, improvements to the stairs entering the playground, outdoor lighting, pathway and drainage improvements, as well as new landscaping.

The Division supported the Building Department led design review process and construction bid documents for a new playground, renovated school grounds and an outdoor classroom at the Runkle School, and improvements to the Heath School. New concrete walkways were installed at the Pierce School. The Driscoll School athletic field and the New Lincoln athletic field were rested for six months over the summer.

The Division worked with the High School, Lawrence School and New Lincoln School to plant very special cherry trees gifted to the Town by the Japanese Consulate.

FORESTRY

The goal of the forestry program is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed. The total number of trees under the jurisdiction of the Division is reported as more than 50,000. Included in that total are over 11,000 public street trees. The Division continues to utilize and update its street tree inventory, which includes information on tree species, size, condition and health, and management needs. The overwhelming citizen interest in tree preservation continues in Brookline. The Division continues to work with interested citizens, businesses and environmental advocacy groups to enhance the care of the urban forest. In 2012, the Town was pleased to receive a Tree City USA Award from the National Arbor Day Foundation for its care and stewardship of the urban forest. Brookline has received Tree City USA recognition for the past 24 years.

On October 29, 2012, the remnants of Hurricane Sandy had a severe impact on Brookline. As a result of the high winds associated with the storm, the town lost over 55 public trees throughout the community. For the next few weeks the sound of chainsaws and wood chippers was ever-present in our streets, parks and playgrounds as the Division marshaled its forces to complete the recovery effort.

Tree Planting

The Town continues to strongly support the tree planting program, and generally plants more trees than are removed each year. In 2012, approximately 210 trees were removed, and over 290 trees were planted. A wide variety of trees are planted to insure that species diversity is maintained. Species diversity helps in protecting the town's urban forest from attack by a single disease or pathogen, such as Dutch Elm Disease, Hemlock Woolly Adelgid, or the Emerald Ash Borer.

The three-member Tree Planting Committee, established in 1886, supervises the selection, planting and removal of all street trees in Brookline. Hugh Mattison is the chairman of the Tree Planting Committee and is joined by Philip Shabecoff. In 2012, Nadine Gerdts was appointed to the Committee to fill a vacancy. Ms. Gerdts is a trained landscape architect, teaches landscape architecture at the RI School of Design, and runs the Boston Architecture College pre-college design program for high school students, as well as a small landscape practice. She has been a Town Meeting Member for ~15 years, and has served on the Advisory Committee.

Asian Longhorned Beetle

The Asian Longhorned Beetle (ALB) is an invasive pest that grows and reproduces within healthy and stressed deciduous hardwood tree species, such as maple, birch, horse chestnut, poplar, willow, ash and elm, and eventually kills the host tree. The ALB was discovered near the Boston/Brookline boundary in 2010. Federal and local officials continued to survey and inspect trees in the area throughout 2012 and have not found additional infestations at this time, however the ALB is still a significant concern for Brookline. In addition to working with the U.S. Department of Agriculture, Department of Conservation and Recreation, and City of Boston to address this threat, the Town continues to temporarily assist with some woody debris collection within the regulated quarantine area in Brookline, and is providing educational resources and encouraging the public to look for the ALB and report any possible sightings.

CONSERVATION

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management and preservation of natural features of the environment. The Commission administers and enforces the Massachusetts Wetlands Protection Act and the Brookline Wetlands Protection By-Law through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders. The Commission also administers the Federal Flood Protection Program. It

www.brooklinema.gov

initiates and helps guide studies concerning open space, water quality, flooding and other aspects of local environmental quality. It prepares and oversees implementation of the Town's Open Space Plan and manages conservation areas owned and conservation restrictions held by the Town. The Conservation Commission seeks and administers grants to support the Town's environmental protection efforts, and guides many volunteer maintenance and improvement activities.

Conservation Restrictions

In 2012, the Conservation Commission accepted and approved one new conservation restriction, which was subsequently approved by the Board of Selectmen and is in the process of being approved by the state Executive Office of Energy and Environmental Affairs. A conservation restriction was placed on a private parcel at 0 Princeton Rd. in part to protect adjacent wetland resource areas in D. Blakely Hoar sanctuary, and native plant and wildlife habitat. The Conservation Restriction Policy, approved in 2009, continues to significantly assist in implementing conservation restrictions and preserving open space.

Open Space Plan 2010

The Open Space Plan is a document that guides open space planning in the Town, and is required by the state Executive Office of Energy and Environmental Affairs. The Conservation Commission, along with the Parks and Open Space Division, are responsible for updating the plan every five years, and overseeing its implementation. In 2012, the Commission continued to implement the plan, focusing on actions related to unprotected open space, green corridors, watersheds and infrastructure, habitat and wildlife, accessibility, and climate change. For more information, click on Open Space Plans at www.brooklinema.gov/Parks/Conservation.

CEMETERY

Walnut Hills Cemetery

The punchlist and survey for the build-out of Ledge Meadow at Walnut Hills Cemetery was completed, adding approximately 1,400 new sites for burials and cremations. The design for the new area was developed by the Halvorson Design Group through a public process led by the Cemetery Trustees. The design incorporates a low ridge as the central spine for the area, with a path and seating areas along the top accented by ornamental plantings. An adjacent level lawn area holds a dramatic arrangement of dark polished granite memorial walls for inscriptions. Funding for this project came from a combination of tax dollars and the use of Cemetery Trust funds.

The initiative of the Division to improve the maintenance and management of the Walnut Hills Cemetery has resulted in an increase in the dignity, tranquility and overall appearance of the cemetery. The Walnut Hills Cemetery Trustees have increased their vigilance of the enforcement of the rules and regulations, which are included with every deed sold. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements. Signage was installed indicating that the cemetery is on the state and national register of historic places. Finally, a new Cemetery Caretaker, Mr. William McDermott, was hired by the Town to assist with safety, security and maintenance functions at the Cemetery. His addition to the team has been very positive for the visitors to the cemetery, staff and Trustees.

Old Burying Ground

Work has continued on the restoration of broken stones and markers at the Old Burying Ground, paid for by donations to the Friends of the Old Burying Ground. The Friends have started a fundraising effort to repair the historic ornamental fence at the Clark family lot. Restoration/preservation is anticipated in 2013.

Please visit www.brooklinema.gov/parks for updates throughout the year on our park and open space system, technical resources, projects, programming and events.

ENGINEERING AND TRANSPORTATION DIVISION

The Engineering and Transportation Division of the Department of Public Works (DPW) is charged with the management and administration of town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for

example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts.

In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to one of two disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these two sectors should frequently overlap, the Engineering Section is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.

ENGINEERING

Division Charges

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

Permit Administration and Inspection

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

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

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

Archival Maintenance and Reference

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

Interagency Coordination and Oversight

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

- BWSC
- MWRA
- National Grid
- NSTAR

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

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$719,968 was allocated to Brookline in FY'12 through the Chapter 90 program

CIP Project Management and Design Engineering

The Engineering Section implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions inter-divisionally, serving the professional engineering, architecture, landscape and surveying needs of each of the other divisions within DPW.

The following project briefs, which represent CIP items listed in Parks, Water & Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2012 endeavors:

Engineering CIP

Roadway Reconstruction – 1.97 miles of roadways were resurfaced or reconstructed, and representing ten local Brookline streets: portions of Stanton Rd., Amory St., Freeman St., Goddard Ave., Cottage St., Grove St., Heath St., Warren St., Fuller St., and Gibbs St.

Sidewalk Maintenance – Approximately 2060 square yards of cement concrete sidewalks, 557 square yards of cement concrete driveways and 48 square yards of accessibility ramps were replaced under the maintenance contract.

Roadway Maintenance – 2,346 square yards of bituminous concrete repair (patching) to roadway defects and hazards, 227 square yards of bituminous concrete sidewalk were replaced. .38 miles of roadway pavement was milled and overlaid. 2.64 miles of roadway was micro-surfaced.

Crack Sealing – 6.31 miles of roadways had cracks sealed with hot bituminous sealer.

Granite Curbing – 892 linear feet of new granite curb was installed.

Asphalt Berm – 175 linear feet of bituminous concrete berm (curb) was installed.

Fuller St., and Webster St. Parking lot Improvements – Removed existing pavement, removed and reset curb, installed new pavement, restriped parking stalls, loam and seeded landscape areas. As pilot program, installed 30 ft. x 30 ft. area of pervious pavement in Fuller St. lot.

Washington St. at Cypress St. and School St. Intersection Improvements – Upgraded the existing traffic signals which included installing digital pedestrian count down signals, replaced concrete sidewalks, milled and overlaid bit. conc. pavement, installed new pavement markings.

Carlton Street Footbridge – Received comments and evaluated the same for 25% plans, specifications and estimate submitted to MADOT.

Water and Sewer CIP

MWRA

Construction started in Fall/2010 on the Phase 2 portion of the lower Beacon Street sewer separation project. All the major underground work involved with the installation of sanitary sewer, storm drains and structures has been completed with the exception of the 8" sewer in St. Mary's St. Substantial completion is expected by April, 2013.

Town

Various sewer and drain improvements were undertaken at 12 locations. Work included sewer/drain line replacements (268 L.F.), rebuild structures (3 Ea.), install ne leaching basin (1 Ea.), correct illicit connections (2 Ea.), and install new drain line (140 L.F.).

Parks and Open Space/Recreation CIP

Oversaw the completion of Clark Playground reconstruction. Commenced the reconstruction of Ward Playground

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

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

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

Three illicit connections were identified, confirmed and corrected in 2012. The investigation will continue as outlined in the Town's agreement with the EPA. Since 2005, the Town has corrected 47 illicit connections which represent 12,973 gpd +/- of sanitary sewerage removed from the storm drains.

Twenty five applications were submitted for Stormwater Permits as required by the Town's By-Law which addresses construction site runoff. As a result, 43 site inspections were made.

TRANSPORTATION

A Transportation Administrator, Traffic Engineer, and an Administrative Assistant staff the Transportation section of the division.

Duties of the DPW - Transportation Division staff include:

1. Providing technical support and administrative services to the Board of Selectmen, the Transportation Board, Bicycle Advisory Committee, Public Transit Advisory Committee, Town Administrator's Taxi Medallion Working Group, Town Administrator's Parking Meter Task Force, Brookline Police Department and other town departments;
2. Responding to resident inquiries or complaints regarding traffic or pedestrian safety, parking, and taxi operations;
3. Conducting safety improvement, traffic safety, and parking studies; as well as spot studies on the use and placement of traffic control devices and parking signage;
4. Overseeing the design of intersection and traffic signal improvement projects;
5. Managing the town parking system (metered and curbside parking spaces) and ParkCard program;
6. Administering the school staff, resident daytime, guest overnight, resident overnight, and commercial area employee parking permit programs;
7. Regulating the taxicab industry and limousine services;
8. Assessing the impacts of all major new development projects on traffic flow and parking.

Transportation Board Meetings

The Transportation Board, a citizen body of six appointed by the Board of Selectmen, is charged with oversight of the Town's Traffic Rules and Regulations. The Board meets on a regular basis to review and adopt traffic and parking policies, to review and approve various license applications, and to act upon recommendations for traffic safety and parking improvements identified by town residents and Division staff. During 2012, the Board conducted twelve (12) public meetings and hearings at which they took action on over one hundred ten (110) traffic, parking, taxi, and other items under their jurisdiction.

Program Administration

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

In 2012, the Division:

- Issued 1786 resident daytime parking permits;
- Issued 445 commercial daytime on-street parking permits;
- Issued 5 Taxi Dispatch Licenses, 13 Taxi Business Licenses, and 185 Hackney Certificates;
- Issued 2 Public Automobile for Hire Business License;
- Issued 1 Jitney License;
- Issued Valet Parking Licenses for 5 eating establishments;
- Issued 3453 Temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods;
- Issued 8267 temporary parking permits to residents and others who suffered conditions that qualified them for short-term exemptions to the 2-hour daytime and overnight parking time limits;
- Managed the resident overnight parking program that now encompasses 309 off-street parking spaces in 12 locations, including the new Marriott Courtyard Hotel; rented an average of 130 overnight parking spaces each month;
- Issued 122 commercial meter hang-tags to 79 businesses for employee parking in Brookline Village, and 80 parking permits for employee daytime parking in the Coolidge Corner commercial district lots;
- Issued over 300 school teacher and staff daytime parking permits for the Runkle, Pierce, Devotion, and Maimonides schools.

Parking Meter Management

The DPW - Transportation Division staff, working in concert with the DPW - Highway Division assumes primary responsibility for managing the 2,417 parking meter spaces located curbside and in the off-street parking lots within the commercial areas. In 2011 the Division implemented the \$1.4 million Capital Improvement Project, approved by Town Meeting, for the purchase and installation of multi-space meters in all commercial area parking lots and on-street within 4 commercial districts.

In 2012, due to concerns about the customer interface with the new parking management system, staff worked closely with the Town Administrator's Parking Meter Task Force to reprogram the meters to a more user friendly payment system, improve signage and meter stickers, improve communication to decrease the wait time for credit card transactions, and conduct 2 free trials of Single Space Credit Card acceptance parking meters curbside to determine their effectiveness and appropriateness for Town users.

The outcome was the development of a comprehensive plan to better meet the needs of our users and support our commercial districts by installing over 450 single space credit card



meters curbside in commercial districts, installing additional multi-space meters in town-owned parking lots, and converting the multi-space meters to a pay by space system to minimize payment time.

Traffic Signals

Both the design of new traffic signals and the operation (phasing and timing) of existing traffic signals fall under the purview of the DPW - Transportation Division. Traffic counts and speed monitor data are also routinely gathered to provide information necessary for traffic signal design or modification. In 2012 DPW - Transportation staff

- Worked with the Medical Academic and Scientific Community Organization (MASCO) and their consultants to improve the traffic signal operations along the Longwood Avenue corridor;
- Redesigned the intersection of Washington Street at Cypress/School Streets to improve traffic signal operations and provide additional protection to pedestrians including the installation of audible count down timers; and
- Developed plans to improve traffic signal operations at the intersection of Harvard Street at School Street/Aspinwall Avenue.

Taxi Regulation

The licensing and inspection of all taxicabs and limousines operating in the Town of Brookline falls under the jurisdiction of the DPW - Transportation Division and Transportation Board.

As required under the Brookline *Taxicab Regulations*, the entire operating fleet of 185 taxicabs successfully passed a semi-annual inspection conducted by the DPW -Highway Division. Upon recommendation of the division, the Transportation Board and the Brookline Police Department's Hackney Division took action to protect the residents of Brookline by strongly enforcing the vehicle safety requirements that our taxi fleet must meet during these inspections. Division staff is continuing to spearhead a Town Administrator's Working Group which is working on a comprehensive review of alternative taxi licensing systems and the feasibility of modifying the taxi business license scheme that presently exists in Brookline.

Traffic Safety and Parking Regulation

DPW – Transportation Division staff is always seeking ways to minimize the conflicts between automobiles, pedestrians and bicycles. The safe flow of traffic on the streets of Brookline is of the highest priority. Economic development and safe traffic flow also depend upon clearly delineated parking areas and adequate signage. During 2012, and as warranted by specific neighborhood safety concerns, the Transportation Board and division staff authorized a total of 29 sign work orders that involved the installation or removal of approximately 250 new or modified traffic control signs, parking restrictions, or pavement markings. This includes the installation of over 60 parking directional signs throughout the Town to help motorists find available parking spaces in town-owned parking lots in support of our commercial merchant community.

Safety Improvement Program

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

In 2012 DPW - Transportation Division staff performed speed studies and traffic volume counts at various locations leading to the design and construction of a new crosswalk on Marion Street; design and construction of new crosswalks at the intersection of Mason and Lancaster Terrace; and design and construction of the Runkle School Safety Improvement Plan. This plan included a redesign of the 4 intersections surrounding the school to improve pedestrian safety and access as part of the Town's commitment to creating a walkable community and the School Department's participation in the Walk to School Program.

Staff also worked with residents from the Heath Street and Arlington Road neighborhood to develop an interim safety improvement solution to reduce traffic speed and mitigate the effects of the ongoing Chestnut Hill Square construction project in Newton. This project included the deployment of the town's seasonal speed humps on Heath Street which allowed the town to study the effect on speed and traffic volumes of raised elements on Heath Street in preparation for a permanent plan upon completion of the construction project.

Finally in 2012, in response to a request by Town Meeting, staff worked with the Transportation Board to update our Traffic Calming Policy & Procedures to better reflect the current practices of the Board. The revised Policy & Procedures are available on the division's website and includes an open public process that encourages participation by all interested parties; better reflects current federal and state regulations and industry best practices; and a clear design, funding, and construction process.

Bicycle Infrastructure Design & Construction

As the Commonwealth of Massachusetts and the Town of Brookline looks to become a Green Community and design facilities that reduce our carbon footprint, the Transportation Board and the DPW – Transportation Division staff have made it a priority to build a multi-modal transportation network that encourages alternative modes of transportation instead of personal automobile trips. In order to encourage more citizens to use bicycles to travel throughout the town and to connect regional bicycle routes a safe network of routes must be designed and constructed.

In 2012 DPW – Transportation Division staff oversaw the installation of the previously approved SHARROWS (Shared Lane Arrows) on Clark Road as part of the roadway reconstruction project. Staff also conducted studies and drafted plans on three bicycle improvement projects which will be constructed in 2013 including:

- Contraflow bicycle lanes on Park Street (Beacon to Marion) and Dudley Road allowing for safe two-way bicycle travel on one-way streets;
- Dedicated bicycle lanes and sharrows on Washington Street from School Street to the town-line to create a complete north/south bicycle corridor; and
- Installation of 50 post and hitch bike racks to improve bicycle parking facilities in commercial areas.

Finally in 2012 staff worked with the members of Selectmen's Emerald Necklace Bicycle & Pedestrian Crossing Committee, other town staff, and the consulting team to develop concept designs to construct new or improve existing bicycle and pedestrian crossings creating a regional link between the portions of the Olmsted Park and the Riverway sections of the Emerald Necklace located in Brookline.



Support of Green Community Status

In 2011 the Town was awarded a Green Community status by the Massachusetts Department of Energy Resources in recognition of our resident and town staffs commitment to reducing our energy usage and improving our carbon footprint. Transportation Division staff have been a partner in this process developing plans and overseeing construction projects to develop a multi-modal transportation network that encourages alternative transit modes. In 2012 this work included

- Continued implementation of policies and projects to encourage safe cycling and walking to reduce congestion caused by motor vehicle use;

- Developing plans and applying for grant money to continue installation of LED Street Lights including the installation of 60 cobra heads in the Riverway Park and Columbia Park Neighborhoods; and
- Coordinating the installation of two electric vehicle charging stations in the Town Hall and Babcock Street parking lots for use by the general public.



Recreation Department

Lisa Paradis, Director



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

The Recreation Department had a great year in 2012, with a number of accomplishments that benefitted the community. One of the proudest accomplishments of the year was the Department's sponsoring of "Brookline Day" which was a celebration of Brookline and the community. On Sunday, September 23rd, 2012, an estimated 7,000 people attended the event at Larz Anderson Park. The event hosted food vendors, a "Mini Town Hall," "Touch a Truck", live bands, pie eating and trivia contests, and a kid's area with inflatable rides, balloon artist and more. Since the day was such a success, it was agreed that Brookline Day should become an annual event.



Recreation's Program Division began a community-wide Baseline Concussion Screening program in January 2012, open to all Brookline youth aged 11 and older. With youth athletes sustaining concussions at epidemic rates across the country, Brookline has initiated a program for athletes to establish a baseline brain function level, so that if a concussion is suspected, the youth athlete's physician can treat accurately and allow enough time for recovery before participation in sports.

The Youth Soccer program, with an enrollment of 1100 players each season, was restructured to work more closely with Brookline Soccer Club, and to bridge the consistency gap between the two programs. The program was restructured in the fall of 2012, and a new layer of part time coordinators was added to allow for consistency of curriculum, coaching and refereeing during games. In addition to this successful partnership, several other private – public partnerships were forged, most notably with the Puppet Showplace Theatre for programs and camps, and with Brimmer and May School for an exchange of facility use agreement.



Soule Early Childhood Center Staff

The Soule Early Childhood Center continues to garner national

attention in the field of emergent curriculum. This year, in conjunction with Lesley University, international teacher groups from Japan and China visited the school to observe and discuss early childhood topics. The group from China through the University has asked to have teachers complete two week training at Soule in the spring of 2013. Additionally at the Center, a new half day classroom was added on the third floor for Preschool 12 students. In 2013, the classroom will expand to full day and accept 18 students.

