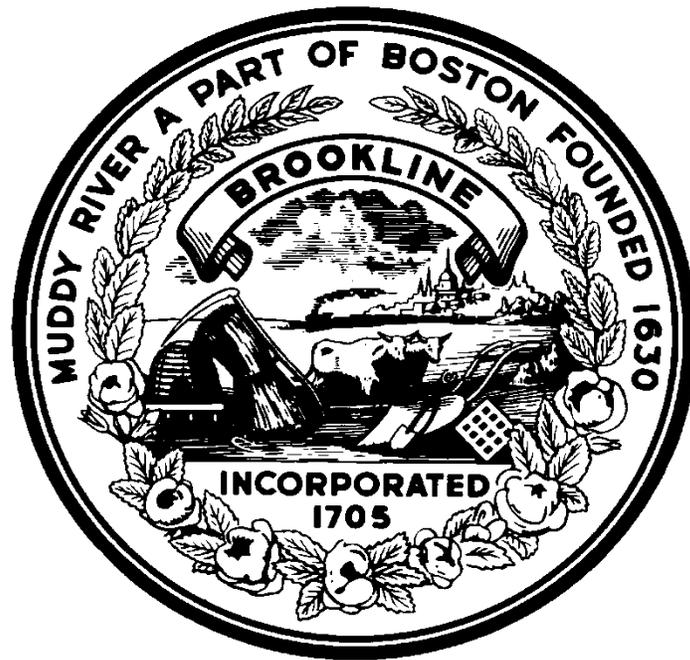


Town of Brookline
2014 Annual Report

TOWN OF BROOKLINE MASSACHUSETTS



309th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2014

www.brooklinema.gov

Table of Contents

Town Officers	3
Board of Selectmen	9
Town Administrator	15
Town Moderator	22
Advisory Committee	23
Town Meeting	25
General Government	
Town Clerk.....	45
Registrars of Voters.....	48
Town Counsel.....	49
Human Resources.....	50
Public Safety	
Police Department.....	54
Fire Department.....	63
Building Department.....	68
Building Commission.....	70
Board of Examiners.....	71
Public Works	
Administration.....	72
Engineering and Transportation Division	75
Highway, Sanitation and Fleet Services Division.....	82
Parks and Open Spaces Division.....	86
Water and Sewer Division.....	94
Recreation Department	97
Public Schools	99
Library	108
Planning and Community Development	113
Planning Division.....	113
Zoning Board of Appeals	114
Preservation Commission.....	116
Community Development Block Grant.....	118
Housing.....	118
Economic Development	120
Housing Authority.....	122
Human Services	
Health Department.....	125
Council on Aging.....	131
Veterans' Services.....	133
Commission for the Disabled	135
Diversity, Inclusion and Community Relations.....	136
Commission for the Arts.....	138
Commission for Women.....	139
Information Technology Department	140
Finance	
Treasury Division.....	144
Comptroller's Division.	146
Assessors Division.....	147
Purchasing Division.....	149
Norfolk County Registry of Deeds.....	150
Retirement	152
Telephone Directory	153
Town Fact Sheet	154

TOWN OFFICERS
For the Municipal Year 2014

ELECTED TOWN OFFICES

MODERATOR
Edward (Sandy) Gadsby (2015)

TOWN CLERK
Patrick J. Ward (2015)

BOARD OF SELECTMEN
Kenneth M. Goldstein, Chair (2015)
Nancy A. Daly (2017)
Betsy DeWitt (2015)
Neil Wishinsky (2016)
Benjamin Franco (2017)

TRUSTEES OF THE PUBLIC LIBRARY
Michael A. Burstein, Chair (2016)
Carol Axelrod, (2015)
Vivien E. Goldman (2015)
Regina Healy (2015)
Gary Jones (2017)
Karen Livingston, (2017)
Carol Troyen Lohe (2015)
Puja P. Mehta (2016)
Jonathan Margolis (2014)
Magdalene M. Moran (2017)
Jennifer Rees (2016)
Judith Vanderkay (2016)

SCHOOL COMMITTEE
Susan Wolf Ditkoff, Chair (2016)
Pen-Hau Ben Chang (2015)
Helen Charlupski (2016)
Abigail Schoenbaum Cox (2015)
Michael Glover (2017)
Lisa R. Jackson (2017)
David Pollak (2016)
Barbara C. Scotto (2015)
Rebecca Stone (2017)

BROOKLINE HOUSING AUTHORITY
David Trietsch, Chair (2018)
Michael Jacobs, Vice Chair (2016)
Barbara B. Dugan (2015)
Judith Katz (State Appt) (2016)
Joanne M. Sullivan (2019)

CONSTABLES
Joseph G. Figler (2016)
Neil Gordon (2016)
Stanley N. Rabinovitz (2016)
Cheryl Ann Snyder (2016)
Thomas John Vitolo (2016)

APPOINTED BY THE MODERATOR

ADVISORY COMMITTEE
Harry Bohrs, Chair (2016)
Carla Wyman Benka, Vice Chair (2016)
Clifford M. Brown (2016)
Sumner J. Chertok (2015)
Lee Cohen (2015)
John Doggett (2017)
Janet Gelbart (2015)
Bernard Green (2017)
Kelly A. Hardebeck (2017)
Nancy Heller (2017)
Amy F. Hummel (2015)
Sytske V. Humphrey (2017)
Angela Hyatt (2015)
Alisa G. Jonas (2016)
Janice S. Kahn (2017)
Steven Kanes (2015)
Bobbie M. Knable (2015)
Fred Levitan (2015)
Robert Liao (2015)
Pamela Lodish (2017)
Sean M. Lynn-Jones (2016)
Sharri Mittel (2015)
Michael Sandman (2016)
Lee Selwyn (2017)
Stanley Spiegel (2016)
Charles Swartz (2017)
Leonard Weiss (2017)
Karen Wenc (2015)
Christine M. Westphal (2015)

COMMITTEE ON TOWN ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair (2017)
Donna Kalikow (2017)
Richard T. Leary (2016)
Michael Robbins (2016)
Martin R. Rosenthal (2015)
Robert I. Sperber (2015)
Robert M. Stein (2016)

COMMITTEE ON CAMPAIGNS

James Fleming, Chair (2013)
Frank Farlow (2015)
Gary Jones (2014)
Barbara Pastan (2015)
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

DIVERSITY INCLUSION/COMMUNITY RELATIONS

Lloyd Gellineau, Director

FINANCE DEPARTMENT

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

FIRE CHIEF

Paul D. Ford

HEALTH & HUMAN SERVICES

Dr. Alan Balsam, Director

HUMAN RESOURCES

Sandra DeBow-Huang, Director

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

PLANNING & COMMUNITY DEVELOPMENT

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

POLICE CHIEF

Daniel C. O'Leary

PUBLIC WORKS DEPARTMENT

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

RECREATION

Lisa Paradis, Director

SCHOOL SUPERINTENDENT

William H. Lupini

TOWN COUNSEL'S OFFICE

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

TOWN LIBRARIAN

Sara Slymon, Director

VETERANS SERVICES

William McGroarty, Director

ASSOCIATE MEMBERS

Phyllis Baum (2017)
Judith Chernoff (2014)
Marjorie Diana Harvey (2015)
Harry Johnson (2017)
Claire Lurie (2017)
John Mulhane (2016)
Jacob Shafran (2016)
Roberta Winitzer (2015)
Jackie Wright (2017)

DIVERSITY, INCLUSION AND COMMUNITY RELATIONS COMMISSION

Sandy Batchelder, Jr. (2017)
John Malcolm Cawthorne (2016)
Wesley Chin (2017)
Alex Coleman (2015)
Ernest A. Frey (2017)
Brian Myles (2016)
Anthony Naro (2015)
Kelly Race (2017)
Enid Shapiro (2016)
Dwaign Tyndal (2015)
Cornelia Van Der Ziel (2017)
Ginny Vaz (2016)
Qun (Cindy) Xue (2015)

ECONOMIC DEVELOPMENT ADVISORY BOARD

Paul Saner (2017)
Anne Meyers, Co-Chair (2015)
Clifford Brown (2016)
Derrick Choi (2017)
Susan Houston (2015)
Carol Levin (2015)
Kenneth Lewis (2017)
Thomas Nally (2017)
Alden Raine (2015)
Robert I. Sperber, (2016)
Donald A. Warner, AIA (2016)

HOUSING ADVISORY BOARD

Roger Blood, Chair (2015)
William Hardy (2017)
Karen Kepler (2017)
Kathy Spiegleman (2016)
Rita McNally (Tenant Rep.) (2017)
Steven Heiken (Planning Board Rep.)
Michael Jacobs (Housing Authority Rep.)

HUMAN RESOURCES BOARD

Edward DeAngelo, Chair (2016)
Lori G. Cawthorne (2015)
Gerald Raphel (2016)
Dana M. Teague (2017)
Beth Venti (2015)

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Ernest Frey (2015)
John Gallagher (2016)

Stephanie Leung (2013)
Ariel Soiffer (2013)
Vacancy (2016)

MARTIN LUTHER KING, JR. COMMITTEE

Selectman Kenneth Goldstein, Chair
Joanna Baker
Malcom Cawthorne
Robert Daves
Lynette Glover
Betsy Shure Gross
Amy Kamensky
Bobbie Knable

NAMING COMMITTEE

Fred Lebow, Chair (2017)
John Bain (2015)
Carla Benka (2017)
Helen Charlupski (2015)
Wendy Ecker (2016)
Harry Friedman (Alternate) (2017)

NEIGHBORHOOD CONSERVATION DISTRICT

Paul Bell, Chair
James Batchelor
Eleanor Demont (2014)
Dick Garver (2016)
Deborah Goldberg (2015)
David King
Robing Koocher (2015)

ALTERNATES

Mark Allen (2016)
Stephen Chiumentti (2015)
Dennis DeWitt (2014)
Joyce Stavis-Zak (2016)

PARK AND RECREATION COMMISSION

John Bain, Chair (2016)
Clara Batchelor (2017)
Antonia Bellalta (2015)
James K. Carroll (2015)
Daniel Lyons (2017)
Nancy O'Connor (2017)
Jean Stameris (2016)

PLANNING BOARD

Linda Hamlin, Chair (2016)
Bob Cook (2015)
Stephen Heikin (2015)
Sergio Modigliani (2016)
Jonathan Simpson (2017)
Mark J. Zarrillo, (2017)
VACANCY (2017)

PRESERVATION COMMISSION

James Batchelor, Chair (2017)
Paul Bell (2017)
Wendy Ecker (2016)
Elton Elperin (2017)

Rosemary Battles Foy (2015)
 David King (2016)
 Judith Selwyn (2015)

ALTERNATE MEMBERS:

Peter Ames (2015)
 Kirstin Gamble Bridier (2016)
 Peter Kleiner (2016)
 Giti Ganjei Saeidian (2017)

REGISTRARS OF VOTERS

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

RETIREMENT BOARD

James Riley (2017)
 Gary Altman, Chair (2015)
 Stephen E. Cirillo (2015)
 Robert Ward (2017)
 Michael DiPietro, Ex-Officio

SOLID WASTE ADVISORY COMMITTEE

John Dempsey, Chair (2017)
 Barbara Field (2016)
 Amie Lindenboim (2017)
 Clint Richmond (2017)
 Susan Rittling (2017)
 Cynthia Snow (2016)
 Vacancy (2016)

TRANSPORTATION BOARD

Josh Safer, Chair (2017)
 Chris Dempsey (2015)
 Gustaaf Driessen (2016)
 Scott Englander (2017)
 Ali R. Tali (2015)
 Pamela Zelnick (2016)

TREE PLANTING COMMITTEE

Hugh Mattison, Chair (2015)
 Nadine Gerdts (2017)
 Elizabeth Erdman (2016)

TRUSTEES OF WALNUT HILL CEMETERY

Joslin Ham Murphy (2016)
 Nina Brown (2017)
 Bob Cook (2015)
 Gerard Hayes (2017)
 Richard T. Leary (2015)
 Peggy McGuire (2016)

ZONING BOARD OF APPEALS

Jesse Geller (2015)
 Jonathan Book (2016)
 Christopher Hussey (2014)

ASSOCIATE MEMBERS

Avi Liss (2015)
 Johanna Schneider (2015)
 Mark Zuroff (2014)
 Vacancy (2014)

MISCELLANEOUS APPOINTMENTS

**AGENT FOR MANAGEMENT OF REAL
ESTATE
Susan Abdou**

**CIVIL DEFENSE DIRECTOR
Paul D. Ford**

**FENCE VIEWER
Peter Ditto**

**INSPECTOR OF ANIMALS
Daniella Wodnicki & Patrick Maloney**

**INSPECTOR OF PETROLEUM
Paul D. Ford**

**INSPECTOR OF WIRES
Theodore Steverman**

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

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

**RIGHT TO KNOW COORDINATOR
Sandra DeBow-Huang**

**MEASURERS OF WOOD AND BARK
William McGroarty & Ray Cunningham**

Board of Selectmen



L-R: Town Administrator Mel Kleckner, Neil Wishinsky, Betsy Dewitt, Nancy Daly, Kenneth Goldstein (Chairman), and Benjamin J. Franco

The Board of Selectmen is pleased to submit this report highlighting its activities and the issues affecting Brookline in 2014.

Board Organization and Elected Representation

At the Town Election on May 6, incumbent Selectman Nancy Daly was reelected for a three year term. Ben Franco was also elected to a three-year term on the Board of Selectmen. Mr. Franco filled the slot vacated by Dick Benka, who chose not to run for re-election after serving two terms. Mr. Benka was a tireless Selectman, combining strong analytical capacity with a legal background. The Board will miss Dick's high level of engagement on Town issues. Selectman Ken Goldstein was selected as chair of the Board, replacing Selectman Betsy DeWitt in that capacity. The Board expresses its appreciation for Betsy's leadership as chair for the last few years.

For the first time in eight years, the Commonwealth of Massachusetts has a new Governor. At the state election in November, Charlie Baker was elected as the Commonwealth's Governor. We look forward to working with Governor Baker and his administration in advancing a strong state and local government partnership.

Also elected to state constitutional office was Brookline's own Deb Goldberg. Elected as State Treasurer in November, Ms. Goldberg will undoubtedly call on the skills she gained as an official for the Town of Brookline, including her service on the Board of Selectmen. Congratulations, Deb!

Hancock Village

The Board of Selectmen was engaged in the Hancock Village Chapter 40B hearing process throughout the year. While the permit is under the jurisdiction of the Zoning Board of Appeals (ZBA), the Board of Selectmen actively participated in the process given the substantial impacts of this development on the entire Town. In 2013, the Board of Selectmen filed suit in superior court challenging MassHousing's issuance of site eligibility, which is the initial step required to file a Chapter 40B application. In September, the court denied the Town's argument. The Board felt it was essential to appeal the decision to exercise all of its legal remedies. Later in September, the Board of Selectmen issued a letter to the ZBA "vigorously and unanimously" asserting that the proposed development of Hancock Village was poorly conceived and undermined the characteristics and underlying philosophy that establish Hancock Village as a well-planned community. As the hearing process drew to a close, the Board of Selectmen encouraged the ZBA to use all of the authority and options available to it under the Chapter 40B process, including the right to challenge the economic assumptions upon which the developer used to justify the density of the project.

Economic Development

The Board was extremely pleased with the process and outcome of planning for a new development at the B2 parcel by Children's Hospital. After several months of hard work and compromise, the parties reached agreement on the scope of the new development and the mutual obligations of the parties. At the Town Meeting in May, the required zoning changes were approved and project moved to the permitting phase. The Board was represented on the planning group by Selectmen Goldstein and Wishinsky. We are especially grateful to Economic Development Director Kara Brewton, who was the staff resource to the group. We also wish to acknowledge the steadfast commitment of Children's Hospital, led by Charles Weinstein and George Cole.

In June, the Board was pleased to participate in a groundbreaking ceremony at the former Red Cab property on Boylston Street. The Claremont Companies will develop an extended-stay hotel on the site. We are encouraged by this economic activity and hope it spurs other appropriate development in the Route 9 corridor. We look forward to another groundbreaking ceremony next year for the development at the Circle Cinema site in Cleveland Circle.

Finally, the Board participated in a groundbreaking ceremony for the Housing Authority's new affordable housing development at 86 Dummer Street. This project was a remarkable and creative effort at bringing many public and private parties together to navigate the complex legal, financial and regulatory aspects of affordable housing. We value the town's partnership with the Brookline Housing Authority and wish them well as they construct the most significant affordable housing development in Brookline in many years.



*86 Dummer Street Groundbreaking Ceremony
L-R: Ken Goldstein, Nancy Daly, Neil Wishinsky, Mel Kleckner, Richard Benka and Betsy Dewitt*

The Budget

Working with the Advisory Committee and the School Committee, the Board considered the Town Administrator's Fiscal Year (FY) 2015 Financial Plan and recommended that it be adopted by Town Meeting. The FY 2015 Budget is considered a bridge to a Budget in FY 2016 that seeks voter approval to meet the fiscal demands of a school population that has grown over 30% in the last few years. The annual budget process also 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:

FY2016 Objectives

In no particular order

1. To continue to observe and implement policies and practices to ensure long-term financial sustainability, including:
 - the recommendations of the Override Study Committee, as adopted by Resolution in March, 2008.
 - the recommendations of the Efficiency Initiative Committee and OPEB Task Force, where feasible, and to explore new opportunities for improving productivity and eliminating unnecessary costs.
 - fiscal policies relative to reserves and capital financing as part of the ongoing effort to observe sound financial practices and retain the Aaa credit rating.
 - efforts to enter into PILOT Agreements with institutional non-profits along with an equitable approach for community-based organizations.
 - support of the business community and vibrant commercial districts.
2. To develop and implement a CIP that addresses the school space pressures brought on by the dramatic increase in K-8 enrollment that at the same time preserves other high-priority projects:

- to work with the MSBA to assure State participation in school projects.
 - to complete major public projects in progress, including the Muddy River Restoration, creation of the Fisher Hill Reservoir Park, Lawrence School addition, Old Lincoln School upgrades, Waldstein and Warren playgrounds, Water and Sewer infrastructure improvements, and fire station renovations.
 - to complete major public projects in various stages of planning, including the Devotion School, Brookline High School, Gateway East/Village Square, the Riverway Park Pedestrian/Bike Path, Newton St. Landfill closure, Municipal Service Center renovations, the fire training and maintenance facility, Pierce playground, and Brookline Ave playground.
 - to continue to invest in technology and energy efficiency projects that yield long-term operating budget relief.
3. To continue to work with the School Committee on the development and execution of a comprehensive plan to address the space and enrollment needs in the schools, including using the study underway exploring the possibility of a 9th school.
 4. To continue the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
 5. To integrate diversity and inclusion into the Town's business objective of providing excellent government services.
 6. To continue to provide leadership and support to the Town Administrator, the Diversity, Inclusion and Community Relations office, Boards and Commissions and other community stakeholders in collaborative efforts to establish meaningful diversity and inclusion initiatives.
 7. To work closely with the Town Administrator and the Human Resources Office to establish effective recruitment networks to establish broad and diverse recruitment pools for highly qualified individuals to serve the Town while meeting its objective of having a diverse management and leadership body.
 8. 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.
 9. To support the newly formed Diversity, Inclusion and Community Relations Office and the commissions it supports to advance, promote and advocate for the human and civil rights of all through education, awareness, outreach and advocacy.
 10. To conduct labor contract negotiations for equitable settlements in conjunction within the Town's ability to pay as shaped by the objectives noted above and to negotiate an agreement with the Public Employee Committee to provide quality employee health insurance benefits recognizing the Town's ability to pay and consistent with the practices of similar municipalities.
 11. To continue to implement the Comprehensive Plan.
 12. To provide leadership for the Town's efforts to reduce energy use and its impact on the environment:
 - a. to explore alternative and renewable energy generation opportunities on Town-owned properties, including Singletree Hill Reservoir and Town buildings.
 - b. to support the utilization of energy efficiency technologies and policies in new and existing Town buildings when applicable.
 - c. to inform residents and businesses of new energy efficiency and renewable energy technologies and programs and encourage their implementation where appropriate.
 - d. to complete the Town's LED Streetlight project.
 13. To expand technology utilization through the improvement and promotion of the BrooklineMA.gov website, BrookOnLine portal, mobile applications and supporting departmental initiatives such as:
 - using OpenData to increase access to public information and online transactions including public meetings, permitting, inspections and financial data, and Town Meeting Votes.
 - better promotion of paperless billing options.
 - working toward improving and promoting departmental performance.
 14. To ensure Brookline continues to invest in Public Safety related technology including:
 - supporting the Police Department's utilization of data sharing applications and tools to ensure effective and immediate availability of key Public Safety related information.
 - assisting the Fire Department in the utilization of technology to improve firefighter safety, to re-engineer business processes, and improve intra-departmental communication.
 - to undertake a study of the Public Safety Computer Aided Dispatch (CAD) system, which is now a decade old.
 15. To work with the Town Clerk and Preservation planning staff 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.

16. To explore possibilities to strengthen and expand the Town's participation in the Hubway system with a goal of a self-sustaining town investment.
17. To seek out opportunities to improve the streetscape with programs such as, seeking the State's "Complete Streets Community" designation, the LED streetlight conversion project, alternative displays for newspaper boxes, and enforcement of the Sign By-Law.
18. To ensure that historical plaques, street signs and symbols are maintained throughout the town and that deteriorating memorials are reviewed for possible preservation and restoration or replacement.
19. To review the Zoning By-Law in order to determine if revisions would ensure better protection to the Town from impacts resulting from development projects.
20. To provide leadership and coordinate planning efforts to identify and promote appropriate development that expands and strengthens the tax base and preserves the quality of life for Brookline's residents and business community by continuing to:
 - protect the Town's interests with respect to proposed residential development at Hancock Village.
 - advocate for state funding for the Village Square / Gateway East and Emerald Necklace Crossing projects.
 - seek opportunities to improve and increase the Town's affordable housing stock.
 - encourage and facilitate the rehabilitation/redevelopment of the Durgin and Waldo garage sites.
 - partner with Children's Hospital on its plan to renovate and expand Brookline Place and to insure coordination with the Gateway East project.
 - work with the owners of the abandoned Circle Cinema site and the City of Boston to protect and promote the best interests of the Town and its residents and commercial property owners. Monitor and comment on development projects in adjacent communities.
 - monitor and comment on development projects in adjacent communities.
 - explore the possibilities surrounding the Centre St. East parking lot.
21. 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.
22. To provide guidance to the Police Department 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.
23. To implement the changes in policies and procedures for the issuance of alcohol and food licenses as recommended by the Licensing Committee.
24. To establish conditions for an authorized Registered Marijuana Dispensary (RMD) consistent with the Board's licensing regulations and to meet the public safety interests of the Town and affected neighborhood. To negotiate an acceptable host agreement with an authorized RMD.
25. To assure opportunities for continued growth of the restaurant industry in Town by continuing efforts to extend the Town's liquor license quota.
26. To continue to monitor service quality performance of both Comcast and RCN.
27. To conduct the cable television license renewal for Comcast on a timely basis with community benefits comparable to those in the RCN license.
28. To ensure compliance with the provisions of the Americans with Disabilities Act.
29. To continue to improve Brookline's status as an "Age-Friendly City".
30. To continue to explore options to rectify inequities inherent in the Norfolk County structure.
31. To strengthen relationships with Boards and Commissions.

We received the report of the Override Study Committee (OSC) in September and began a vigorous effort to discuss the report and solicit public opinion. We are very indebted to the significant time and contributions of members on the OSC. While the Committee report was split on the details of an Override, the Committee's work on researching issues and modeling budgetary forecasts was outstanding. We thank Selectman Benka and School Committee member Susan Wolf Ditkoff for their efforts in co-chairing this very important committee. The Board established late January as the deadline for adopting a plan to seek a tax override referendum for the town election in May 2015 (for FY 2016).

Diversity and Inclusion

The ongoing effort to transition from the former Human Relations Commission/Department to a more appropriate and relevant organization continued to be a controversial and difficult task. The Board of Selectmen appointed a committee to consider this matter, led by Selectman Nancy Daly, who worked extremely hard to propose a new plan. The Committee put forth a comprehensive by-law change that would establish an appointed Commission and a staff agency referred to as Diversity, Inclusion and Community Relations. The

proposal generated intense participation by interested parties. Major issues in contention were the role of the Commission (especially whether it would have independent investigatory powers) and the nature of the staff agency (whether it would be a stand-alone department or a division within the larger Health Department). Ultimately, the Commission was limited in their investigatory authority, especially relating to municipal employment matters. However, Town Meeting did establish the staff component as a separate municipal agency. In October, we appointed Dr. Lloyd Gellineau to serve as the interim department head in charge of the new agency and to serve as the Town's first Chief Diversity Officer. Weeks later, the Board concluded its appointments to the new Commission, creating a highly diverse and competent board. The Board designated Selectman Ben Franco as its liaison to work with the new Commission.

Climate Action Committee

The Climate Action Committee (CAC) continued their work to monitor and recommend programs that reduce the Town's carbon footprint. Much of the Committee's work in 2014 involved the finalization of a revised Charge to better reflect the group's efforts to be proactive and encouraging of actions that reduce greenhouse gas emissions and adapt to the effects of climate change. The CAC participated in the fourth annual Climate Week which was held in February. Numerous businesses, municipal departments and local organizations collaborated in creating special events for this highly anticipated annual event. The CAC also supported the Town's participation in the Metropolitan Area Planning Council's (MAPC) regional procurement for renewable energy management services and its partnership with Blue Wave Capital and others. The Town hopes to have Solar PV systems installed on several municipal roofs and properties in 2015. The Board expresses its appreciation for the passion and leadership of Selectman Neil Wishinsky in this endeavor.

Enforcement of Sidewalk Snow Removal By-Law

Led by the Brookline Community Aging Network (BCAN), Town Meeting considered the enforcement of the Town's existing by-law requiring property owners to clear snow and ice from the public sidewalks that abut their homes and businesses. A Resolution passed by Town Meeting in May directed the Board to engage in a more proactive and effective manner of enforcement. The Town Administrator convened a task force to address this matter. Selectman Nancy Daly served on the Task Force on behalf of the Board. Ms. Daly has also been instrumental in supporting the interests of Brookline's senior citizens, including serving on the Council on Aging and being a charter member of BCAN, which is part of a national movement towards making communities more user friendly for elderly citizens and others with mobility challenges.

Devotion School Project

The Edward Devotion School is the Town's largest and oldest elementary school. It has great historical significance, serving as the first school attended by John F. Kennedy and sharing its site with the 1740 Devotion House. The Devotion School is located in the most densely populated section of Brookline, making it a key candidate for expansion to accommodate the Town's burgeoning school population. Led by Selectman Betsy DeWitt, the Devotion School Building Committee was charged with producing a design concept that matched the educational program laid out by the School Committee and Superintendent. In September, the Committee selected a design concept that retained the historic 1913 building and demolished the remainder of the structure. Two new wings on either side of the retained 1913 building will be constructed to house a projected school population of 1,000 students in grades K-8.

The project is being designed by HMFH Architects and its construction will pursue a Construction Manager at Risk model. Funding will be shared between the Town and the Massachusetts School Building Authority, with a large portion of the Town's share to be funded by a Proposition 2½ Debt Exclusion. This vote is scheduled for the Annual Town Election in May of 2015.

Licensing and Regulation

The Board implemented its newly adopted licensing regulations, primarily for establishments that sell beer, wine or other alcoholic beverages. The Board takes its responsibilities in this area very seriously, working with the Police department to monitor and enforce state and local regulations. The Department conducts a "sting" each year, testing licensees by sending an underage person in to the establishment to attempt to purchase alcoholic beverages. We believe the ongoing focus on regulations and the Police departments efforts are paying off with fewer serious violations. In anticipation of a Registered Marijuana Dispensary being sited in Brookline, the Board will now put its licensing attention to enacting similarly effective regulations on the sale of medical marijuana.

The Board also began preparing for the renewal of Comcast's cable television license, which will expire in 2016. In anticipation of that process, the Board consolidated two former committees into a single Cable Television Advisory Committee. Selectman Neil Wishinsky will serve as the Board's liaison to that Committee and process. In connection with this process, the Board will work closely with the Brookline Interactive Group, its partner for local community programming.

Taxi Medallions

After many years in planning, the proposal to adopt a taxi medallion system suffered a fatal blow when Town Meeting adopted a Resolution effectively scrapping the plan. The proposal was a complicated plan that required legislative authorization and political support of Town Meeting. It involved the conversion of taxi licenses to medallions that could be bought and sold in the private marketplace. The underlying rationale was to create an asset for the Town's taxi companies that could be used as collateral to fund improvements to the fleet of taxis and to invest in more modern communication and operational systems. Ultimately, fundamental changes in the way people are procuring transportation services (Uber, Lyft, etc.) made the Town's taxi medallion plan seem outdated and irrelevant.

Martin Luther King, Jr. Celebration

In January, the Town organized another stimulating program to highlight the legacy and lessons of Martin Luther King, Jr. The program, held in the main movie house at the Coolidge Corner Theater, combines quotes from Dr. King and other civil rights leaders, inspirational music and a connection to current times, including Brookline High School's Sojourn to the Past program, a civil rights history study trip. We were fortunate to have Reverend Liz Walker as the keynote speaker. Reverend Walker was a prominent news journalist in Boston for many years and a Brookline resident. She spoke about her transformative journey to Sudan which ultimately led to her new career as a minister in Boston. The Board is appreciative of the efforts of Selectman Ken Goldstein who has become the liaison to the planning committee. Selectman Goldstein has proposed that the committee organize other initiatives related to Dr. King's legacy throughout the year.

Management Transitions

Following the resignation of former Town Counsel Jennifer Dopazo Gilbert, the Town Administrator convened a screening committee and competitive recruitment process. Selectman DeWitt served as the Board's representative to this group. In April, the Board acted upon the Town Administrator's recommendation to appoint Joslin Ham Murphy as Town Counsel. In addition to managing the Town's Legal Department and affairs, Town Counsel serves as a trusted advisor to the Board of Selectmen. We look forward to working with Ms. Murphy in this new capacity.

The Board acknowledges the retirement of James "Chuck" Flaherty in June. Chuck served for over twenty years as Brookline's Library Director. Chuck was an outstanding leader and advocate for library services. After a competitive process, the Board of Library Trustees announced the appointment of Sara Slymon as its new Director. We thank Mr. Flaherty for his dedicated service to the Town and wish Ms. Slymon well in her new position.

Thanks

The Board sincerely thanks the hundreds of citizens who serve the Town on boards, committees and commissions. We also express our appreciation to Town Administrator Mel Kleckner, the Deputy Town Administrator Sean Cronin, all department heads and the many dedicated employees of the Town for their commitment and work in improving the quality of life that all Brookline residents and enjoy.

Town Administrator

Melvin A. Kleckner



It is an honor and privilege to report to the citizens of Brookline on the management of its municipal government and the activities that shaped public policy and civic life in 2014. I am proud to serve the Board of Selectmen and work with so many dedicated and experienced citizens of Brookline who serve on policy, advisory and regulatory boards and committees.

Land Use and Development

The entire year was consumed with a lengthy and contentious public hearing process in response to Chestnut Hill Realty's (CHR) housing development proposal pursuant to Chapter 40B of Massachusetts law. The project, called "The Residences of South Brookline," proposed to construct 192 rental units on a 9.3-acre parcel within the existing Hancock Village residential development on Independence Drive in South Brookline. In January, the Zoning Board of Appeals opened the public hearing. In June, CHR presented a revised plan for 184 units that replaced the original plan submitted with the November 2013 application.

Chapter 40B is a state law that allows developments with an affordable housing component to bypass local zoning restrictions in municipalities whose affordable housing stock is less than 10%. Developers are allowed to seek a "comprehensive permit" from the Zoning Board of Appeals. Chapter 40B allows municipalities to raise a limited range of public needs or issues as a basis for denial. Denials of comprehensive permits are routinely reversed by the Housing Appeals Committee, a state adjudicatory agency. With such developer leverage, a municipality is often faced with mitigating as much as possible the impacts of development by approving the permit with a series of detailed and well documented conditions. With this in mind, the Zoning Board of Appeals retained consultants who provided both peer and independent review of the development. Krokidas and Bluestein provided specialized legal advice and Ms. Edith Netter provided technical assistance to the ZBA. As the year drew to a close, the ZBA was moving toward a final decision on the development.

At the Town Meeting in May, a re-zoning of the area at Two Brookline Place was enacted, paving the way for Children's Hospital (Children's) to redevelop the site. The zoning amendments and related development agreements were the work product of the Brookline Place Advisory Committee (BPAC), a committee comprised of citizens and staff and supported by specialized legal, financial and environmental consultants. The BPAC proposed a development with an 8-story office building of 182,500 SF at 2 Brookline Place and a 47,000 SF medical office space expansion of the 6-story 1 Brookline Place (1 BP). The existing 4-story parking garage would be replaced with a 6 ½-story, 683-space garage, resulting in 248 net new spaces for the overall Site. A great deal of attention was paid to parking for the development. BPLAC determined, with the support of the Town's parking consultant Nelson-Nygaard, to reduce the proposed parking to a minimum while not overburdening the surrounding streets with parking overflow. The most important tool the Town has for controlling traffic and parking at the site is a robust Transportation Demand Management (TDM) plan with

annual reporting. TDM was incorporated in the proposed zoning as well as an agreement from BCH to commit to such a condition for the Special Permit. Finally, Children's Hospital agreed that the garage will not be used for satellite parking for the Longwood Medical Area.

In connection with this zoning process, the Board of Selectmen approved a Development Agreement that provided the Town with the following benefits;

- Tax certainty that the property will not be removed from tax rolls. It is estimated that net new tax revenue for the Town will be \$2,000,000 annually.
- Financial support for the Town's Pedestrian Bridge demolition and Gateway East projects. \$300,000 will be paid by August 31, 2014 and \$750,000 will be paid by August 31, 2015.
- Assurance that Children's will not build only a portion of the Project. Demolition of 2 Brookline Place cannot commence until a building permit for the garage has been issued and satisfactory evidence that financing is in place for the entire Project.
- Incentive for Children's to complete the entire Project in a timely fashion. \$200,000 is due if substantial completion of the entire Project is not achieved by December 30, 2020, and an additional \$150,000 is due if such completion is not achieved by December 30, 2021.
- Mitigation and other Community Benefits. Agreement to provide a TDM plan based on recommendations of the Town's traffic consultant, Nelson Nygaard, including a mandatory annual monitoring program and employee surveys. Children's will construct the Pearl Street Reconstruction at a cost not to exceed \$335,000.
- Easements for the Benefit of the Town. The Town will acquire a pedestrian easement over a 45 foot wide pedestrian walkway from the corner of Pearl Street to Washington Street and a fan-shaped area in the northwest corner of the property, including the ability to host 3-4 community events annually.
- Environmental Protection to the Town. The Town will be indemnified for various environmental hazards.

The entire process was one of cooperation and compromise by the Town and Children's Hospital. The Town's team, led by Selectmen Goldstein and Wishinsky, was well served by Economic Development Director Kara Brewton and special legal counsel (and former Town Counsel) Jennifer Dopazo Gilbert. The Children's team was ably led by Charles Weinstein and George Cole. The B2 project will provide the Town with positive economic activity, enhanced public spaces and an important building block towards revitalizing to this "gateway" into Brookline from the Longwood Medical Area of Boston.

Just a bit down Route 9, the former Red Cab site broke ground in July. The Claremont Companies' will develop a 130 room extended-stay Hilton Homewood Suites hotel on the site. This project is conveniently located near public transportation and will provide much-needed development in this section of Brookline. This project has positive financial benefits for the Town, including enhanced property tax revenue and hotel excise taxes. Like the Brookline Place project, it is the Town's hope that this project will revitalize the surrounding area.

The final project of the Economic Development Advisory Board's strategic plan is the former cinema complex at Cleveland Circle. This project straddles both the City of Boston and the Town of Brookline, creating a more complicated and lengthy permitting process. Town Meeting adopted new zoning for the site and the Board of Selectmen negotiated related development agreements to protect the Town's interests. The development will consist of a hotel, restaurant and related space and will create a positive financial impact for the Town. In November, the developer announced a plan to partner with National Development and its architect Boston-based Elkus Manfredi. We believe that this partnership will guarantee a timely and quality development.

In late June, the community celebrated the groundbreaking of a 32-unit affordable housing development at 86 Dummer Street. A venture led by the Brookline Housing Authority and supported by the Town of Brookline, the Commonwealth of Massachusetts and other partners, this development will offer affordable one to three bedroom apartments and an adjoining courtyard. This project will form the fourth "wall" of a quadrangle with the Authority's Trustman affordable-housing complex. This is the most significant development of affordable housing in decades and demonstrates Brookline's strong commitment to expand its stock of affordable housing.

A new and controversial land use has emerged in Brookline with the statewide legalization of marijuana for medical purposes. With strong support for the state referendum, combined with its convenient location, Brookline was a popular location for potential Registered Marijuana Dispensaries (RMD's). The state Department of Public Health conducted a pre-qualifying process and granted a provisional license to New England Treatment Access (NETA) for operation in Brookline, subject to local zoning permission and licensing

standards. NETA acquired control of the former Brookline Bank building in Brookline Village to site its RMD. At the Special Town Meeting in November, Town Meeting rejected a zoning proposal that would have restricted this land use by requiring more extensive buffers to day care and other child related facilities. NETA is pursuing its required zoning permit and will eventually seek a license for operation by the Board of Selectmen. In anticipation of this, the Board began to adopt comprehensive licensing regulations for this new activity.

Strategic and Capital Planning

In 2014, the Town continued to address dramatic increases in its school aged population and focused a great deal of planning for expansion of its school facilities to accommodate new classroom space. Central to this effort is the expansion and renovation of the Edward Devotion School along Harvard Street in north Brookline. After several months of planning, preliminary design by its architectural consultant and public input, the Devotion Building Committee approved on September 26 Option 1 as the "Preferred Schematic" option. This option retains the signature and historic 1913 structure but replaces the remaining building envelope. The fundamental planning principle in the design of the school is that grade levels are clustered to allow teams of teachers to work with their cohort of students. In November, the Massachusetts School Building Authority (MSBA) voted to approve the Town to proceed into schematic design. Part of the Override plan to be presented to the voters in May of 2015 is a question to approve funding for the Town's share of the debt service for this project.