The Recreation Therapy Division continues to expand inclusion programs and services, and has hired 14 part time staff to assist in program delivery. One of the most visible programs is the Brookline Chapter of the Special Olympics of Massachusetts (SOMA), where hundreds of athletes and dozens of volunteers are involved in six different competitive sporting events. This year, Brookline Recreation Therapy was instrumental in streamlining the 5 individual SOMA programs in Brookline into one, large and functional SOMA chapter. This has proven to be immensely successful for the athletes, families, and volunteers.



Another important area of inclusion programming has been at Brookline Recreation's Summer Day Camps. The Recreation Therapy Division has made significant changes to the camps to make the programs more accessible to all participants by providing inclusion staff and materials at each site and by partnering with the Public Schools to transition students from Extended School Year programs to Recreation Camps seamlessly.

The Robert T. Lynch Golf Course at Putterham Meadows experienced an increase in rounds of 13% over the previous year. With very mild winter weather in 2012, the golf course remained open for nearly the entire year, much to the delight of die-hard golfers. In total, golf revenues increased by 8% during the year, as compared with the previous year's revenues.

Capitalizing on a wonderful partnership with MassArt Graduate School, students designed and built a new food and beverage facility at the golf course next to the 9th green, which will act as the new refreshments center for golfer at the midway point on the course. The facility will also be utilized for a rental space for smaller outings and parties for the community. The building was nominated for "Building Design of the Year" by the Massachusetts Recreation and Park Association.



On the course, several construction projects were completed including bunker renovations on Hole #6, and dredging of the drainage creek on Holes #3, #4, #6, and #7 as well as the main channel along Hole #9. We look forward to restoration of the rest of the drainage creeks in 2013.



The Aquatics Division saw increases in registrations in a variety of programs. There were a record number of private swim lessons given, and also a record number of group lesson participants enrolled in programs throughout the year. The Summer Swim Clinics, for example, doubled enrollment from 2011 to 2012. Additionally, there were a few key facility improvements that happened during the year, including new accessible lifts for all three pools, and improvements to the plumbing system in the building.



Brookline Recreation has undergone some major changes in staff over the last two years, which has led to an increase in service delivery as well as an increase in the number of programs and services offered in the community. Having fully completed a Cost Recovery analysis in 2012, the agency has transformed its business practices to reflect the changing needs of the community. We are looking forward to completing a Strategic Master Plan for the agency in 2013 and continuing to offer superior programs and services to Brookline.

PUBLIC SCHOOLS OF BROOKLINE

William Lupini, Superintendent



Top row (L-R) P.H. Benjamin Chang, Henry Warren, Helen Charlupski, Abby Cox, Rebecca Stone, Bottom Row (L-R) Amy Kershaw, Alan Morse (Chair), Susan Wolf Ditkoff (Vice Chair), Barbara Scotto

The Public Schools of Brookline include eight PK-8 elementary schools, Brookline High School, a comprehensive high school for grades 9 through 12 and an early childhood center. As of December 2012, there were a total of 7,171 students enrolled in our eight elementary schools, Brookline High School and in pre-school programs across the district.

Twenty-seven percent of these students have a home language other than English, speaking 36 different primary languages. More than 600 students are English language learners who are served by English learning programs in their schools. In addition to English, the largest language groups represented by the student body are Japanese, Korean, Hebrew, Chinese, Spanish and Russian.

The Public Schools of Brookline continue to be among the highest performing and most respected school systems in the United States. Brookline students are accepted at highly competitive colleges and universities in numbers that are significantly higher than most other school districts.

Brookline is at the forefront of providing quality public education to its residents. However, our stakeholders believe that successful school systems and organizations only remain high performing when they strive for continuous improvement. Therefore, we have many initiatives currently underway in the system to ensure that Brookline will remain at the forefront of education in the Commonwealth and nation.

MISSION STATEMENT

Our mission is 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.

CORE VALUES

- High Achievement for All
- Excellence in Teaching
- Collaboration
- Respect for Human Differences
- Educational Equity

- **TEN YEAR VISION**
- The Public Schools of Brookline
- Dynamic, Collaborative, Equitable
- Engaged with the Community
- Contributing to the World

STRATEGIC PLAN

A dynamic school system operates in the present while focusing on its potential for the future. The Strategic Plan of The Public Schools of Brookline (PSB), adopted by the School Committee in January 2009, provides a catalyst for our future educational endeavors and a blueprint for documenting our system's continued success. Specific goals and strategies for our system and schools are derived from our mission: "To ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and to succeed in a diverse and evolving global society."

The district's five-year Strategic Plan is currently undergoing a comprehensive review. The Strategic Plan Committee, an ad hoc committee of the Brookline School Committee comprised of School Committee members, parents, teachers and community members, has been meeting over the course of the year to discuss changes and revisions to the plan to provide a framework for the next five years. The Strategic Plan Committee also hosted several Parent and Community forums this year to solicit feedback on proposed changes to the plan. We look forward to sharing our updated Strategic Plan in next year's Annual Report.

Our priorities and definition of success are derived from four strategic areas of focus, which include:

Academic Excellence through Content, Pedagogy and Relationships

Goal 1: Increase the achievement of all students by creating learning environments that successfully balance content, pedagogy and student-teacher relationships.

Educational Equity

Goal 2: Eliminate achievement gaps with respect to race, ethnicity and socio-economic status and increase the achievement of students with special needs through individualized strategies and programs.

Thriving in a Complex Global Society

Goal 3: Prepare students with the intellectual, interpersonal and reflective skills needed to thrive in an increasingly complex and diverse global society.

Continuous Improvement Using Data

Goal 4: Foster a cycle of continuous improvement by using data to effectively examine system-wide programs and practices.

The Strategic Plan has become the operational framework for programmatic, financial, and pedagogical prioritization and planning in the Public Schools of Brookline. The PSB's Strategic Plan has already begun to inform processes such as budgeting, goal-setting for administrators and teachers, grant applications through community partnerships like the Brookline Education Foundation and the 21st Century Fund, School Council training and the development of School Improvement Plans to name only a few.

Further, we are actively engaged in identifying the measurable targets to enable us to gauge our progress toward meeting the goals set forth in the Strategic Plan. Through this well-developed and highly integrated approach, it is our intention to address all four goals in PSB's Strategic Plan.

BROOKLINE SCHOOL POPULATION AND CAPACITY EXPLORATION (B-SPACE)

On January 8, 2013, the Selectmen formed the Brookline School Population and Capacity Exploration (B-SPACE) Committee. This committee has been charged with gathering and analyzing data, and guiding a community discussion on programming and space planning that will accommodate rapid and unabated enrollment growth and support the educational goals of the Public Schools of Brookline. Among the items to be considered are the possibility of an additional school in Brookline; the use of space and necessary renovations to existing Public Schools of Brookline buildings; and the financing to accomplish the task.

The committee is asked to recommend a plan or plans by July 2013, for approval by the School Committee and the Board of Selectmen.

ELEMENTARY CURRICULUM HIGHLIGHTS

ENGLISH LANGUAGE ARTS - LITERACY PROGRAM

Through high quality literacy instruction, the Public Schools of Brookline seeks to develop readers and writers who are proficient, productive, and engaged.

Brookline uses a comprehensive framework to describe the behaviors and understandings we expect to see at each stage of a student's development in literacy. That framework, correlated to the MA ELA Frameworks (2011), provides a guiding structure not only for instruction, but also for student assessment, teacher professional development, and curriculum renewal in the language arts.

We believe that students learn best when their instructional program is both coherent and integrated. To that end, Brookline seeks to integrate the instruction of reading and writing with that of the content areas, principally science, social studies, and mathematics. Students can therefore expect a daily instructional program that seamlessly interweaves their study of grade-level content with their learning in literacy.

As a measure of its commitment to equity in literacy learning, the Public Schools of Brookline employs a cohort of fully-licensed and highly-trained Literacy Specialists. These reading specialists offer support in two major areas: direct services to students who struggle with literacy learning and coaching to classroom teachers.

MATH

The goal of Brookline's K-8 mathematics department is to provide a high-quality mathematics program whereby we meet the needs of every student and require high expectations for academic excellence. We continually expand our repertoire of curriculum resources and instructional strategies to provide access and equity to a diverse range of learners. We are in our fifth year of full implementation of the *Think Math!* curriculum program (K-5) and in our fourth year of full implementation of the IMPACT Mathematics curriculum program (Grades 6-8). We have also identified and developed common grade level (K-8) assessments that align with the Brookline Learning Expectations.

The K-8 mathematics department is committed to setting high expectations and supporting the needs of our diverse learners to reach them. In grades K-2, we integrate the Assessing Mathematics Concepts Series by Kathy Richardson into the curriculum. These assessments are used to diagnose what students know and understand about mathematics, and they provide intervention resources to support any identified learning gaps. To better support higher performing students who need greater challenges, we collaborate with the Enrichment Challenge and Support Department to develop extension menus for the *Think Math!* curriculum. Each year interested students in grades 5 and 6 from each school participate in three town-wide Math League competitions. Our student attendance at and participation in Math League events continues to grow. In grades 7 and 8, motivated mathematics students have the opportunity to prepare for and compete in the national MathCounts program and an opportunity to engage in challenging mathematical problems through the Mathematics Challenge Option. The goal of the Mathematics Challenge Option is to improve student achievement in math as evidenced by increased numbers of students successfully taking BHS math courses above the standard level (honors and advanced), increased participation rates on AP tests and the average AP test scores, and improvement on standardized tests (e.g. MCAS, SAT/ACT).

SCIENCE

Over the last few years, the PK-8 Science Department has begun updating the Science curriculum to incorporate the use of science notebooks, inquiry, and hands-on activities. Our goal is to provide engaging, rich opportunities that allow all students to develop a deep, enduring understanding of how to think and work as scientists, as well as key scientific concepts that will have real world connections/value for them throughout their entire lives. We encourage curiosity and hope that our students will become life-long learners, always eager to learn more about the world around them. As we develop new/revised units, we are also integrating with other areas of the curriculum and focusing on the use of higher order thinking skills (21st Century skills). Students will also be provided with opportunities to study the work of

professional scientists and to learn how scientific thinking has (and continues to) change over time as new evidence is uncovered and new tools become available.

The new curriculum will also focus on teaching students to be stewards of our environment and responsible global citizens. In order to do this, we are weaving outdoor learning (using school gardens and Brookline's nature areas) into learning experiences for students of all ages.

SOCIAL STUDIES

The purpose of our Brookline Social Studies program is to provide students with the knowledge, skills, and capacity for judgment they need to understand, participate in and make informed decisions about their world. Our Social Studies course of study enables students to explore their relationships with people, membership in institutions, responsibility as citizens, and connection to an increasingly interdependent global society. K-8 Social Studies is comprised of four strands: every year students are taught units that convey history, geography, economics, and civics content. In addition, students are afforded opportunities to develop age-appropriate Social Studies study skills, such as creating timelines, taking notes from text, reading non-fiction for meaning, giving oral presentations, and making maps, graphs and charts. Students also are challenged to employ thinking skills like taking an historical perspective, making inferences based on data, weighing advantages and disadvantages of action, and discriminating fact from opinion.

The Social Studies course of study in Kindergarten, Living, Learning and Working Together, introduces students to the four strands of our program through units on neighborhood economics, classroom community, local geography, and stories about historical events and people. In 1st grade Social Studies students learn about aspects of their own culture as it compares and contrasts with that of China and Mexico. 2nd graders focus on the geography and culture of the Hopi Southwest, Ghana, and Japan. In addition, they research biographies of people of distinction. 3rd grade Social Studies introduces students to the geography and history of Massachusetts. The 4th grade course, Continental Connections: North American Geography, History, and Culture, provides students with an overview of the physical geography and peopling of the North America, along with an introduction to the histories and cultures of Canada and Mexico. In 5th grade students are experiencing the pilot year of our new Early American History units studying U.S history from the settlement of the English colonies till the era of westward expansion. 6th grade Social Studies is currently a World history course that spans the two millennia from the founding of Rome till the Scientific Revolution. For the next two years 7th and 8th grade Social Studies will continue to center on U.S. history from the age of exploration till the present.

Our Social Studies teachers strive to employ best practices instructional strategies with their students. Students explore significant issues that engage them in critical thinking and problem-solving. Students experience whole-class, cooperative group, and individual activities that address a variety of learning modes. Our diverse instructional materials include not only textbooks, but also biography, historical fiction, primary source documents, maps, graphs, data sets, music, art, photographs, and artifacts. Research and writing skills, supported by effective use of technology, are integral to our Social Studies program, as are effective use of listening and speaking skills for presentation of learning. Students engage in simulations and role-play, as well as class meetings, which call upon them to assess the merits of competing arguments and make reasoned decisions. Our teachers also seek to connect new learning to student a priori understandings and encourage students to consolidate cognitive growth through reflection. We look forward to our continuing work to foster world-class Social Studies in Brookline

ELEMENTARY WORLD LANGUAGE (EWL)

In January of 2009, following an override spending plan approved by the voters in Brookline, the Public Schools of Brookline implemented the Elementary World Language (EWL) program, bringing the study of world language to grades K-6 to complement world language instruction already in place for students in grades 7 and 8. The instruction is a content-enriched Foreign Language in Elementary Schools (FLES) curriculum and is based on the most current pedagogical research about effective approaches to K-6 elementary world language acquisition. Students have world language instruction three times a week: 20-minute lessons in Grades K-2; 30-minute lessons in Grades 3-5; and 45-minute lessons in Grade 6. Spanish is the world language offered in seven of our schools for grades K-6, while Mandarin is the world language offered in the eighth school for grades K-6.

Brookline's commitment to world language instruction reflects our awareness that Brookline students will be increasingly required to function in a multi-cultural, global society. The EWL program has three major goals:

- to acquire proficiency in speaking, listening, reading and writing in the target language;
- to acquire an understanding of and appreciation for other cultures; and
- to reinforce learning of the general curriculum content through the study of world language.

World language teachers advance the work of reviewing and revising our proficiency-based approach to world language instruction. They continue to develop curriculum and assessments for each elementary grade and now the middle grades as students have additional years of world language instruction. EWL teachers promote regular opportunities for students to build their cultural awareness and they continue to create engaging learning opportunities for students that are aligned with the grade level content.

The K-6 world language program will be fully implemented in the 2014-2015 school year and has met with widespread support from the greater school community. Brookline is committed to the innovative work of elementary world language instruction and is at the forefront of the important work of developing 21st century skills in our students.

BROOKLINE HIGH SCHOOL

Brookline High School reflects the high value the Town holds for education, having established a tradition of extraordinary achievement and cutting edge innovation which has earned a national reputation. Serving 1765 young people, we like to say that we represent the whole world, and that we are a laboratory for the future of a global society. Students at Brookline High are from a multitude of races, nationalities, cultures, and socio-economic strata. Our students come from 76 nations and speak 57 languages. We are proud of our diversity; and we have simultaneously created great unity amidst the diversity, as our students pursue two common goals- academic success and exemplary citizenship.

In July of 2012, Brookline High welcomed Deborah Holman as the new Headmaster.

In 2010, *Boston Magazine* ranked Brookline High number 7 in academic performance and *US News and World Reports* awarded Brookline High a silver medal, as one of the top 500 high schools in the nation.

AFRICAN-AMERICAN SCHOLARS PROGRAM (AASP)

The African-American Scholars Program at Brookline High School is designed to enhance the culture of high achievement among students of color. It is about helping Brookline High School reach its fundamental academic goal, an achievement profile that reflects the diversity of our student body. The aim of the AASP is to increase the number of students inducted into the National Honor Society (NHS), improve scores on all standardized tests, such as MCAS and the SAT, and gain admission to some of the most selective colleges and universities in the nation. These goals will be attained by fostering scholarly identity, preparing students for the SAT, conducting bi-weekly Scholar Seminars, and organizing regular intellectual events.

SYSTEM-WIDE PROGRAMS

ENGLISH LANGUAGE LEARNERS (ELL)

The English Language Learner (ELL) Program provides instructional services to students in grades K-12 who are learning English as a second language. The program is designed to teach students English, to support their academic achievement, to facilitate their cultural and social adjustment, and to assist with parent involvement. Each year, the program serves more than 500 children representing over 35 language groups.

Brookline follows an integrative Sheltered English Immersion (SEI) program model: Students work with ELL staff for part of their school day and are integrated into regular classrooms where they participate in instruction and activities with English speaking peers. The amount of integration and support varies according to each student's needs, grade, and level of English proficiency. In addition, regular classroom teachers are offered professional development opportunities to become trained in working with ELL students and in providing sheltered instruction, and ELL staff often work within regular classrooms to

assist with instruction. Primary language support, utilized for clarification, is available at specific elementary schools in Chinese, Hebrew, Japanese, Korean, Russian, and Spanish.

ELL students participate in annual state wide English language proficiency assessments, and almost all take MCAS tests as well. We continue to monitor students' progress on these assessments. In general, ELL students in Brookline are mainstreamed from the program within two years of initial enrollment.

ELL program staff utilizes a comprehensive curriculum guide, grades K-12, that is based on the Massachusetts *English Language Proficiency Benchmarks and Outcomes for English Language Learners* and a K-12 Placement Assessment System that is used to accurately determine a student's level of proficiency and required services.

We have developed translation protocols and guidelines to ensure that the families of our ELL students have equal access to the information that we promulgate about school events, activities, and programs. We also continue to expand our Sheltered English Immersion professional development opportunities for Brookline educators. All teachers who work with even one ELL student are required to become SEI-certified, and we are working on developing pathways for our teachers to meet these requirements.

GRANT MANAGEMENT

The Public Schools of Brookline receives grant funding each year to support many of our educational programs. In Fiscal Year 2013 (July 2012 – June 2013) we received over \$5.4 million in grant funds, representing 25 separate grant awards from a number of sources including the Massachusetts Department of Elementary and Secondary Education (DESE), the Massachusetts Department of Public Health (DPH), Early Education and Care (EEC), and Foundation Grants from the Brookline Education Foundation (BEF), the 21st Century Fund, and the Boston University Consortium (Brookline Teachers and Administrators Training Fund, or TATF).

Grant funding supports a wide array of educational programs and initiatives. Some examples: the Inclusive Preschools grant (through EEC) promotes high quality, inclusive preschool programs in the community, The Teacher Quality Title IIA grant (through NCLB) supports our mentoring and induction programs for new educators, the Quality Full Day Kindergarten grant (an ongoing DESE grant) supports the continued implementation of our full-day kindergarten program. System, teacher and collaborative grants funded through the BEF support professional development opportunities for our educators.

METCO

The Public Schools of Brookline is a charter member of the Metropolitan Council for Educational Opportunity (METCO), a voluntary integration program founded in 1966 which provides K-12 education for approximately 300 students from Boston. Students in METCO participate in all aspects of the academic and extracurricular life of the schools and are supported by the METCO Director and staff.

The program's objectives are:

- To ensure high academic achievement for all students in METCO;
- To collaborate with and support families in the Brookline METCO Program;
- To increase and maintain partnerships/collaborations between Boston and Brookline families;
- To provide access to educational opportunities and resources/services unique to the Public Schools of Brookline;
- To celebrate and publicize the accomplishments and successes of students in the METCO Program;
- To provide access to a range of educational opportunities beyond Pre-K-12 Public Schools of Brookline.

PROGRAM REVIEW

The Public Schools of Brookline are committed to the continuous improvement of all programs and curriculum areas. In September of 2004, the Program Review process was established to provide a structure for an on-going, comprehensive, and rigorous examination of our programs with the goal of improving student achievement. Over the past nine years, all curriculum areas and several program areas have successfully participated in the Program Review process. Beginning in 2013, programs will start to re-enter the process for a second round. The process for the second round of Program Review

will be adjusted to include a review of outcome data and measures for success gathered since the first round, and progress on the identified actions for program improvement.

The Program Review process involves four phases:

- *Phase I: Study* – Assess the current state of the program. Create a vision for the future. Determine areas of strength and areas for improvement and begin to plan how to address them.
- *Phase II: Plan* - Create a plan to address the areas for growth and improvement.
- *Phase III: Implement* – Put the plan (strategies/actions for continuous improvement) into place with sufficient resources and professional development.
- *Phase IV: Review* - Review the process. Check on the progress of the implementation plans. Collect data on the indicators of success.