The prior plan recommended by the B-Space Committee for expanding the Town's elementary schools "in place" was derailed with significant opposition to expanding the Driscoll School. Eventually, the MSBA rejected the Town's funding request and sent the Town back to the drawing board. The Board of Selectmen and School Committee supported the Override Study Committee's suggestion for a new study to explore possible sites for a ninth elementary school. The Town engaged CivicMoxie to conduct a site identification study for an additional elementary school. The study is underway at this time and consists of reviewing redistricting lines for another school, identifying parcels that may be suitable for a school site, clarifying site selection criteria, and testing programmatic elements on selected sites as applicable. Order-of-magnitude cost estimates, permitting time estimates, and other considerations will also be examined during the study. Meanwhile, space for classrooms at the Baker School is at the crisis point and a contract to install temporary modular units was approved by Town Meeting.

Finally, a feasibility study for expanding Brookline High School is underway by the architectural firm of Symmes, Maini and McKee Associates. Projected to exceed 2,600 students by 2025 (an increase of 44%), it is clear that some dramatic solutions will be required to address this space crisis at Brookline High School. The feasibility study will address the need for;

- Additional Classrooms, Labs, Support Spaces
- Appropriate Size Teaching Spaces
- Flexibility to Accommodate Current and Future Educational Delivery Methodologies
- Accomodation of 21st Century Teaching and Learning Environments

The Town has an aggressive and consistent approach at planning and funding replacement of its capital assets. A Capital Improvement Program (CIP) is the mechanism used to propose and allocate funding for this purpose. At least 7.5% of the Town's revenue is identified for this purpose, much of it in the form of debt service on major projects. Since 1995, the Town has invested more than \$400 million in the CIP. These efforts have helped address the backlog of capital projects, have dramatically improved the Town's physical assets and appearance, and have helped yield savings in the Operating Budget through investments in technology and energy efficiency. The Town Meeting in May approved several major capital projects for its municipal buildings, parks and playgrounds, streets and sidewalks and heavy equipment.

We are especially excited to follow the construction of the Fisher Hill Reservoir Park project. This is an exciting and unique project in which the Town is converting the former MWRA Fisher Hill Reservoir into a 10-acre park in an urban community with a clear deficit of open space. In January, construction commenced with site preparation and land clearing operations. A contract has been awarded and executed for stabilization and preservation of the historic gatehouse and construction of a comfort station. The Town has been awarded a grant from the Massachusetts Historical Commission for matching funds to assist with installation of historic windows in the gatehouse.

Another priority transportation and community development project is the Gateway East improvements in Brookline Village. The overall goal of the project is to make Route 9 more of a boulevard and less of a highway, while still acknowledging that over 40,000 cars a day rely on this corridor. The Gateway East project, over a decade along in the planning and design process, will provide delineated and controlled bicycle and pedestrian facilities along the Washington Street/Route 9 corridor. When completed, the project will dramatically transform the corridor from a safety and mobility perspective as it introduces protected bicycle accommodation and an at-grade pedestrian crossing in Brookline Village in place of the closed pedestrian bridge, which is scheduled to be removed in summer of 2015.

Budgeting and Financial Management

2014 represented the final year of planning before presenting the citizens with a proposal for funding the Town's budget beyond the limitations of Proposition 2½. In September, the Override Study Committee (OSC) presented its final report to the Board of Selectmen and School Committee. Established as a "blue ribbon" committee in 2013, the OSC was charged with advising the Board of Selectmen "whether substantially more revenue capacity than what is currently anticipated will be necessary to maintain desired levels of services and fund future liabilities of the Town and the Public Schools, and therefore whether a voter-approved override or overrides of Proposition 2½ will be necessary to raise that revenue". The Committee and its subcommittees met over 200 times before submitting its final report. The Committee determined that the Town did require an infusion of property taxes and non-tax revenue in order to support the operation of the School Department. They also identified \$560,000 worth of municipal "efficiencies" that could be implemented and used as budget capacity to support the School Department's needs and \$2.3 million worth of non-property tax revenue. However, the Committee differed on the specific amount that was necessary to raise through the Tax Override. Eight of the 15 members recommended a \$5.0 million Override while the remaining seven members recommend a \$7.9 million Override (after publication of the Committee's report, both of these amounts increased based on updated budget assumptions). In October, the Board convened public hearings to elicit wider feedback from the community. As 2014 ended, the Board of Selectmen had begun to narrow the focus of their review and to prepare for the specific amount and form of the referendum to appear on the ballot in May 2015.

Meanwhile, the task of preparing the Fiscal (FY) Year 2015 Budget began in the summer shortly after the commencement of FY 2014 on July 1, 2014. While awaiting the findings and recommendations of the OSC, it was clear that FY 2015 Budget would represent a "bridge year" of sorts. A "Bridge" is defined in the Merriam Webster Dictionary as "a pathway...over a depression or obstacle" and as "a means of connection or transition". With these definitions in mind, the FY 2015 Budget served as an interim step to avoid program and service reductions in the School Department resulting from the "structural deficit" and from the cumulative impacts of enrollment growth.

In summary, the FY 2015 Budget;

- Raised \$264.5 million in revenue, including a 2.5% increase in the property tax levy, an additional \$1.7 million in property taxes resulting from new property construction and an additional \$817,754 in state aid
- Appropriated \$86.8 million to the School Department, representing an increase of 4.8% over FY 2014, in order to stem the erosion of programs and services in light of rapidly increasing enrollment.
- Appropriated \$67.6 million to fund municipal departments, representing an increase of 2.0% over FY 2014, in order to fund a modest increase in salaries/wages and other fixed costs.
- Established \$17.9 million in funding (debt service and pay-as-you-go) to implement major capital projects in connection with a longer term Capital Improvement Plan
- Conformed to all Fiscal Policies, including the allocation of Free Cash to support the Town's capital improvement plan and the allocation of funds to offset long-term Pension and Retiree Health Care (OPEB) liabilities.

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 ninth consecutive year.

Community

At the Special Town Meeting in November, the Town's Cypress Street Playground was renamed the Thomas P. Hennessey Athletic Fields at Cypress Street Playground. Tom Hennessey, who died in 2012, was an outstanding athlete and public servant for Brookline, serving as chairman of the Board of Selectmen and the School Committee. He was an all-scholastic football player at Brookline High School and played collegiately at Holy Cross where he was named a Catholic All-American his senior year. Hennessey played football professionally for the Boston Patriots in 1965 and 1966, and was named the Patriots' rookie of the year in his first season. After two seasons with the Patriots, he pursued a 40-year career in education in the Boston schools. I was honored to attend the dedication ceremony at Brookline High School on November 28, where a plaque was unveiled designating the fields in Hennessey's name, as well as the launching of a scholarship fund for Brookline High School students. Special recognition for this initiative goes to Jack Kendrick, former Brookline Town Clerk, and to John Bain, chair of the Park and Recreation Commission.

In October, the Town was honored to host guests from our sister city of Quezalguaque, Nicaragua. The Mayor, the Medical Director/Director of Public Health and the President of the parents association for Los Pipitos, a school for special needs students supported by the Sister City project, visited Brookline. The Board of Selectmen proclaimed October 19-25 as Brookline Sister City Week and formally welcomed sister city representatives at a dinner and at the Board of Selectmen's meeting. I was pleased to convene a staff level discussion of various public policy and governance issues facing our respective municipalities. We shared many ideas and agreed to follow up on some important public health priorities. Brookline values its special relationship with Quezalguaque and concluded this year's visit with a fundraising dinner at the Vine Ripe Grill on October 23rd featuring Congressmen Joseph Kennedy and former Governor Michael Dukakis.

Brookline has a long and unique relationship with the City of Boston. Thus, it was with sadness and pride that Brookline mourned the passing of beloved Boston Mayor Thomas Menino upon his death on October 30. I was privileged to be among several local government officials from the greater Boston area who marched together on November 2 on a cold and rainy morning at Faneuil Hall to pay respects to Mayor Menino and his family. We look forward to forging a new and cooperative relationship with the City under the leadership of its new Mayor, Martin Walsh.

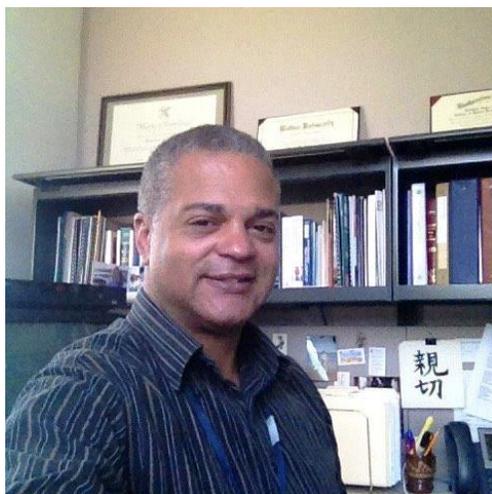
There are many events that define Brookline's community life. Programs are held each year celebrating veterans, the arts, food, shopping and the environment. Athletic competitions, school fairs and neighborhood events occur each weekend that help retain a small town feel for a community of 60,000 surrounded by Boston. Community life culminates with Brookline Day; a new event held each September that brings together the entire community in a day of fun and social engagement at the Larz Anderson Park.

Management and Staffing

2014 continued a slow but steady transition among the Town's management ranks. In April, I was pleased to recommend the appointment of Joslin Ham Murphy as Town Counsel. Following the resignation of former Town Counsel Jennifer Dopazo Gilbert, I convened a screening panel and engaged in an extensive and competitive process to fill this key legal and policy position. Ms. Ham Murphy was an Associate Town Counsel for the Town of Brookline's Legal Department since 1993 and served as Acting Town Counsel since July of 2013. Prior to her legal career, she was a Police Officer for the Town of Brookline. Ms. Murphy worked as an Assistant District Attorney and as an Assistant Attorney General, prosecuting complicated organized and white collar crime. During Ms. Ham Murphy's tenure as an Associate Town Counsel, she was involved in the full range of legal matters affecting the Town and has become an expert in the specific practice of public education law. Joslin grew up in Brookline, graduating from the public schools, and is a current resident of the Town. I look forward to Joslin Ham Murphy's long and successful tenure as Town Counsel.



Joslin Ham Murphy



Lloyd Gellineau

After several years of debate, Article 10 of the 2014 Annual Town Meeting finally passed a by-law that replaced the former Human Relations/Youth Services division with a new Diversity, Inclusion, and Community Relations (DICR) Department. The former division was funded and operated within the Health and Human Services budget. At the Special Town Meeting in November, I proposed a new budget that reallocated funds from the Health and Human Services Department and added other funds to meet the personnel and programmatic costs of this new agency. I recommended the appointment of Dr. Lloyd Gellineau, Brookline's former Human Service Director, as the first director (interim) of the DICR and the Town's Chief Diversity Officer. Lloyd Gellineau has 28 years of professional experience in human service delivery and management. He possesses both a Doctoral degree and a Master's degree in Psychology and is considered an expert in human relations including substance abuse, domestic violence and homelessness. Lloyd has worked for the Town of Brookline for the last eight years, most recently in the role of Human Relations and

Human Services Administrator within the Health Department. Prior to that, Lloyd was the Human Services Coordinator within the Health Department, overseeing the full range of human services that the Town provides. I look forward to a new focus on meeting the Town's diversity and community relations challenges and to provide more robust and coordinated management of programs and services in this arena.

After more than twenty years of outstanding service to the Town and its public library system, James "Chuck" Flaherty retired as Brookline's Library Director on June 30. Mr. Flaherty, who served as a public professional librarian for over forty years, was instrumental in many successes achieved in Brookline's library as well as the library profession as a whole. Chuck Flaherty oversaw the transition in library services from a books and materials system to one that employed digital media, public internet access, and dynamic programming. He led the effort to renovate Brookline's main library facility in 2003 and implemented a RFID system, automating the labor intensive process of checking in/out books and materials. Chuck Flaherty strengthened the Town's branch libraries, expanded the system's endowment and partnered with the Friends of the Library and other volunteers to supplement services and resources. More than anything, the Town will miss Chuck's sincere passion for library services and his personal commitment to Brookline. At a celebration of Chuck's service in July, the Board of Trustees appropriately announced the establishment of the Chuck Flaherty Fund for Innovation. After a competitive process, the Board of Library Trustees announced the appointment of Sara Slymon as its new Director. Ms. Slymon holds a Bachelor's degree from the University of Massachusetts at Amherst and a Master's degree in Library Science from Rutgers University. For the past four years, she served as Director of the Turner Free Library in Randolph, Massachusetts. Previously, Ms. Slymon was the Assistant Director of the Thayer Public Library in Braintree, after a number of years of serving within the Boston Public Library system. We look forward to Sara's leadership of the Brookline library into the 21st century.



Sara Slymon

While not formally part of Brookline's town government, the Brookline Interactive Group (formerly Brookline Access Television) is the Town's private partner in providing quality local cable television programming and services to the community. After several years as the system's director, Peter Zawadzki moved on from Brookline and was replaced by Kathy Bisbee. The Town was indebted to Mr. Zawadzki's contributions to local cable access and the development of the modern studio facility in Brookline High School. Ms. Bisbee has strong experience in the field of community media and non-profit management with a focus on education, technology, media, and marketing. We look forward to Ms. Bisbee's experience and new direction.

Public Services and Policy Issues

The Town dealt with a number of complicated public policy issues affecting the provision of local government services in 2014.

In response to a state policy objective to coordinate multiple priorities when planning roadway projects, the Board of Selectmen appointed a committee to recommend a "Complete Streets" policy for the Town of

Brookline. The Complete Streets Study Committee (CSSC) shall support the Town of Brookline's application to the Massachusetts Department of Transportation to be certified as a complete streets community by assisting the Town in meeting the criteria laid out in that law. Once certified, the Town will then be eligible to receive funding pursuant to MassDOT's Complete Streets Program.

For many years, the Town sought state and local permission to convert the Town's taxi licensing system to a medallion system. This initiative was in response to the inability of the taxi industry in Brookline to respond effectively to regulation. Taxi medallions would be created that could be used as a private asset to capitalize improvements to taxi fleet and services. By creating this value, the Town would also generate a windfall of revenue. Opposition to this initiative increased over the last couple of years based on fundamental changes in the taxi industry and public controversy in the City of Boston over abuses in their medallion system. In November, Town Meeting took action to discontinue this venture. Ultimately, Town Meeting felt that the medallion system was no longer a relevant response to a system being challenged by modern ride sharing services like Uber and Lyft. The Transportation Board will now go back to modify the taxi regulations as best it can in the face of this rapidly changing industry.



Town Administrator Kleckner accepts the ICMA's "Voice of the People" award for Brookline's National Citizen Survey

The Department of Public Works continues to plan the Town's transition to a modified Pay as You Throw (PAYT) system for collection and disposal of solid waste. Faced with the financial and environmental costs of traditional solid waste disposal, PAYT creates incentives for recycling. Essentially, the Town would limit the amount of trash that would be collected within the existing fee structure. Additional trash would incur additional fees while additional recycling would be "free". The conversion to PAYT would also enable innovation and automation in the collection model. By requiring a single bin (toter) for trash collection, the Town could automate its fleet of collection vehicles, thereby reducing staff costs. The system is used successfully throughout Massachusetts, New England and the country as an effective way to reduce the disposal of solid waste and increase recycling. We look forward to finalize this plan and seek implementation in 2015.

After another tough winter in 2014, Town Meeting addressed the matter of enforcing the existing by-law requiring property owners to clear snow and ice from the public sidewalks that abut their homes and businesses. A Resolution proposed by the Brookline Community Aging Network (BCAN) was passed by Town Meeting in May. Essentially, the Resolution sought a more proactive and effective manner of enforcement of the by-law. I convened a task force to address this Resolution in the fall in advance of the winter of 2015. In addition to discussing enhanced methods of enforcement, the Task Force addressed public education, the fine schedule and using technology and data to improve the system.

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. The staff in the Selectmen's office, consisting of Brenda Costello, Kate MacGillivray and Khaleela Willingham, 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

Looking back over 21 years as Town Moderator, there are a number of trends in our Town Meeting proceedings that I would like to note. Perhaps most important is the high quality of the presentations and debates, which owes much to the increasing excellence during this period of the work and resulting reports of both the Advisory Committee and Board of Selectmen. Our Town Meeting discussions have been increasingly characterized by proper decorum and attention to the rules of debate, which has resulted at least in part from the comprehensive nature of our Town Meeting Handbook and from my efforts over the years to educate TMMs about these rules and to be consistent in their application. Town Meeting has also become more efficient, owing in large measure to the 2012 adoption of electronic voting, which has replaced more cumbersome and time-consuming teller-counted and roll call voting. Finally, Town Meeting has for several years consisted mostly of the earnest and well-intentioned, and few if any remain of a dedicated contrarian, and sometimes nasty, cohort that existed at Town Meeting when I first became its Moderator.

As is customary in these reports, here is a summary of the principal actions taken at the two Town Meetings held during the year 2014.

The principal business of the Annual Town Meeting in May, as always, consists of the debate and adoption of the FY 2015 budget, which this year amounted to \$235 million. The meeting also approved a comprehensive new by-law relating to diversity in Town and School hiring and the establishment of a revamped commission and Town department to oversee these efforts, culminating a couple of years of sometimes bitter controversy over these issues. Zoning changes necessary for the Children's Hospital development at Brookline Place and established a Greater Toxteth Neighborhood Conservation District were overwhelmingly approved. At both the Annual and Fall Town Meetings, we adopted restrictions on the sale and use of tobacco products, efforts that were spearheaded by an activist contingent of Brookline High School students, resulting in the increase to 21 of the legal age for purchasing these products, the creation of a no-smoking buffer zone around the High School and extending regulation to e-cigarettes.

At the Fall Town Meeting in November, we decisively rejected efforts to restrict the establishment of Registered Marijuana Dispensaries, extended recycling requirements to commercial properties and adopted new by-laws to clarify the rules relating to gender discrimination and to disturbing the peace. The most intense debate involved the creation of a taxi medallion system, which Town Meeting ultimately narrowly rejected. This action has no substantive legal effect, but the Town Meeting vote is likely to stand in the way of any further efforts to implement such a system.

It is worth special note that in the spring Town Meeting unanimously rejected a proposal relating to the noise control by-law that had been unanimously supported by both the Selectmen and Advisory Committee. This has never occurred within memory, and perhaps emphasizes the importance of well-considered debate on Town Meeting floor.

Finally, I extend my customary thanks and that of the Town to two of the committees that I appoint, the Committee on Town Organization and Structure and the Advisory Committee, and to their able and long-time chairs, Jean Berg and Harry Bohrs. The Advisory Committee in particular devotes prodigious efforts, with very little public recognition, to making our Town Meeting process comprehensible and effective.

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 rezoning 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 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 Harry Bohrs)

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 Sean Lynn-Jones)

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

Schools: (Chaired by Leonard Weiss)

2014 Issues

In 2013, 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 met scores of times to hold public hearings (as well as numerous on-site visits to assess special projects throughout the town), which enabled both supporters and opponents of various issues to express their views. As a result, the subcommittees' reports to the full Advisory Committee allowed the Committee to take into account fully 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 FY15 Budget. From mid-February through mid-May, the full Committee met twice a week or more 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.

During 2014, the Advisory Committee prepared and presented to Town Meeting comprehensive reports on complicated warrant articles as well. Topics included a number of complex zoning issues, establishment of a Neighborhood Conservation District, legislation around Medical Marijuana Dispensaries, Taxi Medallions and Tobacco Control.

In addition to serving on various special committees, members of the Advisory Committee actively participated on committees appointed by the Board of Selectmen. Members also served on a number of standing Town committees including the Labor Advisory, Town/School Partnership, Selectmen's Committee on Diversity, and Audit Committees. In particular, and in response to the pressures of increased school enrollments and the attendance costs, several members served on the Over-ride Study Committee.

Membership

Harry Bohrs was re-elected to serve as the Chair of the Committee and Carla Benka was re-elected to serve as Vice Chair.

After many years of valuable service to the Committee as both Vice Chair and Planning & Regulation Subcommittee Chair, Neil Wishinsky moved on to be elected Selectman. While his insight and talents are missed at the Advisory Committee, he carries those same skills to the Board of Selectmen in serving our community.

The Advisory Committee will continue working 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 27, 2014

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Board of 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 No Action was passed by a Unanimous Vote.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A motion of Favorable Action to authorize the Treasurer, with the approval of the Board of Selectmen, to enter into compensating balance agreements for FY2015, was passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations/Bond Authorization Rescission. (Board of Selectmen) No Action was taken.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Board of Selectmen) No Action was taken.

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 2015, was passed by a Unanimous Vote.

ARTICLE SEVEN

FY2014 Budget Amendments (Board of Selectmen) A motion of Favorable Action, to raise and appropriate \$1,500,000 for remodeling, reconstructing, or making extraordinary repairs to and for additions to the Lawrence School, was passed by a Unanimous Vote.

ARTICLE EIGHT

Annual (FY15) Appropriations Article. (Advisory Committee) A motion of Favorable Action to approve the FY2014 Budget, with total appropriated expenditures of \$227,159,503, was

passed as amended and separately voted, by a Unanimous Vote.

ARTICLE NINE

Changes to the Senior Property Tax Deferral Program (MGL, Chapter 59, s.5, clause 41A) – increase to the income limit and reduction in the interest rate. (Petition of Arthur Wellington Conquest III and Brooks Ames) A motion of Favorable Action was passed, as amended, by a Unanimous Vote.

ARTICLE TEN

Amendment to Article 3.14 of the Town's By-Laws – revocation of the current "Division of Human Relations –Youth Resources" and creation of a new "Diversity, Inclusion and Community Relations Commission and Department". (Selectmen's Diversity, Inclusion, and Affirmative Action Committee) A motion of Favorable Action was passed as amended by an Electronic Recorded Vote of 185 In Favor, 18 Opposed and 6 Abstentions.

ARTICLE ELEVEN

Amendment to Article 5.10 of the Town's By-Laws – Neighborhood Conservation Districts – establishment of the Greater Toxteth Neighborhood Conservation District. A motion of Favorable Action, to establish the Greater Toxteth Neighborhood Conservation District, was passed by a Counted Vote of 208 In Favor and 2 Opposed.

ARTICLE TWELVE

Amendment to Article 8.15 of the Town's By-Laws – Noise Control – clarification of definitions. (Petition of Fred Lebow) A motion of Favorable Action was defeated by a Unanimous Vote.

ARTICLE THIRTEEN

Amendment to Article 8.23 of the Town's By-Laws – Tobacco Control – creation of a 400 foot no-smoking zone around Brookline High School. (Petition of Nathan Bermel) A motion of Favorable Action was passed by a Counted Vote of 208 In Favor and 1 Opposed.

ARTICLE FOURTEEN

Amendment to Article 8.23 of the Town's By-Laws – Tobacco Control - increase legal age to purchase tobacco products from 19 to 21. (Petition of Nathan Bermel) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE FIFTEEN

Amendment Zoning By-Law – Sections 2.07 & 5.06 (“G” Definitions and Special District Regulations) – changes related to the GMR-2.0 District (Selectmen’s Brookline Place Advisory Committee) A motion of Favorable Action was passed by an Electronic Recorded Vote of 171 In Favor, 9 Opposed and 20 Abstentions.

ARTICLE SIXTEEN

Amendment to the Zoning By-Law – Sections 2.07 & 5.06 (“G” Definitions and Special District Regulations) – changes related to the GMR-2.0 District (Petition of Andrew Fischer) No Action was taken.

ARTICLE SEVENTEEN

Acceptance of a grant of easement from Children’s Brookline Place, LLC and Children’s One Brookline Place, LLC. (Board of Selectmen) A motion of Favorable Action, to accept the grant of easement, was passed by a Majority Vote.

ARTICLE EIGHTEEN

Acceptance of a Restrictive Covenant from Children’s Brookline Place, LLC and Children’s One Brookline Place, LLC. (Board of Selectmen) A motion of Favorable Action, to accept the Restrictive Covenant, was passed by a Majority Vote.

ARTICLE NINETEEN

Authorize the Board of Selectmen to release the 2007 documents executed in connection with the acquisition of development rights in 2-4 Brookline Place and enter into new agreements with respect to the current proposed development at Brookline Place. (Board of Selectmen) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY

Amendment to the Zoning Map – amend the zoning map to change the zoning for 273, 277, and 281 Mason Terrace from S-7 to T-6. (Petition of Daniel Simkovitz and Elena Budrene-Kac) No Action was taken.

ARTICLE TWENTY-ONE

Amendment to Zoning By-Law – 3.01.1 (Classification of Districts), Modification of Zoning Map, and Modification of Table 5.01 (Table of Dimensional Requirements) – create a new S-4 zoning district and change several lots in the Meadowbrook area from T-5 to S-4. (Petition of Diane Gold) A motion of Favorable Action was passed by a Counted Vote of 205 In Favor and 3 Opposed.

ARTICLE TWENTY-TWO

Amendment to the Zoning By-Law – Section 4.07, Table of Use Regulations (Use 25A) and Section 6.08, Regulations Applying to Gasoline Service Stations – allow by special permit self-service gas stations, as well gas stations with associated convenience stores. (Planning and Community Development Department). A motion of Favorable Action failed to achieve a Two-Thirds Vote by an Electronic Recorded Vote of 109 In Favor, 62 Opposed and 11 Abstentions.

ARTICLE TWENTY-THREE

Amendment to the Zoning By-Law – Section 4.07, Table of Use Regulations (Use 53) – prohibit separate accessory dwellings for domestic employees and their families in single family districts.(Planning and Community Development Department) A motion of Favorable Action failed to achieve a Two-Thirds Vote by an Electronic Recorded Vote of 106 In Favor, 59 Opposed and 5 Abstentions.

ARTICLE TWENTY-FOUR

Acceptance of a grant of easement for land and air rights for the reconstruction of the Carlton Street Footbridge. (Department of Public Works) A motion of Favorable Action, to accept the grant of an easement from the Massachusetts Department of Transportation, Rail and Transit Division, was passed by a Unanimous Vote.

ARTICLE TWENTY-FIVE

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 by an Electronic recorded Vote of 47 In Favor, 100 Opposed and 10 Abstentions.

ARTICLE TWENTY-SIX

Legislation to Repeal the Board of Selectmen’s Authority to Sell Taxi Medallions. (Petition of John Harris) No Action was taken.

**Summary of Actions Taken
Special Town Meeting
November 18, 2014**

ARTICLE TWENTY-SEVEN

Resolution Regarding the Honoring of the memory of Brookline Veterans. (Petition of Neil Gordon) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWENTY-EIGHT

Resolution Regarding the Enforcement of the Town's By-law on the maintenance of Sidewalks in Business Districts in a Non-Slippery Condition (Section 7.7.1). (Petition of Frank Caro) A motion of Favorable Action was passed by an Overwhelming Majority Vote.

ARTICLE TWENTY-NINE

Resolution Regarding the Support of Brookline's Local Economy Community. (Petition of Brookline Local First) A motion to refer the subject matter of Article Twenty-Nine to the Economic Development Advisory Board (EDAB) and include how we support businesses located in Brookline more generally, was passed by a Counted Vote of 99 In Favor, 76 Opposed and 3 Abstentions.

ARTICLE THIRTY

Resolution Regarding Obstetric Fistula. (Petition of Sarah Gladstone) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE THIRTY-ONE

Resolution Relative to Non-Discrimination on the basis of Gender Identity and Expression. (Petition of Alex Coleman) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE THIRTY-TWO

Resolution in Support of Senate Bill 1225 – An Act Relative to Public Investment in Fossil Fuels. (Petition of Frank Farlow and Byron Hinebaugh) A motion of Favorable Action was passed by an Electronic Recorded Vote of 126 In Favor, 20 Opposed and 7 Abstentions.

ARTICLE THIRTY-THREE

Reports of Town Officers and Committees. (Selectmen) Reports were presented by the Affordable Housing Board and the Brookline Police Department.

ARTICLE ONE

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

ARTICLE TWO

Approval of collective bargaining agreements - (Human Resources Director). A motion of Favorable Action, to approve and fund cost items in the collective bargaining agreement of the Brookline Police Association, commencing July 1, 2011 and expiring on June 30, 2016, was passed by a Unanimous Vote. Also, a motion of Favorable Action, to approve and fund cost items in the collective bargaining agreement for Teamsters, Local 25 (Emergency Telecommunication Dispatchers) commencing July 1, 2012 and expiring on June 30, 2015, was passed by a Unanimous Vote.

ARTICLE THREE

FY2015 Budget Amendments (Board of Selectmen). A motion of Favorable Action, to reduce the Health and Human Services Department by \$145,627 and the School Department by \$15,368 to fund the Diversity, Inclusion, and Community Relations Department, was passed by a Unanimous Vote.

ARTICLE FOUR

Vote to abandon and extinguish, in place, several existing common sewer easements running through certain rear of lots on Clinton Road and a portion of the former Cleveland Circle Cinema site in order to facilitate the proposed redevelopment of the site at 375-399 Chestnut Hill Avenue. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE FIVE

Vote to release the Town from any of its rights, duties and responsibilities related to an old 18-inch sewer line running through the City of Boston in connection with the proposed redevelopment of the former Cleveland Circle Cinema site at 375-399 Chestnut Hill Avenue. (Department of Public Works) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SIX

Authorize the Selectmen to enter into any agreements and/or amendments in order to carry out the Terms and Conditions of the PILOT

and Development Agreement with the Developer in connection with the proposed redevelopment of the former Cleveland Circle Cinema site at 375-399 Chestnut Hill Avenue. (Selectmen) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE SEVEN

Amendments to the Town's By-Laws – pertaining to gender identity and gender expression. (Selectmen and Alex Coleman) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE EIGHT

Amendment to Article 8.5 of the Town's By-laws – Disorderly Conduct – modifications to address Constitutionality issues and define the offense of “disturbing the peace.” (Police Chief) A motion of Favorable Action was passed by a Counted Vote of 205 In Favor, 4 Opposed and 2 Abstentions.

ARTICLE NINE

Amendment to Article 8.15 of the Town's By-Laws – Noise Control – clarification of definitions. (Petition of Fred Lebow) A motion to refer Article Nine to a Selectmen's Committee was Defeated.

ARTICLE TEN

Amendment to Article 8.16 of the Town's By-Laws – Collection and Recycling of waste materials – require commercial properties to recycle. (Petition of Alan Christ) A motion of Favorable Action, as Amended, was passed by a Unanimous Vote.

ARTICLE ELEVEN

Amendment to Article 8.23 of the Town's By-Laws – Tobacco Control – modifications to current by-law. (Petition of Thomas Vitolo) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE TWELVE

Amendment to the Zoning By-Law – Section 4.12 (Registered Marijuana Dispensary) – changes to prohibit the location of Registered Marijuana Dispensaries within 500 feet of a daycare center or any facility in which children commonly congregate. (Petition of Gordon Bennett) A motion to refer Article Twelve to a Moderator's Committee was Defeated by an Electronic Recorded Vote of 65 In Favor, 138 Opposed and 5 Abstentions. Also, a motion of Favorable Action was Defeated by an Electronic

Recorded Vote of 60 In Favor, 147 Opposed and 10 Abstentions.

ARTICLE THIRTEEN

Amendment to the Zoning By-Law – Section 9.08 (Notice to Town Meeting Members and Others) – to increase notice requirements pertaining to matters before the Board of Appeals and require publication of Board of Appeals minutes and decisions/withdrawals on the Town's website. (Petition of Bobbie M. Knable and Ruthann Sneider) A motion of No Action was passed by a Unanimous Vote.

ARTICLE FOURTEEN

To Name the Athletic Fields at the Cypress Street Playground the “Thomas P. Hennessey Fields at Cypress Street Playground”. (Naming Committee) No Action was taken.

ARTICLE FIFTEEN

Legislation to Repeal the Board of Selectmen's Authority to Sell Taxi Medallions. (Petition of John Harris) A Resolution, stating that it is the will of Town Meeting for the Board of Selectmen not to sell, lease, rent or otherwise make available or require taxi medallions as a condition of any taxi owner doing business in Brookline, was passed by an Electronic Recorded Vote of 110 In Favor, 83 Opposed and 7 Abstentions.

ARTICLE SIXTEEN

Resolution Regarding the Transition to a Mixed Taxi Medallion and Hackney License System in the Town of Brookline. (Petition of David Lescohier) A motion of Favorable Action was passed by a Majority Vote.

ARTICLE SEVENTEEN

Resolution pertaining to Town Lighting. (Petition of Claire Stampfer and Heather Hamilton) A motion of Favorable Action was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Resolution in Support of Respect and Dignity for Domestic Workers. (Petition of Stephen Vogel, for The Acting for Economic Justice Committee of the Boston Workmen's Circle) A Favorable Motion was passed by a Unanimous Vote, with one Abstention.

ARTICLE NINETEEN

Resolution Opposing the Expansion of natural Gas through Pipelines and Hydraulic Fracturing in Massachusetts. (Petition of Carol Oldham and Ed Loechler) A substitute motion for Favorable

Action was Defeated by a Counted Vote of 20 In Favor, 145 Opposed and 8 Abstentions. A motion of Favorable Action was passed by a Majority Vote.

ARTICLE TWENTY

Reports of Town Officers and Committees. (Selectmen) No reports were presented.

**Summary of Actions Taken
Special Town Meeting
November 18, 2014**

ARTICLE ONE

To Name the Athletic Fields at the Cypress Street Playground the "Thomas P. Hennessey Fields at Cypress Street Playground". (Naming Committee) A motion of Favorable Action was Passed by a Counted Vote of 208 In Favor and 1 Opposed.

2014 TOWN MEETING ATTENDANCE							
Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
15	Alexanderian, Edwin	5	1	AL	DeWitt, Betsy	5	5
16	Allaire, Saralyn J.	5	5	05	DeWitt, Dennis J.	5	5
05	Allen, Richard E.	5	5	11	Ditkoff, Joseph M.	5	4
16	Allen, Robert L.	5	5	13	Doggett, John	5	5
15	Ames, Mariela	5	3	03	Doughty, Dennis L.	5	5
06	Anderson, Catherine C.	5	5	12	Ellis, Chad	5	5
04	Axelrod, Sarah T.	5	5	07	Ellis, Susan P.	5	4
13	Baker, Joanna	5	5	01	Ercolino, Elijah	5	4
07	Ball, Ellen B.	5	4	04	Farlow, Frank W.	5	5
16	Basile, Beverly A.	5	4	04	Farlow, Martha A.	5	5
16	Basile, John R.	5	4	13	Fine, Jonathan S.	5	5
14	Basile, Robert W.	5	3	13	Fischer, Andrew	5	5
06	Bassett, John	5	5	11	Fischer, Shira A.	5	4
06	Becker, Jocina Doris	5	5	14	Fishman, Gil	5	5
11	Benedon, Carrie	5	5	15	Flanagan, Jane M.	5	4
13	Benka, Carla Wyman	5	5	AL	Franco, Benjamin	5	5
15	Berger, Eileen Connell	5	5	01	Franco, James F.	5	5
15	Berger, Michael	5	5	16	Frawley, Regina M.	5	5
04	Berke, Eric D.	5	5	13	Freeman, John W.	5	5
08	Bemard, Laura Sara	5	2	07	Frey, Ernest A.	5	5
13	Blood, Roger F.	5	3	08	Friedman, Franklin D.	5	5
03	Bohrs, Harry K.	5	5	12	Friedman, Harry K.	5	5
04	Brickman, Edith R.	5	4	14	Friedman, Paula K.	5	3
09	Brooks, Liza	5	4	AL	Gadsby, Edward (Sandy)	5	5
14	Brown, Clifford M.	5	5	10	Gaehde, Stephan A.	5	4
12	Burstein, Michael A.	5	5	16	Gallitano, Thomas J.	5	5
14	Carlisle, Linda K.	5	4	01	Garver, Richard Perry	5	5
10	Caro, Carol B.	5	5	03	Geist, Kathe Sternbach	5	4
10	Caro, Francis G.	5	5	09	Geller, Joseph T.	5	3
01	Cavell, Cathleen C.	5	5	04	Gerdts, Nadine	5	4
13	Chanyasulkit, Chris	5	4	07	Giller, Phyllis D.	5	4
10	Chertok, Sumner J.	5	2	03	Gilman, Jane C.	5	5
16	Chiumenti, Stephen	5	5	11	Giora-Gorfajn, Shanna Tally	5	5
04	Christ, Alan	5	5	16	Gladstone, Scott C.	5	5
15	Coffin, Abby R.	5	4	14	Goldberg, Deborah B.	5	5
12	Cohen, Bruce B.	5	5	11	Goldsmith, Jennifer	5	5
07	Cohen, Susan F.	5	4	08	Goldstein, David-Marc	5	5
03	Connors, Patricia A.	5	5	07	Goldstein, Elizabeth (Betty)	5	5
01	Cook, Ernest	5	0	AL	Goldstein, Kenneth M.	5	5
12	Cooke-Childs, Lee	5	4	01	Gordon, Neil R.	5	5
04	Cooper, Ingrid E.	5	5	12	Grand, Jonathan H.	5	5
04	Covert, Anne S.	5	5	07	Gray, Mark A.	5	5
08	Cox, Abigail Schoenbaum	5	5	11	Gray, Martha E.	5	5
08	Crandell, Gina	5	1	07	Greene, Bernard W.	5	5
01	Cutler, Jonathan D.	5	2	12	Greenfield, Stefanie A.	5	5
AL	Daly, Nancy A.	5	5	05	Gunnuscio, Michael B.	5	5
05	Daves, Robert S.	5	5	05	Gross, Betsy Shure	5	4
10	Davis, Jonathan H.	5	5	15	Hall, John L.	5	2
10	Davis, Linda M.	5	5	15	Hallowell, Benedicte J.	5	3
10	Deak, Holly L.	5	5	03	Hamilton, Heather Ann	5	5
06	Dempsey, Christopher	5	4	07	Hardebeck, Kelly A.	5	3
03	Dewart, Mary D.	5	5	08	Harris, John	5	5
03	Dewart, Murray	5	5	09	Harris, Paul E.	5	5

Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
12	Hatchett, Casey A.	5	4	04	Mulhane, John T.	5	5
08	Heller, Nancy S.	5	5	15	Nangle, Richard	5	5
01	Heman, Helen Y.	5	4	01	Neuefeind, Bettina	5	5
01	Hillman, Carol B.	5	5	04	Nobrega, Mariah C.	5	5
09	Hinchey, Nathaniel J.	5	5	07	Oates, Christopher M.	5	5
06	Hochleutner, Brian Richard	5	5	02	O'Brien, Barbara A.	5	3
13	Hoy, Francis Charlton	5	5	14	O'Connell, Kathleen M.	5	3
12	Hummel, Amy	5	5	11	Oldham, Carol F.	5	5
06	Humphrey, Systke V.	5	5	05	O'Leary, Phyllis R.	5	3
05	Hyatt, Angela	5	5	05	Olins, Andrew M.	5	4
08	Johnson, Anita L.	5	5	02	Ossenfort, Gwen Ellen	5	5
14	Johnson, Georgia M.	5	1	25	Pearlman, David Arenas	5	5
16	Jonas, Alisa G.	5	5	02	Pehlke, Linda Olson	5	5
10	Jones, Beth	5	1	06	Polumbaum, Ian	5	5
03	Jones, Gary D.	5	4	16	Pu, William	5	4
09	Jozwicki, Barr A.	5	4	09	Rabinovitz, Stanley N.	5	5
09	Jozwicki, Joyce	5	4	05	Reyelt, William E.	5	5
15	Kahn, Janice S.	5	5	14	Rich, Benjamin E.	5	3
13	Kaplan, Ruth L.	5	3	6	Richmond, Clinton Q.	5	5
12	Karon, Jonathan A.	5	4	2	Richmond, Edward L.	3	3
09	Katz, Pamela C.	5	5	02	Roberts, Susan M.	5	5
02	Kidd, Judith H.	5	4	04	Robinson, Joseph E.	5	5
12	Klafter, David B.	5	5	06	Roffman, Ian D.	5	4
11	Knable, Bobbie M.	5	5	14	Roseman, Lynda E.	5	5
05	Knight, David Joseph	5	5	09	Rosenstein, Harriet	5	2
03	Koff, Laurence Kragen	5	5	09	Rosenthal, Martin R.	5	5
15	Krepchin, Ira P.	2	2	15	Rourke Jr., James C.	5	2
06	LaPlante, Virginia W.	5	5	07	Sable, Sloan K.	5	2
16	Leichtner, Judith	5	5	15	Sadeghi-Nejad, Ab	5	5
03	Leka, Donald Gene	5	5	16	Safer, Joshua D.	5	5
11	Lescohier, David C.	5	5	10	Sandalow, Sharon A.	5	5
09	Levine, Julius B.	5	0	10	Sandalow-Ash, Rachel Joann	5	4
14	Levitan, Fred	5	4	13	Saner, Paul A.	5	5
07	Lewis, Jonathan	5	4	03	Scanlon, Kathleen M.	5	5
11	Lewis, Kenneth G.	5	5	2	Schachter-Kahl, Livia	2	2
14	Lipson, Roger R.	5	5	16	Scharf, Irene	5	5
02	Liss, Lisa E.	5	5	14	Schoffman, Sharon R.	5	5
14	Lodish, Pamela C.	5	5	01	Schram, Robert L.	5	5
08	Loechler, Edward L.	5	5	08	Scotto, Barbara C.	5	5
13	Lohe, Wemer	5	5	08	Sears, Lisamarie J.	5	5
11	Lowe, David J.	5	5	13	Selwyn, Lee L.	5	5
12	Lowenstein, Mark J.	5	5	13	Senecal, Barbara M.	5	5
01	Lynn-Jones, Sean M.	5	5	11	Sheehan, Brian D.	5	5
08	Mansfield, Jeanne A.	5	5	07	Shon-Baker, Rita	5	5
07	Margolis, Jonathan J.	5	4	10	Shuman, Stanley	5	5
05	Mattison, Hugh	5	5	04	Siegal, Marjorie	5	5
11	Mautner, Rebecca Plaut	5	4	01	Silbaugh, Katherine B.	5	5
02	McNally, Rita K.	5	4	10	Skagestad, Finn Peter	5	5
05	Mehta, Puja P.	5	5	07	Slayton, James M.	5	5
05	Meiklejohn, Randolph	5	4	12	Slotnick, William E.	5	4
06	Merelice, M. K.	5	5	06	Smith, Kim	5	5
01	Metral, Alexandra E.	5	5	04	Smith, Virginia A.	5	5
12	Meyers, Judy	5	5	AL	Smizik, Hon. Frank Israel	5	2
10	Micley, David	5	5	16	Sneider, Arthur	5	5
08	Miller, Robert M., Jr.	5	5	06	Sneider, Ruthann	5	5
02	Mitchell, Adam A.	5	3	06	Sperber, Robert I.	5	5
14	Mittel, Shaari S.	5	4	02	Spiegel, Diana Lees	5	5
01	Moghtader, Paul F.	5	3	02	Spiegel, Stanley L.	5	5
11	Moran, Maryellen	5	5	10	Spingam, Alexandra (Sandy)	5	2

Precinct	Name	Eligible	Attended
05	Stampfer, Claire B.	5	5
16	Stavis-Zak, Joyce E.	5	5
03	Steinfeld, Frank R.	5	5
08	Stock, Sara	5	0
03	Stone, Rebecca E.	5	4
03	Stringham, Jean	5	5
09	Swartz, Charles	5	5
10	Sweitzer, Naomi Leigh	5	5
08	Toomey, Maura	5	5
09	Tyndal, Dwaigh	5	4
15	van der Ziel, Cornelia H. J.	5	4
09	Vanderkay, Judith A.	5	5
13	VanScoyoc, John R.	5	5
06	Vitolo, Thomas John	5	5
04	Volk, Robert	5	5
05	von Krusenstiern, 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
09	White, George Abbott	5	5
AL	Wishinsky, Neil A.	5	5
02	Wolff, Bruce	5	5
02	Wynne, Ana Vera Macedo	5	5
02	Wynne, Richard Charles	5	5

RESOLUTIONS PASSED IN 2014

1. A Resolution Regarding the Honoring of the Memory of Brookline Veterans. (Petition of Neil Gordon)

WHEREAS: The Town of Brookline owes a debt of gratitude to every resident who has honorably served in the Armed Forces of the United States (individually, a "Veteran"); and

WHEREAS: The Town of Brookline desires, in a modest way, to honor the memory of each such Veteran for his or her service; and

WHEREAS: The United States Department of Veterans Affairs provides, at no cost, a United States flag ("Burial Flag") to drape the casket or accompany the urn of a deceased Veteran who has honorably served in the U.S. Armed Forces; and

WHEREAS: If a Burial Flag is not available then a suitable substitute can be made available by the Town at modest cost;

NOW, THEREFORE, BE IT RESOLVED THAT: Town Meeting urges the Board of Selectmen, upon the reasonable request by a Veteran's family or by any other appropriate party, to authorize, by specific resolution of the Board of Selectmen, the flying of a Burial Flag or suitable substitute provided by the Town, in memory of any deceased Veteran who was, at any time, a resident of the Town of Brookline; and

BE IT FURTHER RESOLVED THAT: such flag shall be flown at such place, for such time and with such ceremony as the Board of Selectman shall determine in their sole discretion; and

BE IT FURTHER RESOLVED THAT: in the case of a Burial Flag provided by a Veteran's family or other appropriate party, such flag shall thereafter be promptly returned to the family or other appropriate party; and

BE IT FURTHER RESOLVED THAT: the Board of Selectmen shall promptly thereafter send a letter or certificate to the family or other interested party, such letter to include the text of the resolution of the Board of Selectmen authorizing the flying of a flag in memory of the honorable service in the U.S. Armed Forces of such former resident of the Town of Brookline; and

BE IT FURTHER RESOLVED THAT: the Board of Selectmen use reasonable means to publicize the modest but meaningful memorial to Brookline's Veterans described above;

2. A Resolution Regarding the Enforcement of the Town's By-Law on the Maintenance of Sidewalks in Business Districts in a Non-Slippery Condition (Section 7.7.1). (Petition of Frank Caro)

Whereas: Section 7.7.1 of the Town's bylaws requires that in a business district, the owner of land adjacent to a sidewalk maintain the sidewalk, in a non-slippery condition suitable for pedestrian travel within the first 3 daytime hours after snow and ice have come upon the sidewalk and maintain the sidewalk in a non-slippery condition as necessary,

Whereas: Section 7.7 of the bylaws requires owners of land adjacent to sidewalks to maintain the sidewalk in a non-slippery condition as necessary,

Whereas: A significant number of sidewalks in business districts are regularly in a slippery condition after snowfalls,

Whereas: The Town's complaint-driven system for enforcing its sidewalk snow-maintenance bylaw allows delays in enforcement of the bylaw,

Whereas: Delayed removal of snow and ice puts the safety of pedestrians at risk,

Whereas: The Town enforces some other bylaws by deploying enforcement officers with a mandate to identify violators,

Therefore be it resolved that the Town proactively deploy enforcement officers on foot in business districts beginning in the fourth daylight hour after snowfalls to enforce Section 7.7.1. of the Town's bylaws. These enforcement officers shall issue warnings and tickets on the basis of their own observations without waiting for complaints to be submitted to the Town.

3. Resolution Regarding Obstetric Fistula. (Petition of Sarah Gladstone)

WHEREAS obstetric fistula occurs when a girl or woman has a baby when they are too young or small and have no help from a birth attendant while in labor.

WHEREAS obstetric fistula is a medical condition that occurs from a prolonged obstructed labor where the baby gets stuck in the birth canal, compressing the tissue so no blood gets to it, causing it to die. This leaves a hole between the vagina and rectum, vagina and bladder or both, making the girl or woman unable to control her urine and/or feces.

WHEREAS a girl with obstetric fistula is forced to live on the outskirts of her village where she may be attacked by wild animals, die of starvation, and/or suffer from crippling psychological issues. She becomes an outcast and believes she is cursed by G-d.

WHEREAS obstetric fistula is preventable through medical interventions such as skilled midwives, providing access to family planning, as well as delaying early marriage and educating and empowering young women.

WHEREAS obstetric fistula can be surgically repaired, with success rates higher than 90 percent and at a cost of less than \$450, including post-surgical care.

WHEREAS, according to the State Department, "the health of women enhances their productivity and social and economic participation and also acts as a positive multiplier, benefitting social and economic development through the health of future generations."

WHEREAS House Resolution 2888 the Obstetric Fistula Prevention, Treatment, Hope and Dignity Restoration Act of 2013 was introduced into the 113th Congress to authorize the President to provide assistance, including through international organizations, national governments, and international and local non-governmental organizations to address the social and health issues that lead to obstetric fistula and support treatment of obstetric fistula and to report to Congress on those efforts on an annual basis.

RESOLVED, that the Town Meeting of Brookline Massachusetts urges the members of its congressional delegation and other Massachusetts Congressmen to support the Obstetric Fistula Prevention, Treatment, Hope and Dignity Restoration Act of 2013, and vote for passage of the Act.

RESOLVED, that the Town Meeting of Brookline urges Massachusetts Congressmen William Keating and Joseph Kennedy III, members of the House Foreign Affairs Committee, which is the Committee to which the Obstetric Fistula Prevention, Treatment, Hope and Dignity Restoration Act of 2013 has been assigned, to push for passage of the Act out of committee, and for a vote of the Act by the full House of Representatives.

RESOLVED, that the Selectmen promptly transmit this resolution to Congressmen Keating and Kennedy as well as to Senators Edward Markey and Elizabeth Warren.

4. Resolution Relative to Non-Discrimination on the Basis of Gender Identity and Expression. (Petition of Alex Coleman)

WHEREAS, the Town of Brookline, with its strong commitment to diversity and inclusion, promotes an environment that is free of discrimination and harassment for all its employees, residents, customers, and clients, and

WHEREAS, the Town of Brookline recognizes that everyone has the right to live free from discrimination and harassment, and

WHEREAS, the town of Brookline finds that no individual should be denied equal treatment or opportunity due to discrimination, and

WHEREAS, the Town of Brookline finds that no individual should suffer harassment due to bias, and

WHEREAS, current local, state and federal government laws, regulations and ordinances are not fully inclusive in their protections for gender identity and expression, and

WHEREAS, transgender people suffer pervasive discrimination on the basis of gender identity and expression in employment, housing, public accommodations, education and credit and lending, and

BE IT RESOLVED that the Town of Brookline consistent with its strong commitment to diversity and inclusion affirms its support for the prohibition of discrimination or harassment on the basis of gender identity and gender expression in employment, housing, public accommodations, credit and lending, and public education, and hereby requests that the Legal Services Department propose appropriate changes that are consistent with this purpose to all relevant Town By-Laws and that such changes be included in the Warrant for the November 2014 Town Meeting, or as soon thereafter as is reasonably feasible.

5. A Resolution In Support of Senate Bill 1225 – An Act Relative to Public Investment in Fossil Fuels. (Petition of Frank Farlow and Byron Hinebaugh)

WHEREAS the promotion of public health and preservation of the environment are guiding principles for individuals, organizations and the government of Brookline, most recently reflected in the establishment of Climate Action Brookline and the Selectmen's Climate Action Committee;

WHEREAS the scientific community, including the National Aeronautics and Space Administration (NASA), the National Academy of Sciences, the Environmental Protection Agency (EPA) and the World Meteorological Organization, has concluded that global warming, caused primarily by atmospheric carbon dioxide (CO₂) produced by the burning of fossil fuels (coal, petroleum, and natural gas), is a serious threat to current and future generations, already producing extreme weather events leading to extensive flooding, severe drought, major hurricanes and a rise in sea levels due to the rapid melting of arctic sea ice;

WHEREAS in 2009, government officials from 167 countries responsible for more than 87 percent of the world's CO₂ emissions signed the Copenhagen Accord, adopting the scientific view that increases in global temperature should be kept below 2 degrees Celsius (3.6 degrees Fahrenheit);

WHEREAS scientists estimated in 2012 that in order to avoid exceeding this 2-degree limit, future emissions of CO₂ must be limited to a total of 565 gigatons, and financial analysts and environmentalists have calculated that fossil fuel companies and petro-states that operate like fossil fuel companies currently control fossil fuel reserves of 2,795 gigatons – five times the Copenhagen Accord limit;

WHEREAS fossil fuel companies, operating for maximum short-term profit at the expense of long-term sustainability, spend great sums of money to influence government in order to avoid paying the true cost of the environmental damage they cause, and continue to explore for even more fossil fuel deposits that could not be burned without drastic acceleration of climate change; and

WHEREAS Senate Bill 1225 would require the Commonwealth's Pension Reserves Investment Management Board to fully divest its direct holdings in fossil fuel companies over a five-year period, although divestment could be terminated if the Board presents clear and convincing evidence that the total value of the divested portfolio has fallen beneath a specified percentage of the hypothetical value of the portfolio if it had not been divested; now, therefore, be it

RESOLVED, that the Brookline Town Meeting urges the Massachusetts legislature to enact Senate Bill 1225, An Act Relative to Public Investment in Fossil Fuels, or a successor bill with substantially the same content; and be it further

RESOLVED, that the Brookline Town Meeting requests the Town Clerk to promptly send notice of the passage of this resolution to the Governor of the Commonwealth, the members of Brookline's congressional delegation, the President of the Massachusetts Senate and the Speaker of the House, the co-chairs of the Joint Committee on Public Service, the chairs of the Senate and House Ways and Means Committees, and the members of Brookline's state legislative delegation.

6. Resolution Regarding the Transition to a Mixed Taxi Medallion and Hackney License System in the Town of Brookline. (Petition of David Lescohier)

Whereas Chapter 317, section 4A of the acts of 1974, as amended, states that: "The board of selectmen may direct the board [of transportation] that in taking any action the board considers necessary to implement this section and to sell taxi licenses, including the adoption, alteration or repeal of rules and regulations after public hearing, the board may balance, in its discretion, the interest of Brookline residents in the continuity of existing Brookline taxi businesses, the interest of existing license holders in their investment in their businesses, the interest of the town in augmenting the portion of the taxi fleet serving the town that meets the needs of its elderly and disabled residents and that minimizes the fleet's detrimental impact on the town's air quality and on the level of the town's carbon emissions as a whole, and the town's interest in maximizing revenue generated from sale of taxi licenses."; and

Whereas Article 21, Special Town Meeting, 2008, Selectmen's recommendation states: "The \$300 administrative fee charged to the business license holder for each taxi cab is below the current cost to the Town in staffing time needed to properly regulate the industry"; and

Whereas Article 21, Special Town Meeting, 2008, selectmen's recommendation states that the taxi regulatory control under the transportation division and the police department hackney division are understaffed; and

Whereas, many Brookline taxicab drivers have worked many years loyally serving the residents of Brookline and surrounding communities yet face increasingly difficult, sometimes dangerous, working conditions and inadequate, decreasing rewards for their labor and service and little opportunity to provide for their future; and

Whereas the Brookline taxi businesses depend on their ability to maintain a stable, ongoing partnership with the Town as a prerequisite to long term planning, strategic improvements, and continuing investments in their businesses; therefore be it

RESOLVED, that Town Meeting urge all relevant boards with jurisdiction, to proactively and diligently implement in an equitable, balanced manner the entire interests enumerated in chapter 317 of the acts of 1974 section 4A, as amended, which includes serving the elderly and disabled, continuity for Brookline residents, protection of business investments, climate impact, and revenue for the town; and be it further

RESOLVED, that Town Meeting urges that Transportation Board decisions and actions should make an effort to aim for improved working conditions, a more secure future, and an opportunity to own a stake in the in the taxicab business for Brookline taxicab drivers; and be it further

RESOLVED, Town Meeting urges the Transportation Board contemplating any action regarding changes in the regulation of the Brookline taxicab industry take steps it determines to be prudent to revise existing hackney and business license fees in order adequately to increase staffing devoted to taxicab regulation and public safety.

**7. Resolution Pertaining to Town Lighting. (Petition of Claire Stampfer and Heather Hamilton)
To see if the Town will adopt the following resolution pertaining to Town lighting;**

Whereas the Town of Brookline is in the process of converting public exterior and interior lighting to Light-Emitting Diode (LED) lighting;

Whereas LED lighting technology is a significant improvement over other forms of electric illumination, because it is more energy efficient; and

Whereas different wavelengths of light, both natural and electric, have been found to affect circadian rhythms, including the sleep-wake cycle; and

Whereas adequate restful sleep is a vital component of human health and well-being; and

Whereas the public health effects of light should be taken into consideration when both exterior and interior municipal lighting is selected;

Now therefore, be it resolved that the Town Meeting requests that the Brookline Department of Public Health, Department of Public Works, and the Building Department work together to select daytime and nighttime-appropriate lighting by:

- 1) Keeping abreast of new scientific findings in studies of health effects of lighting, including LEDs;
- 2) Monitoring new technological developments in light bulb and fixture design. For example, bulbs capable of emitting multiple wavelengths may be programmable to produce different wavelengths and intensities of light for daytime and nighttime activities. Thus the wavelength and dimness or brightness may be adjusted for the requirements of time of day and the tasks to be done; and
- 3) Recommending the selection of light bulb specifications appropriate for daytime use in buildings and outside, and nighttime use in buildings and outside for the Town of Brookline and take any other action relative thereto.

8. Resolution in Support of Respect and Dignity for Domestic Workers. (Petition of Stephen Vogel, for The Acting for Economic Justice Committee of the Boston Workmen's Circle)

Whereas, Massachusetts' domestic workers – comprised of housekeepers, nannies, and caregivers and service providers for children, persons with disabilities, and the elderly – work in private households to care for the health, safety and well-being of the most important aspects of our lives, our families and to our homes; and

Whereas, domestic workers play a critical role in Massachusetts' economy, working to ensure the health and prosperity of our families and freeing others to participate in the workforce, which is increasingly necessary in these difficult economic times; and

Whereas, many domestic workers work alone, behind closed doors, and out of the public eye, leaving them isolated, vulnerable to abuse and exploitation, and unable to advocate collectively for better working conditions; and

Whereas, domestic workers may labor under harsh conditions, may work long hours for low wages without benefits or job security, and may face termination without notice or severance pay, leaving many suddenly without both a job and a home; and

Whereas, many domestic workers work to support families and children of their own and more than half are primary income earners, yet two-thirds of domestic workers earn low wages or wages below the poverty line; and

Whereas, many employers desire to treat their caregivers and housekeepers fairly, but do not have the information to guide them in setting terms of employment, and may never develop a formal contract or clearly establish the rights and obligations each party owes to the other; and

Whereas, the Fair Labor Standards Act of 1938 (29 U.S.C. Sec. 201 et seq.), which Congress acted to ensure a fair day's pay for a fair day's work, intentionally excluded from its protections domestic workers; and

Whereas, the Commonwealth of Massachusetts has passed sweeping legislation also known as the Domestic Workers' Bill of Rights to rectify past exclusions and to assure state laws are responsive to the unique needs of domestic workers; and

THEREFORE, be it resolved, that the Town of Brookline supports respect and dignity

for all domestic workers and supports efforts to inform Brookline's domestic workers and their employers of these new rights and responsibilities, respectively, in order to assist with the goal of eliminating trafficking, exploitation and forced labor in Brookline.

9. A Resolution Opposing the Expansion of Natural Gas through Pipelines and Hydraulic Fracturing in Massachusetts. (Petition of Carol Oldham and Ed Loechler)

WHEREAS, natural gas is a non-renewable fossil fuel which generates significant carbon emissions and other pollutants when burned;

WHEREAS, natural gas is primarily composed of methane, which can be lethal, is highly flammable, and leaks at every step of production and distribution where it is at least 30 times more potent than carbon dioxide in terms of climate change;

WHEREAS, natural gas might be obtainable in Massachusetts by hydraulic fracturing ("fracking"), a drilling method that contaminates ground water, and harms human health through its chemical byproducts;

WHEREAS, the so-called Northeast Energy Direct Project of the Tennessee Gas Pipeline is a new high-pressure natural gas pipeline (hereafter "the Pipeline") proposed by Tennessee Gas Pipeline Company LLC, a subsidiary of Kinder Morgan, Inc. that would run from New York through Massachusetts to nearby Dracut;

WHEREAS, the Pipeline would likely transport natural gas obtained in New York and Pennsylvania through hydraulic fracturing;

WHEREAS, said Pipeline would divide and destroy large amounts of forest, conservation land, wetlands, and farmland, which may be obtained through eminent domain;

WHEREAS, the \$1-3 billion cost of the Pipeline could be borne by all ratepayers including those in Brookline through a tariff;

WHEREAS, said expansions of natural gas represent a new, long-term commitment to fossil fuels that does not honor state and local commitments to renewable energy;

BE IT RESOLVED THAT the Town of Brookline:

1. Affirms the need for public policy at the local, state and federal levels to encourage energy efficiency, conservation, renewable energy projects to combat climate change, and supports legislation to ban or impose a long-term moratorium within the Commonwealth on hydraulic fracturing as well as storage, treatment or disposal of hydraulic fracturing fluid or byproducts.
2. Stands in opposition to the Northeast Energy Direct Project of the Tennessee gas Pipeline and all similar pipeline projects.
3. Shall cause a copy of this resolution to be presented to the Town's state and Federal legislative representatives, the Governor, Massachusetts Secretary of Energy and Environmental Affairs, and Federal Energy Regulatory Commission asking them to take action to prevent the construction of the Pipeline within the borders of the Commonwealth of Massachusetts.

**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 2016.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.
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	12	Resolution Seeking the Use of Environmentally Friendly Cleaning Products	The Town and School Departments continue to purchase only Environmentally Friendly Cleaning Products for use in Town and School Buildings. These products are purchased from companies under MA State contracts for such products, and are continually reviewed for both usage and cost effectiveness.
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.	The Department of Public Works (DPW) continues to provide public education and enforcement of Town Bylaw Article 7.7, "Removal of Snow and Ice from Sidewalks." In November, the Public Works Informational Guide is mailed to every household throughout the Town to provide notification regarding the provisions of the Bylaw and the enforcement penalties. Information is also provided for the Town's "Shovel Our Snow" program that offers residents the ability to hire students to help clear the snow from their sidewalk.
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.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
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.	The Carlton Street Footbridge Rehabilitation project is formally included on the Commonwealth's Transportation Improvement Program (TIP) for project funding starting in Federal Fiscal Year 2016.
Nov. '09 Special	15	Encourages the Town to gradually increase the Selectmen's stipend and encourages the Advisory Committee to review the stipends and make recommendations for adjustments.	The Selectmen's stipends for FY16 reflect the FY11 increase voted on at the May, 2010 Annual Town Meeting.
Nov. '09 Special	16	Urges the Advisory Committee and Board of 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 FY16 Financial Plan increased funding from the General Fund to \$3.2M and includes \$281K from assessments of grants and special revenue funds.
Nov. '09 Special	17	Calls on the U. S. Conference of Mayors and President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Selectman to send a message of support for these negotiations to the President of the United States, and to our members of Congress.	Through this resolution the Town expressed support for the work of President Obama and the over 3,000 mayors worldwide who have committed their cities to the effort to abolish nuclear weapons.
May '10 Annual	17	Urges the 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 third annual Diversity report to the Board in April 2013.
May '10 Annual	18	Urges the Selectmen to establish a committee tasked to examine the suitability of a bicycle sharing program for Brookline.	The summer of 2014 was Brookline's third year as a member of the Hubway regional bike system.
May '10 Annual	19	Encourages the consideration of birds when designing building projects and when lighting buildings at night.	The Parks and Open Space Division web site contains links to resources promoting bird-safe building designs in support of this Resolution.
Nov. '10 Special	19	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week.	The schedule for the May, 2011 Town Meeting was determined when the Moderator took a motion to adjourn on the first night.
Nov. '10 Special	20	Asks the Transportation Board to adopt standards regarding a right turn on red and report their progress to Town Meeting as expeditiously as possible.	The Transportation Board has completed a review of all known "no turn on red" restrictions under town jurisdiction. Reports and a summary of action table are available in the No Turn On Red folder in the Transportation files located at www.brooklinema.gov/transportation . Work orders for all approved sign removals and installations are being processed by the DPW.
Nov. '10 Special	21	Requests the suspension of the sale and/or serving of veal products to the public within the Town of Brookline.	The resolution was widely publicized.
May '11 Annual	18	Urges the Town to honor Governor and Mrs. Dukakis with recognition appropriate to their accomplishments and urges the 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 remain in the parking lots but were converted to a "pay by space", thereby eliminating the need to return to your vehicle to place the receipt on the dashboard.
Nov. '11 Special	15	Urges the Health Department and Park and Recreation Commission to continue the coordination and monitoring of use of playgrounds by day care centers to address any systemic problems that are observed.	Town agencies are formally monitoring park use this spring and summer and will report results back to the Park and Rec Commission.
Nov. '11 Special	16	Intended to poll Town meeting on their preference for the current Town Meeting schedule or to hold Town Meeting on two non-consecutive evenings per week for the Annual Town Meeting schedule only.	The schedule for the May, 2015 Annual Town Meeting calls for two non-consecutive evening meetings (Tuesday / Thursday).
May '12 Annual	27	Acknowledges with profound regret the enslavement of Native-Americans and African-Americans and the exploitation of slave labor by this Town, within this Town, and amongst the citizens of this Town.	The Town Clerk distributed copies of this resolution to the public libraries and schools in Town and posted this resolution on the Town's website.
May '12 Annual	28	Requests the Board to direct the Town Administrator to create a Task Force on Clean Construction examining the desirability and possibility of the Town enacting clean construction and compliance standards. Asks the Committee to submit a report to the 2013 Annual Town Meeting.	The Task Force submitted a report with their recommendations to the May, 2013 Annual Town Meeting.
May '12 Annual	29	Calls for the United States Congress to pass a constitutional amendment to overturn the United States Supreme Court's decision in Citizens United v. Federal Election Commission	The Town Clerk sent copies of the resolution to the President of the United States, the Governor of the Commonwealth of Massachusetts, Brookline's congressional and state legislative delegations, The Boston Globe and the TAB.
Nov. '12 Special	7	Asks the Town to support the concept of state-wide pre-foreclosure mortgage mediation under appropriate circumstances.	Through this resolution the Town expressed support for state-wide pre-foreclosure mortgage mediation.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '12 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 presented a Solar PV Check List which was adopted by both the Building Commission and Board of Selectmen to be used to assure that all potentially relevant capital projects include a solar assessment as part of their design process.
Nov. '12 Special	16	Calls on our US Senators and Representatives to oppose further funding of the war in Afghanistan except as needed to bring our troops safely home, reduce overall military spending and support federal funding for Iraq and Afghanistan war veterans.	Copies of the resolution were sent to the President, Secretary of Defense, Secretary of State, Governor Patrick, all U.S. senators and representatives from Massachusetts, and the Brookline TAB and major Boston-area newspapers, television stations and radio stations.
May '13 Annual	22	Asks the that funds be included in the FY 15 budget that would support a professional engineering study of the costs and benefits of upgrading Town-owned traffic signals, controllers, and associated equipment along Beacon St. (the C line) to allow for the prioritization of MBTA trolleys.	Funding for a consultant to study Transit Signal Prioritization was included in the proposed FY2015-FY2020 CIP and is currently under review by the Advisory Committee.
May '13 Annual	23	Asks Town Meeting to adopt a resolution in opposition to transportation fueled by high impact fuels such as those from refineries using feed stocks from Canadian Tar Sands.	A copy of this resolution was sent to the President of the United States, US Secretary of Energy, Massachusetts State Congressional delegation, Governors of Maine, Massachusetts, New Hampshire, and Vermont, CEO of Portland Pipeline Corporation, CEO of Montreal Pipeline Limited, CEO of Enbridge Incorporated, Prime Minister of Canada, and the Provincial Premiers of Canada.
Nov. '13 Special	16	Calls for the Board of Selectmen to make appointments to the Human Relations-Youth Resources Commission (HR/YRC).	The Selectmen made appointments in January, 2014 and the May, 2014 Annual Town Meeting warrant includes a proposed reorganization of the Commission.
Nov. '13 Special	17	Opposes unilateral United States intervention in the Syrian conflict.	A copy of the resolution was sent to President Obama and to Brookline's congressional delegation.
Nov. '13 Special	18	Urges the Board of Selectmen not to increase beyond current levels the hours of operation of the general police surveillance cameras funded by the Department of Homeland Security.	The hours set in the Board of Selectmen's vote from January, 2010 remain in effect.
May '14 Annual	27	Asks the Board of Selectmen to honor the memory of deceased veterans who were residents of Brookline	The Director of Veterans Services set up the honor flag program. The first ceremony honoring deceased veteran William McCarthy will be held on April 6, 2015. There is a second request to honor a WWII Battle of the Bulge veteran.
May '14 Annual	28	Calls for the deployment of enforcement officers in business districts beginning in the fourth daylight hour after snowfalls to enforce the Town's snow removal by-law. The specific portion of that by-law is Section 7.7.1, which requires owners of commercial property make sidewalks non-slippery suitable for pedestrian travel within the first three hours between sunrise and sunset after the snow and ice has come upon such sidewalk.	The Town Administrator assembled a taskforce to analyze and resolve some of the important issues of keeping sidewalks clear of snow and ice. Due to their diligence, the taskforce was able to propose several changes to the Bylaw that would increase penalties, provide for the posting and notification of each compliance period, and allow for delays in enforcement due to extreme circumstances.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '14 Annual	30	Raises the issue of obstetric fistula, a medical condition that occurs from a prolonged obstructed labor where the baby gets stuck in the birth canal, compressing the tissue so no blood gets to it, causing it to die.	Town Clerk submitted this resolution to Congressmen Keating and Kennedy and Senators Edward Markey and Elizabeth Warren.
May '14 Annual	31	Calls on the Town to affirm its support for the prohibition of discrimination or harassment on the basis of gender identity and gender expression in employment, housing, public accommodations, credit and lending, and public education.	The general By-laws were amended to reflect the goal of the Resolution an offered at the 2014 Special Town Meeting.
May '14 Annual	32	Asks the Town to urge the Massachusetts Legislature to enact Senate Bill (SB) 1225, An Act Relative to Public Investment in Fossil Fuels, or a successor bill with substantially the same content. SB1225 would require the Commonwealth's Pension Reserves Investment Management (PRIM) Board to fully divest its direct holdings in fossil fuel companies over a five-year period.	The Town has divested for fossil fuels of all Town scholarship and special revenue funds.
Nov '14 Special	16	Recommends that the transportation board and any other boards or committees reconsider changes to the taxi license regulations and the expected revenue for the Town from the sale of medallions.	The Transportation Board is considering new regulations to improve the closed license system that currently exists.
Nov '14 Special	17	Relates to the Town's project to convert all street lighting to LEDs in order to lower costs and to decrease the carbon footprint of the Town	The Engineering Division continues to move forward with its LED lighting replacement program.
Nov '14 Special	18	Seeks support for the Massachusetts Domestic Worker's Bill of Rights that was enacted this past summer.	Through this Resolution the Town expressed support of the Massachusetts Domestic Worker's Bill of Rights.
Nov '14 Special	19	Calls for the Town to oppose the Northeast Energy Direct Project of the Tennessee Gas Pipeline and all similar projects that may be later proposed. It also asks for an affirmation that there is a need for public policy at the local, state and federal levels to encourage renewable energy and combat climate change and to support legislation to ban or impose a long-term moratorium on hydraulic fracturing.	The Town Clerk sent a copy of this resolution to the Town's state and federal legislative representatives, the Governor, Massachusetts Secretary of Energy and Environmental Affairs, and Federal Energy Regulatory Commission. The issue is being debated.

General Government

Town Clerk

Patrick Joseph Ward

On Tuesday, May 6, 2014, the Annual Town Election was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 4,274 of the 39,007 eligible registered voters in the Town, or 10.95%, participated in this election.

On Tuesday, May 27, 2014, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium; adjourned to Thursday, May 29, 2014; and dissolved on Monday, June 2, 2014 at 11:10 P.M. in order to complete the business of the thirty-three article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2015 budget with total appropriated expenditures of \$227,159,503 for the Town of Brookline including, but not limited to, the following special appropriations:

- \$1,500,000 for remodeling, reconstructing, or making extraordinary repairs to the Lawrence School;
- \$270,000 for the enhancement of town-wide hardware and software;
- \$65,000 for commercial area improvements;
- \$580,000 for the replacement of Fire Engine #5;
- \$325,000 for making extraordinary repairs to Fire Stations;
- \$40,000 for a feasibility study for the construction of a fleet maintenance facility for the Fire Department and for renovations to the training facility located at Fire Station #6;
- \$50,000 for development of a written building program and a feasibility/concept study of renovations to the Coolidge Corner Library;
- \$30,000 for bicycle access improvements;
- \$50,000 for a study of MBTA Traffic Signalization;
- \$1,550,000 for the rehabilitation of streets with notification in advance to the Board of Selectmen of any changes to pedestrian, bicycle, or motor vehicle traffic patterns or to pavement markings;
- \$290,000 for the rehabilitation of sidewalks;
- \$515,000 for the conversion of Town-owned streetlights to LED's;
- \$90,000 for the design of the renovation of Pierce Playground;
- \$295,000 for the renovation of playground equipment, fields, and fencing;
- \$85,000 for the rehabilitation of Town and School grounds;
- \$170,000 for the removal and replacement of trees;
- \$100,000 for the rehabilitation of roadways within Walnut Hills Cemetery;
- \$60,000 for school furniture upgrades;
- \$320,000 for mobile carts and mounted projection systems;
- \$65,000 for ADA renovations for Town and School buildings;
- \$250,000 for improvements to elevators in Town and School facilities;
- \$160,000 for energy conservation projects in Town and School buildings;
- \$730,000 for building envelope/fenestration repairs to Town and School buildings;
- \$375,000 for roof repairs and replacements in Town and School facilities;
- \$300,000 for life safety systems and building security in Town and School facilities;
- \$1,750,000 for the expansion of classroom capacity in various schools;
- \$900,000 for the replacement of Fire Ladder #2;
- \$4,600,000 for capping, cleaning up or preventing pollution and closing out the Newton Street Landfill (rear) and associated solid waste disposal facilities, including all costs incidental thereto;
- \$1,200,000 for traffic circulation improvements in Brookline Village and Riverway Park pedestrian and bicycle crossing improvements at Route 9 and the Riverway and all other costs incidental and related thereto;

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;
- authorized the Town Treasurer to enter into Compensating Balance Agreements for FY2015;
- elected to continue to establish additional property tax exemptions for FY2015;
- elected to raise the income limit for the Senior Estate Tax Deferral Program from \$40,000 to \$55,000;
- amended the General By-Laws by renaming the Human Relations –Youth Resources Commission to Diversity, Inclusion and Community Relations Commission and creating an Office of Diversity, Inclusion and Community Relations;
- amended the General By-Laws creating the Greater Toxteth Neighborhood Conservation District;
- amended the General By-Laws by prohibiting any minor or school personnel from smoking within 400 feet of Brookline High School Grounds;
- amended the General By-Laws by raising the minimum age for which to purchase nicotine products from nineteen to twenty-one;
- amended the Zoning By-Laws by changing requirements and calculations for General Business and Medical Research (GMR) districts;
- accepted a grant of an easement from Children’s Brookline Place, LLC and Children’s One Brookline Place, LLC over a portion of land located at 1 Brookline Place and 2-4 Brookline Place;
- accepted a grant of a restrictive covenant from Children’s Brookline Place, LLC and Children’s One Brookline Place, LLC to purchase the properties located at 1 Brookline Place and 2-4 Brookline Place;
- amended the Zoning By-Laws by changing the zoning for 11 contiguous properties in the Meadowbrook Road area from a T-5 District to an S-4 District;
- accepted a grant of an easement for land and air rights, from the MBTA, for the reconstruction of the Carlton Street Footbridge;
- adopted a resolution expressing that the Town of Brookline fly the United States Flag for deceased Brookline Veterans and to note that honor by issuing a resolution from the Board of Selectmen;
- adopted a resolution to deploy enforcement officers to identify violators who have delayed removal of snow and ice within Business Districts;
- adopted a resolution declaring the Town of Brookline a local economy community and to increase procurement from locally-owned independent businesses;
- adopted a resolution to urge Congressmen William Keating and Congressman Joseph P. Kennedy III to push HR 2888-Obstetric Fistula Prevention, Treatment, Hope and Dignity Restoration Act of 2013 out of committee and to a full vote by the House of Representatives;
- adopted a resolution requesting the Town of Brookline to affirm its support for the prohibition of discrimination or harassment on gender identity and expression in employment, housing, public accommodations, credit and lending, and public education; and
- adopted a resolution requesting the Town of Brookline to urge the Massachusetts Legislature to enact Senate Bill 1225-An Act Relative to Public Investment in Fossil Fuels, or a successor bill with substantially the same content.