The work of Program Review for each program/curriculum area is carried out by a committee comprised of teachers, parents, and administrators, led by the Director of Program Review and the curriculum/program coordinators for the program under review. Updates on committee work are regularly given to the Deputy Superintendent for Teaching and Learning. Reports on Phase I and Phase II are presented to the School Committee. All reports are published on the PSB website.

Program Review Schedule

All curriculum areas and several program areas are currently engaged in the Program Review process. Most programs are in the Implementation and Review phases of Round One of the process.

Round One, Phase II - Plan

- Career and Technical Education: began April 2012, to be completed in 2013.

Round One, Phase III/IV- Implementation and Review

- Visual Arts: began September 2007
- Science: began February 2008
- English Language Arts: began September 2008
- Physical Education/Health Education: began September 2008
- Social Studies: began September 2009
- Performing Arts: began January 2010
- Special Education Program: began March 2010
- English Language Learner (ELL) Program; began September 2010

Round Two, Phase I

- Enrichment and Challenge Support Program, begin Winter 2013
- K-12 Mathematics: scheduled to begin Fall 2013
- K-12 Educational Technology: scheduled to begin Winter 2014

SPECIAL EDUCATION

Special education services throughout the district continue to address the needs of students with disabilities, between the ages of three and twenty-two, with a free and appropriate public education in the least restrictive environment. A wide range of services are provided to meet the individual needs of students, from academic support to related services in areas such as speech, occupational, and physical therapy. In addition, counseling and guidance services help students address issues of adjustment and social/emotional concerns.

Staff members continue to work closely with families in assuring that services needed are identified and provided to students in accordance with applicable mandates. A strong and positive relationship exists between district staff and the Special Education Parent Advisory Council to the benefit of the school system, students, and families.

Strong collaboration with general education staff is a concerted and deliberate effort to provide services to students in the most inclusive manner to benefit all students within the class setting. Consultation and professional development opportunities are provided to general education professionals, special education professionals, paraprofessionals and parents across the district. These efforts support students within the least restrictive environment and assist in developing consistency of best practice.

Brookline provides a range of special education programs and services extending beyond those provided within the general education setting. Within the special education team process, parents, students and educators determine student needs and work collaboratively to develop individual education programs.

BROOKLINE ADULT & COMMUNITY EDUCATION

Brookline Adult & Community Education, the largest non-credit public education program in Massachusetts, has expanded the concept of learning throughout the Brookline community and beyond. A program of the Public Schools, BA&CE has close to 10,000 enrollments yearly and offers over 500 courses, lectures, and special events. The program provides enriching and educational courses to seniors, adults, high school students, and children. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Russian, French, Spanish, Arabic, Portuguese, and American Sign Language instruction. Students discuss world affairs and global investing and explore the ethnic music, dance, and cooking of many cultures.

Courses focusing on philosophical and spiritual awareness and reflection also respond to active community interest. Each term, regular program offerings include arts and humanities, personal awareness, hobbies and music, dance and exercise, computers, cooking and baking, business and investment, and test preparation for various skill levels. Highly-qualified instructors are drawn from Brookline and neighboring towns, and include artists, entrepreneurs, skilled craftspeople, therapists, chefs, doctors, professors, and professional educators. Each term, the program offers a *Lecture Series*, with topics and current issues such as desegregation, political elections, autism, aging services, and health and healing. The program also offers a number of stimulating special events that are co-sponsored with community organizations, including the Frederick Law Olmsted National Historic Site, Brookline Community Aging Network, Brookline Recreation, Brookline Climate Action Change Committee, Friends of Jamaica Pond, and Town of Brookline MLK Celebration Committee. Each year, in cooperation with the Brookline Department of Public Health, Brookline Council on Aging, The Brookline Human Relations-Youth Resources Commission, League of Women Voters of Brookline, and the Brookline Department of Veterans Services, BA&CE presents a Public Health Forum, hosted by former Massachusetts Governor Michael Dukakis.

During April and February school vacation, BA&CE offers *SmartVacations*, a program for children ages 5-12. Fun and educational activities include computers, drawing and painting, working with clay, cooking and baking, yoga, animation, martial arts, soccer, and more. *SmartSummers*, for students in grades K-6, offers an enriching summer experience and half-and full-day programs such as *Cybersummer* for students who want to build their own websites; *Theater Arts* for children who love drama; *Action Science* for children who like to experiment; *Creative Arts* for those who want to experience the arts; *Cooking Creations* for children who like to learn about new cuisines; and *Bringing Books to Life* for younger students who want to read exciting stories and bring them to life through art, drama, and games.

On-going co-sponsored courses with various town agencies, such as the Council on Aging, the Goddard House, Brookline Health, Brookline Parks and Recreation, the Friends of the Performing Arts, National Park Services, the School/Community Partnership, and the Brookline Public Library continue to be mainstays of the program. Through its proud tradition of public schooling, the "business" of Brookline has always been education. Brookline Adult & Community Education builds on this tradition, expanding the concept of community education to serve the many diverse constituencies that make up the Brookline community. Its goal is to continue to bring the community together in its essential work—education for the improvement of the quality of life for all its members.

LIBRARY

James C. Flaherty, Director



2012 was another successful year for the Public Library of Brookline. As information technology continues to evolve, we are pleased to report that the Brookline Public Library has adapted to meet the educational, cultural and information needs of the community.

Service

Total circulation of library materials at all three libraries totaled 1,451,084 in 2012, an increase of 1% over the prior year. While 1% is a modest gain, circulation has doubled over the past ten years.

Last year, significant reductions in state funding forced the consolidation of the six independent regional library systems into one entity, The Massachusetts Library System. While forcing cutbacks in some areas, improved technology has streamlined the shipment of materials between libraries, and saved Brookline and other libraries significant staff time.

The Children's Department staff was busy in 2012, circulating 323,000 items and offering 521 special and regularly-scheduled programs. Between all three branches, we offered 10 weekly story times, in addition to Friday Flicks at the Main Library and Coolidge Corner's sing-along, both of which consistently draw over 100 patrons on a weekly basis. In cooperation with the Children's Book Shop, we hosted 4 author visits this year. We also offered a series of story times in French, Italian, Spanish and Taiwanese. In cooperation with the Brookline Early Education Program, we offered a summer program specifically for the low-income families in Brookline. More than 400 children signed up for our summer reading program, which offered 11 themed programs and two ice cream parties.

In addition to the children's programs cited above, we sponsored 395 programs for adults and 48 for teens, which together drew more than 5,500 attendees. In the spring we again partnered with the Recreation Department to transform the Main Library into an 18 hole mini-golf course. On Saturday night, teens were also able to play video games and the 19th hole offered pizza and soda. The next morning parents were able to tee off with their younger children. We also participated in the first annual Brookline Day Celebration in September, at Larz Anderson Park, and First Light Night in November.

We provided 175 one-on-one training sessions for patrons, focusing primarily on how to download e-books from our web site.

The Library has invested in a number of electronic resources that provide 24/7 access to a wealth of information for Brookline residents with a library card. All of these resources may be found through the

Library's website, www.brooklinelibrary.org. We currently offer 66 electronic databases. Some are provided by the State, some by the Massachusetts Library System, and others through our membership in the Minuteman Library Network (MLN). MLN is a consortium of 42 public and academic libraries, who work together to enhance service for library users. During 2012 the library purchased subscriptions to Testing & Education Reference Center and the National Geographic Magazine Archive, and continued to improve the breadth and depth of the reference e-book collection available through the Gale Directory Library and the Gale Virtual Reference Library. In addition to these databases, the library also offers electronic resources for school-related research, career guidance, personal finance, language learning, genealogical research, readers' advisory and streaming video and music.

Nowhere has technology been more helpful to us than in facilitating the way in which our patrons can borrow materials from other libraries. In 2012 we borrowed 176,794 items for Brookline patrons from other members of the Minuteman Library Network. The tremendously varied interests of Brookline residents results in our being the second highest borrower of materials from other libraries in the state. Only Cambridge borrows more items from other libraries than does Brookline. At the same time, we lent 128,392 items, making us the second largest lender of materials to other libraries. Over the past ten years, the level of sharing amongst MLN libraries has increased 534%.

The library utilizes a variety of social media to reach out to our patrons, including BrookOnline, Facebook, Twitter, Flickr, YouTube and Foursquare. These services allow the library to engage with the community, disseminate news and information in a timely manner, and highlight a wide array of programs and services through the sharing of pictures, video and how-to tutorials.

In 2010 the library implemented the use of RFID technology to handle inventory control and security of the library's collections. The public's response to these changes has been very positive, and due to the staff time saved we were able to absorb the loss of one full time position in 2011 without cutting back on the level of library service.

For the first time in many years we were able to offer library service on summer Sundays. Circulation of library materials on summer Sundays at CC averaged more than 900 items. This figure exceeds the highest average circulation for Sundays at CC in any month in the last 3 years. This important service will return in 2013.



Trustees and Staff

The Board of Library Trustees consists of twelve members, serving staggered three year terms. The Board sets policy and oversees the management and operation of the library system. On February 7, Carol Lohe was elected by a Joint Convention of the Board of Selectmen and Library Trustees to fill the seat left vacant when Mary Sullivan resigned to accept an appointment as an Associate Justice on the Massachusetts Appeals Court.

After nine years of service, Edith Sperber decided not to run for re-election in the spring election. In May, the Board of Selectmen approved a resolution honoring Edith's many contributions to the library and the community. In October, Edith passed away after a long and brave battle with cancer. She will be missed by all who knew her.

At the May Election Michael Burstein, Carol Lohe, Jennifer Rees and Judith Vanderkay were re-elected to three year terms. Kristen Uekermann was elected to a two year term.

Full time staff members work 37 hours per week, including evening, Saturday and Sunday hours. Educational backgrounds include English, history, literature, mathematics, biology, music and computer science, with 26 of the full-time employees holding Masters' Degrees in library science.

This year brought many changes to our staff. In January, Rosalie Bookston retired after more than 18 years of service. One of Rosalie's favorite tasks was leading our monthly poetry discussion group. Meagan Parker, a graduate of DePaul University, started work in June and will assume that and the other tasks Rosalie left behind. Prior to arriving in Brookline, Meagan worked at the Fond du Lac Public Library.

In October Catelyn Johnson was hired as a Library Assistant at the Putterham Branch, replacing Ellen Lee who moved out of state. Catelyn is a graduate of the University of Iowa.

After being responsible for ordering, receiving every book, CD, and other item the library purchased for the past 32 years, Jeannette Marco retired in June. We knew replacing someone so vital to the organization would be no easy task. Fortunately, we were able to anticipate this transition and Joyce Shan, a ten year veteran in the department, was able to work side by side with Jeannette for several months before assuming her duties. Shirley Poon-Cho, who has worked for us part time for several years, was promoted to replace Joyce.

In September, Ben Steinberg left the library to accept a position in the IT department at Harvard University. Ben had been a stalwart in our Reference Department for 14 years and was one of the two people responsible for maintaining the library's IT infrastructure. Brian Hodgdon, a UVM graduate, joined us in December. Brian previously served as Director of the Windsor Public Library in Vermont.

In the spring, Pat Giddings retired as a custodian at the Main Library, after 24 years of service. Her kind and conscientious manner will be missed. Michael Malone, who had been working in the Building Services Department at Bentley College, joined us in September.

Friends

The Friends of the Brookline Public Library were established as an independent 501 (c) 3 corporation in 1981. Through an ongoing booksale the Friends raise funds to supplement and enhance library services. They have sponsored a growing number of children's programs including; storytellers, musicians, magicians and other educational and entertaining programs at all three libraries. This past year they also made funds available to support several staff development initiatives. ESL conversation groups, sponsored by the Friends, are very well attended and are offered at all three libraries.

The Friends are always looking for volunteers to help with the events discussed above, as well as with other ongoing activities. Please ask for a brochure the next time you visit the library, or visit <http://friendsofthebrooklinelibrary.org>.

Brookline Library Foundation

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501 (c) 3 corporation, whose initial purpose was to raise funds in support of the renovation of the Main Library. After contributing more than \$4 million for the Main Library renovation project, the Foundation continues to raise funds through an annual mailing and its annual Winter Gala. Last year's Gala, the 15th, was attended by more than 300 people. The Foundation has made significant contributions to enhance the programs, services and facilities offered at all three branches. We would not be able to provide the level of service our patrons have come to expect, without the support of the Foundation.

Brookline Library Music Association (BLMA)

The Brookline Library Music Association presented six free concerts, to the delight of more than 600 enthusiastic music lovers. As always the concerts featured a wide variety of musical styles. A celebration, in honor of the organizations 60th season, was held in April at Saint Paul's Church.

Facilities

Since major renovations in 2009, circulation of library materials at the Putterham Branch Library has increased dramatically. Patrons seem genuinely pleased with the bright open feel the building conveys. Solar panels, funded by grants from the Massachusetts Technology Collaborative and the Brookline Library Foundation produced 8,676 kWh of electricity last year, approximately 7% of our total electrical consumption. In June, the branch celebrated its 50th anniversary with an open house which attracted more than 300 visitors.

Safety improvements were made to the driveway at the Main Library and new bicycle racks were installed.

Conclusion

I want to thank the library staff for continuing to provide a high level of customer service, in spite of an increased workload. Our collection is important, but it is the library staff that makes the organization what it is. I feel fortunate to lead such a bright, dedicated and hard working group of individuals. I also want to thank the Brookline Library Foundation and the Friends of the Library for their efforts. The Trustees and staff greatly appreciate the support the library receives from the Board of Selectmen, Advisory Committee, Town Meeting and other municipal departments. Most importantly, however, we want to thank the citizens of Brookline, who demonstrate how important they feel the Public Library of Brookline is by their ever increasing use of our services. We look forward to 2013.

PLANNING AND COMMUNITY DEVELOPMENT

Kara Brewton, Acting Director

The Department of Planning and Community Development is responsible for managing and coordinating development review, housing, historic preservation, economic development, and the Community Development Block Grant program. The Department provides support to the Planning Board, Board of Appeals, Housing Advisory Board, Economic Development Advisory Board, Preservation Commission, Climate Action Committee, and a number of other appointed committees and task forces.

ADMINISTRATION

Jeff Levine, AICP, resigned in June as Planning & Community Development Director to take a Director position in Portland, Maine. During his tenure at Brookline, Levine guided the \$32 million adaptive reuse project at the former Saint Aidan's church into a 59-unit mixed income development with significant preservation of historic structures and open space. He worked with commercial and residential developers on new development projects valued at more than \$250 million and helped create and launch the Hubway bicycle sharing program.

Kara Brewton was appointed Acting Director for the second half of 2012. Head Clerk Linda Hickey and Code Development Secretary Derick Yung were critical in retaining the smooth operations of the Department during this time, pitching in to take on additional administrative duties wherever possible. Administration planned for the next fiscal year's budget, updating the allocation of CDBG funding for various staff members based on a study of their current tasks and workload.

In the fall, staff worked with other Town Departments to review Chestnut Hill Realty (CHR) 40B affordable housing project at Hancock Village: 126 apartment units in eleven, three-story buildings and 145 apartment units in a five-story building. These comments were prepared for the Board of Selectmen to submit to MassDevelopment, the funding agency, regarding the eligibility of the site. MassDevelopment must declare the site eligible before CHR can submit a formal 40B application to the Town.

Two new hires were made in the second half of the year, working towards staff being able to support multiple Divisions within the Department. Andy Martineau, Economic Development Planner, is a Massachusetts native and recent graduate of Boston University's City Planning & Urban Affairs program. Prior to joining the Town, Andy worked in Organizational Development for Cambridge Health Alliance. Andy's experience in communications makes him a great match for working with the business community businesses as well the Community Development Division in the implementation of Hubway. Originally from Westminster, Tim Richard gained experience as a Planner in Florida and Oregon before returning to his home state. In addition to regulatory planning work, Tim's mapping skills were utilized to assist the Preservation Division in creating new historic maps.

REGULATORY PLANNING

Regulatory planning activities related to zoning, subdivisions, historic preservation, and climate action are managed by Assistant Director for Regulatory Planning Polly Selkoe. The Planning Division is primarily staffed by Senior Planner Lara Curtis Hayes, AICP, and Planner Tim Richard. The Preservation Division is staffed by Preservation Planners Greer Hardwicke and Jean Innamorati. We were also pleased to have two graduate students, Jesse Nathan Steadman from Tufts and Anne MacIver from the Boston Architectural College, work in the office as Preservation Interns.

PLANNING DIVISION

The Planning Division staffs the Planning Board, Design Advisory Teams, and Zoning By-law Committee; guides applicants through the special permit, variance, and design review processes; and represents the Planning Board at Board of Appeals hearings. The Division also prepares façade and sign design review reports for the Planning Board and conducts research to guide physical development

in the Town. Finally, the Division creates plans and seeks/administers Town-wide grants related to climate action.

Planning Board

Planning Board members are volunteer citizens, appointed by the Selectmen. Current Planning Board members include: Chairman Mark Zarrillo, Clerk Linda Hamlin, Robert Cook, Steve Heikin, Steve Kanen, Sergio Modigliani, and Jonathan Simpson.

The Planning Board makes recommendations to the Board of Appeals on all development proposals that require zoning relief and reviews all proposed commercial signage and awnings, façade alterations, and wireless telecommunication facilities. The Planning Board also convenes Design Advisory Teams and less formal “design groups” to evaluate the design aspects of larger projects and approves the Town’s Capital Improvements Program. Many Board members also serve as liaisons on other Town Committees.

Development and Design Review

In the summer, the Planning Board appointed a Design Advisory Team (DAT) to review a proposed redevelopment of the Circle Cinema site in Cleveland Circle by Boston Development Group. The DAT met several times to review a “U” shaped building with 232,000 s.f. of hotel, residential, office, retail, and restaurant space. Because the property is in Brookline (0.42 acres) and Boston (2.14 acres), planning staff, along with DAT representatives, went to numerous meetings at the Boston Redevelopment Authority (BRA) to coordinate the review of the project. The DAT will reconvene when additional requested information is provided by the developer.



The Planning Board reviewed the final façade and landscaping plans for the single family homes at the Olmsted Hill development on Fisher Avenue, which included 24 units of affordable housing and 10 market rate single-family lots. Eight single-family homes were built and two lots were incorporated into the abutting property on Hayden Road for a garage addition and a tennis court.

Zoning By-Law Amendments

Approved zoning warrant articles sponsored by the Planning Department included amendments to create new use categories for small health and fitness clubs and animal day care centers; allow Veterinary Hospitals by special permit in local business districts; revise the Floodplain Overlay District to be consistent with Federal Emergency Management Agency Map changes; clarify that a Floor Area Ratio bonus cannot be granted for an amenity otherwise required and must be commensurate with the public benefit offered; limit time extensions for variances to six months, clarify that a Planning Board recommendation to



the Board of Appeals on time extensions is not required; and require administrative review for child day care.

Climate Action Committee and Energy Efficiency and Conservation Block Grant

The Selectmen's Climate Action Committee (CAC), staffed by Senior Planner Lara Curtis Hayes, AICP, continued to work on climate and energy efficiency initiatives in 2012. The Green Homes Brookline program, which encourages all residents to have home energy assessments and provides supplementary funding for insulation improvements for residents within certain income guidelines, successfully spent its entire designated grant funding, and more than 1,350 Brookline homes had energy assessments and nearly 330 homes were weatherized. The program's goals were reached thanks to the efforts of the CAC, Town staff, the local grassroots group Climate Action Brookline, weatherization company Next Step Living, and other partners. The Green Homes Brookline program continues to push for energy assessments and weatherizations of residences despite the end of the town's Energy Efficiency and Conservation Block Grant (EECBG), which wrapped up in September 2012 and had provided most of the funding for the program. The program's partners meet regularly to seek out ways to encourage Brookline residents to increase their homes' energy efficiency.

The CAC also worked with other town departments to begin using Green Community grant funding to implement the town's Five Year Energy Reduction Plan, adoption of which was a requirement for Green Community designation under the state's Green Communities Act. In 2012 the town began installing new boilers in the Main Library and Coolidge Corner Library with this funding, and began discussing ways to put solar on the roofs of municipal buildings and on Singletree Hill Reservoir. The CAC and town staff expects much more to come related to solar in 2013.