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

Bertram Dane
1950-1982
Joan Crowley
1987 – 1993

John Wilson
1965 – 1977
Richard Yoder
1982 – 1988

~Requiescat in Pace~

On Tuesday, September 9, 2014 the State Primary was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 7,738 of the 38,161 eligible registered voters in the Town, or 20.3%, participated in this primary.

On Tuesday, November 4, 2014 the State Election was held. Polling Places were open from 7:00 A.M. to 8:00 P.M. A total of 18,849 of the 38,619 eligible registered voters in the Town, or 48.8%, participated in this election.

On Tuesday, November 18, 2014, 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 19, 2014 at 10:06 P.M. in order to complete the business of the twenty-article Warrant. Significant actions taken at the Special Meeting included:

- approved and funded cost items for a collective bargaining agreement, commencing on July 1, 2011 and expiring on June 30, 2016, for the Brookline Police Association;
- approved and funded cost items for a collective bargaining agreement, commencing on July 1, 2012 and expiring on June 30, 2015, for the Teamsters, Local 25 – Emergency Telecommunications Dispatchers;
- amended the FY2015 budget;
- approved to abandon, in place, the existing sewers and extinguish the easements for the common sewer which runs across the end of Eliot Street and through the rear of the lots 405, 411, 419 and 433 Clinton Road;
- approved release of any rights, duties and responsibilities in the 18 inch sewer running through the City of Boston between Norfolk Road and Beacon Street;
- authorized the Board of Selectmen to enter into any agreements and affirm such existing agreements in a Payment in Lieu of Taxes (PILOT) and Development Agreement between First General Realty Corp. and the Town of Brookline;
- amended the General By-Laws by adopting changes to various articles consistent with support for the prohibition of discrimination or harassment on gender identity and expression in employment, housing, public accommodations, credit and lending, and public education ;
- amended the General By-Laws by making it explicit that disturbing the peace and quiet of any residential premises was included within the definition of disorderly behavior;
- amended the General By-Laws to require commercial properties to set aside recyclable materials;
- amended the General By-Laws to regulate E-Cigarettes; to mandate 100% smoke free rooms in hotels; to exclude smoke-free tobacco products within the 400 foot buffer zone at Brookline High School; to prohibit self-service tobacco displays; and to update the Tobacco Control by-law to mirror state definitions and to increase fines;
- adopted a resolution urging the Town of Brookline not to sell, lease, rent or otherwise make available or require taxi medallions as a condition of any taxicab owner doing business in Brookline;
- adopted a resolution that urges all relevant Town boards with jurisdiction to proactively and diligently implement the entire interests enumerated under Chapter 317 of the Acts of 1974, section 4A, as amended; that urges the Transportation Board to make an effort to ensure improved working conditions and a more secure future for Brookline Taxicab drivers; and to urge the Transportation Board, in contemplating any action regarding changes in regulations, take steps it determines to be prudent to revise existing hackney and business licenses fees to increase staffing devoted to taxicab regulations and public safety;
- adopted a resolution urging the Town of Brookline to consider the effects of lighting's wavelengths, intensities, and direction on human health and well-being, when undertaking the conversion of public interior and exterior lighting to LED or other energy-saving lighting;
- adopted a resolution urging the Town of Brookline to support the respect and dignity for all domestic workers and supports efforts to inform Brookline's domestic workers in order to assist with the goal of eliminating trafficking, exploitation and forced labor in Brookline; and
- adopted a resolution affirming the need for a policy encouraging energy conservation; supporting a long-term moratorium within the Commonwealth of Massachusetts on hydraulic fracturing; opposing the Northeast Energy District Project of the Tennessee Gas Pipeline; and to prevent the construction of a pipeline within the Commonwealth of Massachusetts.

On Tuesday, November 18, 2014, at 8:00 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 Tuesday, November 19, 2014 at 8:34 P.M. in order to complete the business of the one-article Warrant. Significant actions taken at the Special Meeting were:

- approved the name of the athletic fields at the Cypress Street Playground as the "Thomas P. Hennessey Fields at Cypress Street Playground."

The Office of the Town Clerk recorded 631 births in the Town for 2014, pending final returns from other communities, and 5 birth amendments, a decrease of 50 births and a decrease of 2 birth amendments from the previous year. The office also recorded 381 deaths, pending final returns from other communities, a decrease of 46 deaths from the previous year. There were 384 marriage intentions filed and 382 marriages recorded with the Office of the Town Clerk, a decrease of 38 marriage intentions and 22 marriages from the previous year. The office posted 1,149 public meeting notices, in accordance with the Open Meeting Law, an increase of 334 from the previous year. There were 2,591 dogs licensed in 2014, a decrease of 72 dogs from the previous year. Of the 2,591 dogs licensed in 2014, 1,378 were also licensed in the Green Dog Program, an increase of 162 dogs from the previous year. There were 138 non-resident licensees who participated in the Green Dog Program, a decrease of 2 from the previous year. There were also 3 Resident Commercial Dog Walkers, 11 Two-Day Guest Passes and 9 Weekly Passes issued for the Green Dog Program during 2014.

Total 2014 revenues collected by the Office of the Town Clerk were \$152,357, a decrease of \$32,455 from 2013 revenues.

Registrars of Voters



L-R: Town Clerk Patrick Joseph Ward, Assistant Town Clerk Linda G. Golburgh, Victoria M. Whitney, and Andrew J. McIlwraith

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 2014 the Board of Registrars of Voters administered and supervised the May 6, 2014 Annual Town Election, the September 9, 2014 State Primary, and the November 4, 2014 State Election. The Board of Registrars of Voters recorded 3,142 new active registered voters, processed 99 inactive registered voters and amended 17,854 affidavits of voter registration for changes of status, party and address, including deletes. The Board mailed 8,576 Confirmation Notices and Inactivated 6,513 Active registered Voters. The Board also processed 2,574

absentee ballot applications for 2014 and certified 10,203 signatures for petitions and 2,388 signatures for nominations. The Board of Registrars of Voters published the 2013 Street List of Persons Seventeen Years of Age and Older and established a total population of 48,340. Of this population, 38,619 were registered voters, of which 26,262 were Active and 12,357 were Inactive.

Political Parties and Designations

Democrat	18,467
Republican	2,616
Unenrolled	17,346
American Independent	12
Conservative	2
Green Party USA	9
Green Rainbow	48
Libertarian	60
MA Independent Party	2
Socialist	2
Interdependent 3 rd Party	5

Town Counsel

Joslin Ham Murphy

The primary goal of the Office of Town Counsel is to provide the highest quality legal services to Town of Brookline officials, administrators, and employees. In-house counsel and support staff permit the Legal Department to support Town Departments with readily available legal guidance and representation on a daily basis and in a wide variety of matters, including drafting memoranda and legal opinions for Town and School administrators; drafting, negotiating, and reviewing contracts; reviewing and responding to deposition and record subpoenas; assisting in building, zoning and land use matters, providing advice on matters pertaining to the Open Meeting, Public Record and Conflict of Interest laws, and engaging in general litigation on behalf of the Town.

The Legal Department’s attorneys represent the Town in State and Federal Courts at all levels, ranging from the District and Superior Trial Court Departments, the Appeals Court, Supreme Judicial Court, the United States District Court, and First Circuit Court of Appeals. In addition, the attorneys represent the Town at administrative proceedings before the Massachusetts Commission against Discrimination, the Equal Employment Opportunity Commission, the Appellate Tax Board, the Civil Service Commission, the Department of Elementary and Secondary Education, the Massachusetts Land Court and the Federal Bankruptcy Court.

Throughout the year, the Legal Department attorneys provide training for newly appointed Town Board and Commission members and Town staff on the requirements of the State’s Open Meeting law, Conflict of Interest Law, and related Town By-laws.

The paraprofessional office staff interacts with Town staff and the public on a daily basis. Among other responsibilities, office staff receives and review a large volume of claims made against the Town pursuant to Massachusetts General Laws Chapters 84 and 258. Because the Town is self-insured, staff review and investigate personal injury and property damage claims; scrutinize damage estimates; and in some cases, negotiate settlements.

In addition, Office attorneys and staff pursue actions against tax-delinquent properties by filing and pursuing tax foreclosure proceedings at the Land Court as well as filing Proof of Claims at the Bankruptcy Court to ensure that any outstanding debts owed to the Town are protected.

Joslin Ham Murphy was appointed Town Counsel in April 2014. At present, the Office of Town Counsel is staffed with three full time attorneys – Town Counsel Ham Murphy, and Associates Town Counsel John Buchheit and Patty Correa. The paraprofessional staff consists of Senior Paralegal Kerry Fleming, Paralegal Tracey Michienzi, and part-time Senior Clerk Jane Tavolieri. The Office is looking forward to filling the newly created position of First Assistant Town Counsel in early 2015.

2014 was a busy and productive year for the Legal Department. Some of the achievements that were reached this year include the following:

- Filing and pursuing a lawsuit against the subsidizing agency and developer in a controversial Chapter 40B Project pertaining to the Hancock Village property;
- Achieving dismissal of an employment discrimination and retaliation case filed in the Superior Court;
- Collecting over \$628,330 in Tax Liens owed to the town;
- Providing legal support to Town Officials and staff in licensing and regulation matters pertaining to on-line lodging and transportation “platforms,” such as Airbnb and Uber;
- Recovering more than \$32,647 in liens asserted against third parties for payroll and medical expenses incurred by the Town in connection with injuries sustained by public safety personnel employed by the Town;
- Working with the Police Department to recover over \$41,000 in restitution for damage sustained to Town property;
- Drafting Registered Marijuana Dispensary regulations and licensing policies and procedures;
- Collecting funds owed to the Town from Personal Property taxes;
- Providing training to Planning Board members on the Federal Telecommunications Act regarding Zoning matters;
- Defending the Town against personal injury and property damage lawsuits in the Superior Court;
- Providing legal opinions to the Board of Selectmen pertaining to land use and acquisitions;
- Representing the Building Commissioner in an action seeking the removal of a dangerous structure at 71 Spooner Road;
- Assisting in the negotiation and drafting of lease agreements for the Brookline Early Education Program (BEEP) at two Brookline temples;
- Drafting and reviewing Warrant Articles for the Annual and Special Town Meetings.

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. Our duties fall into three broad categories, Personnel Administration for Town personnel, Benefit Administration for Town and Public School employees and Labor Relations. In 2014, the Human Resources Office worked diligently in these areas, hiring new department heads, expanding efforts to improve and maintain labor relations and continued help implement the new payroll system, as well as continued efforts to develop and expand of diversity and inclusion initiatives.

The Town of Brookline's workplace rules and processes that underlie its personnel administration system are multi-layered and complex. The Town partners with seven unions and two sizeable non-union groups, its middle management and Department Heads to develop rules and procedures to manage its personnel. Within these groups are seasonal, temporary and part-time employees. The November 2013 Town Meeting took up an Article 13, which revoked MGL, ch 149, sec. 33B. This regressive law, adopted by Town Meeting in 1950's was antiquated, largely replaced by collective bargaining agreements and exposed the Town to unnecessary litigation. As a result Human Resources Department to undertake an extensive analysis of the Class and Pay Plan which was last revised in 2000. The Town's classification and pay plans are the underpinnings of the Town's Personnel Administration system, which along with

the collective bargaining agreements set forth most of the terms and conditions of employment, e.g., vacation and sick leave accruals for Town employees. In 2014, the Human Resources Office analyzed and revised its the underlying work rules for its non-union employees under the guidance and approval of the Human Resources Board and the Town Administrator. The effort was necessary to remove outdated, civil service requirements, to clarify the differences between the union and non-union work rules and to ensure consistency and parity among the union and non-union, part-time and full-time groups; all this with an eye toward greater transparency and efficiencies across all groups. The Human Resources Office finalized its updated Classification and Pay Plan in 2014 and it working on a similar document that addresses the same terms and conditions of employment for its Department Heads.

Implementing and promoting diversity and inclusion initiatives throughout all aspects the Town's personnel administration continued to be important focus of the Human Resources Office in 2014. The Office continues to fine tune its recruitment and hiring techniques following the 2010 removal from the state's civil service laws which limited the Town's recruitment practices. 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. In 2014, the Town saw the retirement of its Town Librarian and departure of the Town Counsel. Increasing succession planning efforts continues to be a major priority for the Town's executive team with a dedicated eye to diversity and inclusion. The Human Resources office in 2014 continued to analyze its recruitment, training and retention efforts with an underlying focus on expanding the diversity of applicant and promotional pools and networks. In 2014, the Town saw the retirement or departure of several key positions including the Town Librarian and Town Counsel wherein the Town utilized selection committees who discussed the need to expand recruitment pools and which engaged key affinity groups in each of the specialized areas, e.g., the minority organizations within the professional Library and Legal communities. As the Town's network expands with each recruitment effort, so does the vitality and breadth of its recruitment pools. The Human Resources also continues to work with other municipalities and organizations, such as Cambridge and the Commonwealth Compact, who have similar goals in expanding meaningful diversity initiatives.

The Human Resources Office, in 2014, worked diligently supporting and providing its expertise to the Board of Selectmen in the Town's broader discussions regarding Affirmative Action, Diversity and Inclusion. During the years of 2013 and 2014 the diversity and inclusion dialogue spread into broader portions of the community, well beyond the workplace. Specifically, the former Human Relations and Youth Resources Department and its Commission took actions that greatly expanded the discussion into the community, forcing an important analysis of the direction the Town would take through its Human Relations and Youth Resources Department. The May Town Meeting in 2013 had competing articles regarding the direction of the Human Relations Department, one from the Town Administrator and another from members of the Human Relations and Youth Resources commission. This public discussion was critically important as the Human Relations bylaw predated the Americans with Disabilities Act and the expansion of rights, under state law, to other protected groups such as one's sexual orientation and sexual identity. In addressing the underlying laws, it was also important to revisit the focus of the bylaw to ensure it met the current needs of protected groups in the community. There was a good deal of discussion, for example, on the youth and housing needs in addition to the breadth and scope of oversight of the Town's workforce.

Following the November 2013 Town Meeting, a Board of Selectmen committee, the Diversity, Equal Employment Opportunity and Affirmative Action Committee, was asked to review the forty-year-old Human Relations Bylaw. The Chair of the Human Resources Board, Attorney Kenneth Kurnos was a member of this committee and the Director of the Human Resources Office actively participated in this process providing staff support as well as insight into the history of the Human Resources Bylaw and progression over the same decades at issue to help clarify or illuminate the areas which were in tandem with or overlapped with the Human Relations Bylaw. The result of this discussion was the adoption of a new Diversity, Inclusion and Community Relations Office and Commission. The Human Resources Office continues to work with the Town Administrator and the Director of the new Office to organize its staffing and other personnel administration needs, as well as to partner with new Diversity and Inclusion efforts.

The Human Resources Office also continued to partner with the Payroll Division of the Finance Department to implement the new payroll system (Tyler/Munis) with a goal of providing better data and better HR/Payroll administration processes that are less dependent on paper and human error. Personnel administration spans all personnel actions from hiring to retirement and everything in between, such as

promotions, transfers, accrual banks, leave administration and workers' compensation. The Town's system of Personnel Administration has been centralized for many years with all changes being reviewed and approved by Human Resources before being processed by Payroll. Thousands of Personnel Action Forms are processed throughout the year, and a paper-based system is inefficient in that it is prone to Human error and it is wasteful in that these Personnel Action Forms are copied and stored and recopied at each level of approval. Throughout 2015, the Departments will continue to work together to automate the electronic system that creates workflow and levels of authorization that are all based on a singular data base.

In April 2014, 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. At the 2012 Wellness Fair employees also participated in a first ever survey on diversity and inclusion in the workforce.

Regarding personnel efficiencies and efforts to control personnel costs, the Human Resources Office continues to work closely with Departments to address their staffing needs in hiring, and assisting in the reclassification of key positions or the re-organization of job duties to better accomplish Department objectives without expanding staffing needs, and working with Departments in their efforts to control sick and injured leave issues.

A critical component of controlling personnel costs is our partnership with New England Baptist's Occupational Health Department. By continuing to focus on case management and ensuring that our employees receive a high level of care and treatment, we ensure employees get better more quickly and are able return to work sooner. This proactive approach also includes actively challenging claims that we find have no merit. This approach has have effectively kept workers compensation and injury claims relatively flat, despite greatly increased medical costs.

Human Resources Board

The Human Resources Board, in 2014, saw the retirement of its longstanding member Ken Kurnos who had acted as Chair for the last six years. Attorney Kurnos has selfishly served the for decades and was instrumental in transitioning the Board from its former Personnel Board to the Human Resources Board in 2000 and for effectuating the removal of the Town from civil service for non-public safety personnel, following the Civil Service Report finalized in 2006. Town Attorney Ed DeAngelo was elected as the Board's next Chair. Attorney DeAngelo significantly contributed to the research and writing of the Board's Civil Service Report and has also actively served the Human Resources Board for over 15 years. The vacancy left by attorney Ken Kurnos was filled by Lori Cawthorne a seasoned Human Resources Director who is experienced in working with unions, various workforces and on diversity and technical recruitment. Her expertise in human resources has been an excellent addition to the Human Resources Board.



Human Resources Board

L-R: Gerald Raphael, Beth Venti, Lori Cawthorne, and Ed DeAngelo

Under the leadership of Chairmen Kenneth Kurnos and Ed DeAngelo, the Board has continued to support the Human Resources Department in its efforts to develop and administer fair and equitable policies for the Town. The Human Resources Board regular monthly meetings throughout 2014 dealing 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 Board was also actively involved in reviewing and making recommendations to the Board of Selectmen and Human Resources Director regarding the history and purpose of the Human Relations bylaw leading up to the May 2014 Town Meeting. Chairman Kenneth Kurnos, who was a member of the Selectmen's Committee on Diversity and Inclusion and Affirmative Action, provided critical knowledge regarding the breadth and scope of the Human Resources Bylaw adding clarification to points where the Human Relations bylaw bumped up against the Human Relations Bylaw and making recommendations as to how the two important bylaws could work in tandem to reach the important goals of diversity and inclusion and civil rights in both the workforce and the community.

During 2014, the Human Resources Board heard and ruled on a number of reclassifications of positions brought by the Human Resources Office with the Department Heads. This work included sanctioning the reworking of certain antiquated civil service titles, such as Parks Garage Clerk or Senior Clerk Typists, an important step in moving from the Civil Services constraints; constraints first identified by this Board. These outdated civil service 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 2013 and 2014. The Board reviewed each grievance on its own merits, either rendering a decision or recommending that the parties work more diligently to resolve the matter or to come to some settlement. The careful consideration of the grievances that come before the Board has an important effect in maintaining harmonious labor relations between the Town's management and its unionized employees. The 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

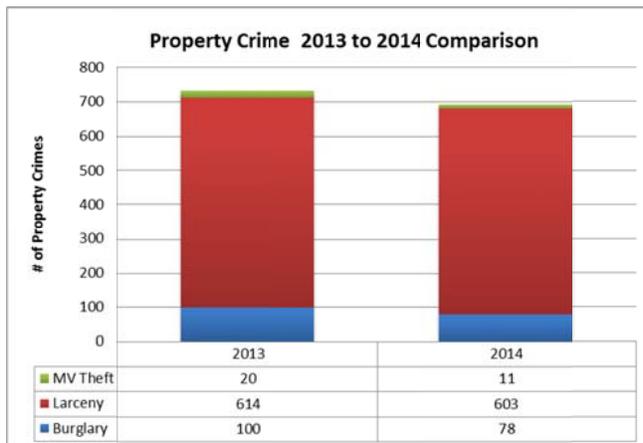
Daniel O'Leary, Chief of Police



Throughout 2014, the Brookline Police Department continued to provide a high caliber of police services to the citizens of Brookline. Through proactive policing, intelligent deployment, Department-wide problem solving efforts, advanced training for our officers and the use of innovative technology, we continue to see great successes in the prevention and resolution of crime and disorder problems in the community. As you will see highlighted throughout this report, the Brookline Police Department is taking great strides to prepare for the wide continuum of emergencies and threats that could face our community. Between evolving national trends and local demands, modern police officers are being asked to continually respond to a more diverse array of situations. From terrorism to tornadoes to turkeys, the Brookline Police Department is ready and able to face the challenges that lie ahead.

During the year, the Police Department trained eight new Police Officers, who were sworn in by the Board of Selectmen on November 25, 2014 and five new Dispatchers. Recruitment efforts are currently underway as the next civil service entry police exam is being offered in the Spring of 2015. Furthermore, on August 13, 2014 Detective Michael Raskin was promoted to the rank of Sergeant.

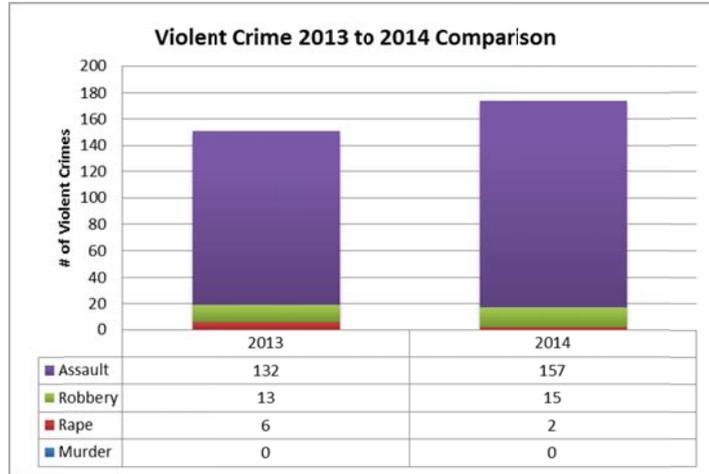
2014 Crime Overview/ Calls for Service



In 2014, there were a total of **866 Part A crimes** in Brookline, **down 2%** from the 886 Part A crimes in 2013. Of the 866 crimes reported in 2014, there were 201 cases cleared by arrest, 110 cleared by court action, 75 cleared exceptionally, and 11 cleared by other means (completed service, in-active, referral), resulting in a **46% clearance** of crimes for the year, this is an increase from the 44% of cases cleared at the year's end of 2013.

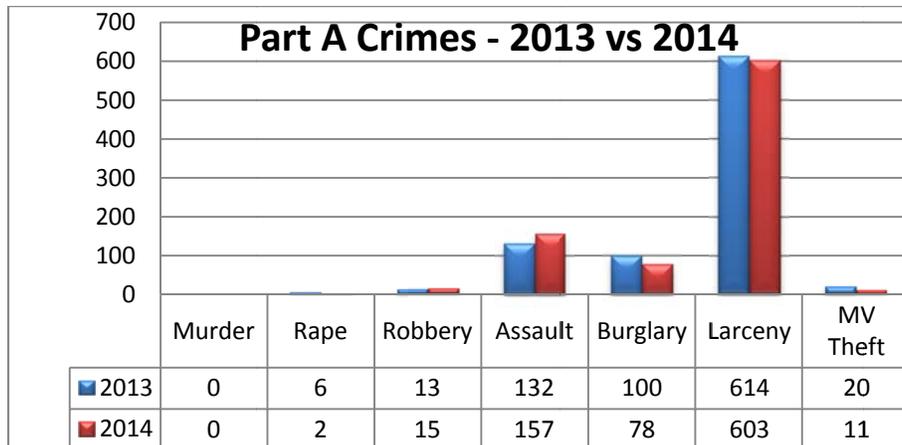
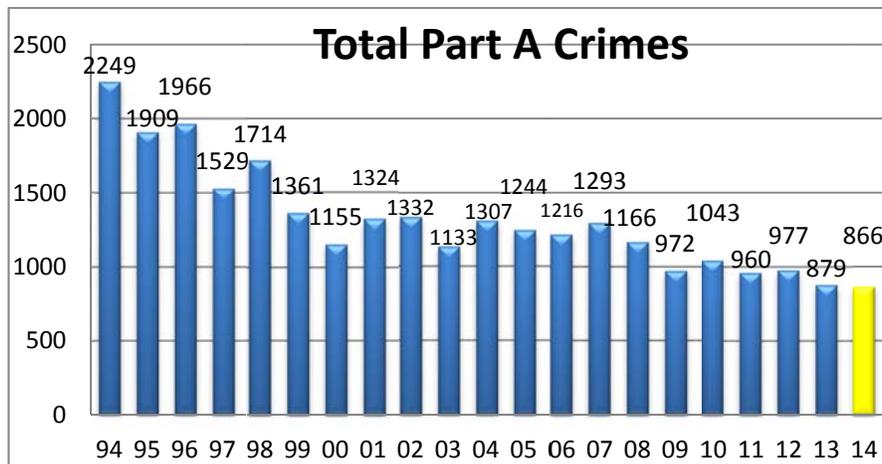
In 2014, there were reductions in rapes (down 67%), burglaries (down 22%), larcenies (down 2%) and motor vehicle thefts (down 45%) from 2013. There were no murders in 2014. This year, there was an increase in robberies (up 15%) and assaults (up 19%).

For 2014, violent crimes (murder, rape, robbery and assault) were **up 15%** with 174 this year versus 151 in 2013 and property crimes (burglary, larceny and motor vehicle theft) were **down 6%** with 692 this year versus 734 in 2013.



Not only has crime in Brookline dropped 2% this year, but we also continue to see the lowest levels of crime in recent history. In 2014, crime was down 61% from where it was 20 years ago in 1994.

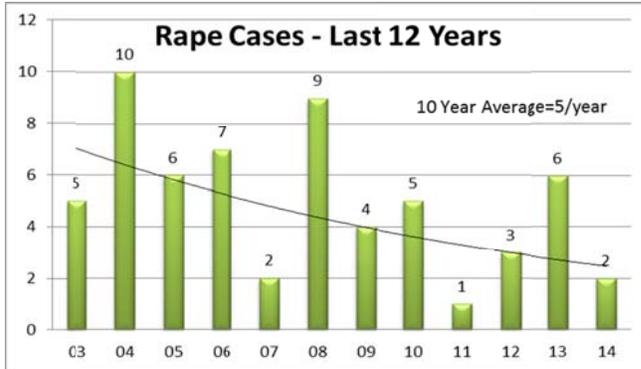
The following graphs show the year-to-year comparisons for each crime category for 2013 and 2014 and the decline in crime over the last 20 years.



THE FOLLOWING IS A BREAKDOWN OF EACH PART A CRIME FOR 2014:

MURDER

There were two attempted Murders. One involved an assault on a police officer with a knife and the second was a domestic strangulation. There have been no murders in Brookline since 2007.



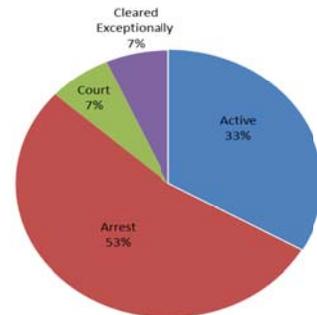
RAPE – DOWN 67%

During 2014, there were two rapes reported, down from the 6 reported in 2013. Both have been cleared –one resulted in court action and one was cleared exceptionally. In both cases, the parties were known to each other. In one case, a young victim was raped by her father. In another case, both the victim and suspect had met while “partying”. As the chart shows, the ten year average of rape cases reported is 5 per year.

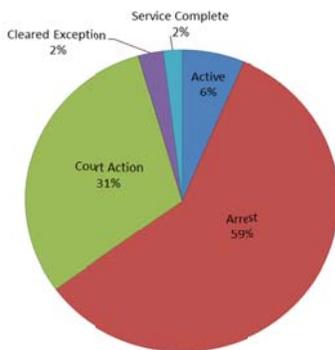
ROBBERY – UP 15%

There were 15 robberies in 2014, which is up 15% from the 13 robberies reported during 2013. Of these 15 robberies, 8 resulted in an arrest, 1 in court action, 1 was cleared exceptionally and 5 remain active. In addition to the 15 robberies, there were 2 attempted robberies where a threat or assault was made but no theft. Of the 15 robberies, 5 involved a firearm and 10 were unarmed/strong-arm robberies. These robberies occurred at banks (9) and on the street (6).

2014 Robbery by Case Status



2014 Assaults by Case Status



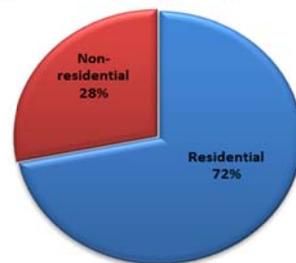
ASSAULTS – UP 19%

There were a total of 157 assaults reported in 2014, up from the 132 that occurred in 2013. Of these 157 assaults, 46% (72) were domestic violence related (there were a total of 135 cases of domestic violence reported) and 8% (13) were assaults on police officers. Of the 72 domestic assaults, 65 resulted in an arrest and 7 in court action. Additionally, 10% (17) of the assaults occurred at one of the two mental health hospitals in Town. Of the 157 assault cases, 92 (59%) resulted in arrests, 48 (31%) resulted in court action, 3 (2%) were cleared as completed service, 4 (3%) were cleared by exception and 10 (6%) remain active. In 2014, there were also four sexual assaults, two indecent exposures and two open and gross cases.

BURGLARIES – DOWN 22%

There were a total of 78 burglaries in 2014. This is down 22% from the 100 burglaries in 2013. Of the total 78 burglaries, 56 (72%) were of residential properties and 22 (28%) were of nonresidential buildings, including offices, schools, religious and commercial establishments.

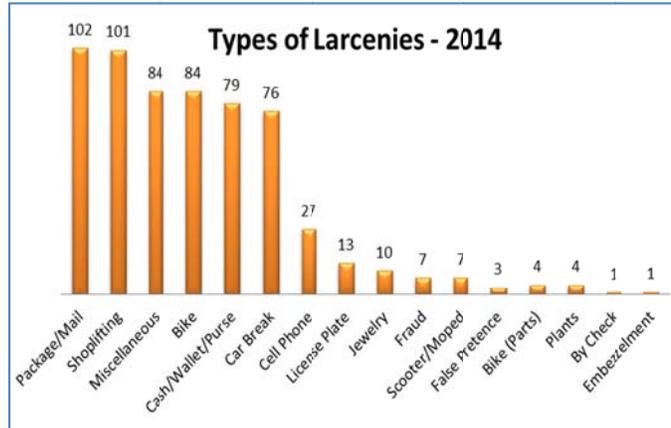
Type of Property Burglarized



Of the 78 burglaries, 43 (55%) cases remain active, 16 (21%) resulted in an arrest, 8 (10%) resulted in court action and 11 (14%) were cleared exceptionally. In addition to the 78 burglaries, there were 15 attempts.

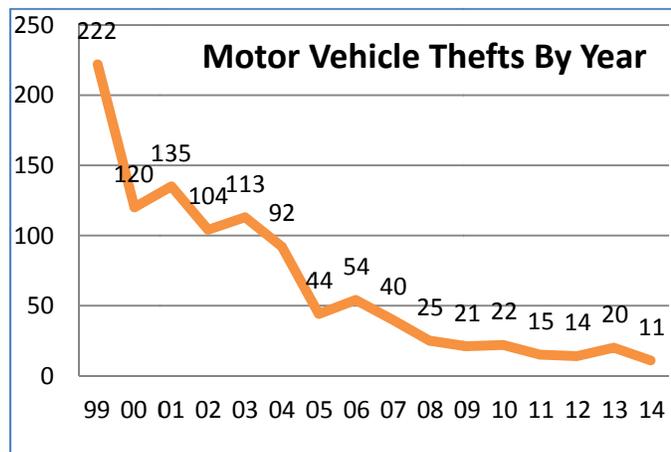
LARCENY – DOWN 2%

There were a total of 603 larcenies in 2014, down 2% from the 614 larcenies that occurred in 2013. Of the 603 larcenies, 407 cases remain active, 82 resulted in arrests, 50 were cleared by court action, 58 were cleared exceptionally, 2 are in-active, 2 were cleared by referral and 2 were closed administratively. Of the 603 larcenies, package thefts were the most prevalent larceny with 102 (17% of total larceny category), followed by shoplifting with 101 (17%) and bike thefts with 84 (14%). In addition to the 603 larcenies, there were 25 attempted larcenies.



MOTOR VEHICLE THEFT – DOWN 45%

There were 11 motor vehicles reported stolen in 2014, which is down 45% from the 20 reported stolen in 2013. Four cases remain active, three resulted in arrest, two were cleared by court action, one was closed administratively and one is in-active. Two of the stolen motor vehicles were motorcycles.



POLICE ACTIVITY

➤ **Arrests** – During 2014, there were **756 arrests**, down 15% from the 888 arrests made in 2013. 22 of the arrestees were juveniles. There were also 20 people taken into protective custody and 7 sex offenders registered. Specifically, there were 53 arrests for OUIL and/or OUID during 2014.

➤ **Field Interviews** – The Brookline Police Department is currently revising the use/purpose of the Field Interview System.

➤ **Moving Violations** – During 2014, there were **21,714 moving violations** issued, down 12% from 2013 when there were 24,799 moving violations issued. In 2014, there were 59 non-inventory motor vehicle searches conducted, representing .02% of the total stops where moving violations were issued.

➤ **Parking Tickets** – During 2014, there were **129,415 parking violations** issued for a total of \$4.2 million in fines and penalties. This number is up 1% from the 127,962 parking violations issued during 2013, for \$4 M in fines and penalties.

➤ **Calls for Service** – During 2014, there were **95,891 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. Activities also included services reported off duty. For 2014, calls for service were down 4% from the 100,431 calls in 2013.

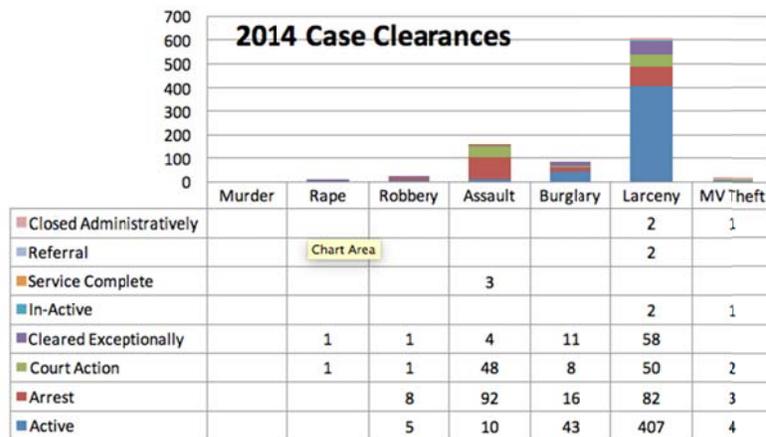
➤ **Internal Affairs Complaints** – During 2014, there were **7 citizen complaints** lodged against six Brookline Police Officers and one civilian employee. Complaints included discourtesy/rudeness (6), improper procedure (1) and racial profiling (1), down 50% from the 14 complaints received in 2013. Two of the seven internal affairs complaints were determined to be unfounded, one was sustained, three were not sustained, and one is still currently under investigation.

➤ **Use of Force** – During 2014, there were **26 use of force incidents**. Use of force incidents are up (18%) from the 22 reported in 2013. The types of force used in 2014 against humans included (multiple types of force being applied in some cases): Firearm (discharge) – 1, Firearm (point) – 1, Baton (display) – 1, OC (pepper) Spray – 5, Less Lethal Shotgun (display) – 1, Knee Strikes – 1, Physical (hands/grab/wrestle) – 19. Additionally, force was used against animals in three situations – Bean Bag (discharge on turkey) – 1, Rifle (discharge on turkey) – 1, and Varmint Gun (discharge to euthanize skunks) - 1. Nine of these use of force situations were during the process of placing a noncompliant individuals under arrest for another offense, three involved patients at one of the mental health facilities in Town, three were during volatile family disturbances, three were following an operator’s failure to stop, two were specific to assaults on police officers during a service call (one with a knife and one with a stick), two were during interactions with intoxicated individuals in need of assistance and one was while assisting a suicidal person. Additionally, two incidents involved groups of wild, aggressive turkeys and one involved rabid skunks.

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 2014 use of force incidents and officers were found to have been in compliance.

➤ **Motor Vehicle Pursuits** - In 2014, there were **five motor vehicle pursuits**, down from six in 2013. These incidents involved: 1) a failure to stop following a hit and run crash, 2) a motorist who aggressively and dangerously sped off from a traffic stop and failed to stop for the officer during a follow-up stop, 3) 16 year old using his parent’s car without authority crashing into multiple objects and then fleeing from police until he crashed again, 4) group of bicyclists and scooter riders operating recklessly and dangerously fled when officers attempted to stop them, and 5) motorist fled after an attempted traffic stop for an inspection sticker violation. All pursuits concluded with an on-scene arrest. In all five 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 866 Part A crimes reported in 2014, there were 201 cases cleared by arrest, 110 cleared by court action, 75 cleared exceptionally, 3 closed by completed service, 3 closed as in-active, 2 cleared by referral and 3 were closed administratively, resulting in a **46% clearance** of crimes for the year. Specifically, 100% of rapes, 67% of robberies, 94% of assaults, 45% of burglaries, 33% of larcenies and 64% of motor vehicle thefts were all cleared by arrest, court action, cleared exceptionally, completed service, referral, closed or are in-active.



**Please note that many of the 866 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

Recognizing a need for greater collaboration with our service providers, the Department continued to work towards a Community Crisis Intervention Team (CCIT) model in order to better serve those people in our community with mental health needs. Our goal is to meet the spirit and specifications of a true CCIT, by having 25% of our sworn members trained and actively participating in this community partnership. Our goal is to facilitate better mental health services to the members of our community and to divert individuals away from the criminal justice system whose “crime” is mental illness. In November 2014, the Department applied for a grant through the Department of Mental Health that would help us fund training for 25% of our officers in the CCIT model, which is scheduled to take place in 2015. We are looking forward to expanding this program, and expect to be fully operational by 2015.

In 2014, the Department continued to work with neighboring law enforcement agencies in the Metro-Boston Homeland Security Region to ensure that regional planning and coordination for critical incidents continued. On April 21, 2014, the Department observed the one year anniversary of the Boston Marathon Bombing.

Seen below are members of the Brookline Police Honor Guard on Boylston Street.



Patrol Division

The Patrol Division continues to be at the forefront of the Department by serving the day to day needs of residents. From ensuring safety on our streets to responding to service calls to working with community partners to improve the quality of life in our neighborhoods, the Patrol Division is the backbone of the Department.

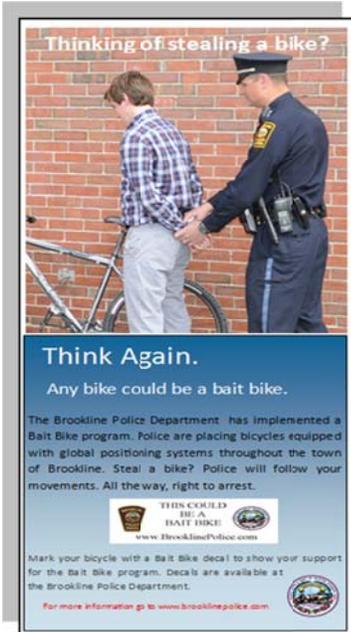
The Patrol Division consists of many specialty units including the Special Response Team, the Bike Unit, the Patrol Warrant Unit, the Walk and Talk Unit and the Crisis Negotiation Team and is responsible for the Dispatch Center, Lodging and Liquor regulations and Animal Control functions.

The Department believes that the education and enforcement of traffic laws, for both bicyclists and motorists, is critical to improving bicycle safety and enjoyment. In an effort to reduce the number of accidents and increase bicycle safety, officers were directed to perform traffic enforcement at locations that saw the most crashes and hazards. Crash hot-spots were identified and officers were deployed to these specific areas. As a result, in 2014, the Brookline Police Department issued 1,218 citations for bicycle violations of which, 55 were fines. The 19% increase in the number of citations issued at high crash locations resulted in a 29% decrease in the number of bicycle related accidents.

Patrol Bike Unit

During the past twelve months the Patrol Bike Unit (PBU) has been an integral part of the Department. 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). The information we receive from the CAU allows us to deploy our resources in the most effective and efficient manner. Aside from daily assignments and responsibilities in 2014, the PBU officers worked specific venues where their function was to supplement other patrol units, increase officer visibility and become more accessible to the public.



In 2014, the Brookline Police Department continued to use and deploy the Bait Bike Program that was initially started in the fall of 2012. The 'Bait Bike' program is a GPS based property decoy system and 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 bicycle can be left in that location for several days. 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 a tracking program and track the unit in real time. The system allows for location updates every thirty seconds.

In 2014, there were four (4) incidents where the bait bike was taken. The thefts resulted in nine (9) arrests and the bait bike was recovered in all incidents. In 2013, there were six (6) incidents where the bait bike was stolen which resulted in ten (10) arrests. During 2014, the Brookline Police took 87 reports of stolen bicycles as compared to 113 during the previous year.

The Brookline Police Department believes that the education and enforcement of traffic laws, for both bicyclists and motorists, is critical to improving bicycle safety and enjoyment. In 2014, the Brookline Police Department issued over 1,218 citations for bicycle violations of which, 55 were fines.

It is clear that in 2014 the PBU has worked successfully towards its goal of continuing to supplement the patrol division with activities such as deterring criminal activity, providing alternative enforcement methods, promoting positive interactions with citizens, and educating the public regarding bicycle and vehicular safety. It will continue to be the goal of the PBU to maintain this high level of police service to the citizens of Brookline.

Crime Detection/Prevention

Over the course of 2014, the clearance rate of cases was greatly enhanced by the active work of our Detective Division in using the skills that they have developed through their training in various disciplines. A key factor contributing to the clearance of cases can be attributed to the use of technology and social media which have been used in assisting in the identification of criminal activity, perpetrators, crime patterns as well as enhancing their ability to retrieve evidence.

The Town of Brookline experienced a number of bank robberies during the past year and the Division was able to make arrests and charge all but one of the perpetrators. Additionally, there have been successful Grand Jury indictments on all those brought before this legal process. Residential burglaries of homes and apartments were held under one hundred incidents in total. In response to a recent increase in package thefts, the Department began utilizing a bait package outfitted with a GPS to catch thieves in the act.

This past year with the growing prevalence of social media within our society, the increase in negative communication has increased. A unit within the Detective Division was developed and began to conduct investigations involving those engaging in illegal activity on the internet including sexual predators, drug dealing and exchanges, as well as other criminal activity. This unit was extremely active over a nine month period of time and made arrests of over sixty males engaged in such activity. An overwhelming amount of crimes involved older males attempting to and making contact with underage girls (typical age used was thirteen) to arrange for sexual encounters.

The Detective Division's successes have also been enhanced by their willingness to work with outside agencies on numerous occasions involving the development of suspects and the solving of crimes. These agencies ranged from those of adjacent cities and towns, Federal agencies including the FBI Bank Robbery Task Force, DEA, Department of Homeland Security, and the United States Postal Service Postal Inspectors.

Community Service/Training Division

The Community Service Division's various programs, such as the Child Seat Safety Program and Rape Aggression Defense (RAD), continue to be offered and greatly enhance the safety of our residents. The Community Emergency Response Team (CERT) program also continues to recruit, train and deploy its 200 volunteers, who are on-call to assist the Town during local emergencies. 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.

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 (which is read by roughly 10,000 people per month), the BPD reaches out to the community via Facebook and Twitter. These social media 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. In 2014, we significantly increased our followers on Twitter, growing from 3,900 to 6,071. The Department tweets about 35-50 times per month. Our front line supervisors continued sending out "tweets from the streets." We have also significantly increased our Facebook presence. On a weekly basis, we have hundreds of people visit the BPD Facebook page for news and current events.

Traffic Division

Officers assigned to the Traffic Division issued over (4,000) Traffic Citations and investigated over 150 traffic crashes. To enhance our Department's capabilities in the area, two Officers and two Supervisors attended two 80/hour courses on Crash Reconstruction.

During 2014, the Traffic Division also processed 129,415 parking violations totaling \$4.9 million in fines and penalties. In addition to the processing of parking violations, Supervisors in the Traffic Division processed more than 10,000 appeals.

The use of the new Duncan handheld parking issue devices have increased Officers' efficiency and accuracy. The devices are easy to use and the automated scanning function and photographic capabilities strengthen enforcement, minimize costs and increase revenues.

Public Safety Dispatch

The Dispatch Center has undergone a large changeover of personnel in 2014, as five Dispatchers either retired or resigned for other positions within the Town of Brookline. This was 1/3 of the staffing level of the Dispatch Center. Since that time, the Police Department in coordination with the Fire Department have

hired a total of five new Dispatchers, four of whom have completely finished their training program after graduating from the State 911 Dispatch Academy. Also, the fifteen Dispatchers and one Dispatch Supervisor combined for a total of 300 initial and continuing education training hours in 2014.

Throughout the spring and summer of 2014, the Dispatch Center along was equipped with a new P25 Digital (IP) radio system. The IT Division and Motorola held several training sessions for Dispatchers on the new equipment as it was rolled out.

In 2014, the Dispatch Center handles 95,981 calls for Police Service Entries and 8,902 Fire Department service entries. Also, in 2014, the Dispatch Center took and responded to 14,107- Emergency 911 phone calls from landline and cellular transfer 911 calls.

Emergency Management

During 2014, the Brookline Emergency Management Team continued to enhance the Town of Brookline's resilience and ability to prepare for, respond to and recover from natural and man-made critical incidents and pre-planned events. We will continue to ensure that first responders and volunteers have been trained to the appropriate level in the National Incident Management System (NIMS) 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.

Animal Control

In 2014, there were 771 animal related calls for service. Our Animal Control Officer 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 47 commendations for outstanding police work that were issued to 38 officers, 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 in 2015, we will continue to work to improve the services we provide to the community. Thank you for your continued support of the Police Department and our mission.

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 2014, having met that goal. Fire Suppression, Fire 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 Assistant, 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 interacts frequently 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 reviewing Standard Operating Guidelines, preparation of the Department's Annual Budget and its Capital Improvement Plan, and it also ensures compliance with departmental policies, orders, rules, regulations, and procedures.

In 2014 the Administration applied for and was awarded a grant under the Department of Homeland Security through its' Assistance to Firefighters Grant program (AFG). This grant will assist the Brookline Fire Department in the development of certified fire instructors within its own membership. These skills will enhance the Department's quest to constantly move forward our level of training.

The Department began the year with five vacant positions that were in the process of being filled. Those positions were filled with a 5 member recruit class in the spring. Following that spring class, five additional members retired and they were replaced in November with five firefighters who had been laid-off from another community.

The Department saw just one permanent promotion in 2014, that of Firefighter Robert MacGregor to Fire Lieutenant.

In late December the Department experienced the Active Duty Death of Lieutenant Kenneth Fields, who lost his battle with cancer. He was an employee of the Town since 1984 and a member of the BFD since 1990. In 2013 he was promoted to Fire Lieutenant.

Fire Suppression Division

The Brookline Fire Department Suppression Division is divided into four working groups (shifts) whose responsibilities include the protection of the lives and property of the people of Brookline from fires, natural and manmade disasters, and hazardous materials incidents, as well as saving lives by providing Emergency Medical Services, preventing fires, and enforcing State Fire Laws and Codes. Suppression is the largest Division of the Fire Department and is staffed by four Deputy Chiefs, seven 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 2014 we saw structure fires in 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 many calls for Emergency Medical Services. All structure fires for the year were contained to the building of origin with no exposures involved.

In 2014 the suppression forces responded to a total of 7,191 calls. Of these, 3,737 were for medical emergencies, 629 were box alarms and 2,825 were still alarms.

The fire suppression forces have the benefit of a new fire engine, placed in service in the late summer of 2014. Engine Three, located on Washington Street near Washington Square, is a 2014 KME (Kovatch Motor Equipment) Predator Sever Service pumper.

Fire Prevention Division

The Fire Prevention Division is staffed with one Deputy Fire Chief and Two Lieutenants. Additionally, there is a 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 as required by MGL.Ch.148 to find the area of origin and cause of fires that occur in the Town of Brookline.
- Reviewing and issuing fire permits in compliance with the Mass. State Fire Regulations (527 CMR and MGL. Ch. 148).
- 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 by MGL.Ch.148 for the sale or transfer of residential property.
- Performing Certificate of Occupancy Inspections for all new construction and substantial renovation projects in the Town of Brookline.
- Performing fire alarm and sprinkler system acceptance testing for all newly installed fire alarm and sprinkler systems 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.
- Supervising, receiving and entering into the Firehouse Software System the 498 residential building inspections done by the fire companies.
- Follow-up inspections for problems and code violations encountered by the seven fire companies as well as citizen complaints.
- Supervising, coordinating and setting up of fire details for all cutting and welding operations, the storage and use of propane in temporary structures (*tents*), coverage of residential buildings with disabled sprinkler or fire alarm systems, and blasting operations.
- Receiving and answering telephone inquiries related to code requirements, technical questions and fire hazards.
- Manning the Fire Prevention Office and public window.
- Responsible for public education through the S.A.F.E. program sponsored by the State of Massachusetts.
- Responsible for the collection and entering of all permit and inspection fees into the GEO and MUNIS Programs.
- The collecting and distribution of Fire Reports generated by the seven fire companies

Summary of Fire Prevention Activity of 2014:

- 498 – 6 Unit and Up Annual Building Inspections performed by the fire companies. Distributed to the fire companies and entered into the Munis program to generate invoices as well as creating a Crystal Report.
- 912 – 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 Prevention Inspectors.
- 142 – Certificate of Occupancy Inspections scheduled, inspected and entered into the GEO System by Fire Prevention Personnel.
- 451 – Fire Permits issued and entered into the GEO System by Fire Prevention.
- Fire Prevention scheduled and supervised 170 fire details.
- 172 – Plan Reviews with permits to install fire alarm and sprinkler systems issued by Fire Prevention.
- 41 – Quarterly Health Care Inspections (required by MGL Ch. 148) performed by Fire Prevention.
- 49 – Lodging House Inspections performed by Fire Prevention.
- 78 – Common Victualler License Inspections.
- 18 – Retail Package Store All-kinds Inspections performed by Fire Prevention.
- 10 – Second-Hand Motor Vehicle License Inspections performed by Fire Prevention.
- 10 – Second-Hand Articles License Inspections.
- 2 – Inn Holders License Inspections performed by Fire Prevention.
- 80 - Inspections and Reports as requested by the Board of Selectmen's' Office regarding licenses and street closings for block parties.
- 77 – Installation and removal of aboveground and underground oil storage tank inspections performed by Fire Prevention.
- 14 – Fire Investigations conducted by Fire Prevention.
- Maintained a public Fire Prevention Window for issuing Fire Permits, Smoke Detector Certificates and conducting department business.
- 6 - Meetings and instruction classes in preparation for Boston Marathon
- Received and processed all telephone and email inquiries directed to Fire Prevention.
- Attend training classes to maintain the most current status as a Firefighter and EMT

S.A.F.E. Program 2014:

- 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. These classes are taught by two Safe Instructors that have attended training classes to conduct S.A.F.E. Education.
- The S.A.F.E. Officer collaborates with the Public Schools to schedule the S.A.F.E. Educators to conduct their fire safety presentations.
- On Brookline Day, Fire Prevention also had the S.A.F.E. Educators manning the S.A.F.E. Trailer to teach fire safety to the public. In addition to the S.A.F.E. trailer, Brookline Fire had one Engine Company staffed by 3 fire fighters and an officer also conducting fire safety education.
- The S.A.F.E. Officer also coordinated the Fire Safety Day at Station 5 at the beginning of Fire Prevention Week in October 2014.
- The S.A.F.E. Officer also utilized social media specifically Twitter with fire safety tips and current events
- Deputy Chief of Fire Prevention provided 3 Senior Housing Buildings with Fire Safety Information for Seniors.

Fire Prevention Goals for 2015:

- Continue the S.A.F.E. Education Program for Kindergarten through Second Grade in the Brookline Public Schools.
- To recruit and train new and existing S.A.F.E. instructors to enable a potential expansion of the program to expand education to Seniors.

- To train and effectively utilize all fire personnel temporarily assigned to light duty in Fire Prevention.
- To continue the educational process for all personnel permanently assigned to Fire Prevention to become certified Fire Prevention Officers – Level 1 as well as basic and advanced Fire Investigation.
- To enroll Fire Prevention Personnel in the Fire Prevention Association of Massachusetts and to have at least one member attend the monthly educational meetings.

Training Division

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

In the Spring of 2014 a recruit class was held in order to train 5 new Brookline firefighters. That class also contained recruit firefighters from neighboring communities such as Dedham, Chelsea and Quincy. In the fall of 2014, 5 new Firefighters were hired from the Civil Service re-employment list. The new Firefighters were laid-off from the Fall River Fire Department and came to this department having already completed Firefighter I/II training, as well as the EMT Basic curriculum. Having these skills made our job of introducing Brookline's methods of operations easier, as though we were working with seasoned veterans.

The Training Division also provided the Department staff with a comprehensive set of instructions that covered both on going EMT re-certification, as well as instructions on the operation of our new Engine Three. The Department's EMS training added Naloxone to its repertoire to help combat the statewide rise in opiate overdoses. 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.

1. Fire Suppression
2. Emergency Medical Service Instructions
3. Use of Fallon Ambulance web site for EMT continuing education and DOT refresher Training.
4. Fire Department Communications
5. Responding to Elevator Emergencies
6. Auto Fires
7. Vehicle Extrication
8. Arson Awareness
9. S.C.B.A Training
10. Ice and Water Rescue
11. Hazmat Response
12. Operation of the Mass Decontamination Unit
13. Rapid Intervention Team Training (R.I.T.)
14. Information Technology Training

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

1. NSTAR
2. National Grid
3. Mass Fire Academy
4. Boston Fire Department Training Division

5. Fallon Ambulance
6. Town of Brookline Information Technology
7. Boston Mayor's Office of Homeland Security
8. Quincy Fire Department Training Division
9. Fire-o-Matic Company
10. North East Rescue
11. MIFDI

Daily Company Training is also supervised by the Training Division. Our Department 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 matter has been distributed to each station. The Training Division also distributes supporting instructional material, references and resources necessary to aid this training. The Training Division also continues to review and update the department S.O.G.s

For the calendar year 2015 the Training Division will continue to focus on training for every day emergencies, such as building fires, ladder operations, auto extrication, and medical emergencies. The Training Division, along with the Mass Fire Academy, will be hosting several classes for our members, ranging from Rapid Intervention Teams, Fire Instructor and a Firefighter I/II class. All these opportunities will take place at our Facility on Hammond St. This Department prides itself in taking a proactive posture in training when it comes to the safety of its members and the citizens that we serve.

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 were serviced twice during the year of 2014 which consists of grease, oil, oil filters, inspection of the anti-freeze protection and tune-ups when necessary. Each vehicle has an Annual Registry of Motor Vehicle State Inspection along with a DOT inspection. Prior to the first snowfall, each vehicle has its snow chains inspected and repaired or replaced as necessary. The Departments five Hurst tools (Jaws of Life) have been serviced and Hydraulic Pressures set according to factory specifications. All portable generators and pumps have been serviced and tested. Four air samples have been taken on both high-pressure air compressors. Tower 1, Quint IV, Quint V, Ladder II, and Reserve Ladder II have been tested. All pumps have been tested. Twenty-three ground ladders have been tested.

A new Ford Taurus has been received for C6, Chief of Operations.

A new Ford F150 Pick Up truck for M2, the Equipment Motor Repairman.

A 2014 KME Predator Sever Service Pumper, replacing the old Engine 3.

Fire Alarm Division

The Communications Center in 2014 was made up of fifteen Dispatchers (eight males, seven females) and one Dispatch Supervisor. The Dispatch Center has undergone a large changeover in personnel in 2014 as five Dispatchers either retired or resigned for other positions within the Town of Brookline including one who has joined the Brookline Fire Department. Since that time beginning in early January 2014, five Dispatchers were hired and were trained with a combination of on the job training and the State 911 Dispatch Academy.

In 2014, the Brookline 9-1-1 Communications Center again applied for and received two grants from the Executive Office of Public Safety and Security; State 911 Department totaling over \$164,000 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. In 2014, with the funding provided by the State 911 Grants two new 24/7/365 Dispatch chairs were purchased to enhance the comfort and efficiency of the personnel working in the Communications Center were added.

The Communications Center fielded approximately 255,000 Police and Fire non-emergency telephone calls and handled 14,107 incoming and outgoing 911 calls in 2014. In 2014, Dispatchers made approximately 101,594 Computer Aided Dispatch Police and Fire entries. Of the 101,594 entries made, 7,191 of these entries were Fire Department calls for service that were dispatched and responded to by the Fire Suppression and Fire Prevention Divisions. Out of the 7,191 Fire Department runs, 3,737 of those were Medical related calls.

The Fire Alarm Division has continued to train to the highest standards possible and to provide continuing education in Emergency Medical Dispatch (EMD). Many Dispatchers surpassed the state mandated minimum requirement of sixteen hours of continuing education to maintain their EMD status and all will continue this status into 2015. Dispatchers were provided with multiple training opportunities that included but were not limited to the following topics in 2014: CPR/AED certification, MA First Responder, Fire Service Dispatch, and a visit to the Mass. Fire Academy's Training Facility to observe a live fire burn and participate in a drill Firefighters use to locate victims in a fire which gave the Dispatchers a chance to see the Firefighters job in action.

Building Department

Daniel F. 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.

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.

In addition, the Department is responsible for the repair, 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 6,441 permits in 2014. There were 14 new single-family residential building permits issued and 3 permits for multi-family residential buildings totaling 38 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 502 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 2014:

- Commenced demolition of existing structures and site work for the construction of a 130 room Limited Service Hotel at the former Red Cab site on Boylston Street.
- Provide staff support to the Board of Appeals for the ongoing Comprehensive Permit application from Chestnut Hill Realty for The Residences of South Brookline consisting of 161 rental units (20% of which are affordable) in 12 buildings (one apartment building and 11 multi-family buildings) and associated site work.
- Completed construction of a 27 unit residential building with underground parking garage at 321 Hammond Pond Parkway.
- Broke ground for the construction of a 32 unit multi-family residential building for the Brookline Housing Authority at 86 Dummer Street.

The following permits and certificates were issued in 2014:

Permits Issued:	6,441	Certificates Issued:	333
Building	2,120	Occupancy	169
Electrical	1,409	Builder's Licenses	19
Plumbing	1,254	Board of Appeals Cases	85
Gas Fitting	908	Lodging House	51
Mechanical	410	Violation notices	28
Sprinkler	18	Common Vic./Food Vendor	181

The Public Buildings Division of the Building Department is responsible for all repairs, maintenance, rehabilitation and general upkeep of all Town and School buildings. The support staff provided services to all the Town and School buildings. Staff also monitors buildings through the energy management system. The Division uses its small staff for most emergency calls, small to medium size projects and completion of those items left over from larger projects. Generally large-scale projects and preventative maintenance is performed by outside contractors. Specialized services, such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. Approximately 1,400 service orders were issued last year to outside contractors. In addition, Department Tradesmen received and acted on over 2,200 in house work orders.

The Building Department 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, Heath, Lawrence, Pierce, Driscoll Schools and the High School. Additional temporary work is planned for the summer in a number of schools. The work presently includes modular classrooms for the Baker School and renting space for the Pierce School. Modifications at Baker School include work to the cafeteria to allow more students to dine and the storage room near the gym was converted to offices. A new conference room was built at Heath School inside the teacher's room and large storage area was converted into three small group instructional spaces. The Driscoll School converted room 115 into two classrooms with the construction of a new wall. The Pierce School had an office renovated to allow for more staff and space needs, as well as the construction of a new Assistant Principal's office at the Pierce Primary. A few BEEP classrooms were removed from the High School to create more space for programs and were redesigned for classroom use. It is expected that the reallocation of rooms and spaces will continue as the High School begins experiencing space issues due to an ever increasing population. The Old Lincoln School renovation went out to bid with completion expected in the fall of 2015. This will allow for the 7th and 8th grades from Devotion to attend the Old Lincoln during the renovation project. Staff is

preparing for our next large project, the Devotion School renovation. The cost is expected to be approximately \$118,000,000, with an expected 30% reimbursement from the state. Work continues with the Architect, HMFH, on a final design, MSBA and the selection of a Construction Manager.

Energy conservation continues to be a priority. The Department's energy budget accounts for almost half of the operating budget. The Town has natural gas, oil and electricity contracts that are bid periodically; this has yielded much lower costs for the Town. The goal is to keep unit prices down (by having contracts for heat and electricity) and curtail usage. New LED lighting has been installed in some schools as a pilot program. These new bulbs use a fraction of the energy of the existing bulbs, produce higher lumens and have a life span of at least 5 years. This pilot program was partially paid for by rebate monies from the utility company. New gas condensing boilers have been installed at the Pierce School, Baker School and the Heath School. Most of the costs were offset as part of a rebate program from the gas company. The Department also continues to upgrade the energy management systems. 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 also works very closely with the Planning Department in receiving Green Community funding to do more energy conservation programs. The next large project would be for new solar panels to be installed, at no charge, at eligible Town and School sites through a state sponsored program.

Security measures were undertaken at a number of buildings, this is a high priority – especially for the schools. The Department works hand in hand with the School Department and Police Department to develop goals and objectives with regard to security measures. These measures will allow better control of entry and a tighter perimeter. This work is ongoing.

The long term CIP program continues. Over the summer and into the fall a new slate roof, along with new copper gutters, was installed on the Pierce Primary School. Roof work will continued with new roofs planned at the Main Library and Soule Gym. Masonry repairs will be added to this envelope work beginning next year as well.

The Golf Course Maintenance building construction was completed. New storage and office spaces are being built by Building Department staff and outside contractors to finish the project. This will allow golf course staff to store equipment, supplies and vehicles.

Fire Stations; work began on renovations to several fire stations including floor repairs and fire alarm systems. There is a new fire alarm and sprinkler system at Fire Station #1 and a new floor and fire alarm system at Fire Station #7. Work, including mechanicals, will continue for several years and will impact all the stations.

The DPW expansion project has started. This work includes a reallocation of the spaces at the Highway Garage and is expected to go out to bid shortly. This will allow for more efficient use of the space and improve operations.

Building Commission

As required by the Town By-Laws, the five Building Commission members are appointed by the Board of Selectmen. The Commission manages all Capital Improvement Program projects with respect to public buildings including negotiating contracts, approving payments and change orders, and working with user groups to define the needs and scope of projects within the budgets as determined by Town Meeting.

Projects usually involve a planning or feasibility stage, in which the Commission assists the user group in identifying program and infrastructure needs. Once funding is secured, the project then moves into design and the subsequent construction phase. Currently, three full time staff people support the work of the Commission.

In January 2014 the Town of Brookline executed a contract with HMFH Architects for feasibility and schematic design of the Edward Devotion School. Feasibility commenced in earnest with the architect working closely with school administration, staff, the Building Committee and others. The Preliminary

Design Program (PDP) was submitted to the Massachusetts School Building Authority (MSBA) in March, consisting of several design options to meet the planned program needs. In September the Town began the process of selecting the preferred design option and submitted the Preferred Schematic Report (PSR) to the MSBA in early October. The following month the MSBA approved the PSR and the project then moved into schematic design of the selected option. All of this followed a very transparent and active public process with all stakeholders engaged including staff, parents, neighbors and others.

The goal with the Devotion School project going into 2015 is to complete schematic design in the spring and secure approval of it by the voters to fund the project and subsequently by the MSBA and Town Meeting in May/June.

The design of the renovations to the Old Lincoln School was completed in the summer of 2014 and the project was bid. Work commenced in the fall with completion anticipated in the summer of 2015 so that Devotion School 7th and 8th grades are located there for the 2015/16 school year.

Similarly, design of the classroom addition to the Lawrence School was completed in the spring on 2014 and the project was bid with work starting in the summer. Work is anticipated to be complete in the spring of 2015, providing four (4) additional classrooms to the campus for the subsequent school year.

The roofing program was initiated with the design of roofs for the Main Library, Water Department, and the Pierce School. This project was bid in the spring of 2014 with an anticipated completion date in the summer of 2015. Designs commenced on the following projects: Elevators for the Lawrence and Pierce Schools; Municipal Service Center Renovations and the Pierce School Electrical Upgrades. Further study of the High School space issues commenced.

The Building Department provided assistance to the Park Department regarding the design and bidding of the Waldstein Tennis Club and the Fisher Hill Gate House and Comfort Station.

Other projects completed in 2014 included the Town Hall Garages Repairs Phase 4, the structural and other improvements to Fire Station #7, Life Safety Improvements to Fire Stations #1 and #4. The Senior Center fit out and the Golf Course Maintenance Facility were completed in late winter.

Energy Conservation and Security initiatives were commenced and completed at various facilities. During the summer, much needed classroom expansion was completed throughout the school district.

In summary, calendar year 2014 saw many successes and new opportunities going forward into 2015. The Building Commission is prepared to meet the challenges and continue to maintain high quality in the design, construction and renovation of Town and School buildings.

Board of Examiners

The Board of Examiners was established with the adoption of the Town of Brookline Building Code in 1956. The Board consists of three members (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 BBRS ruled those Municipalities that established licensing requirements for construction supervisors prior to January 1, 1975 may maintain their existing licensing requirements and accept either their Municipal License or the State Construction Supervisor's License (CSL). Today the State CSL program consists of eight designations under the Massachusetts State Building Code and accounts for a majority of the licenses in the Town. During 2014 thirty-three (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 M. Pappastergion,
Commissioner

ADMINISTRATION

The Department of Public Works (DPW) 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 Spaces (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 Frederick Russell serves as the Director of Water & Sewer.



Seated: Commissioner Andrew Pappastergion L-R: Directors- Erin Gallentine, Peter Ditto, Kevin Johnson, & Fred Russell

For purposes of departmental scale, Public Works employs 166 permanent full-time positions and has an annual operating budget of \$14.1M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of \$26.8M. In addition, the DPW Capital Improvement Program for fiscal year 2015 was funded at \$8.7M, which includes the Water and Sewer Enterprise.

Middle Management

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

Recently appointed in the position of General Foreman of the Water & Sewer Division is James J. O'Neal, formerly a working foreman in the Water and Sewer Division.



*James J. O'Neal, General Foreman
of the Water & Sewer Division*

Administrative Team

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

2014 Highlights

Lower Beacon Street Sewer Separation Project

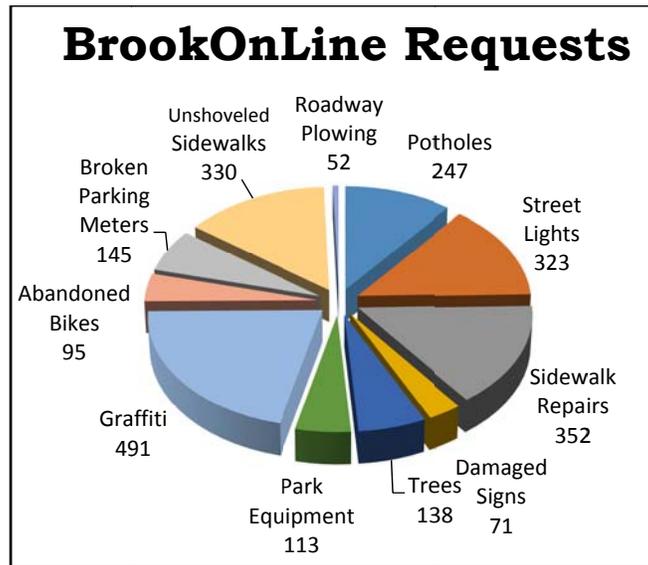
The Department has received the following three (3) prestigious national awards for engineering and construction excellence for this MWRA funded project:

- American Public Works Association (APWA) Environmental Project of the Year for \$5M to \$25M, presented in Toronto in August 2014
- American Council of Engineering Companies (ACEC) Engineering Excellence Award, presented in March 2014
- Engineering News Record Award of Merit for Water/Environment Projects, presented in December 2014

BrookOnLine Application

The *BrookOnLine* Notifier Application is a tool that gives citizens the ability to report issues of concern to the public directly to the Public Works Department for resolution using either the internet or a mobile device. Issues such as potholes, graffiti, street lights and broken parking meters can be reported in real time providing the Department with additional eyes on the street. Resolution of each reported issue can

be tracked for timely completion. In 2014, the Town received 2,357 requests, a decrease of 18% over 2013. Nearly all requests that do not involve long-term capital funding are resolved within the year.



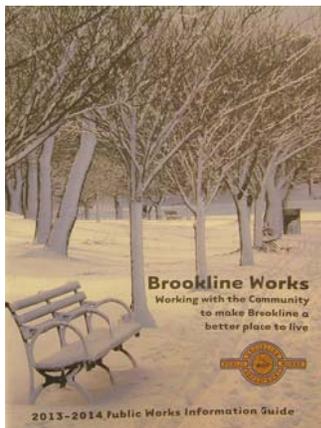
Bylaw 7.7 – Removal of Snow and Ice from Sidewalks

Pursuant to Section 7.7.6, the Department hereby reports that during 2014 the following efforts were made to implement the provisions of the Bylaw:

- Public Education – The provisions of the Bylaw are detailed in the annual DPW Informational Guide that is mailed to all residents, including the penalties for non-compliance. In addition, Guides are distributed through the Brookline Chamber of Commerce for all local businesses.
- In 2014, the DPW, Police, Health and Building Departments conducted 344 inspections for Snow Bylaw violations which resulted in the issuance of 316 citations.
- Public Assistance was provided to residents through the *Shovel Our Snow* Program administered by the Recreation Department.

Cartegraph Work Management System

Since the original implementation of the Department’s work order system several years ago, each Division has continued to increase their utilization of the program to allow for more efficient data management and record keeping for all the varied work centers in public works. In 2014 the Department issued and completed 10,820 work orders relating to highway, traffic, forestry, parks, fleet maintenance, water and wastewater. The next improvement currently underway for this system will be the ability to use mobile workstations for field data entry which will increase both the efficiency and accuracy of work flow.



LED Street Light Replacement

After several successful pilot programs in different neighborhoods, the Department received approval for a full four (4) year conversion program for all 3,500 town-owned street lights from high pressure sodium to LED fixtures. Nearly half of the new fixtures have been installed to date by DPW staff and once completed the conversion will generate nearly \$200,000 in energy savings annually for the Town.

Brookline Works Guide

This handy guide provides residents with information related to the services provided by the Public Works department. Information such as important telephone numbers, winter snow regulations, Trash and recycling information, reporting potholes and street light outages, water leaks, paying your refuse or water and sewer bill, getting a parking permit or a green dog

permit and using the social media to stay connected can all be found in this informational guide.

DPW Town Meeting Forum

The Commissioner held the annual "DPW Town Meeting Forum" in May. This open forum is held to address any and all questions and concerns of Town Meeting Members. Following a brief introduction to the functions of the DPW and a short summary of divisional responsibilities, the following topics were raised and discussed by TMM's: Catch basin repair, the taxi medallion program, newsrack inspections, natural gas leaks, street reconstruction and pothole repairs, traffic and pedestrian signal modifications, sidewalk repair and maintenance, notification to residents when scheduling sidewalk replacement, green initiatives, such as pervious pavements and recycling in parks, and overgrown vegetation in the public way.



DPW Town Meeting Forum

National Public Works Week - DPW Day

In May the Town celebrated National Public Works Week with the annual DPW Open House at the Municipal Service Center. Over 500 third graders participated in the field trip. The Open House continued through the day with over 500 families in the community touring the facility. Each Division within the Department set up show and tell stations to demonstrate their role in the community. The annual event gives school children and the community the opportunity to learn about these essential services and interact with DPW employees. Students learned how to use the surveying equipment and take measurements as well as watched in amazement how the sewer camera travels through the water pipes.



Water Sewer Camera in Action



Big Truck Display



Students learn about Surveying

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

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.



Eric Richard

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.

Eric Richard joined the Engineering Division in September 2014. He comes to the Town of Brookline with municipal experience as a civil engineer with the City of Melrose and, in the private sector, resident engineer with CDM Smith. He has experience in construction oversight in water, sewer and storm drain projects, as well as roadway

reconstruction. Eric duties include site plan review, inspection of utility installations, overseeing wastewater and storm water improvements and surveying. Eric has successfully passed the Fundamentals of Engineering Certification examination.

ENGINEERING

Division Charges

Responsibilities of the Engineering section are themselves divisible into four (4) broad categories:

1. Permit Administration and Inspection
2. Maintenance and Reference
3. Archival 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:

- 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 \$960,195 was allocated to Brookline in CY 2014 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 2014 endeavors:

- **Engineering CIP**

Roadway Reconstruction – 2.6 Miles of roadways were resurfaced or reconstructed which included the following streets: Sumner Road - from Rte. 9 to the MBTA bridge, Beaconsfield Road, Aspinwall Avenue – from Harvard Street to St. Paul Street, Lancaster Terrace – from Beacon Street to Summit Avenue, Reservoir Road, Griggs Road, and St. Paul Street – from Aspinwall Avenue to Beacon Street. Safety improvements were done at the intersection of Heath Street and Woodland Road (closest to Hammond Pond Parkway).

Sidewalk Maintenance – Approximately 2,900 square yards of cement concrete sidewalks, 636 square yards of cement concrete driveways and 173 square yards of accessibility ramps were replaced under the maintenance contract.

Roadway Maintenance – 5,000 square yards of bituminous concrete repair (patching) to roadway defects and hazards, 18 square yards of bituminous concrete sidewalk were replaced, 3.1 miles of roadway were micro surfaced, and 19 roads were crack sealed.

Granite Curbing – 785 linear feet of new granite curb was installed.

Golf Course Maintenance Building – Site and utility work was done at the new maintenance building at the Lynch Municipal Golf Course.

Carlton Street Footbridge – Project is in the Transportation Improvement Program for FY 2016 as an element in the Congestion Mitigation and Air Quality (CMAQ) category in the amount of \$1,776 million. Selectmen authorized final design costs for \$154,000.

- **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 work involved with the installation of sanitary sewer, storm drains and structures was completed by December, 2013. The contract is in the process of being closed out.

Town - The Town working with its consultant completed the I&I inspection of Sewer subareas NI-9, NI-10, and NI-11. The work included flow isolation and CCTV to identify I&I sources. As a result of the investigation, the Town has prepared Sewer System Contract PW/15-10. Work includes the following:

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

- **Parks and Open Spaces/Recreation CIP**

- Supervised the reconstruction of Warren and Waldstein Playgrounds.
- Supervised the construction of the new playground at the Fisher Hill Reservoir site.

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

The 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

During the IDDE inspection, the Town found an 8" sewer main leaking into the Tannery Brook drain on Beacon Street. This section of sewer will be lined with a cured-in-place liner in the spring/summer of 2015. Further investigation will continue as outlined in the Town's agreement with the EPA.

Twenty-four applications were submitted for Storm water Permits as required by the Town's By-Law, which addresses construction site runoff. As a result, 35 site inspections were made.

TRANSPORTATION

A Transportation Administrator, Traffic Engineer, and two Administrative Assistants 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, 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, valet services, and livery services;
8. Assessing the impacts of all major new development projects on traffic flow and parking.