Finally, capping nearly two years of planning work, the CAC presented a final Climate Action Plan to the Board of Selectmen in December 2012. The Selectmen voted unanimously to approve this plan, and although a hard copy of the plan was created for presentation to the Board, the plan is designed to be viewed online as a wiki, where it can be easily updated and kept current as needed. The plan recommends 39 "actions" for the town to work on to reduce its greenhouse gas emissions, such as weatherizing public housing, encouraging solar and geothermal technologies, and working on improving the bicycle and pedestrian environments, and invites interested residents to work with the CAC on issues of their interest. The plan sets a greenhouse gas reduction goal of 25 percent below 1990 levels by 2020, and 80 percent by 2050, based on the goal adopted by the Massachusetts Clean Energy and Climate Plan for 2020, which was mandated by the Global Warming Solutions Act of 2008. The CAC expects to use the Climate Action Plan as the basis for future projects as the committee continues to work toward reductions in greenhouse gas emissions in Brookline.

PRESERVATION DIVISION

The Preservation Division provides staff support to the Brookline Preservation Commission (BPC) and the Hancock Village Neighborhood Conservation District Commission (HVNCD). Its responsibilities include the protection, restoration, and preservation of the Town's historical and cultural assets, encouraging a healthy preservation and development climate; and assisting homeowners and Town agencies with historical and technical advice on appropriate restoration procedures.

The BPC is responsible for the educational, cultural, physical, economic and general public welfare through preservation of the historical and cultural assets of Brookline, including buildings, sites and districts of historical and architectural significance. It also encourages the development of appropriate uses and settings for such buildings and places.

The Preservation Commission, appointed by the Selectmen, consists of James Batchelor, Chair; David King, Vice-Chair; Paul Bell, Wendy Ecker, Elton Elperin, Judith Selwyn, and Linda Leary. Commission alternates include Kirstin Gamble Bridier, Rosemary Battles Foy, Peter Kleiner and Rick Schmidt. Linda Leary, who brought an unrivaled commitment, thoughtfulness and spirit to the commission, retired in

December 2012. She will continue working as an advocate for the Brookline Historical Society. Rick Schmidt left the commission in September.



Hancock Village Neighborhood Conservation District Commission

The recently established HVNCDC is charged with establishing rules, regulations and procedures and reviewing projects in the Hancock Village housing development in South Brookline. Interim commissioners included Chair Paul Bell, Vice-Chair David King, Rick Schmidt, Rosemary Battles Foy, James Batchelor and Linda Leary. The Commission developed draft operating procedures and commented on the Hancock Village housing proposal. The HVNCDC will be reconstituted in early 2013 when the Selectmen appoint permanent members.

Local Historic Districts

The BPC administers Brookline's seven Local Historic Districts: Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue, Chestnut Hill North, Lawrence, and the newly established Wild-Sargent. In 2012 the BPC received 107 applications for exterior work in the districts. Among them was a proposal to replace a 19th century house destroyed by fire on Wellington Terrace, and an application to remove a non-conforming structure on Spooner Road. The commission also adopted new guidelines for the installation of renewable energy systems.



Demolition

The BPC is responsible for reviewing cases under the Demolition Delay By-law. Buildings are evaluated to determine their historical, architectural and/or cultural significance before a demolition permit can be issued. If a property is deemed significant, the commission pursues alternatives to demolition or mitigation for the loss. In 2012 the division reviewed 49 buildings and 17 were deemed significant with stays of demolition imposed. Significant buildings lost in 2012 included carriage houses at 133 Salisbury Road and 447 Washington Street and a house at 35 Cedar Road. Three mid-20th century modernist homes on Lyman Road were determined to be significant and demolition stays were imposed. An application to demolish a house at 308 Heath was withdrawn after the commission found it significant.

Certified Local Government/Design Review

As a Certified Local Government, the Preservation Commission, together with staff, reviews projects affecting National Register and State Register properties. Projects reviewed in 2012 included the commemorative plaque and markers for the Fisher Hill underground reservoirs on the site of the new Olmsted Hill housing development, and additions to the Heath and Runkle Schools. The BPC and staff also collaborated with the Park & Recreation Commission and the Parks and Open Space Division on the development of plans for a new Town park to be located on the site of the open Fisher Hill Reservoir, once part of the Boston Waterworks.

Historic Properties

The Division works with the Building Department and the Brookline Historical Society to maintain the historic town-owned properties. The front doors and two windows of the Reservoir Gatehouse were restored by students of the North Bennett Street School. The Town received a MHC Survey & Planning grant to assess the condition of the Fisher Hill Gatehouse. Staff worked with the Building Department and Board of Selectmen to restore and move the Civil War tablets into the lobby of Town Hall.



Design Review for Planning Board

The Division and BPC consult with the Economic Development and Planning Divisions on cases involving properties listed in the National Register of Historic Places. The Division consulted with the Planning Division staff on many design cases, including the redevelopment of 70 Sewall Avenue, 59

Green Street and 10 Brookline Place West, as well as proposals for work at the Durgin Garage and Hancock Village.

Historic Properties

The Preservation Division works with the Building Department and the Brookline Historical Society to maintain historic town-owned properties. In 2012, carpentry students from the North Bennett Street School restored a front window and built louvered window vents at the Brookline Reservoir Gatehouse, and an alumnus of the school constructed a new door at the Putterham School. At the Devotion House, a new heating system was installed and structural issues were investigated. The Town also completed a Conditions Assessment Report of the Fisher Hill Gatehouse, funded by a matching grant from the Massachusetts Historical Commission.



Outreach

The Commission held its 22nd Preservation Awards ceremony in October. Awardees included the Town for the new Lincoln School wall reconstruction; the Sargent family and Trust for the preservation restriction and new local historic district at 26 Weybridge Road; the Lawrence Neighborhood for the Lawrence Local Historic District; Michael Siegel, Judith Darrow and architect Terrence G. Heinlein for the restoration and addition to the house at 224 Walnut Street; the Veterans' Department for cleaning the Albert Edward Scott Memorial; John Carpenter and Thomas Michie for restoration of the house at 68 High Street; and Stephen and Elisabeth Whalen and architect Yefim Massarky for the design of an addition to the multi-family house at 35-37 Beaconsfield Road.

COMMUNITY DEVELOPMENT

The Community Development Division is led by Joe Viola, the Assistant Director for Community Planning. Community Development is staffed by Housing Development Manager Francine Price, Housing Project Planners Bruce Genest and Virginia Bullock, and CDBG Grant Administrator Gail Lewis.

The Community Development Division is responsible for statutory and regulatory compliance for the Town's Community Development Block Grant (CDBG) program. The division's charge is to direct all administrative aspects of the grant, including planning, contracts, fiscal management and grantee oversight. It is the division's responsibility to ensure that all activities funded in whole or part through CDBG funds adhere to applicable federal requirements.

The Department of Housing and Urban Development (HUD) continues to fund entitlement communities such as Brookline through its CDBG program. Brookline's goal, in keeping with HUD's program requirements, is to develop viable and sustainable communities, provide decent housing, create a suitable living environment, and expanded opportunities for low- and moderate-income persons. Brookline has seen its entitlement funding continually diminish, and the possibility of future cuts to this and other government programs is a reality. The Town, along with other entitlement communities nationwide, needs to continue to tout its "success stories" to demonstrate the effectiveness of the program at the local level.

For Fiscal Year 2012, the Town received approximately \$1.47 million in CDBG funds to carry out activities/projects that meet the national objectives and eligibility of the grant. Sixteen eligible activities were allocated funding. Aside from those activities which fell within HUD mandated caps, 65% of the balance of the Town's allocation was used to assist activities within the areas of housing and community facilities. The Brookline Housing Authority (BHA) received funding to create three new handicap accessible units at two of its developments. The Brookline Senior Center received funds for design and renovation at its facility.

Grant Administration

Grant funds appropriated to the Town diminished for the third fiscal year. With funds lowered to \$1.47 million, the result was that fewer projects received funding. Nevertheless, the Town maintained its support for the development and preservation of affordable housing and its commitment to public services. Funding allocations to the latter assisted over 600 low- and moderate-income persons through a variety of such services. Overall, in other funding areas of the grant, a total of 1,798 Brookline residents were served.

CDBG-R funds, allocated the Town in FY 2009 for a three year funding allocation as part of the American Recovery and Reinvestment Act, concluded on September 30, 2012. The Town was granted these funds to help stimulate the economy through job creation. To that end, a total of \$424,870.06 was spent on initiatives such as public facilities and capital projects for low-income housing providers.

CDBG Advisory Committee

Citizen participation is a key component of the CDBG program. The Community Development Advisory Committee is charged by the Town to consider all applications for CDBG funding and to make a recommendation to the Board of Selectmen regarding funding allocations. Every winter, the Committee conducts a series of public hearings to deliberate on grant requests. This process culminates with the Committee formalizing its recommendation to the Board of Selectmen, who vote on the budget at a public meeting. Chairman Marian Parker adeptly guided the Committee through the process, all the while ensuring that the main objective of the CDBG program, that funding primarily benefits persons of low- and moderate-income, was met.

Homeless Consortium

The Town of Brookline, in collaboration with the cities of Newton, Waltham, and Watertown is one of twenty-two small Continuum of Care (C of C) in the State of Massachusetts developed to help prevent homelessness, to address any immediate crises the homeless may experience, and to assist homeless people to stable and full lives. In 2012, the Continuum continued to make strides in enhancing the coordination of services, providing housing, determining unmet needs and strengthening policies that affect this vulnerable population. As part of the streamlining process, the Continuum has improved the coordination of information on vacancies in permanent supportive housing units. The Continuum facilitated better linkages between homeless service providers and owners of permanent supportive housing to improve access for the homeless families and individuals. In 2012, \$1.24 million was received by the Continuum through a competitive application process for 14 renewal programs to serve the homeless in the service area of the Continuum.

HOUSING DIVISION

The Housing Division focuses on maintaining Brookline's diversity by helping to preserve and create housing for rent and for owner-occupancy that is affordable to households with a range of incomes.

Housing Advisory Board

The Housing Advisory Board (HAB) is charged with recommending housing policies, plans and programs for the Town, especially those relating to the promotion of affordable housing, and acts as trustee of the Town's Housing Trust. HAB's 2012 membership included Roger Blood (Chair); Steven Heikin (Planning Board representative); Michael Jacobs (Brookline Housing Authority representative); Karen Kepler; Rufus Phillips; Kathy Spiegelman; and Rita McNally (tenant representative).

New Housing Development

During 2012, the Town celebrated the completion of a ten-year initiative to redevelop a Town-owned property on the crest of Fisher Hill. The Olmsted Hill project included a land development component, with the dismantling and filling of two underground reservoirs and creation of a new subdivision and road; and an affordable housing component, with the construction of a 24-unit affordable condominium

in a three-building complex resembling a turn-of-the-century estate. The affordable housing was supported through \$2.1 million in federal HOME and Brookline Housing Trust funds, as well as over \$2.3 million in excess revenues from the sale of the 10 single family home lots in the subdivision.



The Brookline Housing Authority (BHA) made significant progress during the year to develop 32 new low income rental units at 86 Dummer Street, on an underutilized portion of its Trustman Apartments site. By the end of the year, the Town's commitment of up to \$1.7 million, including a predevelopment loan of over \$.5 million, had assisted the BHA to advance to "shovel readiness", awaiting final allocations of the State-controlled subsidies and federal low income housing tax credits required to fill the funding gap.

The Housing Division and HAB continued to oversee implementation of the Affordable Housing Requirements ("inclusionary zoning") of the Town's Zoning By-law, working with the developers of 109 Sewall Avenue and 321 Hammond Pond Parkway. These, along with the project at 1842 Beacon Street, were adding nine new affordable units.

Homebuyer Assistance

The Division continued to provide general homebuyer counseling for those seeking affordable housing in Brookline, sponsoring a series of first-time homebuyer classes in 2012, and took responsibility for marketing, selecting by lottery, determining eligibility and providing technical assistance to buyers of affordable units at Olmsted Hill (24 units); at 109 Sewall Avenue (two units); at two other projects where owners of deed-restricted housing wished to sell (three units); and at 323 Boylston Street, where the



Division collaborated with the nonprofit Brookline Improvement Coalition to purchase a deed-restricted unit at foreclosure auction, rehab and resell the unit to an eligible family. The Division also provided

services to existing Town-assisted homeowners, counseling one owner facing default, approving refinancing for four owners, and facilitating the sale and repayment of the Town by four owners with federally-funded down payment assistance loans.

Using the Existing Rental Stock to Create and Preserve Affordable Housing Opportunities

The Housing Division's efforts to create new affordable housing opportunities by matching owners of market-rate rental properties with nonprofit developers bore fruit when, at the end of 2012, a nonprofit had an option to purchase two existing lodging houses. At the same time, staff continued to work with nonprofits to preserve existing affordable rental housing, overseeing CDBG grants to the Brookline Housing Authority for work at six developments including 568 units, and to two properties operated by Specialized Housing, Inc. that serve 18 individuals with special needs.

Homelessness Prevention

During 2012, the Housing Division closed out Brookline's federally assisted Homelessness Prevention and Rapid Re-Housing Program (HPRP) which, during three years, assisted 528 Brookline residents in 263 households who were either facing eviction, at risk of becoming homeless, or already homeless. The Housing Division assisted the participating agencies, led by the Brookline Community Mental Health Center, to raise additional funds to continue this critical program.

Affordability Monitoring

The Housing Division monitored 452 rental units at 16 properties to assure continued service to eligible tenants at affordable rents. In addition, it monitored 157 affordable condominium units to confirm continued owner occupancy.

Housing Resources

The Housing Division is being called upon to manage diminishing federal, State, local and private funding in ways which best leverage outside funding. During calendar 2012, Brookline received \$799,000 million from its traditional sources: \$256,621 in federal funds through the WestMetro HOME Consortium; \$271,403 from the Town's federal CDBG allocation for the Affordable Housing Program,; and while there were no private developer contributions to the Housing Trust, deposits of \$251,363 from the Town's FY2012 free cash and \$19,588 in interest. A total of \$437,000 in loan interest and repayments were returned these sources. During the same period, \$647,000 in expenditures was made, with another \$1.7 million in commitments to developers/owners outstanding.

ECONOMIC DEVELOPMENT

The Economic Development Division encourages appropriate growth and fosters the prosperity of businesses in the Town's commercial areas. The Division is staffed by Economic Development Director Kara Brewton and Economic Development Planner Andy Martineau.

The Selectmen-appointed Economic Development Advisory Board (EDAB) seeks to expand the commercial tax base to support Town programs and services. Additionally, EDAB works to increase the value of commercial properties, by promoting the vitality of our commercial areas and supporting our small businesses. EDAB is led by Co-Chairs Anne Meyers and Paul Saner; founder Bob Sperber; and members Cliff Brown, Derrick Choi, Susan Houston, Kenneth Lewis, Thomas Nally, Marilyn Newman, Alden Raine, Harold Simansky, and Donald A. Warner.



Economic Development Advisory Board

Waldo Street Area Study Committee

The charge of the Waldo Street Area Study Committee is to analyze current conditions and recommend possible public infrastructure improvements and regulatory mechanisms to facilitate the redevelopment of blighted portions of the study area (10-18 Pleasant Street and 10 Waldo Street), with the goal of transforming the area into a vibrant part of Coolidge Corner. The Study Committee examined private, public and non-profit uses; land use tools; and potential public finance participation that would support contextually compatible outcomes desirable for adjacent properties and the Town as a whole. Following a positive neighborhood meeting at the end of 2012, the Study Committee plans to make final recommendations to the Board of Selectmen in spring 2013. Also in 2012, residents Jean Stringham and Eunice White successfully sought to have the Durgin Garage (10-18 Pleasant Street) added to Preservation Massachusetts' 2012 list of "Most Endangered Historic Resources."

Mixed Signs Towards Economic Recovery

Large commercial projects such as 2 Brookline Place and 111 Boylston Street continued to remain dormant in 2012 as financing for new medical office remained unavailable without large tenant leases in place. On the other hand, the hotel and apartment Circle Cinema project in Cleveland Circle made significant progress in 2012 with permitting in Boston and Brookline. In the retail sector, Brookline saw storefront vacancy rates increase slightly, from 5.9% in 2011 to 6.5% in 2012. Local hotel excise tax received per room was flat from Fiscal Year 2011 to 2012. A strong sign of positive recovery did come from the restaurant sector, with a 20% increase in local meals tax per restaurant from Fiscal Year 2011 to 2012.

Small Business Assistance

Technical assistance for 10 potential new independent businesses in Fiscal Year 2012 resulted in five new storefronts being filled with small independent businesses. Additionally, the restaurants 4A Coffee and Taberna de Haro were granted loans for new façades and signage. Economic Development also worked with the Health Department and Selectmen to create a pilot program for Mobile Food Trucks throughout Town.

Community Events

Economic Development led the Coolidge Corner Food Festival, First Light Festival, and Walking Tours group this year. Staff also supported the Coolidge Corner Arts Festival, Brookline Day at Larz Anderson, and Washington Square's Doggy Day.

The First Light Festival was held in the early evening of November 29th. The Town-wide activities in commercial areas included local musicians, singers, dancers, artists, face painters, magicians, poets and puppeteers. This year, the First Light Festival sponsored kinetic light installations by Sina Lightworks in several locations, including the canopy of Town Hall. Brookline residents Alejandro and Moira Sina pioneered the use of high frequency electronics, glass and luminous gases to create ethereal kinetic work displaying light and color as their medium for artistic expression. Having exhibited their works internationally, Brookline is proud to support their work locally as well.

ZONING BOARD OF APPEALS



Board of Appeals
Christopher Hussey, Jesse Geller, Mark Zuroff

The Board of Appeals is a three member quasi-judicial board that is responsible for reviewing and approving applications for relief by special permit and by variance from the requirements of the Zoning By-law, in accordance with the "Massachusetts Zoning Act" – Massachusetts General Laws, Chapter 40A. The board is composed of three members: Co-Chairs Jesse Geller and Enid Starr and Board Member Christopher Hussey. In 2012 the board had three associate members who sit should regular members be unable to do so due to absence or conflict of interest. The associate members for 2012 were Jonathan Book, Lisa Serafin, and Mark Zuroff. Town Clerk Patrick Joseph Ward serves as the Secretary for the Board of Appeals. The board usually meets weekly and generally hears two cases each week. Three board members sit for each hearing and a unanimous vote is required for an appeal to be granted. The 2012 caseload for the board was 64 cases, a decrease of 10 cases from the previous year, of which 2 were withdrawn. The board required 40 hearings and 2 site visits in order to complete their review of these cases. The board, pursuant to M.G.L., c. 40A, s.11, published 136 notices of these hearings in a newspaper of general circulation and sent by mail 21,641 hearing and decision notices to all "parties in interest" and to Town Meeting Members within the precinct the property is located and in abutting precincts as required by the Brookline Zoning By-law. This represented an increase of 3,425 notices sent the previous year.

Brookline Housing Authority

Patrick Dober, Director

General Information

Board Members

The Housing Authority has 5 Board members, 4 of which are elected for overlapping 5 year terms while the fifth is appointed by the State. During 2012, the membership of the Authority was as follows:

David Trietsch, Chairman
 Michael Jacobs, Vice Chairman
 Barbara Dugan, Treasurer
 Joanne M. Sullivan, Commissioner
 One vacancy

The Executive Director is Patrick Dober and Matthew Baronas is the Assistant Director

The Authority administers the following Programs:

Housing for Seniors & Disabled	# of Units		
Walnut Street Apartments 4-24 Walnut Street	24	Egmont Street Veterans 51-85 Egmont Street 338-348 St. Paul Street 209-221 Pleasant Street	120
Ralph Sussman House 50 Pleasant Street	100	Trustman Apartments 7-33 Egmont Street	86
Arthur O'Shea House 61 Park Street	100	144-156 Amory Street 337-347 St. Paul Street	
Theresa Morse Apartments 90 Longwood Ave	100		
John W. Kickham Apartments 190 Harvard	39		
Col. Floyd Apartments 32-40A Marion Street 19-36 Foster Street Extension	60		

Applications can be obtained Monday through Friday between 8: 30 A.M. and 4:30 P. M. at the main office located at 90 Longwood Avenue, Brookline, Massachusetts or by calling (617) 277-1885. All 1,2,3 Bedroom family waiting lists are closed until further notice except for the family accessible Apartment wait lists.