Reorganization

Due to the increasing number of programs managed by the Division there was a separation of the administrative duties between two staff members. This reorganization created the Administrative Assistant – License & Boards position which is responsible for providing administrative support for the Taxi, Livery, and Valet license programs as well as performing the clerical work for the Transportation Board and their advisory committees. Joining the Division in 2014 to fill this new role is Priscilla Ayati who previously worked for the Town in the Town Clerks Office. Priscilla is a native of Brookline and attended Northeastern University.



Priscilla Ayati

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 2014, the Board conducted fourteen (14) public meetings and hearings at which they took action on over one hundred (100) traffic, parking, taxi, and other items under their jurisdiction.

Program Administration

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

In 2014, the Division:

- Issued 3648 resident daytime parking permits;
- Issued 739 commercial daytime on-street parking permits;
- Issued 4 Taxi Dispatch Licenses, 12 Taxi Business Licenses, and 183 Hackney Certificates;
- Issued 2 Public Automobile for Hire Business Licenses;
- Issued 3 Jitney Licenses including the new Bridj service;
- Issued Valet Parking Licenses for 1 eating establishment and 1 private residential building;
- Issued 4931 Temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods;
- Issued 6426 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, renting an average of 145 overnight parking spaces each month;

- Issued 157 commercial meter hang-tags to 60 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. Currently the Town utilizes three meter types to provide the best possible service to the users of our public parking supply. In the parking lots we utilize the Digital Multi-space Meter on a pay by space system, curbside in our busiest commercial districts the Town has deployed the IPS single space meter that accepts credit card payment, and in the remaining 1500 spaces the Town continues to use the POM single space meters which accept coin payment only. In 2014 we continued to replace our older POM meters with IPS single space credit card meters in our high occupancy curbside locations on Kent, Chapel, and Brookline Avenue. We also replaced older POM meters with new Digital Multi-space meters in our MBTA Parking Lots at Beaconsfield, Brookline Hills, and Longwood Avenue stops along the D-Line.

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 2014 DPW - Transportation staff worked with the Highways Division to upgrade the traffic signal at the intersection of Chapel Street & Longwood Avenue with a new camera based detection equipment. This new equipment is better with maintenance since it is not likely to fail as roadway pavement conditions deteriorate or are trenched through and better detects bicycles and motor vehicles.

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 183 taxicabs successfully passed semi-annual inspections 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.

In 2014 Division staff worked with the Moderator's Committee on Taxi Medallions which was appointed and met between the May and November Town Meetings to discuss whether or not to continue the conversion to a medallion based system or a alter the current license based system. Ultimately Town Meeting voted not to continue with the medallion based conversion and asked the Transportation Board to revise the license structure to achieve the stated goals of an updated fleet that met the needs of the citizens.

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 2014, and as warranted by specific neighborhood safety concerns, the Transportation Board and division staff authorized a total of 30 sign work orders that involved the installation of 93 new or modified traffic control signs, parking restrictions, or pavement markings.

Pedestrian & Motor Vehicle Safety Improvement Program

Our in-house staff and on-call transportation consultants perform area-wide safety improvement studies in response to traffic volume, speed or parking conditions that might contribute to unsafe vehicular, bicycle,

or pedestrian movements. Neighborhood associations or residents living on a particular street will typically initiate such requests for a traffic calming study which is then prepared and approved by the Transportation Board following a lengthy public process.

In 2014 DPW - Transportation Division staff worked with residents from the Fisher Hill Neighborhood to develop a safety improvement plan for the corridor to coincide with the planned roadway reconstruction being managed by the Engineering Division. This new design improves safety by slowing vehicle turning maneuvers and creating new crosswalks for safe pedestrian movement. Staff also oversaw the construction of previously approved safety improvements plans for the intersection of Heath Street and Woodland Road near Hammond Pond Parkway.

Bicycle Infrastructure Design & Construction

In response to the Town of Brookline's continued desire to become a Green Community and design facilities that reduce our carbon footprint, the Transportation Board and the 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 2014 DPW – Transportation Division staff oversaw the installation of previously approved SHARROWS (Shared Lane Arrows) and bicycle lanes on St. Paul Street (south of Beacon), Aspinwall Avenue (Harvard to St. Paul St.), School Street, Cypress Street (north of Boylston), and Sumner Road.

Staff also conducted studies and drafted plans, in conjunction with the Bicycle Advisory Committee, on three bicycle improvement projects which will be constructed in 2015 including new bicycle lanes, cycle track, sharrows, and left turn queue boxes on Beacon Street, St. Paul Street (north of Beacon), and Newton St. & Goddard Avenue from Clyde Street to the Larz Anderson parking lot.

Public Transportation Improvements

In 2014 staff continued to work with the Public Transportation Advisory Committee and the MBTA to develop plans to improve the MBTA Route 51 Bus which travels through the Town linking south Brookline with north Brookline and making other connections between Forest Hills and Cleveland Circle. A final revised route will be proposed in 2015 which should increase ridership and better connect south Brookline residents to commercial and recreational destinations in portions of Chestnut Hill and Cleveland Circle.

Staff also worked with a new upstart transportation company, called Bridj, becoming the first municipality in Massachusetts to fully support and develop a jitney service providing direct, alternative public transportation options for commuters from Coolidge Corner to Kendall Square in Cambridge and Coolidge Corner to Copley Square, the Financial District, and the Seaport in Boston.



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 residents' and town staff's 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-model transportation network that encourages alternative transit modes. In 2014 this work included

- Continued implementation of policies and projects to encourage safe cycling and walking to reduce congestion caused by motor vehicle use;
- Overseeing the first year of a four year conversion project of all cobra head street lights to LED;
- Advocating for increased efficiencies in our public transportation systems; and
- Organizing a Parking Day celebration to highlight and promote alternative community uses for parking spaces.



Alternative Parking Space Uses on Parking Day

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

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

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 2014, 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	793 tons
Concrete Sidewalk placed	6733 square yards
Leaves collected	2913 tons
Street sweeping	1113 tons
Waste Concrete, Asphalt & Gravel	3554 tons
Snow Storms / Events	22
Snow Accumulation	53.6"
Household Hazardous Waste Day participants	1289

Pavement Markings

All locations of pavement markings throughout the Town were entered 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 an aggressive sidewalk replacement program. The Division crews placed a total of 1010 cubic yards for 2014. The replacement remains stable through training, cross-training, quality equipment and a dedicated workforce. The ability to sustain this level of productivity is based on funding to purchase concrete and maintaining existing manpower levels.

Employee Training

In 2014, the Massachusetts Department of Public Safety amended the regulations for Hoisting Licenses by adding a continuing education requirement. Each license holder is mandated to complete 4 hours of education at a cost of \$100 for each two year renewal period. The Division sent 10 employees for training in 2014 to satisfy the new requirements.

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.



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.

Recycling Program

Since the implementation of the single stream recycling program in 2010, recycling has seen an increase of 18.12 % in 2014 while solid waste has decreased by 9.7%.

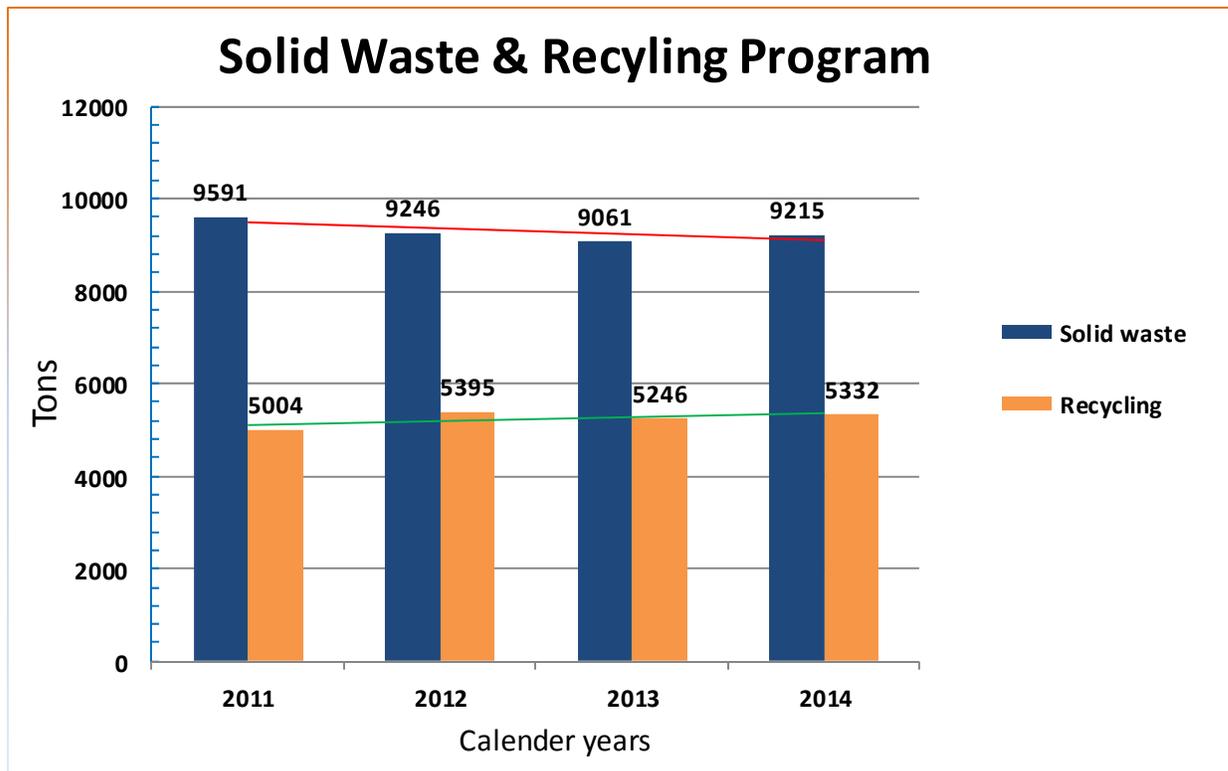
Household Hazardous Waste

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 Statistics 2014



Solid Waste Code Enforcement Program	
Solid Waste Complaints Received	550
Inspections/Re-inspections	1,100
Solid Waste Warnings Issued	1,561
Solid Waste Citations Issued	1,695
Total Fines Collected	\$3,665
Number of Waste Haulers Permitted	48
Waste Hauler Permit Fees Collected	\$17,660

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 to 120 hours has directly improved technician efficiency and productivity.

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 has allowed us to complete 758 Preventive Maintenance Work Orders. This also improves response time to breakdowns and drastically reduced vehicle downtime.

Taxi Cab Inspections

In conjunction with the DPW's Transportation Division and publicly appointed Transportation Board, the bi-annual 374 taxi cab inspections were completed.

TRAFFIC SYSTEMS UNIT

The Traffic Systems Unit is responsible for the maintenance of traffic signals, parking meters, pavement markings, ornamental and utility street lights, fire alarm boxes, signs, and graffiti. In total, this inventory is comprised of approximately 1,120 individual signals, 3,600 street lights, 1,883 parking meters, 27 multi-space meters, 28 school zone warning lights, 10,210 signs, 229 master fire boxes, 302 street fire boxes, 100 miles of over head 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 27 multi-space meters and the installation and maintenance of 900 LED cobra head street lights.

Traffic Signals

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

Street Lights

All Streetlights owned by the Town were updated in the GIS program listing location and type of streetlight. This data enabled a smoother transition to the new LED fixtures currently replacing the existing high pressure sodium units. To date the Division has replaced nearly half of the 3,500 fixtures.

Parking Meters

The maintenance and repair of 1,883 parking meters and 27 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 19 work orders from the Transportation Division (90 sign total) and repaired or replaced 786 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. 649 street light work orders were completed in 2014.

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, 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.

PARKS AND OPEN SPACES DIVISION

The Mission of the Parks and Open Spaces 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 Spaces 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, policy, programming, maintenance and management of over 600 acres of public open spaces, 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.

New Employees to the Parks and Open Spaces Division

The Brookline Parks and Open Spaces Division is proud to welcome new Park Ranger, Alexander Cassie to its staff. Mr. Cassie, who replaces former Ranger Brandon Schmitt, comes to the Town with a wealth of knowledge about urban park management and stewardship, volunteer initiatives, sanctuary/trail maintenance and a real passion for park programming such as the Green Dog Program, Outdoor Movies, Science & Art in the Parks.

John Ronan, an outstanding employee with the Division for over five years, was promoted to the position of Cemetery Supervisor. Mr. Ronan is responsible for the business administration, customer service, policy implementation, staff oversight, management and maintenance of the Walnut Hills Cemetery along with many other responsibilities that accompany his role for the Town.



New Park Ranger, Alex Cassie & Cemetery Supervisor, John Ronan

PARKS, SCHOOLS & PUBLIC GROUNDS

The Parks and Open Spaces 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 2014 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 Massachusetts Division of Capital Asset Management. This capped a ten-year planning process that culminated in the Parks and Recreation Commission approving the final park plan and project priorities in 2013 and collaboration with the Preservation Commission to secure a preservation restriction for the historic gatehouse.

Near the end of 2013, design consultant Klopfer Martin Design Group completed final construction bid documents, and the construction contract was awarded and executed to Argus Construction Corp. Argus Corp. began to mobilize, stage and clear the site of vegetation in January of 2014, and at this point a large part of the infrastructure is in place. Utilities and drainage are nearly complete, rough grading is complete except for the multipurpose athletic field, the historic gatehouse has been stabilized, the comfort station is approaching completion, perimeter chain link fencing is in place and the ornamental steel fence is in the process of being refurbished off-site, a certain amount of concrete work has been done, the viewing platform is under construction, and planting at the back has commenced. This year's construction season will see finish work at the two buildings, construction of the paths, gathering areas, and parking lot, installation of the ornamental steel fence along Fisher Avenue, placement of the sculptural play events, the remainder of the planting, installation of the formal promenade, furnishings and special elements such as the water feature. The park is expected to be open for use in the *spring of 2016*.



Fisher Hill Reservoir Park Plan

Waldstein Playground and Eliot Field/Warren Playground

Work at both parks began in the spring 2014, with disruption of Warren Field being held until July to accommodate use of the ball field. Considerations for both parks include accessible walking paths, new play equipment, improved athletic fields and facilities, places for socializing, and quiet reflection, and multigenerational activities. Work at Waldstein Playground addresses improvements to the tennis courts and basketball court, new water play, renovation of the comfort station and the ball field as well, with special focus on easing the drainage problems. Improvements at Eliot Playground/Warren Field include a new backstop with sunscreen, newly constructed infields and turf renovation with emphasis on maintaining the open and “rustic” character of the park. By happy circumstance, a number of boulders were unearthed during the construction process at Eliot Playground and they were able to be incorporated into the design. In both parks the goal is to balance built improvements with the green character that is so well loved.

Billy Ward Playground

An opening celebration for the renovation of Billy Ward Playground was held in June 2014 with a beautiful day, a good-sized crowd, and a number of members of Billy Ward’s family in attendance. Improvements include a new accessible pedestrian route through the park, new play equipment meeting federal safety standards, new water play with an updated connection to the sanitary sewer line, ornamental fencing, new site furniture, improved irrigation, and plantings to buffer views and provide ornamental interest. Unique design features include retention of a part of the existing stone house foundation as part of a sand box, a climbing wall, expanded lawn areas distributed throughout the park, and a much improved and welcoming entrance from Brook Street. Use of the new playground has been heavy from the start, with many neighborhood families enjoying the improvements.

Brookline Avenue Playground

The public design review process began this year for improvements to Brookline Avenue Playground, with four public meetings held to date. While the plan contemplates improvements to the entrances, perimeter plantings, partial renovation of the ball field and replacement of the



infield, some new and replacement fencing; the primary emphasis has been to not simply exceed ADA requirements, but to thoughtfully and proactively design an inclusive playground. *Inclusive playgrounds make a fundamental statement about how communities value meaningful play experiences for people of all ages and abilities. Universally designed play environments increase the "playability" for people of diverse abilities, age, race, gender, ethnicity, culture, and socioeconomic status (Playcore Principles of Inclusive Play).* The goal is for this playground to be a destination for all children with and without mobility or developmental challenges. The Design development process will continue into 2015.

Green Dog Program

In 2014, 1378 residents and 138 non-residents had enrolled in the Green Dog off-leash program, keeping us right in line with last year's record-high enrollment. The Town also issued three commercial dog walker licenses and 20 guest passes this year. Park visitation by Green Dog members was very high, and Rangers confirmed regular overall compliance with program rules and regulations. In addition to processing the years' applications, since January 1, 2014, the Rangers responded to a wide array of Green Dog related issues, ranging from general inquiries on how to register and the program's rules and regulations to more complex issues involving unpermitted parties using Green Dog areas during off-leash hour. The Rangers cooperated and coordinated with the Animal Control Officer to ensure that dogs were licensed and under proper control by their owners. Overall, the Green Dog members seemed pleased with continued communication from the Town regarding program updates and minimal off-leash hour suspensions due to permitted events, field conditions, and maintenance.

Park Rangers

In 2014, Rangers patrolled parks and open spaces, providing information and general visitors' services to park patrons, enforcing rules and regulations, collecting park usage information and identifying and completing maintenance tasks to improve visitor experience, accessibility and safety. For many Brookline residents and park visitors, Park Rangers serve as a primary point-of-contact for Brookline Parks and Open Spaces. Throughout the year, the Rangers served as liaisons and advocates for the dog owners, athletic groups, playground visitors, and park abutters who visit Brookline's parks and open spaces, and worked to build interdepartmental relationships within the Town.

Rangers monitored and visited parks, playgrounds, athletic fields, and nature sanctuaries throughout the town. They cleaned restrooms, filled holes, painted benches, repaired signage, bagged animal waste, and removed nearly 15,000 pieces of litter from Brookline green space. In the sanctuaries, the Rangers monitored wetland habitats, cleaned obstructions from waterways, and patrolled walking paths and boardwalks. Trails through wooded areas were cleaned, raked, and re-established through regular maintenance throughout the year. Rangers continued to remove invasive plants, most notably in the sanctuaries, the Brookline Reservoir, and along Olmsted Park. Rangers also led or participated in a variety of stewardship and learning opportunities for local residents and school groups, ranging from scheduled volunteer cleanups to tree-planting ceremonies to National Honor Society service projects to activities at the library and Soule Recreation center. Rangers staffed and facilitated events like Brookline Bikes Beacon, Brookline Day, and public concerts at Emerson garden. The development of an interpretive plan for Larz Anderson Park in 2013 equipped Rangers with impressive tools and knowledge for leading programs and providing historical information on the grounds. Rangers regularly led short, informative talks and informal walking tours throughout the summer.

Summer in the Parks Outdoor Movie Series

The Parks and Open Space Division continued its popular tradition with its Summer Movie Series at the Driscoll School Field. The partnership with COAH Church was well-organized and well-received, leading to attendance at all three events of 500-600 visitors. The family-friendly movies "Frozen," "The Incredibles," and "The Lego Movie," were huge hits, even resulting in some impromptu sing-alongs.



Summer Movies in the Park

Brookline in Bloom

In 2014, the Town's parks and open spaces lit up with over 15,000 flowering annuals, 200 perennials, 250 colorful fall mums and 42,000 spring flowering bulbs throughout the Town's parks, playgrounds, libraries, town grounds, school grounds, medians, traffic circles and islands and cemeteries. As part of the continuing outreach program, school children from each school learned about different bulbs and how they grow from the Town's Environmental Educator. Each child then helped plant bulbs around their school with the help from the Parks and Open Space Division's Horticultural crew.

In April 2014, Beacon Street was bright yellow and blue for the Boston Marathon as the result of the Brookline Parks Division, over 150 volunteers and a wonderful partnership with the "*Boston Strong Marathon Daffodils Program*". Each Town along the Marathon route from Hopkinton to Boston was given 'Yellow Daffodils' to install to form a ribbon of yellow color. The Town of Brookline received 10,000 bulbs as part of the project, that were added to the 8,500 bulbs already scheduled to be planted along Beacon Street from Cleveland Circle to Saint Mary's MBTA station at the Boston line. The outpouring of community spirit and wonderful volunteers that showed up for the two day planting effort was outstanding.

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 on-going 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

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 is well 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 completed in 2014 included execution of final construction contracts, the mobilization for construction efforts was completed, the relocation of existing utilities out of the construction zone, and the excavation and installation of the new culverts and associated foundations to support them.

We have reached a critical juncture in the project. Although full funding is in place for the flood damage reduction portion of the project the environmental restoration has not been funded by the Army Corps of Engineers. Our Congressional delegation has been tremendously supportive in their efforts to secure this additional funding. However the lack of an approved federal budget for the past several years has created some very real and difficult roadblocks for the delegation. In hopes of securing funding for the environmental restoration component of the project a comprehensive effort was undertaken utilizing all of our public and private partners on this project to request assistance from the White House in securing additional funding. To that end the Board of Selectmen sent a letter to President Barack Obama in October of 2014 requesting his assistance with the funding for the comprehensive project. We are hopeful these efforts will result in the necessary funds to complete the entire project including both flood damage reduction and environmental restoration components.



Town Arborist, Tom Brady, with Heath School Students

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 2014, the Town was pleased to receive a Tree City USA Award from the National Arbor Day Foundation for its care and stewardship of the urban forest. Brookline has received Tree City USA recognition for over 25 years

Tree Planting

The Town continues to strongly support the tree planting program, and generally plants more trees than are removed each year. In 2014, approximately 160 trees were removed, and over 340 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. Town Arborist, Tom Brady,

spent time with the classes at the Heath School talking about the importance of trees and how to care for them.

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 was joined by Nadine Gerds and for a brief period by Brandon Schmitt during 2014.



Tree Planting 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 completed their efforts to survey and inspect trees in the area in early 2014 and the ALB was declared eradicated and the quarantine lifted on May 12, 2014 in a ceremony at the Arnold Arboretum. This eradication ceremony was attended by representatives from the United States Department of Agriculture, the State of Massachusetts Department of Conservation and Recreation, the City of Boston, and the Town of Brookline and many neighborhood groups and citizens from within the former quarantine zone.

Emerald Ash Borer

The Emerald Ash Borer (EAB) is an invasive pest whose larvae tunnel through the wood of ash trees, leading to the death of branches and eventually the whole tree. The EAB was first detected in Massachusetts in 2012 and was found at the Arnold Arboretum in 2014. The state Department of Conservation and Recreation announced a statewide quarantine at the end of 2014 restricting movement of hardwood firewood and ash nursery stock and lumber outside the regulated area, to help slow the spread of the EAB.

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 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. In 2014, the Conservation Commission welcomed new members Deborah Myers and Pallavi Kalia Mande.



Conservation Commission

CEMETERY

Walnut Hills Cemetery

Ledge Meadow at Walnut Hills Cemetery, a newly developed area with 1,400 new sites for burials and cremations, has been received favorably by visitors and customers. The design for the new area was developed by the Halvorson Design Group through a public process led by the Parks and Open Space Division and 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.

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. In 2014, Trustees Nina Brown and Peggy McGuire joined Trustees Robert Cook, Richard Leary, Gerry Hayes and Joslin Murphy. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements.

Old Burying Ground

Cook Fence Rehabilitation

With generous financial support provided by the Friends of the Old Burying Ground, the Brookline Parks & Open Space Division rehabilitated the historic cast-iron fence surround at the prominent, Cook family plot in the 18th century cemetery. The 12-sided fence, a regular dodecagon in geometrical shape, with stone posts and elaborate castings dating from the middle of the 19th century, is remarkably rich with Christian symbols of mortality. A team of iron and stone conservators, coordinated by the contractor, All Star Historical Cast Iron Restoration, successfully completed the installation of replicated granite posts and rehabilitated cast-iron fence segments. The Friends of the Old



Historic Cook Fence Restored & Refurbished

Burying Ground held a celebratory event showcasing the final work in the spring 2014.

Tomb Stabilization

Spearheaded and funded by the Brookline Parks & Open Space Division, and managed under the able direction of the Brookline Engineering Division, eight (8) prominent masonry mausoleums, housing crypt tombs, and positions in the Old Burying Ground were cleaned, stabilized and restored. Six were located along the inside face of the hillside that runs parallel to the Walnut Street retaining wall (area known as Boylston Ave.), one was the Pierce Tomb and the final was the Howe Tomb.



Old Burying Ground Crypts



Stabilized and Restored Burying Ground Crypts

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

WATER AND SEWER DIVISION

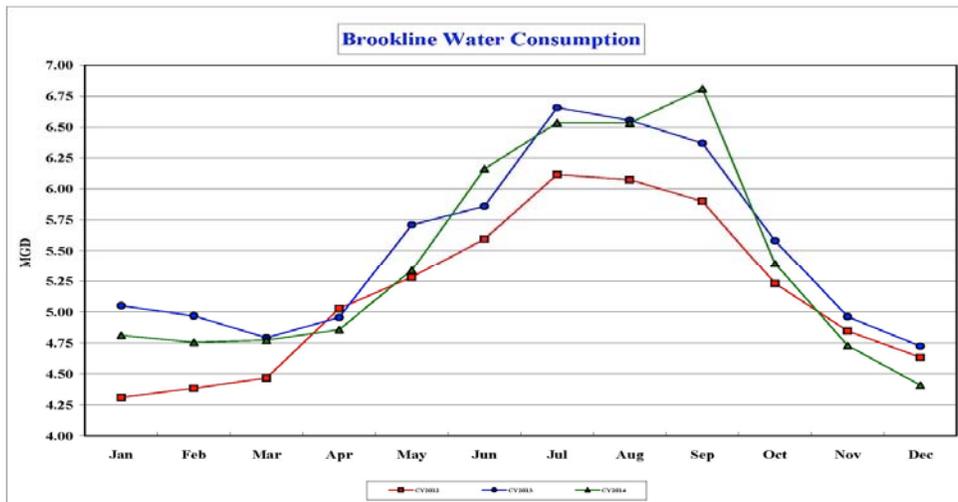
The Water and Sewer Division operates and maintains the Town's water and wastewater systems consisting of 355 miles of piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm 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 48 applications for Licensed Drain Layers and have issued 74 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 2014 the Division installed, repaired or replaced 194 service pipe connections, repaired 18 service and main leaks and repaired or replaced 43 fire hydrants. In addition, the Division conducted 37 fire flow tests yielding \$9,250.00 in revenue. Emergency response was provided for 797 service requests and 452 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 1,981.3 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing a reduction of 1.6% over 2013 with an average daily usage of 5.43 million gallons and a maximum daily usage of 7.43 million gallons, and the maximum flow week occurred from 9/04/14 to 9/10/14 where 48.94 million gallons of water was consumed. Retail water and sewer sales generated \$26.14M in revenue.

Employees performing water pipe & valve maintenance

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.



In 2009 the Division implemented a Water Main unidirectional Flushing program as recommended by the Department of Environmental Protection (DEP). This program has been ongoing for the last several years, and as of 2014 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.

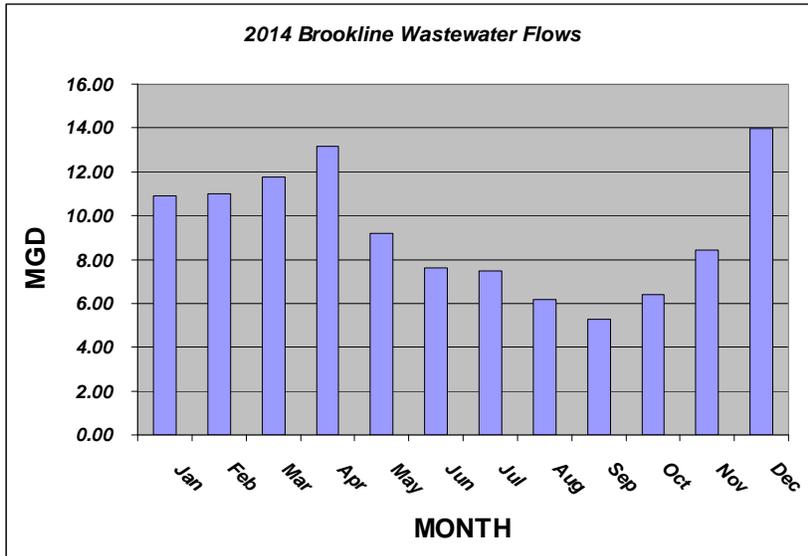


Hydrant flushing

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 \$131,040.00 in revenue in 2014.

The wastewater collection system is made up of 104 miles of separated sanitary sewer pipe. The Department of Public Works continues to complete sanitary sewer system improvements directed to eliminate inflow and infiltration. Presently the town's average wastewater flow is 9.28 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 2014 emergency assistance was provided for 73 requests involving broken, plugged or backed up sewer and drains as well as the repair of 33 sewer and drain manholes.

Structural repairs were made to 78 catch basins. 1,494 catch basins were cleaned generating 766.4 Tons of sand sediment and debris.



Employees installing a catch basin

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 service area.

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.

Brookline Recreation continues to provide high-quality, programs, activities and services to the Brookline community. Our largest youth sports program, Brookline Recreation Soccer grew once again this year to over 1200 players each season, and has continued to flourish through the recent partnership with Brookline Soccer Club. The Joel Noe Basketball program has grown to 370 players, with 32 teams, and the travel program has grown to 212 players, with 21 teams. High School Basketball held steady with 96 players competing in the winter league. One of the fastest growing youth sports in the country is lacrosse, and Brookline's youth involvement reflect the nation's passion for the sport, with over 450 Brookline boys and girls participating.

Brookline Recreation has become a leader in the field of concussion education and policy, mandating that all permitted field and facility user groups verify that coaches and volunteers have completed the CDC Concussion Online Training before receiving their permit for the season. We have experienced a 90% compliance rate, and will continue to be a leader in public agency concussion education.

The Summer Camps have expanded and now enroll more than 1500 Brookline children ages five through 12 on three campuses. Recreation continues to partner with the school department to offer Extended School Year enrollees services on par with other recreation campers. Inclusion services continue to be offered at all camps through the Recreation Therapy Division. Each camp employs 2 inclusion specialists whose focus is to provide individual services for children who have intellectual and emotional disabilities. We are again offering a very popular



summer lunch program in partnership with Brookline Public Schools Food Services, making our dream of allowing all children to access to healthy lunches year round a reality. Environmental and swim specialty camps rounded out the offering for families during the summer months.



Brookline Day 2014 was once again a huge, wonderful community celebration, with a road race that started the day off. Now in its third year, the event was packed with thousands of residents at Larz Anderson Park fields enjoying a day filled with food, live music, "Touch a Truck", pie eating contests, inflatable rides, balloon artists, and a bungee jumping. Over 100 Brookline businesses were represented at booths during the day as well.

The Recreation Therapy Division continues to expand its inclusion programs and services, and has hired additional part time staff to assist in program delivery. The Brookline Chapter of the Special Olympics of Massachusetts (SOMA) is the program where hundreds of athletes and dozens of volunteers are involved in six different competitive sporting events throughout the year. The newly formed partnership with SOMA, combining Brookline with five other chapters to form a larger more functional operation has been particularly successful. The Brookline Recreation Therapy LEADS



(Leadership Education and Workforce Development for Students) program completed its second year, with four students taking part. The program has been instrumental in helping special needs students between the ages of 19 and 23 with job skill training and job placement.



The Soule Early Childhood Center continues to support the families of Brookline by offering a full service, year round child care center, at the Soule Recreation Center. The Center has received national recognition from the Reggio Emilia and Montessori organizations, and has employed both curriculums in hybrid fashion during the school year. Through a continued partnership with Lesley University, international teacher groups from China visited the school for a second year to observe and discuss early childhood topics.

The Robert T. Lynch Golf Course at Putterham Meadows completed the much needed maintenance building, replacing the older, 1960's shed with a new, modern and functional building. The building will house all of the maintenance equipment and supplies, as well as staff office space, Golf rounds increased by 3,000 in 2014, and correspondingly, greens fee revenues increased as well. Pro Shop gross revenue increased by \$40,000 over the year, largely due to traditional and social media marketing and promotion.



The 2014 Golf Club Championship Winners

The Aquatics Division has experienced continued growth in the swim lesson program, with a record number of enrollees in both group and private lessons. The Brookline Dolphins enrolled over 220

swimmers competing in the metro west swim league, and continues to be a powerhouse in competitions. In 2014, we were able to expand public swim hours seasonally, and will continue to do so in the following years.

Evelyn Kirrane Aquatics Center

Brookline Recreation continues to enhance its social media presence, and has over 1500 followers on Facebook, Twitter and Instagram. Additionally, the Business Division sends out monthly e-newsletters to all 15,000 members of our database, in addition to publishing a program brochure sent out to 27,000 households three times per year.



Public Schools

William Lupini, Superintendent



Superintendent William Lupini and School Committee Members

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 2014, there were a total of 7,606 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 44 different primary languages. More than 6 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.

Vision Statement

Ten Year Vision

The Public Schools of Brookline
Dynamic, Collaborative, Equitable
Engaged with the Community
Contributing to the World

Brookline provides an extraordinary education for every child. Each child's unique path to achievement is supported in academically exciting and programmatically rich environments. A dynamic, diverse community of teaching professionals works collaboratively, innovating and inspiring each other and their students. Staff gets to know students intellectually, developmentally and culturally. Students are encouraged to question and challenge ideas and participate as active citizens. Schools use a variety of assessments to get the fullest picture of student learning and growth over time. These assessments are shared regularly with the community, and they form the basis of how we understand and improve student, teacher and administrator performance. Parents are partners with the schools in supporting their children's education, and schools communicate effectively so that parents are confident of the response to their child's circumstances and needs. The community, well informed and involved in the schools, supports these efforts that continue a tradition of challenging ourselves to do better, efforts that ensure the enduring value of a Brookline education.

Mission

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.

Goals

Goal 1: Every Student Achieving

Ensure that every student meets or exceeds Brookline's high standards and eliminate persistent gaps in student achievement by establishing educational equity across all classrooms, schools, and programs.

Goal 2: Every Student Invested in Learning

Increase every student's ownership of his/her learning and achievement by using rigor, relevance, and relationships to foster a spirit of inquiry and the joy of learning.

Goal 3: Every Student Prepared for Change and Challenge

Instill in every student the habits of mind and life strategies critical for success in meeting the intellectual, civic, and social demands of life in a diverse, ever-changing, global environment.

Goal 4: Every Educator Growing Professionally

Foster dynamic professional learning communities that inspire inquiry, reflection, collaboration, and innovation, and use data to improve teaching, advance student learning, and refine the programs and practices of the Public Schools of Brookline.

Core Values

High Achievement for All

We inspire our students to develop a passion for learning. We realize the power of holding high expectations for every student, and we understand that intelligence grows with effort and cultivation. We emphasize rigor and relevance, placing great importance on curriculum, instruction, and assessment that challenge students to develop the capacity to synthesize information, acquire knowledge, exercise judgment, and apply their understanding to solve

complex, real-world problems. We support students through strong relationships to become invested in their learning, develop the confidence and persistence to grow as learners, and meet their goals for success in and beyond school.

Excellence in Teaching

We understand that passionate, knowledgeable, and skillful educators are the core strength of our schools. Understanding that excellent teaching begins with strong relationships with students, we actively create an environment in which students feel safe to take intellectual risks, are respected for their identity, and are motivated to challenge themselves. Educators share responsibility for all students and provide engaging instruction and assessments that accommodate differences in learning styles, interests, and readiness. We create and sustain a collaborative environment for educators that promotes an atmosphere of intellectual excitement, innovative instruction, and professional growth.

Collaboration

We commit to collaboration in all aspects of education to foster interaction among diverse viewpoints and broaden learning for our students, educators, and community. We emphasize collective problem solving in student learning. We promote professional collaboration by supporting educator teams working together across schools, disciplines, grades, and roles. We engage with parents, guardians, and the Brookline community to establish common goals and share the responsibility for educating our students. We seek and nurture partnerships with local, regional, and national organizations that add value to our collective enterprise.

Respect for Human Differences

We know that a diverse, inclusive atmosphere strengthens us as individuals, as a community, and as learners. We honor Brookline's diversity and value the varied perspectives and experiences that enrich our schools. We foster a safe environment for expressing and exploring human differences and commonalities, in an environment in which caring and authentic understanding promote a deep sense of belonging and respect for all.

Educational Equity

We identify, understand, and eliminate barriers to educational achievement in our schools. Educators in every school provide their students with the individual support needed to reach and exceed Brookline's high standards. While allowing for the expression of diverse perspectives, we establish policies and practices that are fair and just for all our schools and provide educational opportunities to ensure that every student can meet our standards for achievement, participation, and growth, regardless of race, ethnicity, religion, gender and gender identity, sexual orientation, age, language, national origin, disability/ability, socio-economic status, or other human differences.

Enrollments

As is now widely known, unprecedented enrollment growth has resulted in an increase of almost 1,500 students in our elementary schools since 2005, representing 38% growth. Two community-wide processes have documented in detail the challenges and potential solutions to the operating and capital challenges of enrollment growth.

The B-SPACE process, which concluded in September 2013, resulted in a candid exchange about public school facilities, the reasons for maintaining preK-8 and 9-12 grade configurations, and the options for expanding our school facilities.

The Override Student Committee (OSC), empaneled by the Board of Selectmen in August 2013, was charged to "determine whether substantially more revenue capacity than what is currently anticipated will be necessary to maintain desired levels of services and fund future liabilities of the Town and PSB..." Their recommendation for an override in the fall of 2014 led the Board of Selectmen to vote two ballot questions for the May 2015 Town Election.

Registration – Office of Student Affairs

In July of 2014, the Office of Student Affairs (OSA) was launched in order to centralize all student enrollments. Between August of 2014 and February of 2015, more than 460 new student registrations,

from PK through Grade 12, were processed by this new team consisting of a Coordinator and one assistant. In addition, OSA is responsible for overseeing the annual residency verification process for the more than 7,600 students in the district. This has been an enormous undertaking and has resulted in over a 93% compliance rate for the 14-15 school year. Moving forward, the OSA will facilitate Kindergarten registration for the incoming class of 2028 and begin the next round of residency verifications for the 15-16 school year.

Elementary Curriculum

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.

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 was 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 to succeed in a multilingual and multicultural global society.

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 1,872 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 44 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.