For more information please, visit our website at www.brooklinehousing.org

Section 8 Leased Housing:

Section 8 Housing Choice Vouchers 619

M.R.V.P. Leased Housing:

Mass Rental Voucher Program 39

Housing for Families:

Walnut Street Apartments 76
 22 High Street

High Street Veterans 186
 6- 30 New Terrace Road
 176-224 High Street
 186-218 Chestnut Street

A. Program Activities:

In 2012, the Brookline Housing Authority achieved several notable milestones:

- The BHA sustained its successful operations with a vacancy rate below 3%, an average 2-day response time for repairs to resident apartments, and a “High Performer” ranking from HUD.
- Brian Cloonan retired after 23 years as Executive Director. He was succeeded by Patrick Dober, who previously was a Deputy Director at the Cambridge Housing Authority.
- Signed or renewed contracts for Sec. 8 assistance with special needs housing providers Pine Street Inn, Center Communities, Brookline Improvement Coalition, and others.
- Opened the waiting list for family apartments during the month of August. Received more than 1,800 applications for housing.
- Partnered with the League of Women Voters on voter registration at our developments.
- Signed agreements with Comcast to provide complimentary Wi-Fi and cable TV at BHA buildings.
- Hosted our 19th annual Thanksgiving Dinner for more than 100 residents. Hosted summer cookouts at each development.

B. Capital Improvements:

The BHA continued its efforts to modernize buildings and grounds at several developments:

- Major renovation of Trustman Apartments including new heating systems, kitchens, rear entries and fire alarms.
- With Town CDBG funds, converted four apartments at 50 Pleasant Street to accessible apartments.
- Repaired the elevators at the 61 Park Street and 90 Longwood developments.
- The BHA’s utility companies (NSTAR and National Grid) installed extensive energy and water efficiency improvements including low flow showerheads, high efficiency outdoor and common area lighting and new refrigerators.
- Several other smaller projects funded with Town CDBG funds including landscaping and health and safety improvements.
- Received funding awards for construction of a new 32-unit building on Dummer Street. Construction is scheduled to begin in 2014.

C. Economic and Education and Health Programs:

- The BHA and Springwell provided independent living services to the senior and disabled residents of 50 Pleasant Street and 61 Park Street.
- ESL classes and the Homework Center continued at the three Computer Learning Centers located at 22 High Street, Egmont Street and High Street Veterans.
- Dozens of Brookline teenagers participated in summer employment and leadership programs.
- In partnership with the Brookline School Department, expanded the award-winning Steps to Success Program designed to maximize opportunity for BHA youth to attend college.
- Continued the Next Steps program offering educational and career counseling to adult BHA residents.
- Operated Transitional Housing Programs for young adults and formerly homeless families.
- Counseling services provided by the Brookline Community Mental Health Center.
- Collaborated with the Brookline Early Intervention Program (BEEP) to provide literacy programming for pre-school and elementary school children at the BHA developments.
- Partnered with several Town departments and agencies including the Police, Planning, Health, and Recreation departments.

HUMAN SERVICES

BROOKLINE HEALTH DEPARTMENT

Dr. Alan Balsam, Director

The Brookline Health Department has as its mission the protection of the health of Brookline residents and others who may work or otherwise be associated with the town. Toward that end, the Department maintains an active surveillance system of health status indicators, and has planned, implemented, and continues to evaluate a broad spectrum of local health services designed to reduce morbidity and mortality and enhance the quality of life of those who live and work here.

Administration

During 2012, the Department continued a formal community health needs assessment of Brookline. With support from a range of funders, the Department published Healthy Brookline, Volume 14, a summary of results of the Town's Youth Risk Behavior Survey. This information will be used to plan and evaluate public health programs going forward.

The Department management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the on-going biweekly management team meetings, periodic all-staff meetings with an educational component served to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$200,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, eight well-qualified graduate students were recruited for internships for a variety of public health projects. We maintained our outreach campaign to enroll uninsured Brookline residents in the State's mandatory health insurance plan.



Scores of individuals and groups toured the Train Memorial Health Center, Brookline's first Green Building, and the building was featured as part of the national Solar Tour by the Northeast Sustainable Energy Association. In addition, the Jennifer A. Lynch Garden of Remembrance, located adjacent to the Health Center, provided a focal point for a number of public events including our annual Vigil for victims of domestic violence in October featuring an essay contest for High School seniors.

Emergency Preparedness

The Emergency Management Team continued to meet regularly to prepare for the possibility of an emergency. The Health Department took the lead on issues related to pandemic preparation and bioterrorism and Dawn Sibor continued as our Emergency Preparedness Director. More than 240 health professionals and other members of the Brookline community have joined our Medical Reserve Corps (MRC), which provides support for Health Department activities throughout the year and will support the Health Department in the event of an emergency.

Brookline MRC volunteers attended monthly trainings in Brookline and throughout the local area this past year. During the fall, 70 MRC volunteers assisted the Health Department with providing flu shots to more than 1500 people in Brookline. The MRC launched its Preparedness Buddies Program to link MRC volunteers with frail elders.

Environmental Health Services

This Division, led by Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections and enforcement actions, swimming pools, solid waste handling practices, animal, insect and rodent control, and the abatement of general nuisances. Additional concerns include asbestos removal, lead in the environment, hazardous waste, indoor air quality, and the enforcement of state and local tobacco control requirements, including the issuance of permits for tobacco retailers and monitoring the over-the-counter sale of tobacco products.

With state funding, Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law. In addition, we held three workshops for apartment and condo owners regarding smoke-free housing policies, and expanded our five community collaborative. Wesley Chin continued to coordinate the program.

Brookline continued to be one of the only towns in the Commonwealth to fully implement non-criminal dispositions (tickets) as an enforcement element to inspections. The Division completed all mandated inspections as required by State regulation (including over 650 housing and over 850 food service inspections).

Mosquito control activities continued this summer as part of the Town Integrated Pest Management (IPM) practices. The Division treated 3,500 Town catch basins with a bacterial larvicide, with support from the Brookline Department of Public Works (DPW), to prevent the hatching of adult mosquitoes. We maintained our surveillance system for mosquitoes and produced information on ways to reduce risk for mosquito borne diseases.

The Division helped enforce the Town's policy on snow removal with the DPW. Also working with DPW and other town departments, we continued a mercury disposal program in two Brookline locations and launched a program to recycle CFL/fluorescent light bulbs. With support from the State Health Department we continued a program for safe sharps disposal.

The Division continues to work with the Information Technology Department to implement in-field inspectional software and data collection on handheld computers and to implement the GEOTMS software system to replace the Permits Plus System for food establishments, camps, housing, pools, lodging houses, body art and tanning establishments. We planned for the launch of on-line food service inspection reports in 2013.

The Division responded to hundreds of requests from the public for information on indoor air quality, and lead and solid waste disposal. We implemented the new guidelines for allergy awareness at all food service establishments in Brookline. The Division offered three rabies vaccination clinics in conjunction with the Newton Health Department. The sealer of weights and

measures tested all town weighing and measuring devices, taxi meters, and scanners to ensure accuracy.

Child Health

Under the direction of Gloria Rudisch MD, MPH, the Division of Child Health continued to be the Department's liaison with School Health Services and the nursing and health education staff in the schools, and oversaw all programs targeting children and youth. There continues to be a strong association with the Essential School Health Services grant, which has facilitated the transition to a full-time school nurse leader, provided for technology training, and for health program materials.

The Daycare Inspection Unit monitored the growing number of group day care centers (29) and extended day programs (9) and Brookline continued to be the only community delegated by the State to exercise inspection and technical assistance responsibilities to assure compliance with the Massachusetts Department of Early Childhood and Care regulations. In conjunction with the Parks and Open Spaces division, we maintained a schedule to help control playground overuse at Brookline parks. In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician back up. Over 300 youngsters were served.

We continued to support a program to counter bullying in elementary schools. In addition, we were able to assist in maintaining the Dating Violence Intervention Program (DVIP) at Brookline High School, and we continue to work with the Students Against Destructive Decisions (SADD) program and parent education groups. We continued to support programs related to health education on many levels, served on the public school Wellness Committee, and worked to support the movement toward enhanced nutrition and physical activity options in the schools. Lastly we have also worked with school nurses and other school personnel in emergency/crisis planning activities, and in controlling communicable diseases, including clusters of norovirus this past year.

Community Health Services

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, adult immunization, injury prevention, elder health programs, healthy eating, and physical fitness. During 2012, the Division sponsored seasonal flu immunization clinics serving 1,500 residents, including 500 children. We continued the "Clean Hands for Good Health" campaign to educate the community on steps to prevent the spread of disease. The Division expanded its programming in physical fitness and physical activity, promoting the Brookline Passport to Health and Fitness, strengthening the Town's Brookline On the Move brand, and receiving continued funding to promote wellness and prevent disease and disability in Brookline.

The Women's Health campaign funded by Brigham and Women's Hospital involved organizing educational programs and screenings. With our partners at Beth Israel/Deaconess Medical Center, the Department promoted a series on healthy aging and related health issues for seniors. A Balance Exercise class that involved frail elders in a program to build muscle mass and confidence and prevent falls was offered at the Health Department.

We have continued to work with town departments to train staff to use AEDs. Currently, there are over 30 of these units in town buildings in strategic locations, in addition to those in all emergency response vehicles. Employees in all town buildings and schools where AEDs are located now have received CPR/AED training. The Division continued to cosponsor American Red Cross blood drives at the Main Library.

The Division continued work with the Selectmen's Committee on Climate Change and CAB (Climate Action Brookline) in their initiative to raise awareness among the Brookline community

about reducing Brookline's "carbon footprint." The Division developed projects that show the link between public health and climate change in the areas of nutrition and physical activity. During National Public Health week, the Division worked with the school cafeterias in promoting the Make It Meatless Campaign, and in the fall, Community Health played a key role in organizing "Car Free School Day," an event designed to educate school age children about climate change. Finally, we sponsored "Food Day" in October, highlighting a broad range of local programs, including promoting the summer Farmer's Market and the new Winter Farmer's Market, and launched a small community garden at the Health Department headquarters.

Public Health Nursing/Epidemiology

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 183 reports of communicable disease and over 150 exposures to animal cases. Several outbreak situations, including salmonella, hepatitis A and influenza, were investigated and controlled. The early onset of a serious influenza season was a challenge as the Brookline Health Department met the demand for more vaccinations than usual.

Led by Barbara Westley, RN, the Division provided clinical support to all Department screenings, immunization programs, and other clinical activities including control of tuberculosis and the annual noro virus season. Working with students from local colleges a lively hand-washing and disease prevention program was designed and presented to several daycares in Brookline.

Regularly scheduled blood pressure screenings provided over 250 patient visits. Information and referral services in the areas of foreign travel and other general health issues were also provided. Immunization clinics for under-insured residents administered over 300 vaccinations. A pilot program at the Brookline Food Pantry provided consultation on a broad range of issues.

The Division provided technical assistance on vaccine preventable disease issues, and continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism.

Human Services/Substance Abuse And Violence Prevention Services

This Division led by Lloyd Gellineau, Ph. D. and Mary Minot, LICSW, fields programs and services in both the community and school-based settings. As with previous years, the program has assisted many town residents and employees, as evidenced by the provision of over 2,300 counseling sessions, 160 class presentations, and over 200 referrals and consultations.

The Division contributes to the Domestic Violence Roundtable Steering Committee, the Jennifer A. Lynch Committee Against Domestic Violence, and the Council on Aging. In addition, the Division provides expertise to the Community Health Network Area 18 steering committee, the Brookline Homeless Prevention and Rapid Re-housing Program, the Brookline Public Health Department's Health Insurance



initiative, the Newton-Brookline Homeless Consortium, the Commission for the Disabled, two dozen community self-help groups, and charitable organizations. In conjunction with the Environmental Health Department, the Council on Aging, Brookline Community Mental Health Center, and the Brookline Community Foundation, we continued facilitating the Hoarding Task Force to develop a comprehensive protocol to manage hoarding situations in the town.

The Division maintains a Substance Abuse Program Database, a Substance Abuse Self-Assessment Survey, and the B-PEN website with resources for parents on the town website. We continued to assist with the organization of the annual bartender-training program and provided training to the police department on adolescent substance abuse.

The Division coordinated the prevention activities of B-CASA, the Brookline Coalition Against Substance Abuse. B-CASA is a community effort to address the underlying contributing factors of teen substance abuse. Membership includes students, parents, police, and school staff, local clergy, youth-serving professionals, and alcohol and drug prevention professionals. Based on data from the 2011 student health survey, the 2012 B-CASA strategic action plan focused on the high rates of reported mental health symptoms, depression and anxiety, and teen alcohol and other drug abuse. This year B-CASA held two community forums on marijuana with over 200 participants; Understanding the Proposed Medical Marijuana Laws, and "Marijuana and the Teen Brain". The Drug Free Communities Support Program grant from SAMHSA (The Substance Abuse and Mental Health Services Administration) entered the final year of its five year funding cycle.

A program of B-CASA, the Brookline Parents Education network (BPEN) works with Brookline schools and PTOs to engage and educate parents through newsletters, parent network groups, educational presentations, and community forums. This year B-PEN provided "It Takes A Village" parent group leadership training to 10 parent volunteers and supported 15 parent network groups serving over 100 parents. Other projects included SADD (Students Against Destructive Decisions), the Peer Leadership program with 50 peer leaders providing presentation to over 500 elementary school students; the Kick Butts anti-smoking campaign; and a safe driving campaign, "A Promise to Adam".

The Division offers two intervention programs, the Brookline Substance Abuse Program (BSAP) program for students with alcohol or other drug related problems, and the Youth Diversion Program in conjunction with the Brookline Police and Courts. Both programs offer substance abuse assessments and treatment planning, counseling, and referral to area providers.

Advisory Council On Public Health

A dedicated group of six unpaid volunteers continue to serve as members of the Advisory Committee on Public Health (ACPH). Meeting monthly, the Council provides the Director with advice on budget, policy and Town Meeting issues, health needs assessments, and a range of operational issues. Dr. Milly Krakow and Ms. Roberta Gianfortoni were reappointed by the Board of Selectmen. They rejoin Dr. Anthony Schlaff, Dr. Bruce Cohen, Ms. Cheryl Lefman and Ms. Pat Maher on the Council.

Another highlight of the year for the ACPH was the reelection of Dr. Bruce Cohen to the Chair. Dr. Cohen has identified a number of important goals for the Council for the coming year, including working with Dr. Balsam to expand the Medical Reserve Corps in Brookline, fielding another Public Health Policy Forum in the spring, and continuing a campaign linking fitness, nutrition, and lessening climate change.

Friends Of Brookline Public Health

In 2012, the Friends of Brookline Public Health, a membership organization



conceived to build a constituency for public health in Brookline, entered its fourteenth year. The goal of 150 individual members and six corporate members was achieved. A Board of Trustees of 15 persons, including four officers, was elected, and activities included our Annual Meeting and reception.

The Board of the Friends voted to fund several public health initiatives including a linkage with our Sister City in Nicaragua, the public health on-line quizzes, and Climate Action Brookline.

The Friends also co-sponsored the 17th Annual Public Health Policy Forum entitled “Health Care Reform: “Where Are We? What’s Next?” in conjunction with the Brookline Center for Adult and Community Education and the Council on Aging, moderated by former Governor Michael Dukakis. The forum attracted over 200 people.



Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2012 award to Dr. Ted Colton, for his outstanding efforts in public health and service. The Herb Carlin Community Health Awards went to Chobee Hoy.

Human Relations-Youth Resources Commission

C. Stephen Bressler, Director



Created by Town Meeting in 1970, the Human Relations-Youth Resources Commission is Brookline's official agency working in the areas of intergroup relations, civil rights and youth advocacy.

Membership

Dr. Ed Wang and Karen Fischer continued as Chair and Vice Chair of the Commission respectively until the end of 2012. Both Dr. Wang (1996-2012) and Ms. Fischer (1973-1978 and 2003-2012) left the Commission at that time. Also leaving were Laurie Dopkins (2009-2012) and Kay O'Halloran (2003-2012). Ben Chang replaced Barbara Scotto (2009-2012) as School Committee Liaison.

The Commission welcomed new members Brooks Ames and Mariela Ames.

The Commission noted with sadness the passing of former member Joy Dryfoos (2004-2008).

Committees

During 2012, the Commission had several working sub-committees: Diversity Committee (Brooks Ames, Chair), Hidden Brookline Committee (Dr. Barbara Brown, Chair), the Brookline Youth Awards Committee (Jonathan Lewis, Chair), Inter-Religious Understanding (Karen Fischer, Chair), Bylaw Review (Dr. Ed Wang, Chair), and Brochure Committee (Karen Fischer, Chair).

Community Relations

Commission Chair Dr. Ed Wang continued to note that the monthly meetings of the Human Relations-Youth Resources Commission offer opportunities for groups and individuals to inform the Commission of what they are doing, what actions they may be undertaking, and how the Commission may be of assistance.

Community Outreach

In 2012 the Commission held meetings at Brookline Access Television, the Brookline Housing Authority High Street Veterans Housing Apartments, and at the Brookline Health Building.

In 2012, Vice Chair Karen Fischer oversaw the publishing of a revised Commission brochure. Several hundreds of the brochure have been handed out at various town events and have been left at areas around the town.

Mr. Bressler worked with the Brookline Chamber of Commerce to set up a program on cyber security on May 17 at the New England Institute of Art. Speakers were J. David Bressler, Senior Data Security Analyst at Children's Hospital, and Josh Huston, Information Security Advisor and Founder at Exultium.

Commission Chair Wang, Vice Chair Fischer, Ms. Vogel Rosen (with her dog Ralph!), and Mr. Bressler marched in the Town's annual Flag Day Parade on June 17.

The Commission had a table staffed by Chairman Wang, Vice Chair Fischer, and Mr. Bressler at the Brookline Day event at Larz Anderson Park on September 23, and at the Town Hall lobby during Brookline's November 29 First Light Celebration, staffed by Vice Chair Fischer and Mr. Bressler, where Commission brochures were given out and questions about the Commission were answered.

Diversity Committee

During 2012, the Commission created a subcommittee (Diversity Committee, Brooks Ames, Chair) that would focus on that portion of the Commission's bylaw that dealt with diversity, especially as it pertained to the Town's workforce. An equal opportunity policy was drafted through the Committee and approved in principle by the Commission and, in late 2012, was submitted to the Board of Selectmen.

Police/Community Relations

Commission Chair Dr. Ed Wang indicated that the Commission looked forward to participating in the programs recommended in the Final Report of the Citizen Complaint Review Committee.

On April 18, the Commission met with Police Chief Daniel O'Leary to discuss Police Department Racial/Gender Breakdown of Police/Community Interactions and Brookline Police Part A Crimes, where he spoke about specific occurrences in the town, plans for new hiring, the Citizen Complaint process, domestic violence cases, how DNA is being used in police forensics, the workings of the police dispatch center, working with the Boston Regional Intelligence Center, advancements in technology helping with the solving of crimes, how bike patrols are helping to deter crimes, working with and the importance of having the Brookline Court, training issues, and police officer interactions with women and members of minority groups.

The Brookline Youth Awards

With much appreciated financial assistance from the Brookline Rotary Club, the Commission's Youth Awards Committee (Chairman Jonathan Lewis, Karen Fischer, Catherine Morris, Rita McNally, Barbara Scotto, Georgi Vogel Rosen), sponsored The Brookline Youth Awards on May 14 at Hunneman Hall at the Brookline Public Library.

Human Relations Leadership Awards were given to Jake Cohen, Sarah Gladstone, Louie Goldsmith, Ben Hoff, Catherine Marris, Roy James-Daley, Joyce Liu, Ayesha Mehrota, and Aila Murphy.

Community Service Leadership Awards were given to Connor Brennan, Iona Feldman, Jared Videlefsky, Mark Daniels, Rachel Eber, Naomi Goodheart, Sam Gilbert, Isaiah Goldsmith, Sarah Hough, Jaime Serrato-Marks, Gabriel Sultan, and Brian Xu.

Letters of Commendation were given to Ibi Agba, Sophie Allen, Elizabeth Bailey, Emily Fischer, Emily Gardner, Rachel Percy, Patrick Connerney, Kei Antey Gambel, Fletcher Hartman, Lily Hartman, Teresa Hawkins, Jordan Levitch, Janella Maloney, Tyler Texeria, Mikayla Woodbury, Ben Mills, Samantha Mills, Zach Mills, George Roudebush, Josh Russo, Jimmy Samman, and Ben Thomas.