High School Programs

African-American Latino Scholars Program (AALSP)

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 AALSP 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 daily Scholar Seminars, and organizing regular intellectual events.

Career and Technology Education

The Career and Technology Education Department offers courses in the following areas: Business/Finance and Information Technologies, Medical Careers/Human Development, Culinary Careers/Food Preparation, Environmental Technology, Integrated Construction, and Graphic Arts/Publishing.

The Career and Technology Education Department offers courses which allow students to explore occupational fields which will influence their educational and employment decisions. Enrollment in these courses offers opportunities for students who will pursue post-secondary education at either the 2 or 4-year level as well as students who will enter employment or the military upon graduation.

In addition to providing valuable career information and experiences, courses in Career and Technology Information are intended to provide transferable skills which are useful in both personal and employment situations.

The emphasis on technology in these courses, programs, and pathways is intended to reflect transferable skills, competencies and technological advancements which are important components of all career fields. The Career and Technology Education Department is committed to the integration of technology into all of its offerings.

Global Leadership

The Global Leadership Academy aims to provide students with the awareness, interpersonal skills, and knowledge needed for success in the 21st century. The academy was developed to meet the interests of students passionate about global affairs and intrigued by the possibility of one day becoming global agents of change. Brookline High School's own population reflects the twenty-first century's globalized society. Our students come from 69 countries and speak 44 different languages. To lead in the twenty-first century's increasingly interdependent world—a world in which different ethical and governing codes must constantly negotiate—requires global awareness, an ability to envision and coordinate a project, and the capacity to harness necessary resources. Successful completion of the various components of the program leads to the opportunity to earn a Certificate in Global Leadership.

Steps to Success (STS)

Steps to Success (STS) is a fifteen-year-old, comprehensive educational achievement program that provides academic support and enrichment and year-round youth development activities for low income students. Beginning in Grades 4 through college, STS builds upon the aspirations and skills of the young people we work with to enhance educational outcomes for students from low-income families in order to defeat the cycle of poverty.

College awareness begins in elementary school and by the 11th grade students have explored college majors and developed a post-secondary education plan. Prior to Steps to Success, only 30-50% of students living in public housing matriculated into college. Now, with nine cohorts of STS high school graduates, over 80% of these students are accepted to institutions of higher education with 90% of the Class of 2014 having matriculated into an undergraduate program. Of the collegiate cohort, 77% are amongst the first generation in their families to attend college. Though nationally only 6-8% of the lowest income quartile of students graduate with their college degrees in six years (by age 24), over 75% of STS college students are on track to graduate in that timeframe.

Operating both school and community-based programs, STS currently engages over 250 students and their families as well as over 80 college students, most living in Brookline public housing. Program areas include after school enrichment, paid summer internships, early college awareness and preparation, professional development; and services for families such as free English classes. The core of STS is its relationship based mentoring model. STS Advisors work with students and their families throughout their school career; tracking student progress while getting to know families in their home and linking them more closely with school teachers, administrators and resources.

In 2013 Steps to Success received the Herb Carlin Community Health Award. Steps to Success has also been recognized by the Nellie Mae Education Foundation with their “Catalyst for Change Award” in New England and is one of seven investment-worthy organizations profiled in a study by Root Cause on “College Access and Success.”

System-wide Programs

The Public Schools of Brookline offer a number of programs to better serve the students of Brookline. Some examples are listed below. More information on all of these programs can be found on the school website (<http://www.brookline.k12.ma.us>).

English Language Learners (ELL)

The English Language Learners (ELL) program provides services to more than 650 students in grades K-12 whose primary language is not English and who are not yet proficient in English. The program provides support at each school, with services focused on children’s English language acquisition, literacy development, and academic achievement. As of 2014-2015 school year, Brookline educates the 22nd largest ELL population in the Commonwealth.

The program’s objectives are to:

- Continue development of Sheltered English curriculum, combining state benchmarks and outcomes with subject area content;
- Increase Sheltered English Immersion (SEI) professional development offerings for all teachers;
- Monitor English Language Learners’ achievement on state and local assessments;
- Increase family accessibility to school and district documents and events through effective translation and outreach procedures.

Enrichment and Challenges Support (ECS)

The Enrichment and Challenge Support Program (ECS), formerly the Gifted and Talented Program, is a K-8 system-wide program that supports classroom teachers in providing challenging curriculum and extension opportunities for students who show a capacity for high levels of academic, intellectual and creative achievement.

The Public Schools of Brookline are committed to enabling all children to realize their full potential as learners. Brookline does not formally identify students as “gifted and talented” for placement in a separate program. We use a consulting teacher model, which means that the program’s emphasis is on supporting classroom teachers in extending and enriching the Brookline curriculum in order to provide for academically and intellectually advanced students in the regular classroom.

Metropolitan Council for Educational Opportunity (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;
- Provide opportunities for student leadership;
- Collaborate with and support families in the Brookline METCO Program;
- Increase and maintain partnerships/collaborations between Boston families and Brookline families;
- Provide access to educational opportunities and resources/services unique to the Public Schools of Brookline;
- Celebrate and make public the accomplishments and successes of students in the METCO Program;
- Provide access to a range of educational opportunities beyond Pre-K-12 Public Schools of Brookline.

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.

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. Between 2004 and 2013, all curriculum areas and several program areas successfully participated in the Program Review process. In 2014, programs began 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 or 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 Superintendent and the School Committee. Reports are shared publicly on the PSB website.

Program Review Round I

All curriculum areas and several program areas are currently engaged in Phase IV – (Implementation and Review) of Round One of the Program Review process:

- Mathematics: began September 2006
- Educational Technology: began September 2006
- 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
- Career and Technical Education: began September 2013

Program Review Round II

- The Enrichment and Challenge Support Program engaged in an adapted Round II Program Review Process from June 2013-October 2014. Recommendations were presented to the School Committee in winter of 2015.
- K-12 Mathematics is scheduled to begin Round II of Program Review during the 2015-16 school year.

Brookline Adult and 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 8,000 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 ages 5 and up. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Italian, 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, poets, 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, technology, medicine, and health and healing. The program also offers a number of stimulating special events that are co-sponsored with community organizations, including the Brookline Senior Center, 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 Diversity, Inclusion and Community Relations 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. 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.

Brookline *Smart Programs* is geared especially toward younger students ages five through 13 who want to learn new talents and improve skills, and who are looking for a fun and educational experience. Our staff is comprised of professional educators who teach in Brookline and nearby school systems. *Smart Classes* offers after school, weekend, evening, and early release day classes and activities throughout the school year. *Smart Vacations* offers December, February, and April vacation programs and activities in computers, drawing and painting, working with clay, cooking and baking, yoga, animation, martial arts, soccer, and more. *Smart Summers* offers an enriching summer experience and half-and full-day programs such as *Cyber Summer* for students who want to build their own websites; *Basketball* for players who want to improve their skills; *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 cook and bake; *Outdoor Adventures* for kids who enjoy the outdoors; *Bringing Books to Life* for younger students who want to read exciting stories and bring them to life through art, drama, and games; and *Computer Workshops* especially for teens.

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

Sara Slymon, Director



2014 was a landmark year for the Public Libraries of Brookline. There have been many changes in all aspects of service and staffing, and we are pleased to have successfully made so many important transitions.

Service

Total circulation for all three libraries for the year was 1,252,024 items. This translates to 157 items per hour for every hour that the libraries were open.

The Children's Department staff was very busy in 2014, circulating 401,006 items, a 22% increase over 2013. The Children's Department also hosted 557 special and regularly scheduled programs, attended by 24,754 people. Between all three branches we hosted hundreds of story times in 5 different languages (French, Spanish, English, Farsi, and Hebrew) film programs, including the ever popular Friday Flicks, sing-alongs, craft programs, and a wonderful Harry Potter Day. The Children's Room partnered once again with Brookline's own Children's Book Shop to offer author talks including Peter Sis and Anita Silvey.

The Teen Department was also very busy in 2014. They hosted 21 programs with 280 attendees. Many authors came to visit and conduct book talks including, Laini Taylor, Raina Telgemeier, and Gail Carriger. The Retro Technology Fair, a part of the adult/teen summer reading program, was a runaway success. It featured a beautiful restored vintage car which graced the lawn of the Main Library for about a month. Banned Book Week was celebrated in fine style with a series of programs focusing on the freedom to read and comics. Teen book groups continue to thrive with Manga and Anime Club, as well as the Shelf Respect Book Club. The Teen Room has a cadre of a half a dozen Library School students who volunteer to staff the very busy afternoons. The Public Library of Brookline Teen Tumblr is still extremely successful and busy with 4,400 followers.

The Library sponsored 331 programs for adults with 6,756 attending. This is a huge increase over last years 5000 attendees. Some of the programs include author talks, trivia contests, and one on one computer lessons. We look forward to even bigger gains next year on the heels of the formation of the Staff Programming Committee who have been busy offering many fascinating programs aimed at adults.

In the spring we again partnered with the Recreation Department to transform the Main Library into an 18 hole mini-golf course. There were two events over one weekend which catered to audiences of different age groups. Pizza and soda were offered, and a good time was had by all.

The Library participated in the Second Annual Brookline Day at Larz Anderson Park. The New Director was joined at the Library table by several members of the Board of Trustees and together they met over 300 people and gave away lots of great freebies.

The Library successfully employs many different social media platforms to deliver our message including BrookOnline, www.brooklinelibrary.org, Facebook, Twitter, Instagram, Google+, Foursquare, Yelp!, and Tumblr. These services allow the library to engage with the community, disseminate news and

information in a timely manner, and highlight our wide array of programs and services through the sharing of pictures, videos, and how-to tutorials.

We currently offer 68 electronic databases, most of which can be accessed from home computers or wireless devices. Some are provided by the State, some by the Massachusetts Library Network, and others through our membership in the Minuteman Library Network. MLN is a consortium of 43 public and academic libraries who work together to enhance service for library users. The library has many subscriptions to interesting databases and online services including Hoopla, for streaming movies, Zinio, for reading magazines, Consumer Reports Online for research, and TumbleBooks for early childhood literacy.

Technology has been very helpful to us in facilitating the way in which our patrons can borrow materials from other libraries, in 2014 Brookline residents borrowed 169,502 items from libraries outside of Brookline in the Minuteman network. These items usually arrived within a day or two of requests being placed on the computer, either remotely or at the library. Due to the widespread interests and acumen of Brookline residents the library borrows more books from other libraries than anyone else in the state with the exception of Cambridge. We are also a very generous lender with 142,683 items lent to other Minuteman libraries in the state. Over the past ten years, the level of sharing among Minuteman libraries has increased 500%.

In 2014 the Library decided to change book delivery services, and now all of the books are delivered directly to the Brookline location that needs them, rather than having to make a stop at the Main Library before being sent off to Coolidge or Putterham.

2014 marked the third year that the Library was able to offer service on summer Sundays. Circulation of items on summer Sundays at Coolidge Corner remains huge, and the service is very popular with residents and will continue for the summer of 2015.

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.



Library Director Sara Slymon and Board of Library Trustees

In February, Magdalene Moran was appointed by a Joint Convention of the Board of Selectmen and Library Trustees to fill the seat left vacant by Kristen Uekermann, who moved out of Brookline. This spring Gary Jones, Karen Livingston, Jonathan Margolis, and Magdalene Moran were re-elected to their positions as Trustees. In the spring of 2015, Trustees Vivien Goldman, Carol Troyen Lohe, Regina Healy, and Carol Axelrod will be eligible for re-election.

The most important staffing news for the library was the retirement of distinguished Director James "Chuck" Flaherty after 21 years of service. During Chuck's tenure he oversaw three major renovations, the implementation of RFID technology, huge increases in circulation, the restoration of the landscape and garden at the Putterham branch, and many important technological and cultural innovations. 21 million items were circulated while Chuck was the Director, providing nearly infinite knowledge, culture and entertainment to the residents of Brookline and surrounding areas. A plaque was installed commemorating Chuck's service at the



James "Chuck" Flaherty and Trustee Chair Michael A. Burstein

Main Library, but his legacy can be seen throughout all three buildings and the community at large.

In June, the Trustees appointed a new library Director, Sara Slymon. Sara has been a librarian for 21 years, and has served in positions of increasing leadership for the last 10 years at the Boston Public Library, Thayer Public Library (Braintree), and the Turner Free Library (Randolph). Sara is devoted to public service and the provision of equal access to all patrons. Sara has long practiced a commitment to diversity through her service in communities like Mattapan, Randolph, and New Brunswick, NJ. She brings with her many years of budget management, leadership, union negotiation, committee oversight, collection development, and programming experience for all age, income, and education levels. She also has experience with building projects, including the new Mattapan Branch Library, and the renovation of the Turner Free Library.

On July 14, 2014 Government Documents Librarian Priscilla Consodine passed away after a long illness. Priscilla worked at the library from 1970 until her death, an amazing 44 years of dedicated service to the Town. She is missed.

In the spring of 2014 Cynthia Battis retired from her position as Collection Development & Reference Supervisor. Cindy had been with the library since 1972. She was an integral part of the staff, and essential to collection development. Upon her departure, her position was divided in to two separate full time positions. We were lucky to fill them internally with two exceptional candidates. Anne Clark was appointed Interim Reference Supervisor. Anne has been with the Reference Department since 1984. Colin Wilkins was appointed Interim Collection Development Supervisor. Colin has been with the Library since 2008.

Michael Malone was promoted from Building Custodian to Senior Building Custodian after 3 ½ years of service with the Public Library of Brookline. Additional departures include Librarians Ellen Gilmore, Linda Haines, Meghan Parker, and Library Assistant Catelyn Peterson, and longtime houseworker John Norling. We are happy to announce that the following part time employees were promoted to full time positions: Krista Barresi (Reference Librarian), Sally Rubinstein (Library Assistant III), and Maddi Ranieri (Library Assistant II).

Full time staff members work 37 hours per week, including evening, Saturday and Sunday hours. Educational backgrounds include English, History, Literature, Mathematics, German, Biology, Music and Computer Science.

Part time staff members work a variety of different schedules, but also include evening and weekend hours. The staff is fluent in a number of different languages including Hebrew, Spanish, Russian, German, Chinese, and Portuguese.

The Library Director implemented quarterly Staff Development Hours, sponsored by the Library Board of Trustees. The first meeting, held in October, included Speed Networking, where staff from various locations had an opportunity to get to know staff from other locations. The second meeting, held in

December, featured Allison Macrina from from the Library Freedom Project speaking about Internet Privacy and protection for our patrons and their data. The Library currently has 92 total employees, 33 of whom hold Masters Degrees in Library Science.

Friends

The Friends of the Brookline Public Library were established as an independent 501 © 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 programs including storytellers, musicians, magicians, museum passes, green initiatives, senior socials, film festivals, and other educational and entertaining events. This year the Friends were proud to sponsor the Public Library of Brookline BOOKCYCLE, a mobile library attached to a bicycle. The Bookcycle will be ridden around Brookline by staff librarians and will stop at neighborhood parks, public housing, senior housing, and town wide events. Bringing service to the underserved is part of the core mission of the Library, and this is an important step towards fully realizing that mission. The Friends also sponsor a great many staff development and continuing education opportunities, which enable the staff to offer the best and most current library practices to the community. With so many immigrants in Brookline, one of the most valuable services that the Friends sponsor is their ESL classes. Free instruction to people who want to learn English is offered at the Coolidge Corner Branch.

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 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 © 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 Midwinter Mingle. The Foundation has made significant contributions to enhance the programs, services, and facilities offered at all three branches. The Foundation funded a total renovation of the Coolidge Corner Children's Room in 2014, and also funded the Building Program for the possible renovation of the Coolidge Corner Library. The Foundation is also funding the development of a new website for the library, which began in 2014 and should be completed in 2015.

Brookline Library Music Association (BLMA)

Brookline Library Music Foundation celebrates it's 62nd year this year. They presented 6 free concerts in 2014 at the Main Library, to the delight of over 650 attendees. As always the concerts featured a wide variety of musical styles, including classical, jazz, and modern.

Facilities

The renovation of the Main Library is over 10 years old now, and the building could use a bit of sprucing up. The Building Department has been helping us replace some window panes which lost their seal, and also working with us to address some other issues related to aging like wiring, ballasts, leaks, etc. They also helped us to get the floors of beautiful Hunneman Hall refinished. Over the summer the driveway between the back of the Main Library and the Pierce School was stripped off and waterproofing materials were applied to the roof of the parking garage. This has served to moderate leakage into the parking garage below. The back driveway was restored and repaved and is much improved.

The Putterham Branch was the recipient of a wonderful landscaping makeover provided by Christie Dustman & Co. The garden to the left of the building was totally restored and the front landscaping was completely redone. Another wonderful addition to the exterior at Putterham is the beautiful sculpture "Storyville" by local artist Jeremy Kindall. The sculpture was installed in the back of the building on top of the natural puddingstone. The sculpture is dedicated to former Putterham Branch Supervisor Barbara Warner.

Conclusion

I want to thank the staff, Trustees, Foundation, Friends, and people of Brookline for welcoming me with such open arms for my first year as Library Director. I also want to thank Chuck Flaherty for letting me follow him around for a week and get a bit of knowledge about what Brookline is all about before he

retired. He was a generous and gracious teacher, and has left an important legacy which I hope to preserve and expand upon. I feel very fortunate to be here and to work with such driven, intelligent, and interesting people both at the Library and through my interactions with the Town, Schools, and various community agencies. I thank everyone in Town for continuing to support the Library and for valuing library services. I look forward to 2015.

Planning and Community Development

Alison C. Steinfeld, Director

The Department of Planning and Community Development is responsible for a host of planning activities and projects that are focused on preserving and enhancing the quality of life by protecting and improving neighborhoods; defining and promoting appropriate economic development; and safeguarding the amenities that make Brookline a desirable place in which to live, work and invest. These activities include reviewing development and redevelopment projects, preserving the community's historic and cultural integrity, protecting and promoting housing opportunities, strengthening and expanding the tax base, exploring grant opportunities, improving the Zoning By-law, and administering the federally funded Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs. The Department is also responsible for identifying provisions within the Zoning By-law that warrant adjustments and exploring planning issues of importance to the community. The Department provides professional and administrative staff support to the Planning Board, Zoning Board of Appeals (ZBA), Housing Advisory Board (HAB), Economic Development Advisory Board (EDAB), Preservation Commission, Neighborhood Conservation District Commission (NCDC), Climate Action Committee (CAC), and a number of other Selectmen-appointed committees and task forces.

The Planning Department consists of three divisions: Regulatory Planning, Comprehensive Planning, and Economic Development, each led by a division head under the supervision of the Planning Director. Administrative support is provided by Linda Hickey and Derick Yung.

Planners from all divisions focused a significant amount of attention on the proposed redevelopment of Hancock Village under Chapter 40B of the Massachusetts General Laws. Staff coordinated the Town's exhaustive review of the proposal and, working as part of a team consisting of representatives of the Building Department, Town Counsel's Office, and Town Administrator's Office, sought to protect the best interests of the Town and its citizens. Following significant modifications to the plan, the ZBA approved the issuance of a Comprehensive Permit subject to seventy conditions.

In conjunction with the School Department, planners also helped coordinate a consultant's study to identify and examine possible sites to accommodate a ninth elementary school. It is hoped that the information generated by this study will support future intra- and inter-departmental planning efforts.

Regulatory Planning

The Regulatory Planning Division focusses on activities related to land use regulations, including zoning, subdivisions, historic preservation, and issues relating to the environment. Managed by Assistant Director for Regulatory Planning Polly Selkoe, the Division is staffed by Senior Planner Lara Curtis Hayes, AICP; Zoning Coordinator Jay Rosa; Planner Maria Morelli; and Preservation Planners Dr. Greer Hardwicke and Jean Innamorati.

Regulatory Planners provide staff support to the Planning Board, Design Advisory Teams, Zoning By-law Committee, CAC, Preservation Commission, NCDC and, beginning in 2014, the ZBA. In conjunction with the Building Department, the Planning Department assumed responsibility for staffing the ZBA by creating and filling a new Zoning Coordinator position.

Planning Division

The Planning Division provides staff support to the Planning Board, Design Advisory Teams, Zoning By-Law Committee, and Climate Action 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 as well as seeks and administers grants related to climate action and sustainability.

Land Use Regulation

Regulatory planners guide applicants through the special permit, variance, design review, demolition, and preservation processes; represent the Planning Board at ZBA hearings, and help coordinate the

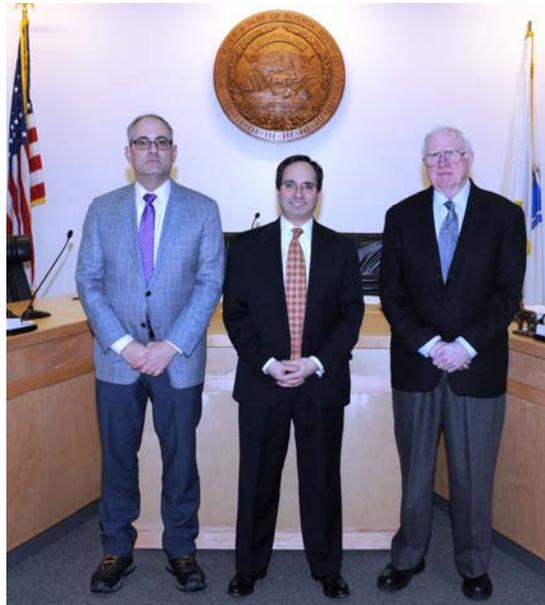
entire land use regulatory process in conjunction with the Building Department. The Division also prepares façade and sign design review reports for the Planning Board, conducts research to guide physical development, and prepares Zoning amendments for consideration and approval by Town Meeting in order to continually improve the By-law. The Division's success is dependent upon a solid and effective working relationship with the Building Department.

Preservation Planners provide professional staff support to the Preservation Commission and NCDC and assist neighborhood groups considering the feasibility and appropriateness of Local Historic District or Neighborhood Conservation District designation. Preservation Planners' work includes protecting, restoring, and preserving the Town's historical and cultural assets, encouraging a healthy preservation and development climate, and advising homeowners and Town agencies regarding historical and technical restoration procedures.

Zoning Board of Appeals

The Zoning Board of Appeals is a three-member quasi-judicial board that is responsible for reviewing and approving applications for relief by special permit and variance from the requirements of the Zoning By-law in accordance with the Massachusetts Zoning Act—Massachusetts General Laws, Chapters 40A and 40B. The Board is composed of three members: Chairman Jesse Geller and Board Members Jonathan Book and Christopher Hussey; and three Associate Members who sit should regular members be unable to do so due to absence or conflict-of-interest: Avi Liss, Johanna Schneider and Mark Zuroff. Jay Rosa was hired in the newly created position of Zoning Coordinator within the Planning Department in mid-2014 to provide administrative and professional staff support to the Board.

The Board typically meets weekly and generally hears two cases each week. Three Board members sit for each hearing. The 2014 caseload for the board was 87 cases. In addition to its normal caseload under Chapter 40A, the Board also heard an application for a Comprehensive Permit under Chapter 40B to create The Residences of South Brookline within the existing Hancock Village. A decision will be issued in 2015.



Zoning Board of Appeals

Planning Board

The Planning Board, consisting of volunteer citizens appointed by the Selectmen, included: Chairman Linda Hamlin, Clerk Steve Heikin, Robert Cook, Steve Kanes, Sergio Modigliani, Jonathan Simpson and Mark Zarrillo.



Brookline Planning Board

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, reviews the Town’s Capital Improvements Program and submits recommendations to Town Meeting relative to land use matters. Many Board members also serve as liaisons on other Town committees.

Planning Staff worked with several DATs, including a proposal at the Circle Cinema site in Cleveland Circle, consisting of a hotel, housing, retail uses, and a restaurant. Several changes were made to the original design, minimizing impacts to the single-family homes south of the site on Clinton Road. This project, located in both Boston and Brookline, had been on hold but was reactivated in 2014. Another DAT worked with the development team for Boston Children’s Hospital on a proposal at Brookline Place, which includes a new eight-story building at 2-4 Brookline Place, a six-story addition at 1 Brookline Place, and a six and a half-story parking garage in place of the existing garage. The project will include a mix of medical and general office and retail space on the first floor. A large landscaped open area and pedestrian path beginning opposite the Brookline Village MBTA site will extend through the site to Washington Street.

Aerial View from NW



Brookline Place Rendering

The Planning Board and ZBA also reviewed a number of zoning applications for additions, conversions of existing dwellings for additional units, and construction of new commercial structures and uses, including a new 15,000 square foot commercial building on Route 9 in Chestnut Hill and a Registered Marijuana Dispensary in the former Brookline Bank building in Brookline Village. The Board also reviewed 75 façade and design review applications for businesses in the commercial areas. As part of the submittal process of the expansion at Devotion School, the Planning Board reviewed and commented on the design and façade materials.

Zoning By-Law Amendments

The Planning Department supported a significant amendment in the spring of 2014, which included extensive revisions to the GMR-2.0 zoning district and established new regulations for the Brookline Place properties. These revisions, developed through several meetings of a Brookline Place Advisory Committee, allowed for a new redevelopment proposal by Boston Children's Hospital to proceed through the DAT, Planning Board, and ZBA processes.

The Regulatory Division provided research and staff support to the Planning Board and numerous other committees responding to an unsuccessful citizen petition seeking to expand the buffer zone around schools for registered marijuana dispensaries from 500 feet to 1,000 feet.

Preservation Commission

With the support of staff, the Preservation Commission 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. Appointed by the Selectmen, the Preservation Commission consists of James Batchelor, Chair; David King, Vice-Chair; Paul Bell; Wendy Ecker; Elton Elperin, Rosemary Battles Foy and Judith Selwyn. Commission alternates include Kirstin Gamble Bridier, Peter Kleiner, Giti Ganjei Saeidian and Peter Ames.

The Town received two grants from the Massachusetts Historical Commission, one to inventory the Crowninshield area, Beals-Stedman area, and Greater Toxteth area and the other to assist in funding the restoration of historic windows in the Fisher Hill Gatehouse.

Local Historic Districts

The Preservation Commission and staff administer seven Local Historic Districts: Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue, Chestnut Hill North, Lawrence and Wild-Sargent. In 2014, the Town received 113 applications for exterior work in the districts including the construction of five new houses in Chestnut Hill North and a two-family house in Pill Hill.

Demolition

The Preservation Commission is responsible for reviewing cases under the Demolition Delay By-law. Buildings are evaluated to determine their historical and/or architectural significance before a demolition permit may be issued. If a property is deemed significant, the Commission pursues alternatives to demolition or mitigation for the loss of a building. The Preservation Commission reviewed 43 buildings (there were several renewals and one emergency demolition). Twenty-two buildings were deemed significant with stays of demolition imposed.

Certified Local Government and Town-owned Historic Buildings

As an agent of the Town, which is a Certified Local Government, the Preservation Commission, with the advice of staff, reviews projects affecting National Register and State Register properties. Projects reviewed in 2014 included the rehabilitation of the Fisher Hill Gatehouse, Fisher Hill Park, the Devotion School project, an historic fence and the rehabilitation of the vaults at the Old Burying Ground, the windows at Church of Our Saviour, and the re-roofing of the Pierce School.



Cook Family Fence at Old Burying Ground, restored through the efforts of Dorothy Baldini and the Friends of the Old Burying Ground who received a Preservation Award for the extraordinary contribution.

Neighborhood Conservation District

The NCDC is charged with establishing rules, regulations and procedures for Neighborhood Conservation Districts; and reviewing projects in the Hancock Village Neighborhood Conservation District, established in 2011. Commissioners include Chair Paul Bell, Vice-Chair Dick Garver, James Batchelor, Eleanor Demont, Deborah Goldberg, David King, and Robin Koocher and Commission Alternates: Mark Allen, Stephen Chiumenti, Dennis DeWitt and Joyce Stavis-Zak. The Greater Toxteth Neighborhood Conservation District, which was established in 2014, heard one case.



Neighborhood Conservation District Commission

Climate Action and Sustainability Initiatives

The CAC, staffed by Senior Planner Lara Curtis Hayes, AICP, focuses on climate and sustainability initiatives.

In December 2014, the Town successfully completed a \$215,000 Green Communities designation grant, which was awarded in 2011 for energy efficiency and renewable energy projects. Working with the Building Department and the Department of Public Works, Regulatory Planning staff arranged for new condensing boilers in the Main Library and the Coolidge Corner Library; energy efficient lighting in the Main Library and High School; and exterior LED lighting for the Unified Arts building, Physical Education buildings, and the Lawrence and Pierce Schools. The grant also partially funded new decorative LED streetlights in Coolidge Corner. Completion of the grant enables the Town to submit an application for a competitive Green Communities grant in 2015.

On the solar front, the Regulatory Planning Division worked with the Selectmen's Office and other Town departments to install solar PV facilities on municipal buildings and properties. Through an Owner's Agent Technical Assistance Grant from the state, the Town hired a consultant to assist with this process and solar contract negotiations. The Town worked with a solar developer to refine a list of municipally-owned locations that would be ideal for solar facilities.

The Green Homes Brookline Program, a partnership amongst the CAC, Town, the local grassroots group Climate Action Brookline, and Next Step Living (a private company), continued to encourage all residents to have home energy assessments and take advantage of rebates for insulation and air sealing under the Mass Save Program. The partners met regularly to seek out ways to encourage Brookline residents to increase their homes' energy efficiency, often holding public workshops in local libraries and other locations throughout town.

Finally, the CAC continued to refine and implement the Climate Action Plan, which was adopted by the Board of Selectmen in December 2012 and serves as a basis for planning future committee projects. The plan recommends 39 actions for Brookline to reduce its greenhouse gas emissions, such as encouraging solar and geothermal technologies and working on improving bicycle and pedestrian networks, and invites interested residents to work with the CAC on issues of interest to them. The plan sets a greenhouse gas reduction goal of 25 percent below 1990 levels by 2020, and 80% by 2050.

Community Planning

Joe Viola, Assistant Director for Community Planning, manages the Community Planning Division, which includes Housing and Community Development sub-components. Housing Project Planners Bruce Genest and Virginia Bullock staff the Housing Office, and Community Development Administrator Gail Lewis administers the federally-funded CDBG and HOME Programs.

Community Development Block Grant

The Town has a strong history of planning how best to integrate CDBG and HOME funds with the Town's overall planning program. Staff of the Community Development Division fulfills the statutory and regulatory requirements of the grant. The Department of Housing and Urban Development (HUD) has become increasingly data-orientated and the Town is constantly challenged with meeting new and often complex guidelines and requirements within the grant year. Nevertheless, staff helped to effectively use CDBG funds to support affordable housing, public facilities, and public services and successfully met HUD requirements.

Grant funds appropriated during the two fiscal years that span calendar year 2014 were maintained at the \$1.3 million dollar level. CDBG funds allocated helped the Brookline Senior Center create additional space and a new exercise area for Brookline's elderly population. CDBG and HOME funds assisted the Brookline Housing Authority (BHA) with the development of a new 32-unit rental development being constructed at 86 Dummer Street. In both examples, CDBG funds leveraged many other funding sources in order to improve the quality of life for low and moderate income residents.

Community Development Advisory Committee

Citizen participation is a key component of the CDBG program. Charged with reviewing applications for CDBG funding, the Community Development Advisory Committee conducts a series of public hearings to deliberate on grant requests, culminating in a funding recommendation to the Board of Selectmen.

Homeless Consortium

As a member of the Brookline-Newton-Waltham-Watertown Homelessness Continuum of Care (BNWW C of C) the Town works collaboratively to serve the needs of the homeless. The consortium has adopted a Ten Year Plan to End Homelessness and Action Plan. The BNWW C of C participated with other Continuums in the Commonwealth to conduct the first unaccompanied youth count in the nation. In 2014 the Continuum of Care was awarded \$1.2 million for housing and service programs to respond to the critical needs of homeless individuals and families.

Housing

Housing staff focuses on creating, preserving, improving and monitoring affordable rental and ownership housing in Brookline. The Housing Office assists households with a range of incomes from extremely low income (less than 30% of area median income) to upper-moderate income (up to 110% of area median income).

Housing Advisory Board (HAB)

The HAB is charged with recommending housing policies, plans, and programs to the Board of Selectmen, particularly those related to the promotion of affordable housing. The HAB also serves as trustee of the Town's Housing Trust. HAB membership includes Roger Blood (Chair); Steven Heikin (Planning Board representative); Michael Jacobs (Brookline Housing Authority representative); Karen Kepler; Kathy Spiegelman; and Rita McNally (tenant representative). In 2014, Rufus Phillips (former Vice-Chair) left Brookline to accept a position out of state and was replaced by Bill Madsen-Hardy.

Housing Development

Housing staff has worked closely with the BHA, which made significant progress during 2014 to develop 32 new rental units for low-income households at 86 Dummer Street on an underutilized portion of the Trustman Apartments site. The Town has committed \$3.7 million in HOME and Housing Trust funds and \$600,000 in CDBG funds to the project, thereby assisting the BHA in leveraging over \$8 million in other federal and state subsidies and tax credits. The project closed on its financing in July of 2014 and is currently under construction with an expected completion date of September 2015.

With Town assistance, Pine Street Inn was able to acquire two lodging houses at 51-53 and 55-57 Beals Street. The lodging houses, while privately owned, have been managed by the Pine Street Inn since 2004 as part of an outreach effort by the Housing Office. The two properties contain a total of 34 units that primarily house low-income working and formerly homeless individuals. Using CDBG and Brookline Housing Trust funding, the Town was able to contribute \$1.28 million towards the \$2.55 million acquisition cost. Pine Street Inn has secured over \$6 million in other federal, state, and private financing to undertake major renovations resulting in two completely rehabilitated buildings with 31 permanently affordable "enhanced" Single Room Occupancy units. All new units will contain private bathrooms and kitchenettes. The project is expected to close on its construction financing in April 2015 with an additional \$650,000 in Town CDBG, HOME, and Housing Trust funds committed.

Housing planners continued to oversee implementation of the affordable housing requirements ("inclusionary zoning") of the Town's Zoning By-law, working with the developers of 321 Hammond Pond Parkway and 20 Englewood Avenue. These projects included three new permanently affordable rental units and four new permanently affordable homeownership units. Housing staff conducted marketing, lottery, and resident selection processes for both projects.

Homebuyer Assistance

The Housing Office continued to provide homebuyer and renter counseling for those seeking affordable housing in Brookline. Planners are responsible for marketing, selecting income-eligible households by lottery, determining eligibility, and providing technical assistance to income-qualified households. Staff assisted one homebuyer with the resale of an existing affordable unit and three affordable homeowners with refinancing of higher interest rate mortgage loans. Additionally, staff began the resale process on four deed-restricted affordable units and repayment to the Town by one owner with federally funded homebuyer assistance loans.

Redevelopment to create and preserve affordable housing opportunities

Housing staff continued to work with non-profit agencies to preserve existing affordable rental housing, overseeing over \$500,000 in CDBG grants to the BHA for work at a number of its developments throughout Brookline.

In 2014, The Village at Brookline, containing 307 affordable units and Brookline's largest single affordable housing development, notified the Town that it will prepay the original subsidized mortgage and slowly convert the property to a mixed-income development over the next two decades. Town and BHA staff and officials were able to negotiate with the owner to retain a minimum of 100 units as affordable to low-income households for another 30 years and to explore options for additional affordability in the property's 116-unit senior building. Current tenants will be protected through federal rent voucher programs and by State tenant protection laws.

Affordability Monitoring

Housing staff monitored 455 rental units at 17 properties to assure continued service to eligible tenants at affordable rents and monitored 160 affordable condominium units to confirm continued owner occupancy.

Housing Resources

The Housing Office has been faced with the challenge of operating with decreased federal, state and private housing development resources as well as changing policies. CDBG and HOME funds must now

be committed to projects and expended in much more abbreviated timeframes than in the past, making it more difficult to leverage private funding to support and create affordable housing. During 2014, Brookline received \$799,000 from its traditional sources: \$243,047 in federal funds through the WestMetro HOME Consortium and \$245,000 from the Town's CDBG allocation for the Affordable Housing Program. While there were no private developer contributions to the Housing Trust, the Town deposited an estimated \$170,000 from FY2015 free cash plus \$26,000 in interest. A total of \$128,432 was paid back to the Town in first-time homebuyer repayments, with proceeds split 50/50 between the CDBG and HOME programs.

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.

Economic Development Advisory Board

The Selectmen-appointed EDAB seeks to strengthen and 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, Carol Levin, Kenneth Lewis, Thomas Nally, Marilyn Newman, Alden Raine, and Donald A. Warner.



Economic Development Advisory Board and Staff

Breaking Ground

Claremont Company broke ground in late spring of 2014 on a 130-room Hilton Homewood Suites limited service hotel at 111 Boylston Street, the former Red Cab site. Thanks to the creative zoning solution of the Davis Path Study Committee and other residents, the project is expected to yield an additional \$1,000,000 in annual tax revenue to the Town and will hopefully serve as a catalyst for redevelopment along the Route 9 corridor. The hotel is planned to open in 2015.

Above Ground

At the request of EDAB, a Selectmen's Committee was formed to revive discussions with Boston Children's Hospital about the future redevelopment at 2-4 Brookline Place, leading to a successful rezoning at the 2014 Annual Town Meeting. Co-chaired by Selectmen Ken Goldstein and Neil Wishinsky, the committee engaged in zoning discussions focused on reducing shadow impacts, allowing a higher percentage of above-ground parking, specifying a parking maximum, and identifying pedestrian and no-build zones. This work was done in parallel with negotiating a revised Memorandum of Agreement (MOA), resulting in \$1.3 million of mitigation and community benefit payments, incentives to complete the project by 2020, easements to benefit the Town including the use of the northwestern part

of the property for community events, and environmental protections. The MOA also incorporated several provisions such as availability of overnight parking for residents, an employment preference program for Brookline residents, and a commitment to utilize a very aggressive Transportation Demand Management program that ties an annual permit to use the garage with annual monitoring of the percentage of employees driving. A very special thanks goes out to Special Counsel for the Town, Attorney Jennifer Dopazo Gilbert, for her leadership in crafting the MOA as well as the Selectmen's Committee. Permitting began in fall of 2014, and construction is expected to commence in 2015. Once completed, the project will generate estimated \$2,000,000 in annual net new tax revenue to the Town.