Fair Housing

During 2012, Director Stephen Bressler had eleven calls dealing with Fair Housing. In assisting callers Mr. Bressler also worked with Town Counsel's Office, the Brookline Housing Authority, the Planning Department, the Health Department, Brookline Mental Health Center, and various private landlords.

The *Fair Housing Conversations* TV shows produced the past year by Mr. Bressler were publicized via the Massachusetts Association of HRCs. Of particular interest has been the four shows (an overview of Fair Housing; Fair Housing information for tenants; Fair Housing information for home/condo owners and housing managers; Fair Housing information for persons with disabilities) done with Barbara Chandler, Fair Housing Manager, Metropolitan Boston Housing Partnership, and Diane McLeod, Diversity Director with the City of Medford and a member of the Massachusetts Architectural Access Board. These shows were seen on Brookline Access Television and were also accessible on-line at www.batv.org.

On December 13, the Director participated in a Fair Housing Training sponsored by the Massachusetts Association of HRCs on new HUD policies on transgendered persons.

Hidden Brookline

On June 6, 2012, Dr. Barbara Brown conducted a walking tour for Runkle School 4th graders and teachers pointing out important African-American sites in the town.

A video on Hidden Brookline was produced by Committee member George Chapman in cooperation with Ben Brown at Brookline Access Television. On May 17, Mr. Chapman and Mr. Bressler presented the video at a meeting of the Brookline Rotary. The video was also shown at Town Meeting on May 24.

A high point for the Committee and the Commission was a resolution on slavery in Brookline that was passed by Town Meeting.

Domestic Violence

The Director served as the Chair of the Brookline Domestic Violence Roundtable and was producer for and co-hosted with attorney Susan Howards the 17th season of the Roundtable's *The Safety Net*, on Brookline Access Television's Ch. 3 and on-line at www.batv.org. The Director's involvement with domestic violence programming came 18 years ago at the behest of the Brookline Police Department and then Selectman Ronny Sydney.

Martin Luther King Celebration

The Board of Selectmen created a Martin Luther King Celebration Committee to plan the event in 2011. Commission Chair Dr. Ed Wang, Vice Chair Karen Fischer, members Rita McNally and Larry Onie, and Director Stephen Bressler, were appointed to serve on the Committee. In 2012, the Martin Luther King Celebration was held at the Coolidge Corner Theater on January 16 to a packed house.

Commission Meetings

Highlights of Commission meetings included:

January

Hidden Brookline Chair Dr. Barbara Brown discussed a Resolution on Slavery to be presented to Town Meeting. The Commission heard from Brookline High School teacher Roger Grande on the BHS Social Justice Program.

February

Human Resources Department director Sandra DeBow gave a presentation on municipal workforce diversity. The Commission heard from Brookline Educators Association president Jessica Wender-Shubow on issues of concern. Vice Chair Karen Fischer discussed proposed changes in MBTA routes in the town that could be harmful to residents.

March and April

The Commission toured the Brookline Access Television facility and discussed how to further utilize BAT as well as social media in Commission programming. Police Chief Daniel O'Leary presented data on police community relations and other matters of mutual concern.

May

The Commission voted to accept the Hidden Brookline Resolution on Slavery to be presented to Town Meeting. The Commission heard from member Georgi Vogel Rosen on the Women as Global Leaders conference she attended in Abu Dhabi.

June

The Commission discussed the possibility of doing a TV show on intergroup relations, civil rights, and youth issues.

July

The Commission discussed diversity issues as they pertained to the Brookline Public Schools.

October and October

The Commission met with Carrie Weatherhead director of Steps to Success. The Commission met with Alan Morse, Chair of the Brookline School Committee, Superintendent of Schools Dr. William Lupini, Deputy Superintendent of Schools for Teaching and Learning Dr. Jennifer Fischer-Mueller, and Schools Human Resources Director Dr. Angela Allen.

November and December

The Commission discussed the Diversity Committee's Equal Opportunity Policy.

Broadband Monitoring Committee

C. Stephen Bressler, Ombudsman for CATV



Background

A 15-year license to operate a cable television (CATV) franchise in Brookline was awarded to **Times Mirror** by the Board of Selectmen (the Issuing Authority) in June of 1982. In 1983 that license was transferred to **Cablevision of Brookline** (Cablevision Systems Corporation). In early 1984 the Board of Selectmen created the CATV Monitoring Committee to monitor Cablevision's adherence to the license. That same year the Board of Selectmen appointed Director of Human Relations-Youth Resources Stephen Bressler to serve as Ombudsman for CATV and to staff the CATV Monitoring Committee.

In 1997 Cablevision of Brookline's license was renewed for five years. In 2001 the license held by Cablevision of Brookline was transferred to **AT&T Broadband** and was scheduled to expire the following year. In 2002 the license was extended for three years. During 2002 **Comcast** made a takeover bid for AT&T Broadband.

Comcast

Comcast provides digital cable television (converter box required), video on demand, high definition television, high speed data service (Internet access), and telephone service. Brookline residents may contact Comcast for sales and customer service at 617-731-1343 or www.comcast.com. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact Comcast. Comcast does not maintain a customer service office in the town.

A federally-mandated three year license renewal process between the Town and Comcast concluded in 2005, with the Town denying renewal. Negotiations then commenced between the Town and Comcast to resolve differences. A Cable Television Renewal License between the Town of Brookline and Comcast was finally granted effective May 1, 2006 and will expire on April 30, 2016.

RCN

In 1998, at the behest of town residents wanting cable television provider competition, and because there were services such as high speed data (Internet access) that were not being offered by Cablevision of Brookline at that time, the Board of Selectmen awarded a ten-year license to operate a cable television franchise to RCN. The federally-mandated three-year license renewal process with RCN began in April 2005. Negotiations concluded with a new ten-year Renewal License being issued on April 28, 2008, expiring in 2018.

During 2008, RCN migrated all of their analog signals to digital. All RCN customers must use a converter box for all tiers of service. In addition, RCN provides video on demand, high definition television, digital video recorder service, high speed data service (Internet access), and telephone service.

Brookline residents may contact RCN for sales and customer service at 1-800-746-4726 or www.rcn.com/boston/. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact RCN. RCN does not maintain a customer service office in the town.

Membership

In 2012, Fran Berger continued as Broadband Monitoring Committee Chair with Stephen Bressler serving as Secretary. Other members on the Committee were Dr. Alan Pisano and Michael Selib.

Brookline Access Television (BAT)

For many years the Broadband Monitoring Committee supported the development of a stand-alone local access television facility in Brookline. That vision was realized when BAT inaugurated its state-of-the art facility on the top floor of the Unified Arts Building at Brookline High School at 46 Tappan Street. The grand opening took place on March 28, 2010. The Executive Director at BAT is Peter Zawadzki.

Ombudsman

In calendar 2012, the Ombudsman handled complaints and/or inquiries from 96 individuals relative to CATV, Broadband, and other telecommunication services, down from 122 in 2011. However, it should be pointed out that many of these complaints and/or inquiries involved multiple phone calls and/or emails in order to get resolved. The Ombudsman noted that calls this year related to billing problems, rates customers were being charged for service (especially rate increases), questions concerning senior discounts, requests for service, downed wires after storms, outages, questions regarding various marketing tier offerings, questions regarding comparisons between Comcast and RCN as well as between CATV and satellite dish TV, WiFi availability, as well as reception problems including disparities regarding volume, and questions as to when, or if, Verizon FiOS will be available in Brookline.

Committee Programming

During 2012, the Broadband Monitoring Committee chaired by Fran Berger held four staff-assisted meetings. Until his retirement in June, David Green, Comcast Senior Manager of Government and Community Relations, and then Timothy Kelly, and Tom Steel, RCN Vice President for Government Relations/Regulatory Counsel, attended these meetings, as did Selectman Dick Benka.

Council on Aging Ruthann Dobek, Director



The Brookline Council on Aging—whose members include statutory representatives from other Town departments and Brookline citizens—plans, coordinates, and provides comprehensive services for Brookline’s older residents and their families. Our mission is keep elders independent and functioning members of the community and to assist them and their families in finding services, support, and resources. The Council on Aging operates the Brookline Senior Center at 93 Winchester Street, which is a community gathering place, dedicated to enriching the aging experience. It provides a rich, diverse environment with a wide range of opportunities, programs, and services. The Council on Aging meets the second Wednesday of the month at the Senior Center at 1:00 pm, and the public is cordially invited to attend.

Council on Aging services include advocacy, information and referral, geriatric case management and counseling, home care, employment, income tax assistance, transportation, a monthly newsletter, and insurance benefit counseling. Information and referral remains the backbone of our services. The Council on Aging provides telephone coverage of a designated phone line to answer questions. The questions range from where to find a house cleaner to reports of elder abuse.

And a new Elder Resource Guide (the 6th Edition) was published this year, with new sections on Advocacy, Errands, Geriatric Care Advisors, Information and Referral, Multicultural Programs, Residential Care Homes/Retirement Homes, and a Partners in Care Spotlight on the LGBT Aging Project, in addition to the most current information available on all the resources included in previous editions of the Guide. This Guide continues to receive accolades as one of the best resources available. The on-line version of the Guide can be accessed on the Council on Aging page of the Town web as well as in print, and last year received over four thousand “hits.”

Volunteers continue to be the lifeblood of the Council on Aging. Under the skilled leadership of Vivian Freeman, volunteer programs flourish. Volunteers help in every facet of the Senior Center operation. They lead current events, movie programs, bridge, ESL classes, and BINGO among many other programs. Local attorneys contribute their service to legal clinic and lecture series even doing pro bono legal work for low-income seniors. Food service and reception and could not function without the dedicated hours of over 30 volunteers. Volunteers totally run the senior gift cart the proceeds of which

provides sponsorship for many of the programs at the Senior Center. Volunteers also staff programs through which frail elders receive in-home assistance from the friendly visitors, high school grocery shoppers, and library delivery service.

Sherry Lee was honored in 2012 with the John and Molly Dolen Award for outstanding volunteering at our Annual Volunteer Appreciation Luncheon in April. Our 275 active volunteers were also honored at the luncheon.



Ruthann Dobek, Director of the COA, and Sherry Lee, winner of the John and Molly Dolen award for outstanding volunteering for 2012.

Programs at the Senior Center include breakfast, lunch, computer lab, gift cart, exercise classes, card games, movies, lecture series, and health screenings. Brookline Adult & Community Education program sponsors a variety of courses, ranging from the humanities through exercise programs to computer and new technology skills. Area hospitals, the Mass College of Pharmacy, the Brookline Public Health Department, and others contribute health education programs. We continue to collaborate with Brookline Recreation, the Brookline Public Library, and the Brookline Police for programs. The Council on Aging remains appreciative of the entire community and individuals who generously donate their time to ensure exhilarating mixture of classes, groups, and programs that keep the Senior Center a dynamic place to visit.

Highlights of the 2012 Programs include:

- Chinese New Year's Festival and August Moon Festival
- Silver Leaf Gospel Singers
- Mardi Gras Celebration
- MBTA Forum on proposed changes to fare system and routes
- MBTA Senior Pass/Tap Sessions
- Open Studios Weekend Program (with 7 artists exhibiting at the Senior Center)
- Heath School Pen Pals
- Shingles Vaccine Clinic
- Art Barn Dinner Theater
- LGBT Memory Fitness Program for Seniors
- Clear Conversations Workshop (How to Talk with your Physician)
- Quarterly Blood Sugar Screenings (JG&CS)
- Ask A Nurse (GMVNA)
- Reiki Therapy
- Springwell Healthy Eating Workshop series
- Time Travelers Program (BU OT students)
- Parkinson Support Group
- Alzheimer Caregivers Support Groups- Day and Evening
- A Taste of Mexico: Mexican Culture Festival
- ARTZ for Alzheimer's It Takes a Village Cooking Program
- Senior Holiday Craft Fair
- Annual Health Care Policy Forum
- Dance Caliente
- Mazel Tov Russian Senior Chorus

- Women's Bar Association Elder Law Update
- Georgia O'Keefe Pastel Flower Workshop (LCC grant)
- Gardening group
- Gadgets and Gizmos Workshop (technology updates)
- Mass College of Pharmacy Programs
- Health Information Presentations (Kidney Health, Rheumatoid Arthritis, Senior Dental Health, Holiday Blues, Prescription Drug Abuse)
- Putterham Book Discussion Group and its participation in Brookline Reads
- Wisdom Works Workshops and other JOBS programs
- SOS Restaurant Event
- Concerts with Brookline Music School
- Marie Lavine Memorial Concert
- Follen Angels Concert
- Public Issues Nonfiction Book Discussion Group
- Loss and Bereavement Group
- Modern Dance and Movement Workshops
- Drawing for Pleasure
- Seasoned Voices Poetry Reading with Brookline Poet Laureate, Judith Steinbergh
- Spanish Immersion Programs
- Theater Club
- Zumba Classes
- Easy Travel
- B-CAN "It's Never Too Late to Create"
- Participation in Brookline Day
- Brookline Special Olympics Fundraiser
- Elks Summer BBQ and December Holiday Dinner

Since its launch in April of 2010, The Brookline Community Aging Network (BrooklineCAN) has continued its valuable work help make Brookline an even better place to live and age in by:

- **Information** through ongoing forums, an interactive web site, monthly newsletters about services, programs, and cultural events in Brookline and in the wider Boston Metro area.
- **Advocacy** including intercession with town agencies on a range of issues from safer cross walks and caregiver parking permits to an Age-Friendly initiative
- **Discounts** at more than 50 local merchants as listed on the BrooklineCAN web site www.BrooklineCAN.org
- **Repair Referral Service** with prescreened home contractors, handy people, plumbers, roofers, electricians, and computer repair people—all available to BrooklineCAN members
- **Community recognition.** BrooklineCAN led the effort to have Brookline accepted into the World Health Organization's (WHO's) network of age-friendly cities. Brookline is the first municipality in New England to join the network.

The Council on Aging continues to supplement its operating budget from the Town by successfully leveraging 17% of its budget in additional funding. In 2012, CDBG grant funding supported the Taxi Discount Program, and an important senior employment program that provides stipend to low income elders who work for the Council on Aging. The federal money continues to dwindle under the federal reluctance to spend and is slated for further reductions in the next fiscal year. The Council on Aging continues to work with other funders to insure that there will be no further service cuts.

On a very bright note, the Council on Aging acquired a brand new Elderbus in 2012 thanks to funding by the Town for explicit purchase. And, of course, the Council on Aging is especially proud of its success in privately funding a van for door-to-door transportation to the Senior Center. An important goal since the Senior Center opened; the van provides 400 different elders with over 3000 round-trip rides.



On October 24, 2012, the 11th Annual Autumn Benefit fundraising event transformed the Senior Center into an elegant ballroom. Over 200 citizens supported the Center raising over \$45,000 while enjoying a delightful evening of delicious food, and great while honoring Barney Frank, who retired at the end of 2012 after a long and distinguished career as a Representative of the Commonwealth of Massachusetts to the Congress of the United States. The support of the community ensures that we are fiscally solvent and are able to continue to provide high quality services.

Our Annual Autumn Benefit in 2012 honored retiring US Representative Barney Frank. Here he is talking with Alan Morse, Chairman of the Brookline School Committee and Nancy Daly, Selectman.

In 2011, the whole country continued to suffer from an economic downturn and the Council responded with more programs focused on financial security. A grant from the Brookline Community Foundation has made it possible for us to continue to fund the food stamps outreach program to help our seniors apply for that important program and the fitness coordinator's salary.

Our seniors were active in community support to those in need with strong participation in raising money for food programs. The successful Stock Our Shelves event has now become an annual affair. And the food cooperative program at the Senior Center continues to flourish, serving up to 75 different elders every Tuesday with produce and bread distributed by dedicated volunteers.

On a sad note, we lost one of our most beloved staff members when Ciprian (Cippy) MacDougall passed away after a long struggle with cancer. In her memory, we established the Cippy MacDougall fund which netted enough money to put Cippy on the Senior Center Wall of Honor and to establish "Cippy's Corner" in the coffee lounge in her memory in addition to supporting the kinds of programs Cippy loved, such as the Fallen Angels Concert that was held in her memory.



We all miss our dear friend and staff member Ciprian (Cippy) MacDougall, who passed away in 2012 after a long struggle with cancer. Her sunny disposition and kindness will never be forgotten.

Veterans' Services

William McGroarty, Director

Massachusetts General Laws (MGL-115) mandate the Brookline Department of Veterans' Services to assist Brookline veterans and/or their dependents with living and authorized medical expenses. We assist all residents receiving MGL-115 benefits in obtaining healthcare from the VA, Mass Health, Commonwealth Care or other sources. The Brookline Department of Veterans' Services administers emergency veteran's benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town of Brookline appropriates 100% of the monies needed to assist the veterans and/or their dependents. A monthly report is submitted to the Department of Veterans' Services located in Boston. The Brookline Director of Veterans' Services initially approves the itemized expenditures and services. Per Massachusetts General Laws, Chapter 115, the state is required to then reimburse the Town of Brookline 75% of all approved emergency benefits.

The Department serves as a conduit in filing for all Veterans Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits such as Social Security, SSI, SSDI, Mass. Health and Unemployment Compensation. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. Residents are encouraged to stop by or call (617) 730-2112 if they have any questions or concerns pertaining to state and federal veterans' benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were both entitled to, and in many cases desperately needed. In 2012, the number of veterans and their dependents seeking VA healthcare and/or pensions from the VA remained steady and strong. Sadly, due to increased demands on the VA for services, the wait times has become longer and the accessibility to VA Services has become harder to obtain. Our offices' efforts to act as advocates for individuals trying to obtain benefits became even more important in 2012 than in previous years. We had numerous successes both in obtaining pensions and getting our veterans VA healthcare. For Brookline seniors and veterans who find themselves without health insurance, VA Healthcare is an essential lifeline. Brookline veterans and qualified dependents received between \$100,000 and \$200,000 a year in new VA pensions and healthcare savings.

The Office of Veteran's Services working with the Selectmen's Office, was able to create a program to employ Brookline veterans and provide financial assistance. The program targets but is not limited to, recently separated Brookline veterans attending school under GI Bill or just graduated and looking for work. It pairs them with jobs compatible with their skill sets in Departments throughout the Town of Brookline where they work up to 24 hours a week supplementing their income, as they integrate back into civilian life. This program has proven extremely successful in not only providing our recently separated veterans with additional income, but also providing skilled labor to our departments to assist them with projects. In 2012 the program assisted four veterans and we will be continuing the program through 2013. The Office of Veteran's Services not only provides the veteran with an income stream, but also works with our veterans to assist them in obtaining their educational goals and securing gainful, full-time employment in their chosen career path, and helping them integrate back into civilian life.

Through the Military Records Branch, we are able to access veterans' discharge papers through Massachusetts veterans on-line, which saves valuable time in aiding veterans for benefits. Grave registrations are recorded to ensure that all veterans' graves are decorated with a flag on Memorial Day. (Almost 5,000 veterans' graves are decorated annually for Memorial Day.) The Department of Veterans' Services is also responsible for ordering VA grave markers on request

for the veterans interred in Holyhood or Walnut Hills Cemeteries.

Department of Veterans' Services coordinates the Town's Memorial Day and Veteran's Day Observances and assists the Brookline Celebration Committee in organizing the Flag Day Celebration and other patriotic and civic ceremonies. The Department of Veteran's Services is proud this year for its part in working with the Department of Public Works to restore the Albert Edward Scott Memorial Plaque.



The wars in Iraq and Afghanistan have taken many of our military lives. We paid tribute to our brave servicemen and women at all our ceremonies throughout the year. The men and women returning from war are in need of many assistance programs, including rehabilitation for injuries and PTSD (Post Traumatic Stress Disorder) from the day-to-day stress of survival. We are working with the VA Medical Center to assure that returning veterans are apprised of all available resources. In 2012, the Office of Veterans' Services worked in cases to prevent domestic violence and homelessness, successfully seeing three veterans through serious crises and having positive outcomes. Thanks to the support of the Brookline Department of Public Health and the Massachusetts Department of Veteran's Services we were able to meet the needs of our Brookline veterans in all cases.

The Veterans' Office has a staff of two, Bill McGroarty, Director, and AnnMarie Cedrone, Head Clerk. Bill also works as the Emergency Management Planning Coordinator. Please visit our website, www.townofbrooklinemass.com/Veterans

**Americans with Disabilities
Act Transition Team**

C. Stephen Bressler, ADA Coordinator

The Americans with Disabilities Act Transition Team was established by the Board of Selectmen in 1993 as a requirement of Title II of the Americans with Disabilities Act (ADA). The charge of the Transition Team is to evaluate Town programs, services, buildings, streets, sidewalks, parks and playgrounds to ensure accessibility for persons with disabilities. Human Relations-Youth Resources Commission Director C. Stephen Bressler served as ADA Coordinator and worked with the Brookline Commission for the Disabled to address issues of mutual concern. Robert Sneider served as an assistant to the ADA Coordinator.

The ADA Coordinator responded to concerns of residents on the following matters. Many of the responses by the ADA Coordinator involved the cooperation of various Town departments. Examples:

- Complaints about snow in Handicapped Parking spots in municipal parking lots. Resolved with assistance from Department of Public Works.
- General complaints about snow not being shoveled off of sidewalks and curb ramps in various parts of town. Resolved with assistance from Department of Public Works.
- Question on how to use the chair lift at Beacon Street across from Fairbanks Street.
- Concerns about handicapped lift at condominium on Beacon Street.
- Concerns about condition of street and sidewalk during and after street and sidewalk repair. Resolved with assistance from Department of Public Works.
- Question regarding lift at Town swimming pool.
- Work with Brookline Housing Authority to assist disabled individuals.
- Concerns about persons without HP placards parked illegally in HP parking spaces.
- Discussion about locating wheelchairs at public buildings

ADA Coordinator Stephen Bressler produced and co-hosted with Commission for the Disabled Chair Eileen Berger the second season of the “Disability Consumer Guide Show” at Brookline Access Television.

Lastly, the following ADA tag-line appeared on various town meeting notices: “The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to the ADA Coordinator, Stephen Bressler, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone 617-730-2330, TTY 617-730-2327 or Massachusetts Telephone Relay 711, FAX 617-730-2388, by e-mail at sbressler@brooklinema.gov.”

Brookline Commission for the Disabled

Eileen Berger, Chairperson



The Brookline Commission for the Disabled promotes the inclusion and integration of persons with disabilities in the activities, services and employment opportunities of our town. In cooperation with the ADA Coordinator, we advise and assist the Board of Selectmen, other town boards, committees, and departments in ensuring compliance with federal and state disabilities laws. In addition, we provide information, referral, advocacy and technical assistance to individuals, businesses and organizations in matters pertaining to disability. The Brookline Commission for the Disabled is authorized under Section 8J of Chapter 40 of the Massachusetts General Laws, Section 504 of the Rehabilitation Act of 1973, Amendment Article 114 of the Massachusetts Constitution, and regulations of the Architectural Access Board.

During 2012, the Commission continued to oppose increasing MBTA fares and attempts to diminish bus and train service, since such actions would adversely affect persons with disabilities. Under the leadership of Chairperson Eileen Berger, the Commission continued to strengthen its collaboration with town departments, in particular with the Department of Public Works and its Engineering Division. In conjunction with these departments and the Massachusetts Office on Disability and the State Highway department, the Commission continued to pursue access issues for people with disabilities as they relate to the public way.

At its November meeting, the Commission met with DPW Commissioner Andrew Pappastergion, Director of Highways Kevin Johnson, and Director of Engineering and Transportation Peter Ditto to discuss issues of concern to persons with disabilities ranging from snow removal, tree and frost heaves on sidewalks, street crossings problems, and curb cuts/curb ramp construction and placement. The Commission also collaborated with the Transportation Board and staff to detail specific criteria for providing reliable taxi services that meet the needs of those with disabilities.

The Brookline Commission for the Disabled Ramp Loan Program is available to Brookline residents in need of their use. These ramps are a valuable asset in assisting individuals with disabilities in gaining access to local stores and restaurants that have entrances with steps, as well as access to private homes. This loan program is administered through the Brookline Health Department. The program also offers information on how persons may purchase similar ramps.

The Commission continued its development of the Brookline Teen Technology Fund, the purpose of which is to provide mini-grants for Assistive Technology for disabled Brookline High School seniors, who are transitioning to post-secondary educational programs. The fund also provides training on how to use purchased technology. To assist in the development of the Fund and training program, the Commission has acquired the assistance of an intern.

The Commission met with the Massachusetts Architectural Access Board executive director on current changes in applications for variances (regarding access for persons with disabilities as it relates to new facilities), and accessible housing issues. During 2012, the Commission processed architectural access board-related requests for variances.

Brookline Commission for the Arts



The Brookline Commission for the Arts (BCA) serves as the Local Cultural Council for Brookline. The BCA is primarily responsible for the stewardship and disbursement of a yearly financial allocation from the Massachusetts Cultural Council (MCC) to fund local artists and arts and

cultural organizations serving the Brookline community. The BCA also oversees the Town Hall Wall exhibition series, serves as an approval board for public art requests for the Town, and as an advisory board to the Selectmen on arts-related projects.

Grant-making Activities

26 individuals or organizations applied for grants in 2011. This number was up slightly from 2011.

Total amount applied for: \$32,072.

BCA 2012 allocation from the MCC: \$8,180 (even from 2011). Total amount granted: \$8,880. The MCC allocation was supplemented with funds granted but unused in 2011.

MCC grants were awarded to the following individuals/organizations in November 2012

Brookline Symphony Orchestra; Climate Action Brookline; Coolidge Corner Community Chorus; The Genki Spark; Nina Hasin; Jeremy Kindall; Martha Leader; Gregory Maichack; Non-Event; Puppet Showcase Theatre; Wendy Soneson; Judith Steinburgh; Studio Without Walls.

Town Hall Walls

This project continues to thrive under the direction of four commissioners; Mori Insinger, Susan Mulski, Anita Jamieson and Erik Hansen plus several Brookline arts professionals during the jury process. Brenda Sullivan stepped down as coordinator after guiding the program since its inception. The following artists exhibited in 2012:

Virginia Jacobs, Tucker Mitchell, Ruth Ginsberg-Place, Kristin Selesnick, Luca Ricco, Line Olszen, Evelyn Berde, Gillian Jackson, Rina Jacobson, Dina Gomery, Jenn Mason, Peg O'Connell, Tilla Rodemann and John Bassett.

Other Activities

A Grant reception was hosted in May by the BCA at the Main Library where each grantee made a short presentation about their project. Grant workshops were hosted by the Commission in September for artists and organizations. These were free and publicized online, via email, and in the Brookline Tab, and attracted several people new to the application process.

Brookline Poet Laureate

Since her inauguration in April 2012 as Brookline's first poet laureate, Judith Steinbergh has worked tirelessly providing poetry events around town, from readings in schools and senior facilities, to poetry forums for teachers, a "World of Poetry in Brookline" at the main library featuring poems read by residents, teachers and students in 9 different languages, a poetry workshop in Griggs Park and many other events.

Personnel Changes

Erik Hansen, Anita Jamieson, Evelyn Cohen and Susan Mulski joined the Commission. Joe McGonegal was appointed to the position of Chair upon the expiration of the 6 year term in November of Joanne Lukitsh, who had served as Chair for the past year and three years prior to that as Co-chair with Gavin Andrews. Joanne was a dedicated member of the commission and her leadership saw the commission through several major events, including the search for the poet laureate and essential procedure streamlining.

Brookline Commission for Women



The **Brookline Commission for Women** (BCW) strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline. We accomplish our mission by making ourselves a visible resource for women in the community; collecting and disseminating information on women's issues; cooperating with other town agencies, other women's commissions and service organizations for addressing women's issues; raising funds in support of our mission; offering programming consistent with our mission; and bringing women in Brookline together.

In January 2012, the BCW held its **3rd Annual Children's Clothing Drive**. Hundreds of pieces of clothing and toys were collected during this two-day drive. Clothing was distributed to 23 local families as well as to Eastern Service Workers and to Newborn Necessities, an outreach program at Massachusetts General Hospital. We held a second drive, our 4th, in late September in an effort to collect winter coats and other seasonal clothing before the winter started.

In March 2012, the BCW held its 20th annual essay contest among 5th, 6th, and 7th graders. Each year, students are asked to write about a "**Woman Who Inspires Me**." The essay contest winners and the special woman in their lives are invited to a reception to honor these exceptional women who have impacted so many young people. Also as part of this event, the BCW honors one woman from the community who has made a remarkable impact on the Town and people who live here. The **2012 Brookline Woman of the Year** was Dr. Sonya Elder, Director of Food Services for the Brookline Public Schools. This event is held each March in celebration of National Women's History Month.

The BCW also worked with Brookline Access Television to film a Public Service Announcement (PSA) to promote our work in the community and get more women involved in our programs and events. The BCW appreciate the efforts of the BATV to help spread our mission to the community.



Commission for Women shooting their PSA

In November 2012, the BCW held its **8th Annual Dress for Success Clothing Drive**. The Dress for Success program is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each client receives one suit when she has a job interview and a week's worth of separates when she gets the job. Thousands of pieces of clothing, gloves, scarves, shoes, accessories, and winter coats were collected during this two-day drive for the Dress for Success program, as well as Eastern Service Workers.

Looking forward into 2013, the BCW will further its work to support and promote women in Brookline. We will continue to work with our local partners throughout the Town to identify and address the needs of women in Brookline. Throughout 2013, we will have a guest speaker from organizations in Town at our monthly business meetings who can help inform us about local needs and discuss ways in which we can work collaboratively, such as the Brookline Food Pantry, the Brookline Community Center and Brookline Community Mental Health.

We look forward to celebrating our **21st Annual Women who Inspire Us Event** on March 18, 2013. We continue to use social media to reach women in the community and share important news related to women, thereby making us more accessible and more informative to our community. New initiatives have been added to our agenda which include the **Wear it Forward Youth Formalwear Exchange and Collection** on January 26, 2013 (a youth formalwear collection and exchange) as part of Climate Action Week, partnering with the Brookline Health Department for a program during National Public Health Week in April, running our annual women and children's clothing drives, holding forums for women on important topics such as child care options, women's health and money management, and working to address hunger and food insecurity in Brookline.

INFORMATION TECHNOLOGY DEPARTMENT

Kevin Stokes, CIO

Administration

2012 was a busy year for the Information Technology Group. Chief Information Officer, Kevin Stokes, Administrative Assistant, Stephanie Orisini, Director of Applications, Feng Yang, Network Manager, Zeray Assefa and Help Desk Manager, Karen King continued to meet with department heads, users and residents to ensure technology solutions are continuing to drive efficiency and transparency in our daily operations.

The Town continues to invest in technology in order to improve departmental operations, enhance citizens' interaction with their local government, and realize efficiencies. Often times, a relatively small investment in IT can yield significant results, whether they be a decrease in operating expenses, an improvement in service delivery, or an improvement in a resident's experience in conducting business with a department.

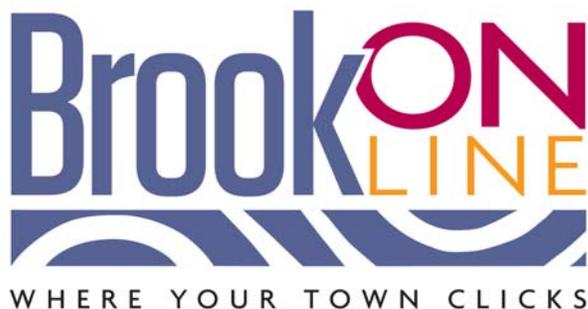
The IT department continued to streamline operations, examine processes and re-align partner relationships in support of Town and School departments. Continued investments in infrastructure ensure that adequate network and storage capacity allow for continued growth and processing power of the "Brooknet" computer network.

Application Management

It has been another productive year for the application management group under the guidance of Ms. Feng Yang, Director of IT Applications. The group continues to build essential pieces of technology to better connect our key Town services to the public.

The group has the following technical staff: Ben Vivante, Web Developer; Jed Fehrenbach, GIS Database Administrator; Gene Sun, SQL Server Database Administrator; Dale Junicke, Programmer Analyst; and Steve Sullivan, Senior System Analyst.

We continue to apply best practices in managing application life cycles, and keep all major enterprise and cross-departmental applications up to date. In the meantime we have implemented new application functionalities, streamlined many operational tasks, worked with users to automate business processes, and applied new technologies to help improve efficiency. We also looked beyond the next general release by reviewing and discussing product roadmaps with all vendors to plan our resources better.



We continue to build onto our flagship Virtual Town Hall, BrookONline. Initially rolled out in 2011, the BrookONline portal includes a suite of web applications that transforms the way residents, visitors and businesses of Brookline transact and interact with Town government via three offerings:

1. **BrookONLine Information** – this is the place to stay informed. Anyone interested in receiving notification of meetings or signing up for Twitter Feeds can register and create a profile. Unlike the prior

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email listservs, this feature allows for the choosing of specific boards / commission meeting notices rather than receiving notice of all meetings. Other information sources are available, including Police, Recreation and Transportation tweets, news regarding specific libraries, and Brookline High School Parent Teacher Organization email lists.

2. **BrookONLine Notifier** – this application empowers citizens to directly notify the proper Town department of needed repairs (potholes, streetlights, etc) via a smartphone (iPhone or Android). Once downloaded for free, “citizen reporters” can report and receive updates on submitted requests, which are automatically routed to field staff for investigation. In addition, all submitted requests are posted on-line so the status of the request is available for all to see.
3. **BrookONLine Payments** – this new payment service offers a centralized payment portal. While residents have been able to pay bills on-line for a decade, this enhanced bill payment system allows for paperless billing, the setting up of automated payments, and the viewing of payment history.

During 2012, approximately 1500 tickets were created via the BrookONline portal, most of which were submitted via the downloaded Iphone or Android application. Moreover, we now have over 400 subscribers to paperless billing options and over 100 listservs to keep informed on all Town related events.

Check out the App Store!

With the growing smartphone users and as part of the BrookOnline portal, iPhone and Android applications are developed for residents to request town services or report a problem. A smart phone application was developed to expand our online “Where Am I” resident information site to the android platform. Users can download the app from the Android market for free and by typing in an address or using the built-in GPS location, they can easily find out where the closest T stop or bus stop is, where the closest library is, where the closest public park is, and which school district and buffer zone they are in. We expect to have the iPhone version available in the very near future. We are working to refine these functionalities and roll out more useful mobile applications. Check out Mobile App Store on the Town’s web site at <http://www.brooklinema.gov/app-store>

Social Media is here

With a couple of large storms during the year (Hurricane Sandy and Blizzard Nemo), we were able to leverage our newly built social media platforms to communicate updates to the public. Our Facebook page, BrooklineMA and our Twitter handle, @townofbrookline proved to be essential to distribute updates and keep timely information flowing as events unfolded.



School Applications

Aspen Student Information System Maintenance

Into the 5th year of Aspen student information system, many system administration tasks were conducted such as system upgrades; portal and EPIMS; user account and role management; year end rollover; custom reports and templates; imports and exports such as SASIDS, PCG, food service; uploads of student photos; wrapping up legacy data issues.

BHS Parent Portal is Now Open!

High School parents now can use one login to securely access the following information for all of their children from just about anywhere via the internet.

- Academic information: Spot red flags early with real-time access to your child's academic information and be confident knowing you are receiving important documents like progress reports and report cards.
- Attendance
- Family contact and emergency information
- Calendar
- Links to school-related websites

Destiny School Library System

This summer we upgraded the library server and application during school vacation, imported student photos, and continued automated data extract from Aspen student information system to destiny.

Health Office Nurse System

We also upgraded the health office server and migrated to a new virtual machine, set up daily imports, applied immunization patches, and successfully completed year end rollover.

Fitnessgram

Built and set up a new server and upgraded to the latest general release. Extracted data from Aspen, promoted students and imported student data for all schools.

BlackboardConnect

All student contact information is uploaded daily from the Aspen student information system to BlackboardConnect phone and email notification system for school administrators and teachers to communicate with parents. Staff information is also uploaded at the beginning of the school year.

Network Operations

The Network Operations Division under the direction of Zeray Assefa, Manager of Network Operations and Network Administrators, Gary Vogler and Ren Avellani continue to increase capacity, performance and bandwidth for our BrookNET computing environment.

- Public Safety Network Upgrade – The Brookline Public Safety network and server infrastructure was recently upgraded to provide additional capacity and redundancy. With a greater emphasis on homeland security and regional collaboration, the ability to provide access and to share information between public safety departments and personnel is critical in efforts to best protect the community.
- Brookline Public Schools Wireless Upgrade –The second phase of upgrading the wireless infrastructure in the public schools was completed during the summer of 2012, with several of the elementary schools now upgraded. When complete the infrastructure will allow for Administrative staff, educators and students leverage additional connectivity to educational and collaboration resources.
- Runkle and Heath School Renovations – Working closely with the Building Department, IT was able to seamlessly move infrastructure around to support the temporary relocation of staff and students while implementing the associated upgrades to their permanent locations.
- Public Library Network Upgrade – The Brookline Public library network infrastructure was migrated to newer technology as part of a technology lifecycle upgrade. The upgrades should provide additional enhancements and stability to the operations and patrons of the Library.

Help Desk

In 2012, the IT Help Desk had more than 2,100 work orders opened; most were closed in under three days. In addition, the annual replacement of desktop computers resulted in the installation of over 700 new computers across the Town and School. The department played a key role in implementing a standard desktop power management application which will allow for better control and analysis of power consumption for all Town and School desktop computers.

FINANCE

Stephen Cirillo, Finance Director

Overview

The Department of Finance was created by MGL Chapter 25 of the Acts of 1993. The purpose of the Act was to consolidate all of the fiscal and financial related activities of the Town into a single department in order to attain efficiencies and economies of scale, to reduce or eliminate duplication and overlapping of services, responsibilities and functions, and to improve the communication and coordination between and among the various offices and agencies of the Town.

Treasury Division

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual accounting of the total cash receipts and disbursements for the fiscal year ended June 30, 2012. In addition, I have also included a summary of the highlights of the activities and accomplishments of the Department of Finance's Treasury, Collecting, and Payroll sub-divisions for the year. Details of cash transactions and debt activity are also contained in the Annual Audit Report, which is found in the Town Comptroller's Office, the Library, the Town Clerk's Office, and the Brookline web-site at www.brooklinema.gov. I believe that this approach provides more relevant information to our readers.

This Department of Finance was created in 1994 with the consolidation of several independent departments. The reorganization has continued and has strengthened. The functional workgroups that were initially created to provide more effective service and internal cross training are working out very well. Internal coverage for periods of peak needs was expanded. The specialized tax administration units continue to demonstrate their value to taxpayers. Indications are that public service has significantly improved. As will be noted below, with the use of electronic commerce techniques and an after-hours Town Hall mailbox, we have developed a 24 hour/7 day per week service capability to our taxpayers.

Payroll Sub-Division

The Payroll Sub-division continues to streamline processes to ensure accurate and timely payments to employees, payment of associated payroll taxes and various payroll deductions. The Sub-Division is a function within the Treasury Division of the Finance Department and works under the direction of the Town Finance Director.

The Green initiative called "Green Payroll" has increased the volume of paperless checks for Town and School employees. Direct deposit has also expanded. The School Department has 98% and the Town Departments 82% of their staffs being paid by this method. In addition more departments are sharing information in Laserfiche, the image documentation system, eliminating the need for duplicate copies of the same information. Both initiatives have not incurred any additional costs to the Town.

The Sub-division has taken the lead on the payroll software conversion from our current vendor, Harpers, to our new vendor, MUNIS. The estimated conversion completion date will be January 1, 2014. This will necessitate having the two software systems running parallel during the last six months of calendar year 2013. Once the conversion is completed two other pieces of the conversion, Applicant Tracking and Employee Self Service will also be implemented. The entire conversion should be implemented by approximately July 1, 2014. The end result will be an improvement in both payroll and human resources functionality and a reduction in overall cost to provide payroll services.

The Sub-division is responsible for the oversight of all payroll activities including accurate and timely payments to 1,420 Town and 2,261 School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues. This unit oversees and audits payments of over \$131.5 million in payroll along with the related \$23.3 million in a vast array of deductions and \$21.9 million in several payroll taxes.

The Sub-Division has expanded services provided to all departments with training programs, monthly drop-in

seminars and easy access to department specific reports. The payroll section of Brookline's new intranet has been updated to include more information to keep employees informed with easy access to all payroll forms and any payroll changes.

Cash Management Sub-Division

This Division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt and the proper disbursement of all funds. In summary, the aggregate receipts and disbursements for the fiscal year that began on July 1, 2011 and ended on June 30, 2012 are as follows:

Cash & Invest 7/1/2011	\$ 90,337,872.65
FY 2012 Cash Receipts	293,504,504.04
FY 2012 Disbursements	<u>(295,571,407.79)</u>

Town Cash & Invest 6/30/2012	88,270,968.90
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Library Cash & Investments	4,277,825.00
Retirement Cash & Investments	<u>203,424,863.00</u>

Total Cash & Investments	\$ 295,973,656.90
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\$343,840.83 in investment income was earned during the year. This was a decrease from the prior year and was the direct result of the numerous reductions in interest rates that the Federal Reserve Bank voted during this period because of the poor economic climate. We continued to exercise the aggressive cash management program that was instituted during the latter part of 1994. This enabled us to continue to maximize the rates of returns despite the economic recession and helped mitigate the reduction in earnings that was being experienced throughout the world. Use of an automatic "sweep" account that invests funds each night, along with a weekly interest rate bidding request program, have insured that we are able to obtain the highest rates available while maintaining safety and liquidity throughout the year. Higher risk type investments, such as derivatives and similar devices, are specifically avoided. The Town has now implemented the "Prudent Investor" standard.

Bank Service Charges

Through an on-going competitive bidding program, we continued to attempt to minimize bank service costs while the level of bank services increased. Our costs were \$89,190 in FY2012, which was directly attributable to our Electronic Commerce, reduction of interest earnings to offset expenses, and credit card acceptance initiatives that were introduced during the second half of fiscal 2001. In the last decade, bank service charges were costing us about \$150,000.

Debt

As of June 30, 2012 the Town had debt obligations of \$78.5 million in principle and \$18.4 million in interest payments. During 2012, the Town borrowed \$12.645 million for several projects, including the Runkle School, Heath School, Town Hall Garage, Golf Course Improvements, and Water System Improvements. In addition, the Town refinanced items borrowed in FY 2002 and FY 2003. The interest rate of the borrowing is 1.946%.

Accounts Receivable Sub-Division

For Fiscal Year 2012, this Sub-Division was responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$160.3 million), Personal Property taxes (\$3.3 million), Motor Vehicle Excise taxes (\$5.2 million), Water & Sewer Utility Fees (\$24.3 million) and Refuse Collection and Disposal Fees (\$2.66 million).

In 2003, this Sub-Division was reorganized under the leadership of an Assistant Collector. In FY2004 the Sub-Division began to reconcile accounts receivable on a monthly basis, providing a more efficient year-end closure of the Town's financial books. In 2005 the Sub-Division assumed responsibility for posting all water and refuse

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payments.

Another accomplishment of the Sub-Division was to shorten the age of accounts receivable. The accounts receivable of six prior fiscal years within the Personal Property Tax receivables class have been collected and closed out. Prior year Excise tax receivables have also been collected, abated and closed out.

In the last fiscal year the Sub-Division implemented a new internet payment system. The new system includes voluntary paperless billing, automatic payments, scheduled payments and the ability to view payment history.

Property Taxes

The aggressive delinquent collection campaign that was initiated in 1994 continued during the year. Unpaid taxes remained among the lowest they have been in over 25 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected property taxes as of June 30, 2012 were \$1,396,173, representing a 99.0% collection rate.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of municipal lien certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and mortgage lending institutions depend upon this service. The owners of property about to be conveyed generally require immediate attention. We issued approximately 2,254 MLC's during FY2012, some for Town use. Improvements in automation have reduced the completion time to approximately two days. General Law requires these documents to be completed within ten working days of receipt. We continue to receive many favorable comments for timely and accurate service from the various legal firms in the area.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise at the end of the year was \$453,542. We continued to collect over 91.33% of the more than 33,293 bills issued each year on a timely basis.

Summary

Again, your Treasurer/Collector presents these accomplishments with pride. They signify our collective efforts on behalf of our community. One of the most significant messages subliminally contained within this report is that the staff is a team of professional public sector employees. A strategic initiative of cross-training has created a dynamic yet flexible staff that can address any issues that are presented. They take pride in providing a high level of quality service for their constituents. As the manager of the Division, I express my genuine appreciation to this exceptional staff of dedicated people who continue to make this all happen. My very personally satisfying job and our many successes are a direct result of their exemplary performance. I remain forever grateful to each and every one of them.

I also wish to thank the Community for their continued support and response to all of our appeals. Tax collecting is never a "fun" task, but the vast majority of our taxpayers understand what we need to do in order to keep our financial house in good condition and this understanding is what enables us to present these accomplishments. We really are grateful to all of you.

Comptroller's Division

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller served on the Brookline Contributory Retirement System.

Accounts Payable personnel, in conjunction with input for a variety of Town departments, continued to service nearly 4,900 active vendors, processing approximately 37,000 invoices during calendar 2012.

The Accounts Payable personnel routinely audits all invoices before the payments are processed and then matches up the resulting checks with their supporting documents for archiving in-house. In addition, the accounts payable team has spent considerable time and effort training departmental users throughout the School and Town in the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the daily financial activities of the various Town departments and in the preparation of the Town's annual financial statements.

Personnel, Schools, DPW, Water & Sewer, Building, Fire and Police Departments are utilizing the General Billing module.

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via customized Crystal Reports developed in the Comptroller's Office. By the end of calendar 2012, over 200 users in the Town and School offices have been trained in the Town's MUNIS Financial system in basic Crystal Report running.

Closing

The Comptroller and her staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of her staff, in conjunction with the efforts of other Town Departments, which have contributed to this highly successful year.

Judy Haupin, the prior Comptroller, retired in September 2012 after 18 years of service to the Town of Brookline. We wish her well in retirement. Michael F. DiPietro was appointed the new Comptroller in November 2012.

Assessors Division



Board of Assessors
L-R: Gary McCabe, Harold Petersen, and Mark Mazur

The mission of the Board of Assessors is to assess all property in the Town of Brookline in a fair and equitable manner and in accordance with the laws of the Commonwealth of Massachusetts, the guidelines of the Department of Revenue and the Uniform Standards of Professional Appraisal Practice. Our purpose is to promote the fair and equal treatment of all taxpayers in the Town of Brookline in the administration of the property tax, motor vehicle excise tax and related exemptions; to assess all property at its full and fair cash value as of January 1 of each year and to employ valuation methods and techniques appropriate for each class of property and to maintain public records necessary to administer the taxes of the Town of Brookline and to objectively review the petitions and concerns of taxpayers.

Accomplishments

The Assessors continued to work to reduce the case load of outstanding Appellate Tax Board appeals from 100 to 30 prior to the fiscal year 2012 filings through settlement negotiations and defense of value appraisals. Reducing the potential outstanding liability has allowed the Assessors to declare a significant amount of Overlay Reserve Funds to surplus and make those funds available for appropriation to other areas of town government. The Assessors continued to advance their understanding of the complex valuation issues related to the assessment of the two regulated utility distribution companies; gas (National Grid) and electric (NStar) holding property in Brookline. The Assessors again revalued the personal property of National Grid and NStar Electric in Brookline using a valuation methodology laid out by the Supreme Judicial Court that equally weighs net book value and reproduction cost new less depreciation.

The Assessors continued to audit the residential exemption program by reviewing all undeliverable tax bills and determining if taxpayers continue to qualify for the owner occupied exemption. As a result of the audit 32 exemptions were removed.

The Brookline real estate market continued to show its resiliency; the average sale price of a single family home in 2011 was \$1,390,800, slightly above the 2010 average of \$1,387,300. The average sale price of a residential condominium unit increased 4.2% to \$562,800 in 2011 over the 2010 average of \$540,200. Overall the assessed value of all taxable property in Brookline increased 1.7% to \$15.5 billion. Total residential property value increased 1.6%, while the combined class of commercial, industrial & personal property (CIP) increased 2.4%.

The Assessors continued to assist the Town Administrator and Finance Director to promote and expand the Town's payment-in-lieu of tax (PILOT) program to additional tax exempt organizations in Brookline.

2013 Objectives

The Assessors will continue to update and expand the Division's web-site to include additional data for apartment & commercial properties. The Division will develop a pilot program for on-line filing of certain assessment forms, including personal property tax returns (Form-of-List) and property income & expense statements. Staff will update the Assessor's computer-assisted mass-appraisal system to the Patriot Properties' AssessPro version 5.0. Upgrading to AssessPro 5.0 will also allow expanded use of the Town's GIS programs for assessment purposes, including the tracking of sales and permit data, enhancing the interface between the assessor's CAMA system & GIS.

The Assessors will also continue to be diligent in the discovery of taxable property and allowable levy growth for fiscal year 2014 and beyond using the Town's technology resources and sound assessment practices.

The table to the right contains a comparison of the FY2012 and FY2013 total assessed values by major property class.

Property Class	FY12Valuation	FY13Valuation	Δ
Residential	13,824,754,700	14,045,797,140	1.60%
Commercial	1,246,068,700	1,274,617,400	2.29%
Industrial	14,135,000	14,225,100	0.64%
Personal Prop.	179,205,020	184,589,740	3.00%
Total Taxable Property	15,264,163,420	15,519,229,380	1.67%
Tax Exempt	1,871,907,300	1,874,262,100	0.13%

Purchasing Division

The Purchasing Division is responsible for the procurement of all goods & services for all Town and School Departments. The Division's ongoing role is to ensure that all Departments are getting the best value, by using good business practice, quotes, bids and proposals, as well as established contracts. The procurement process complies with applicable laws, such as M.G.L. Chapter 30B, which was enacted by the State and adopted by the Town in 1990.

Purchasing manages all subsequent contracts and agreements that are entered into by Town and School Departments. General Services is part of the Division, providing mail and printing support for Town and School departments.

Personnel

The Purchasing staff is: Chief Procurement Officer David Geanakakis, Procurement Officer Mary Clover O'Brien, Buyer Richard Saville, and Senior Office Assistant Arlyn Williams. General Services staff is: Supervisor of Mailing & Printing Timothy Sullivan and Mail Clerk Morgan Laing-Buckland. Leonore Nicolay retired in October after 25+ years of service to the Town. We would like to say thanks for her daily contributions to the department and wish her a happy and healthy retirement.

David commends all Division staff for their hard work over the past year, and for continuing to provide informed, pleasant, and consistently high level of service to Town and School Departments on a daily basis.

Purchasing Activity

During the past year, the Purchasing Division issued over 9800 purchase orders and conducted nearly 90 public procurements, for the various departments. Procurements are done using the appropriate open and competitive process. With the assistance of the requesting department, Division staff develop specifications, investigate and seek out potential vendors, evaluate & award contracts, and monitor vendor performance.

Contracts for goods and services are managed by the Division staff and used by all Town and School departments. Cooperative and State contracts are used when applicable. Examples are: office supplies, copiers, information technology, school lunches, telecom, furniture, consultants and insurance. Significant items from the past year were:

- Town Department Bids and RFPs: 10 Wheel Hook Loader, Wheel Loader, Master Leasing Financing for Equipment, Rebuild of Stetco, Fisher Hill Gatehouse Conditions Assessment Report, Furnish & Install UV systems at Pool, Sand, Signs, Ready Mixed Concrete, Bituminous Concrete, Use and Occupancy of 96 Grove Street, Landscape Architectural Consultant for Waldstein & Warren, Tennis Pro Services, Sport Camp Services, Accounts Receivables for Finance. Building department service and engineering contracts: Pest Control, Burglar, Keycard, Elevator, HV-Filter/Belt Preventative Full Maintenance, Pneumatic Temp Controls, Window Shades, Window Cleaning, Generator, Air Compressor, Oil Tank Monitoring, Asbestos, Energy management.
- Continued to prepare issue, award and manage cooperative bid and contract for heating oil, gasoline and diesel for 11 regional Cities and Towns. Obtained significant savings with FY13 gasoline fixed price of \$2.86 per gallon and diesel fixed price of \$3.15 per gallon.
- Town and School contracts were rebid or renewed with ongoing improvement of products and services
- Managed the annual computer leasing process, with the assistance of the Information Technology Department. This resulted in standardized models, one vendor, one annual payment, low prices, faster ordering process & deployment, and competitive interest rates.

- Added scanning feature to upgraded Town and School photocopiers to reduce paper use and continued to reduce cost of maintenance
- Continued to expand purchases from other cooperative contracts due to changes in MGL Ch. 30B
- Purchased an electric vehicle, a Chevrolet Volt for the Building Department, and additional hybrid vehicles, Toyota Prius and Ford Fusion, for various Town and School Departments.

Support to the School Department

Procurement Officer Mary Clover O'Brien and the Senior Office Assistant are the Division's primary liaisons to the School Department. They dedicate much of their time to support School Department purchases and projects, but all staff support School purchases. Significant items from the past year were:

- School Department bids and renewals: Medicaid Billing, Pizza, Frozen Desserts, Bagels, Sushi, Full-Service Hamburgers & Chicken Sandwiches, Computer Supplies, Printer Supplies, Paper Towels, Toilet Tissue & Hand Soap, Heath School Construction Testing
- Supported Runkle and Heath School construction projects via bids and contracts, telecom, furniture and fixtures, peer review, and testing
- Began using office supply vendor online ordering for School Department
- Used Purchasing Card (PCard) program with School Departments as pilot, for appropriate purchases
- Continued participating in several purchasing cooperatives (Somerville, Waltham, Methuen, Medford, and Quincy) for increased savings in food services.
- Renewed contract for paper towels, toilet tissue & hand soap for the School, and included Town Department requirements.
- Renewed snack and beverage vending contracts, receiving commission from soda and snack machines amounting to \$4,181 in FY12. For the first half of FY13, commissions generated \$2,286.
- Renewed several school bids: rental of tables and chairs, student bus and METCO transportation services, printing of Adult Education catalog.
- Continue to use state contract vendors who offer competitive prices

General Services Activity

General Services provides centralized printing and mailing services for all Town and School departments. Services are done in the most economical manner, primarily on site, with outside vendors if needed. Offset high quality printing and pick-up & delivery mail services are done by the print shop and mail room.

- Continued to eliminate lines and changed telephone carrier providers to reduce costs, working with the IT Department. Moved from existing 2 providers to a 3rd lower cost provider.
- Continued to review current cell phones provider and changed plans and phones, to lower costs and improve service.
- Continued to promote in-house print capabilities to lessen the costs of outside printing. The Annual Report, Financial Plan, Contract Specifications, Town Meeting Combined Reports, Town Meeting Member Newsletters, Council on Aging newsletters and other materials continue to be printed internally.

Retirement

Frank Zecha, Director



Retirement Board L-R Gary Altman, Rob Ward, James (Chet) Riley, Michael DiPietro, Stephen Cirillo

The Brookline Contributory Retirement System (System) administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers' Retirement System. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a five member Board who is responsible for ensuring that the system is operating in compliance with M.G.L. Chapter 32. Director of Finance Stephen Cirillo serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller Michael F. DiPietro serves as the ex-officio member, as required by M.G. L. Chapter 32 along with Brookline Firefighters, Chief of Operations Rob Ward and James (Chet) Riley who serve as the elected members to the Board. Gary Altman, an attorney who works full-time as a labor arbitrator and mediator, was chosen by the four Board members to serve as the fifth member. James (Chet) Riley serves as the chairperson of the Board. Michael F. DiPietro replaced the recently retired Judith Haupin. The Board and staff will miss Judith and wish her well.

The System is funded through member's deductions, investments and an annual appropriation from the Town and Brookline Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2012 the system was 55.85% funded. As of December 31, 2012, there were 3,493 members, 1,383 active members, 860 retired members or their beneficiaries and 1,250 inactive members. During 2012 the Board voted to grant 30 superannuation and 8 accidental disability retirement allowances. The Board also approved 62 refunds and 38 transfers of member accounts.

The current staff is comprised of: Frank Zecha, Executive Director; Maryruth Capite, Deputy Director of Finance; and Kimberly McCormick, Administrative Assistant. The staff is responsible for: financial transactions; reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits; issuing monthly pension payments to retirees and /or their survivors; and other required governmental reporting. Maryruth replaced Anne Speicher who accepted a similar position with the Essex Regional Retirement System. Anne was a valued employee and will be missed. Maryruth comes to the Board from the Teachers' Retirement System. The system utilizes an investment consultant firm, New England Pension Consultants (NEPC), to provide investment advice. The Board establishes investment policies, allocates system assets to various investments, and retains managers in each asset class to invest the resources allocated to the type of investment with assistance from NEPC. The Retirement System is valued at \$222.5 million as of December 31, 2012. In calendar year 2012 the System had an 11.7% rate of return. The 25 year rate of return is greater than 8.00% annually.

**TOWN OF BROOKLINE TELEPHONE DIRECTORY
MAIN NUMBER 617-730-2000**

<u>EMERGENCY TELEPHONE NUMBERS</u>	
POLICE	911
FIRE	911
HIGHWAY	730-2160
PARKS	730-2167
WATER/SEWER	730-2175
HOME HEATING	730-2300 (weekdays) 730-2222 (evenings & weekends)

<u>DEPARTMENT</u>	<u>TELEPHONE</u>	<u>FAX</u>	<u>TTY</u>
ASSESSORS	730-2060	739-7572	(Phone Devices for the Deaf)
BUILDING	730-2100	739-7542	
COMPTROLLER	730-2022	730-2298	
COUNCIL ON AGING	730-2777	730-2761	730-2777
ECONOMIC DEVELOPMENT	730-2468	730-2442	
FIRE (office)	730-2272	730-2728	
FIRE (non-emergency)	730-2260		
HEALTH	730-2300	730-2296	730-2327
HUMAN RELATIONS/YOUTH RESOURCES	730-2330	730-2296	
INFORMATION TECHNOLOGIES	730-2003	739-7571	
LIBRARY			
MAIN LIBRARY	730-2345	730-2160	730-2364
COOLIDGE CORNER BRANCH	730-2380		
PUTTERHAM BRANCH	730-2385		
ADMINISTRATIVE OFFICE	730-2360	232-7146	
PERSONNEL	730-2120	739-7519	
PLANNING	730-2130	730-2442	
POLICE (non-emergency)	730-2222	730-8454	734-2952
PRESERVATION COMMISSION	730-2089	739-7542	
PUBLIC WORKS			
ADMINISTRATIVE OFFICE	730-2156	730-2258	
CEMETERY	730-2179	730-2258	
CONSERVATION	730-2088	730-2258	
ENGINEERING	730-2139	730-2258	
HIGHWAY	730-2156	730-2258	
PARK/FORESTRY (non-emergency)	730-2149	730-2167	
WATER/SEWER (non-emergency)	730-2170	730-2258	
RECYCLING HOT LINE	730-2500		
PURCHASING	730-2195	264-6446	
RECREATION			
MAIN OFFICE	730-2069	739-7531	739-7698
GOLF COURSE	730-2078		
GYM	713-5422		
HIRE ONE	730-2779		
RAFT PROGRAM	739-7598		
SKATING RINK	739-7518		
SWIMMING POOL	730-2778		
RETIREMENT	730-2028	730-2298	
SCHOOLS	730-2400	730-2108	
ADULT AND COMMUNITY EDUCATION	730-2700		739-7656
SELECTMEN	730-2200	730-2054	730-2213
TOWN ADMINISTRATOR	730-2211	730-2054	
TOWN CLERK	730-2010	730-2298	730-2572
TOWN COUNSEL	730-2190	264-6463	
TRANSPORTATION	730-2177	730-2258	
TREASURER	730-2020	730-2298	
VETERAN'S SERVICES	730-2112	730-2296	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
Incorporated: 1705
Population: 58,666
Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight at large) with five-member Board of Selectmen and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2013 Assessed Valuation: \$15,519,229,380
FY 2013 Tax Rates:
Residential \$11.65
Commercial \$18.97
Residential Exemption \$167,761

Political Parties and Designations

Democrat	19,427
Republican	2,869
Unenrolled	17,900
American Independent	10
Conservative	2
Green Party USA	13
Green Rainbow	56
Libertarian	83
Natural Law Party	1
Pirate	1
Socialist	3
Timesizing Not Downsizing	1
Interdependent 3 rd Party	1
Working Families	1

Brookline Legislators

United States Senators

Elizabeth Warren
 William Cowan

United States Representative Congress

Joseph P. Kennedy

State Senator

Cynthia S. Creem

State Representatives

Edward F. Copping
 Michael Moran
 Jeffrey Sanchez
 Frank Israel Smizik

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities. The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.