New Ground

National Development entered into a joint venture with Boston Development Group at the Circle Cinema site, 375 Chestnut Hill Avenue, changing the previously planned residential component of the project in Boston from apartments to senior living. In Brookline, three warrant articles at Fall Town Meeting authorized the Selectmen to relinquish certain easements and rights related to abandoned sewer lines on the site as well as nearby residential properties. When completed, the Brookline portion of this project will bring an additional \$750,000 in new annual tax revenue to the Town. National Development plans on beginning construction in 2015.

Small Business Assistance

The town-wide vacancy rate increased by 1.6% over the past year to 7.9%, with the highest rates occurring in Brookline Village and Chestnut Hill. Many new vacancies were due to proposed new stores that were financially stalled during the building permit/construction process. Technical assistance for 17 potential new businesses in Fiscal Year 2014 resulted in the opening of three new storefronts in calendar year 2014: Boston Home Brew, Pon Thai, and Milky Way. Knight Moves Café was granted a sign and façade loan.

Coolidge Corner Consumer Survey

In 2014, the Division worked with FinePoint Associates to complete a Coolidge Corner Consumer survey with over 1,740 responses. Customers consist of approximately two-thirds Brookline residents and one-third Greater Boston residents. Customers are predominantly home owners, childless households and females; only 29% of customers drove to the district. Customers who drove to the district were more likely to spend over \$50 more than customers using other transport modes. Coolidge Corner customers also most frequently visit Chestnut Hill, Prudential Center, Harvard Square, and Jamaica Plain. 41% of Brookline customers and 34% of Greater Boston customers rated ability to find parking as "poor" or "below average" and close to 30% expressed dissatisfaction with parking meter time limits. The average Coolidge Corner customer visits 2.7 businesses per trip. The survey pointed towards several areas that might encourage users to come more often, stay longer, and spend more: mitigating parking issues, creating more of a "living room" public space in the area, providing more information about business offerings, and offering a wider variety of restaurants.

Community Events and Partnerships

Economic Development led the First Light Festival and also supported the Coolidge Corner Arts Festival, Coolidge Corner Food Festival, ArtsBrookline series, and Brookline Village's Wellness Open House event. The Division worked with Alan Christ, petitioner of the Commercial Recycling Bylaw; and Ed Gilbert, Solid Waste Manager, towards a successful Spring Town Meeting vote. With support from other Departments and the Chamber of Commerce, staff also completed the first-ever database of Brookline businesses.

Housing Authority

Patrick Dober, Director

Board of Commissioners

The Housing Authority has five Board members, four of which are elected for overlapping 5 year terms. The fifth is appointed by the Governor of the Commonwealth.

David Trietsch, Chairman		
Michael Jacobs, Vice Chairman		
Barbara Dugan, Treasurer	<i>Col. Floyd Apartments</i>	60
Joanne Sullivan, Commissioner	32-40A Marion Street	
Judy Katz, Commissioner (Governor's appointee)	19-36 Foster Street Extension	
	Housing for Families:	# of units

Senior Staff

Patrick Dober, Executive Director	<i>Walnut Street Apartments</i>	76
Matthew Baronas, Assistant Director	22 High Street	
Carole Brown, Director of Leased Housing & Occupancy	<i>High Street Veterans</i>	186
Carol Correnti, Director of Modernization	1-33 New Terrace Road	
Geri Davis-Moye, Director of Finance	176-224 High Street	
Janet Haines, Director of Real Estate	186-218 Chestnut Street	
George Lalli, Director of Maintenance	<i>Egmont Street Veterans</i>	120
	51-85 Egmont Street	
	338-348 St. Paul Street	
	209-221 Pleasant Street	

Public Housing Operated by BHA

Housing for Seniors & Disabled	# of Units		
<i>Walnut Street Apartments</i>	24	<i>Trustman Apartments</i>	86
4-24 Walnut Street		7-33 Egmont Street	
		144-156 Amory Street	
<i>Ralph Sussman House</i>	100	337-347 St. Paul Street	
50 Pleasant Street		<i>Housing for People with Disabilities</i>	
		<i>Scattered Sites</i>	33
<i>Arthur O'Shea House</i>	100		
61 Park Street			
<i>Theresa Morse Apartments</i>	100	<u>Housing Vouchers Administered by BHA</u>	
90 Longwood Ave		Section 8 Housing Choice Vouchers	926
<i>John W. Kickham Apartments</i>	39	Massachusetts Rental Vouchers	39
190 Harvard			

Applications for all programs 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 or by calling (617) 277-1885. **All 1, 2 and 3 bedroom family waiting lists are closed until further notice except for wheelchair accessible apartments. Translation services for all languages are available for residents and applicants through a telephone service and on the Housing Authority's website. Key documents are available in Spanish.**
 More information at: www.brooklinehousing.org.

Accomplishments and Activities in 2014

- The BHA continued its successful operations with a vacancy rate below 2%, a "High Performer" ranking from HUD, and a 'clean' financial audit.
- Together with Springwell, the BHA received a multi-year Supportive Housing Program grant from the state Executive Office of Elder Affairs. The grant allows the BHA to expand service coordination to all five of its senior living buildings and to serve a hot lunch at the Morse

- Apartments.
- The BHA received a multi-year HUD grant under the Resident Opportunity and Self Sufficiency (ROSS) program for the 22 High Street development. The BHA contracted with the Brookline Community Mental Health Center to administer the program.
 - In November 2014 the BHA completed a long-range Strategic Plan titled *Investing in People and Place*. Strategic initiatives include rehabilitating the existing family developments, establishing comprehensive adult self-sufficiency programming, and expanding services for seniors.
 - The BHA transitioned the 307 households residing at The Village at Brookline to the BHA's Sec. 8 program when the property's original subsidies expired in late 2014. The owner of The Village (Winn Properties) and the BHA worked together to preserve 100 of the apartments as permanently affordable and to arrange ongoing subsidy for residents of the other apartments for as long as they reside at The Village.
 - A smoke-free policy for all of the Housing Authority's buildings went into effect on June 1, 2014. Smoking cessation support and classes were offered to all residents. The Friends of Brookline Public Health awarded the BHA a 2014 Community Health Award for instituting the policy.
 - Joanne Sullivan was reelected by Town voters in May, 2014 to a five year term on the Board of Commissioners.
 - The BHA's Next Steps self-sufficiency program engaged Financial Education Associates to offer residents financial literacy seminars in the fall of 2014.
 - The Housing Authority hosted its 20th annual Thanksgiving Dinner for more than 140 residents, as well as summer cookouts at all housing developments.
 - BHA converted several of its business procedures to the internet and "the cloud". The Authority now offers on-line housing applications.
 - The Housing Authority successfully updated Collective Bargaining Agreements with its two unions – Teamsters Local 122 and AFSCME Local 1358.

Self Sufficiency, Education, and Health Programs

- The BHA is a founding partner of the Steps to Success program along with the Public Schools of Brookline. Steps provides comprehensive support to BHA students in the public schools.
- The BHA and Springwell continue to provide independent living services and service coordination to the senior citizen residents of 50 Pleasant Street and 61 Park Street. The new state grant (see above) expands these services to the 90 Longwood Avenue, 190 Harvard Street, and Col. Floyd developments.
- The Brookline Senior Center offers exercise classes at two seniors housing sites. The Senior Center Van stops at BHA seniors developments.
- The Next Steps and ROSS programs support BHA residents with career development and job placement services.
- ESL classes and the Homework Center take place at the three Computer Learning Centers at 22 High Street, Trustman Apartments and High Street Veterans.
- We run a summer jobs program for young people who reside at our developments.
- We continue to provide Section 8 rental assistance to special needs housing providers in Brookline including the Pine Street Inn, Center Communities, Specialized Housing, and others.
- We lease 31 SRO scattered site apartments to Vinfen, which provides housing and services to clients of the Department of Mental Health.
- We operate Transitional Housing Programs for young adults and formerly homeless families.
- The Brookline Community Mental Health Center provides a wide range of social services to our residents, funded by the BHA.
- The Brookline Early Education Program (BEEP) and the Parent Child Home Program to

- provide literacy programming, and a weekly playgroup at 22 High Street.
- We team with the Brookline Police Department in the “Walk and Talk” program, in which select police officers are assigned to our developments. Crimes were down 32% in 2014 at BHA developments according to Police Department data.

Capital Improvements in 2014

Completion and lease-up of the 32-unit 86 Dummer Street building are scheduled for late 2015. 86 Dummer will be the largest new construction of affordable rental housing in Brookline in more than 30 years. Seventy percent of the apartments are reserved for households who live or work in Brookline. The Town is providing extensive funding and support. Thanks to the Selectmen, Town Administrator, Planning Department, Building Department, Zoning Board of Appeals, and Public Works Department, among others.



86 Dummer Street Groundbreaking Ceremony

The BHA continues to repair and modernize buildings and grounds. The CDBG funding that the BHA receives from the Town is a key to maintaining the buildings in good condition. The following projects were underway or complete in 2014.

- New, high quality security cameras at the Trustman, Col. Floyd, Egmont Street, Morse, and 22 High Street developments. Funded partly with Town CDBG.
- Extensive brick and masonry repairs at the Egmont Street and High Street Veterans developments. Funded partly with Town CDBG.
- A new playground at High Street Veterans. Funded with Town CDBG.
- Lead abatement of front and back stairways at Egmont Street and High Street Veterans.
- Renovations to the community rooms at Col. Floyd, to allow complete wheelchair accessibility.
- Kitchen Upgrades at 61 Park Street as well as replacement electric panels, fuse boxes, and thermostats.
- Exterior repairs and upgrades to kitchens and bathrooms at the scattered site locations serving people with disabilities.
- New water piping at the Trustman development.
- New, low-flow toilets at the Egmont Street and High Street Veterans developments.
- A variety of improvements to ensure resident safety at Egmont Street and High Street Veterans including repairs to curbs, roads, and sidewalks.

Human Services

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 2014, the Department continued a formal community health needs assessment of Brookline. With support from a range of funders, the Department distributed Healthy Brookline, Volume 15: Health Risk Behaviors and Sexual Identity. This information will be used to plan and evaluate public health programs going forward.

The Department's management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the ongoing 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 \$130,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, ten well-qualified graduate students were recruited for internships with a variety of public health projects. We maintained our outreach campaign to enroll uninsured Brookline residents in the State's mandatory health insurance plan.

A major organizational change was voted by Town Meeting in 2014. The Department of Diversity, Inclusion, and Community Relations was created and Lloyd Gellineau, Ph.D. was tapped to lead the Department.



Train Memorial Health Center

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 a video contest for high school students.

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, MEd continued as our Emergency Preparedness Director.



More than 300 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, 75 MRC volunteers assisted the Health

Department with providing flu shots to more than 1500 people in Brookline. The MRC built its Preparedness Buddies Program to link MRC volunteers with vulnerable elders.

Environmental Health

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 workshops for apartment and condo owners regarding smoke-free housing policies, and expanded our five-community collaborative. Wesley Chin, MPH, 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. This year the Division continued to post Food Service Establishment inspection reports online. The Town's Information Technology Department has been of great assistance on this project.

Mosquito control activities continued this summer as part of the Town Integrated Pest Management (IPM) practices. The Division treated 3,500 Town catch basins with a bacterial larvicide 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. In addition, the Police Department has implemented a prescription drug collections program similar to our sharps program.

The Division responded to hundreds of requests from the public for information on indoor air quality, mold, lead and solid waste disposal. We implemented the new guidelines for Mobile Food Trucks and Lodging Houses 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. Finally the Division implemented the new Town By-Laws restricting the use of plastic bags in retail establishments and polystyrene in food service establishments. Two workshops were held to assist the industry on compliance with these new regulations.

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, and provided for technology training and health program materials. In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician support. Over 300 youngsters were served.



The Daycare Inspection Unit monitored the growing number of group day care centers (31) and extended day programs (9). We provided technical assistance and training sessions for all day care directors and educational programs for children in day care. In conjunction with the Parks and Open Spaces division, we maintained a schedule to help control playground overuse at Brookline parks.



Community Health

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, community immunization, climate change, elder health programs, healthy eating, and physical fitness. 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. In 2014 Wellness in the Village held its second annual

fair to showcase the array of health and fitness options available in Brookline Village.

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.

We have continued to work with Town departments to train staff in the use of Automatic External Defibrillators (AEDs). Currently, there are over 30 AEDs in Town buildings in strategic locations, in addition to those in all emergency response vehicles. Employees in all Town buildings and schools where AEDs are located now have received CPR/AED training. During National Public Health Week in April, the Department sponsored another CPR/AED training for close to 100 Brookline residents. 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 within 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 Recreation Department to offer interactive programs for children about food sources and planting at Lars Anderson Park. 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. Lincoln School has now incorporated a bike parade as part of the celebration. Finally, we sponsored "National Food Day" in October, featuring information regarding the "Dirty Dozen" and "Clean Fifteen"

produce items.

Public Health Nursing/Epidemiology

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 250 reports of communicable disease and over 155 exposures to animal cases including bat exposures. Several outbreak situations, including salmonella and norovirus, were investigated and controlled. We continue to utilize MAVEN (electronic, web-based surveillance program), the evaluation tool which provides feedback to the Health Department regarding completion of case reports.

Led by Barbara Westley, RN, the Division provided clinical support to all Department screenings, health fairs for employees and seniors, including human exposure to bats, immunization programs, and other clinical activities.

Regularly scheduled blood pressure screenings provided over 200 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. We sponsored influenza vaccination clinics for residents and employees that were attended by over 1500 people.

The Division provided technical assistance with vaccine preventable disease issues, and continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism. Finally, we supported State surveillance and monitoring activities for Ebola, enterovirus D68, and chikungunya.

Substance Abuse and Violence Prevention Program for Youth

This Division, led by Mary Minott, LICSW, and the new program social worker; Jorge Membreno, MSW, is a town/school partnership coordinating prevention and intervention services for Brookline youth and their families. Based on data from the Department's 2013 Brookline Student Health Survey, the Division's 2013-2014 strategic action plan focused on the high rates of substance abuse among students who reported symptoms of anxiety and depression. To this end, the Division applied for and received a Community Health Network (CHNA 18) grant for \$30,000 over 3 years, a NACCHO grant of \$20,000, and a Brookline Community Foundation grant for \$5,000.

This year the Division conducted prevention services through B-PEN (Brookline Parent Education Network), B-CASA (Brookline Coalition Against Substance Abuse), and the Brookline High School Peer Leadership Program. B-PEN provided education and resources to parents through monthly newsletters, community forums, the B-PEN website, and the Parent Resource Advocate. Topics included healthy relationships/teen dating violence prevention, healthy media use, teens and stress, and current trends in teen substance abuse. This year B-CASA held two community forums on adolescent mental health with over 200 participants, and provided up to date alcohol and other drug information and treatment resources on the B-CASA website. The Peer Leadership program trained 35 high school students who provided substance abuse and teen dating violence prevention presentations to over 500 students and at 4 parent workshops.

The Division's intervention services include substance abuse assessment, treatment planning, counseling and referrals, serving over 200 youth and their families this year. The Division also offers services through the Youth Diversion program in conjunction with the Brookline Police and courts.

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. Anthony Schlaff and Ms. Pat Maher were reappointed by the Board of Selectmen. They rejoin Dr. Bruce Cohen, Ms. Roberta Gianfortoni, Dr. Milly Krakow, and Ms. Cheryl Lefman on the Council.

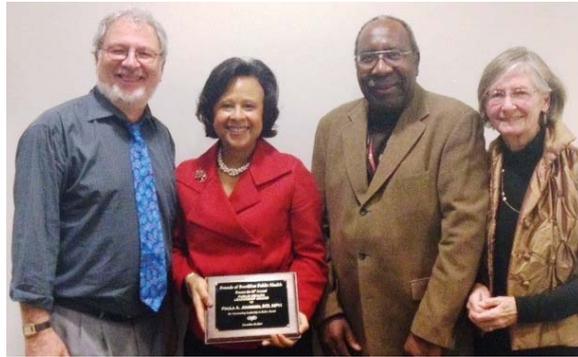


Advisory Council on Public Health

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 2014, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its sixteenth 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 Zumba Gold.

The Friends also co-sponsored the 19th Annual Public Health Policy Forum entitled “Health Care Reform; A Report Card” 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 close to 200 people.



Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2014 award to Dr. Paula Johnson, for her outstanding efforts in public health. The Herb Carlin Community Health Awards went to The Brookline Housing Authority, the Brookline High School Peer Leaders, and the Longwood Dental Group.



Council on Aging
Ruthann Dobek, Director



The Brookline Council on Aging is a resource for residents over 60 years of age. Our mission is to provide social services that allow elders to remain independent. We work with Town agencies and community service providers to enrich the quality of life of those we serve. We also operate the Senior Center five days a week (with special evening and weekend programs). Visit our website <http://www.brooklineseniorcenter.org> for more information.

Renovation

In 2014 we completed our first renovation since the building first opened in 2001. A 2,500 sq ft area was transformed to expand and facilitate our programs and services. We added two new classrooms and a food warehouse in the basement. The second floor now houses the fitness center, three offices, a shower and a conference room. At the reopening in May, guests were treated to reiki, yoga, podiatry, blood pressure tests and fitness demonstrations. The project's expenses totaled \$323,500. Donors include: Community Development Block Grants (\$108,000); Brookline Health Care Center (\$30,000), Charles H. Farnsworth Trust (\$30,000); Town of Brookline in-kind project management (\$20,000); Brookline Bank (\$5,000) and individuals (\$32,774).

Services

- Geriatric case management
- Home care: Meal prep, errands, cleaning, shopping
- Income tax preparation
- Health insurance assistance
- Legal help
- Transportation: Elder taxi, bus and van
- Fuel assistance
- Advocacy: Social security, service referrals, mental health, food stamps
- Food distribution
- Fitness center

Programs

Our programs include computer assistance, movies, art, lectures, health screenings and lunch. Area hospitals, the health department, the recreation department, library, and the police also provide programs. We appreciate everyone who donates their time to bring us programs that keep the Center dynamic.

2014 Highlights

- August Moon + Chinese New Year
- Social bullying: Can you make a positive difference?

- Silver Leaf Gospel Singers
- MBTA senior pass
- Dance party USA
- Eldercare Forum with Elder Affairs secretary Ann Hartstein
- Stock our shelves fundraiser
- Women's history
- Artists for Alzheimer's visual poems program
- Stephen Collins poetry class
- Women's Bar Association elder law update
- Marie Lavine memorial concert
- Mazel tov chorus
- Health care policy forum
- Holiday craft fair
- Ask a nurse: Greater Medford Visiting Nurse Association screenings
- Mass College of Pharmacy seminars
- New Repertory Theatre brings *A Midsummer Night's Dream* and *Of Mice and Men*

Retirement Engagement Alternatives Program (REAP)

This program supports residents ready to retire. It connects job seekers and volunteers to businesses and nonprofits. Social worker Deidre Waxman and Patricia Burns, a former career specialist at Boston University, lead workshops in networking, job search, career transition, LinkedIn and *résumé* writing. REAP also administers the Tax Work Off Program where participants work 125 hours in Town departments to earn a \$1,000 property tax abatement.

Volunteers

Patricia Burns, MSc, MPH is our new volunteer coordinator. We depend on 275 volunteers to lead discussions, movies, bridge, classes, food service and reception. Attorneys staff our legal clinic. Volunteers run programs for clients to receive in-home assistance like grocery shopping and snow shoveling. Claire Weston and Ted Shamitz were honored in April as volunteers of the year. We lost volunteer Jean Kramer, our first newsletter writer and designer, and we were honored to host her memorial service. Jean was employed for 32 years as our newsletter writer/designer, and she became an active volunteer upon her retirement in 2007. We miss her.

Brookline Community Aging Network (BCAN) continues making Brookline a better place to age gracefully. <http://www.BrooklineCan.org>

- Forums for services and events in the Metro area
- Advocacy
- Referrals to vetted providers: plumbers, painters, snow removal, pest control, roofers, electricians, contractors and computer support
- At the annual meeting, we celebrated Brookline becoming a World Health Organization "Age-Friendly City", recognized town departments that participate and honored Selectwoman Nancy Daly for her leadership. Brookline was the first New England municipality to join the WHO network.

Budget

- The Town provides 71% of the operating budget
- The Council supplements the budget with federal and state grants, and private donations
- The State provides \$86,000 to fund staff positions at the Center

Grants

- Community Development Block Grants support our taxi discounts and the stipends we make to low-income elders who work for the Council

- Brookline Community Foundation's \$7,500 grant covers a part-time fitness coordinator, classes at the Center, exercise classes at senior public housing, and two scholarships to the fitness center
- A family foundation underwrites the Drawing for Pleasure class

Fundraising

- The annual benefit supports our van. Each year the van provides 400 people with 3,900 round-trips from home to the Center. We get help from the Hamilton Charitable Foundation to ensure it runs five days a week. Ongoing support for gas is provided by the Brookline Rotary.
- Jerry Billow and Barbara Kellman chose the Center as their charity for Brookline Rotary's Dancing with the Stars in November. Jerry won the dance contest and he and Barbara raised \$47,000, which will allow us to buy a new van.

Staff

The Council hired Jamie Donchin, MSW, LICSW as the Home and Escort Linkage Program (HELP) counselor. She did an internship with us in 2010 as part of her studies at Wheelock College and expressed a strong interest in joining the staff. She also works with the Equipment Loan Fund, BrooklineCAN, generational and Alzheimer's programs.

Elder Resource Guide

Our Elder Resource Guide provides listings of useful service providers. It's on the Council's page at <http://www.brooklinema.gov> and we have copies available at our location on 93 Winchester St, Brookline, MA 02446.

This year's success is due to the dedication of our staff, volunteers and our board. We are grateful to everyone who helps us ensure that Brookline is a desirable place for elders to live. We look forward to enriching our services and programs and as always, we invite all to get involved in our community.

Veterans' Services

William McGroarty, Director



Memorial Day 2014 Procession

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 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, 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 Healthcare to which they were entitled, and in many cases desperately needed. In 2014, the number of veterans and their dependents seeking VA healthcare and/or pensions from the VA remained steady. Our office, working with the Boston VA Medical Center as they try to improve health care services, has had great success in assisting residents in obtaining needed VA health care. Through networking with the VA staff we are now able to get our veterans medical services within two or three weeks rather than the same number of months. Our office also acts as an advocate for residents trying to obtain VA financial benefits. Many times these benefits are critical to their being able to stay in their homes in Brookline. For Brookline seniors and veterans who find themselves without health insurance, VA Healthcare is an essential lifeline. Brookline veterans and qualified dependents have received over \$200,000 this year in new VA pensions and healthcare savings, which both keeps people in their homes and contributes to the economy of our Town.

The Office of Veterans' Services manages a Veterans' Work Program to employ veterans with the Town temporarily, providing them financial assistance as they continue their education or seek their first job after leaving the service or graduating college. In 2014 we were able to assist five veterans. The Office of Veterans' Services also provides additional job services to help veterans secure gainful employment in their chosen careers. In 2014 we were able to assist four veterans in obtaining full-time employment. This is a great success. The program also provides a well-trained and motivated temporary work force to assist Town departments.

Through the Military Records Branch, we are able to access veterans' discharge papers through Massachusetts veterans on-line, which saves valuable time when aiding veterans applying 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. The Department of Veterans' Services is also responsible for ordering VA grave markers (upon request) for the veterans interred in the Holyhood or Walnut Hills Cemeteries.



Director McGroarty with Howard Carter of the Tuskegee Airmen, honored Veterans Day 2014

Our office also coordinates the Town's Memorial Day and Veterans Day Observances. These events provide an opportunity for the Town to honor its veterans publicly. Hundreds of veterans and their supporters were in attendance at both observances in 2014. The Town of Brookline was proud to honor Howard Carter of the Tuskegee Airmen at the 2014 Veterans Day ceremony.

The Department of Veterans' Services assisted the local American Legion and VFW posts in

rehabilitating the veterans' meeting hall. The veterans' post building had fallen into disrepair and membership within the post had been on the decline. After a significant rehabilitation, the veterans' post is once again a place where veterans can meet and membership has increased. The veterans' post hall is an asset that benefits the entire community.

The wars in Iraq and Afghanistan have taken many of our military lives. 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 ensure that returning veterans are apprised of all available resources. In 2014, the Office of Veterans' Services worked in cases to prevent domestic violence and homelessness, successfully assisting three homeless Brookline veterans in obtaining housing within the Town of Brookline. Thanks to the support of the Brookline Department of Public Health and the Massachusetts Department of Veterans' Services we were able to meet the needs of our Brookline veterans in all cases.

Brookline Veterans

The Veterans' Office has a staff of two, Bill McGroarty, Director, and Michele Earley, Head Clerk. Bill also works as the Emergency Management Planning Coordinator.

Please visit our website, www.townofbrooklinemass.com/Veterans

Commission for the Disabled

Eileen Berger, Chair

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 2013, 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.

The Commission in conjunction with DPW Commissioner Andrew Pappastergion, Director of Highways Kevin Johnson, and Director of Engineering and Transportation Peter Ditto routinely work together to resolve issues of concern to persons with disabilities ranging from snow removal, tree and frost heaves on sidewalks, street crossing problems, and curb cuts/curb ramp construction and placement.

The Commission also continued its collaboration with the Transportation Board and staff to detail specific criteria for providing reliable accessible taxi services that meet the needs of those with disabilities.

The Brookline Commission for the Disabled Ramp Loan Program remains available to Brookline residents who may benefit from portable accommodations. These ramps are a valuable asset in

assisting individuals with limited mobility in gaining access to local stores and restaurants that have entrances with steps, as well as access to private homes. The Commission also continued the Brookline Teen Technology Fund, which provides mini-grants for Assistive Technology for disabled Brookline High School students transitioning to post-secondary educational programs. The fund also provides training on the use of purchased technology.

During this year the Commission transitioned from the Public Health Department to the new Office of Diversity, Inclusion and Community Relations Department. Within the new Town office, the Commission continued to receive staff and administrative support in its efforts to continue making Brookline accessible to everyone.

Diversity, Inclusion and Community Relations **Lloyd Gellineau, Ph.D.**



In the Spring of 2014, Town Meeting voted to dissolve the Human Relations-Human Services Division of the Brookline Health Department. In its place, they voted favorably to create an independent Office of Diversity, Inclusion and Community Relations. Lloyd Gellineau, Ph.D. was announced by the Town Administrator to be the Interim Chief Diversity Officer and Interim Director of the Office. The newly formed Office maintains some of its human service functions and collaborates with the Health Department on various activities.

Despite its infancy, the Office has been engaged in many activities including staffing the Commission for the Disabled, the Women's Commission, the now defunct Human Relations-Youth Resources Commission and the Hidden Brookline Committee. Working with the IT Department the Office has developed a web presence for its "Brookline is Our Town" project. The project is in phase 1 of a multi-media experience which allows the public to experience the various cultures that exist in the Town of Brookline. The Office continues its domestic violence prevention efforts by collaborating with the Domestic Violence Roundtable and the Jennifer A. Lynch Committee. The Office assisted these organizations to produce several "Healthy Relationships" PSAs and it provided consultation and logistical support for a Teen Video Contest about the same theme.

The Office continues its operation to assist Brookline residents to apply for health insurance and other government entitlements. It remains active in ad hoc groups such as the Interagency Meeting, Hoarding Task Force and the Holocaust Witness Project. It continues to oversee the

Beacon Street Fire Fund, the Commission for the Disabled Ramp Program and the Adaptive Technology Grant Program.

The Office is active in the Age-Friendly City Committee, Brookline Asian American Family Network and the Massachusetts Association of Human Rights and Relations Commission. The Office works in conjunction with the Human Resources Department to increase diversity and inclusion in the Town's work force. The Office provides staff support to the Martin Luther King Celebration Committee. The office provided consultation and logistical support to the Annual Youth Awards, the Lunar New Year Festival, the Annual Public Health Forum, the Jennifer A. Lynch Committee's Annual Vigil, and the Safety Net Show that airs on Brookline Interactive Group.

The office has strengthened its relationship with the Step to Success Program and its collaboration with the Human Resources Department to establish a mentoring program that provides learning opportunities for students who are interested in working for a municipality.

The Office is available to assist those who have identified town entities (public or private) of engaging in discriminatory behavior and maintains a website that allows citizens to file a complaint on-line. In collaboration with Community Planning and Development, the Office organized several Fair Housing projects and events, including Town Hall displays and a Fair Housing Training for Realtor Agents.

Domestic Violence Roundtable

The Domestic Violence Roundtable functions as a consultative body for the Brookline Interactive Group, the Jennifer A. Lynch Committee for Domestic Violence, Steps to Success, the Asian Task Force, the Brookline Police Department and the Office of Diversity, Inclusion and Community Relations, to ensure that their efforts meet the Town's mission to reduce domestic violence occurrences in the community. The Domestic Violence Roundtable continued its collaborations with various local and regional institutions that provided Brookline with domestic prevention education programs and survivor resources.

This year the Roundtable's main theme focused on how to educate pre-teens and teens about healthy relationships. The Domestic Violence Roundtable was instrumental in supporting two Jennifer A Lynch initiatives this year. With the support of the Domestic Violence Roundtable the Jennifer A. Lynch Committee commenced a Healthy Relationship Video Contest. The contest invited teens to create videos that provided viewers with examples of behaviors that are associated with healthy relationships. Through coordinated efforts with the Brookline Teen Center, Brookline Interactive Group and Steps to Success, the contest was well received, having more participants enter the contest than previous written essay contests conducted in the past. It was also the first contest where male participants exceeded the number of female participants.

The Roundtable also assisted in the coordination of the Jennifer A. Lynch Committee's Annual Vigil, which provided an opportunity for the Town to hear current information about domestic violence and an opportunity to hear about the Town's efforts to curb domestic violence in the community. The Roundtable supported Brookline Interactive Group as they created several PSA's using local leaders and celebrities. The PSAs focused on how to recognize healthy relationships. The plan is to have the PSAs shown as trailers in local movie theaters.

The Domestic Violence Roundtable is one of three Commissions now receiving administrative and staff support from the Office of Diversity Inclusion and Community Relations.

Commission for the Arts



Arts Commission

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 Walls exhibition series, the Poet Laureate program, the Cultural Contributor Award, collaborates on Arts Brookline: “A Season of Arts” and serves as an approval board for public art requests for the Town, and 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

21 individuals or organizations applied for grants in 2014 down from 26 in 2013. The total amount applied for was \$23,690. The BCA 2014 allocation from the MCC of \$10,030 was \$680 higher than in 2013. The total amount granted was \$9,865, with \$165 reserved for ancillary expenses.

MCC grants were awarded to the following individuals/organizations in December 2014:

Art Barn Theatre; Brookline Symphony Orchestra; Coolidge Corner Community Chorus; Dance Caliente; Gateway Arts; The Genki Spark; Gregory Maichack; Marble Collection; Mistral Music; NewRep; Non-Event; Puppet Showcase Theatre; Ricardo Frota

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. The following artists exhibited in 2014:

Peg O’Connell; Erin Palazzolo Loparo; Craig Eastland; Sarah Harrington; CJ Lori; Carolyn Lovit; Sidhartha Pani; Karen Stern; Joan Thormann; Elissa Yanover; John Burkett; Brad Horrigan; Students of Brookline Public Schools.

Grant Reception

A Grant reception was hosted in May by the BCA at the Main Library where each grantee made a short presentation about their project. The inaugural Cultural Contributor Award was presented to Selectwoman Betsy DeWitt. 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

Throughout 2014, the third year of an extended two year term, Brookline’s first poet laureate, Judith Steinburgh continued to work tirelessly providing a host of poetry events around town, including a second community reading “Caring for Our Earth” at the main library featuring poems read by 23 poets from 7-75 related to the natural world; “Making Art Books with Poetry” with book artist Susan Porter and a workshop with Artz Alzheimer’s for residents of Providence House.

Personnel Changes

The following were appointed to the BCA in 2014:

Peter Ames, Amy Emmert, Betsy Frauenthal, Rina Jacobson, Jeremy Kindall, Lauren Wisbeski and Kat Zavadskaya.

Arts Brookline: A Season of Arts

2014 saw the collaboration of the commission with Open Studios, the town Economic Development Dept and the Coolidge Corner Arts Festival on Arts Brookline: A Season of Arts, a spring event to showcase the many talented resources of the Brookline artist community and at the same time bringing them together to support and promote one another.

Public Art

After a townsperson approached the commission to inquire about its efforts for public art, a working group was formed in September 2014. It met regularly through the year.

Future

Renana Kehoe joined Joe McGonegal as co-chair in 2014 and they continued to lead the commission in its support of artists in Brookline and also continued the efforts of the fundraising working group to seek both short and long-term funding opportunities for the commission's projects and expand its annual grant disbursement potential.

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 2014, the BCW held its 5th Annual Children's Clothing Drive as part of Brookline's 5th Annual Climate Action Week. Hundreds of pieces of clothing and toys were collected during this two-day drive. Clothing was distributed to local families as well as to Cradles to Crayons and to Newborn Necessities, an outreach program at Massachusetts General Hospital.

In March 2014, the BCW held its 22nd annual essay contest among 5th, 6th, 7th and 8th graders. Each year, students are asked to write about a "Woman Who Inspires Me." The essay contest winners and the special woman in their lives are invited to a reception to honor these exceptional women who have impacted so many young people. Also as part of this event, the BCW honors one woman from the community who has made a remarkable impact on the Town and people who live here. The 2014 Brookline Woman of the Year was Mary Dunne, co-founder of the Lauren Dunne Astley Memorial Fund which promotes educational programs and legislation that raise awareness of healthy teen relationships and that prevent dating violence. This event is held each March in celebration of National Women's History Month. In September 2014, the BCW held its second Child Care Forum, where panelists spoke on the various benefits and challenges of different child care options for children in Brookline.

In November 2014, the BCW held its 10th 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 and women in need in Brookline.

Throughout 2014 and continuing into 2015, the BCW partnered with the Brookline Community Foundation and the Brookline Community Mental Health Center on the "Women and Girls Thriving in Brookline," an action-oriented community initiative with a mission to build strong community collaborations that help women and girls in Brookline overcome life challenges associated with poverty.

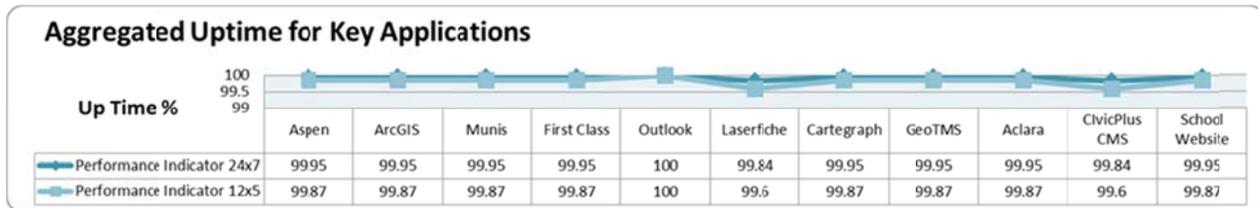
Information Technology Department

Kevin Stokes, Chief Information Officer

It has been another hectic and productive year for the Information Technology group under the guidance of the CIO, Kevin Stokes. Collectively, the Information Technology Department manages the entire suite of Town & School Enterprise Applications, network connectivity to 34 locations, and facilitates the introduction of new technology to improve processes, efficiencies and public access to information.

The applications group, working together with our help desk and network and infrastructure groups, supports 17 enterprise applications, three multi-department applications, 19 departmental applications, and 15 infrastructure applications, 10 of which are now cloud based.

We continue to apply best practices in managing application life cycles, keep all major enterprise and cross-departmental applications up to date for security and feature enhancements, and fine tune preventative measures to maximize uptime. In addition, we closely monitor application performance and perfect changes in management practice. The following chart shows the aggregated uptime for key applications.



This year we have also implemented new applications, and new functionalities to existing systems.

The following are a few of the highlights of our accomplishments.

New Operations Management System

Working with the Department of Public Works, phase I of a new operations management system has been implemented to manage assets such as signs, parks, trees, hydrants, storm inlets, pavements, pavement markings and more; track requests and work orders; and manage resources such as materials, labors, and equipment. Throughout the implementation process, many training sessions were provided; online videos and cheat sheets were made available via the Town’s intranet.

This new system is fully integrated with GIS. Phase II of the implementation will happen in 2015 and include mobile applications and additional assets.



Expanding Online Permit/License Renewals

In 2013 working with the Selectmen’s office, we successfully made available Selectmen’s liquor, food, antique, entertainment and other license renewals online via our website. In 2014 even more permit and license renewals and applications were made available, which include electrical, plumbing, and mechanical permits from the Building department, parking stickers from the Transportation department, and food service licenses from the Health department. This information can be found under the PayOnLine section of the Town’s website at <https://http://www.brooklinema.gov/865/Pay-For>.

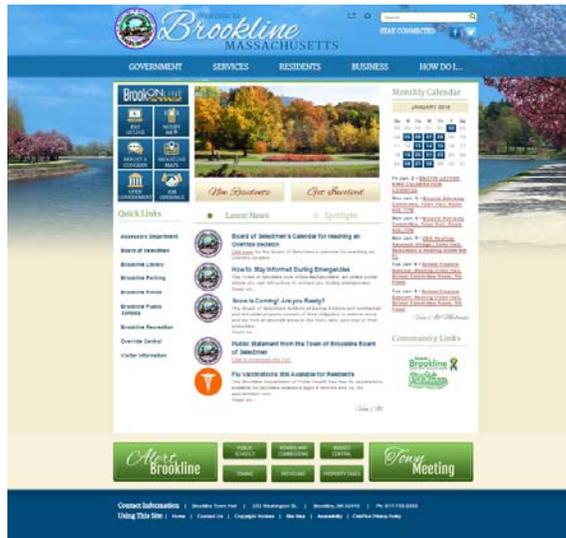
Open Data

The Town is committed to using technology to increase accessibility to and transparency of information owned by the Town. Leveraging existing resources and technology, we soft-launched the Brookline Open Data Portal, providing raw data in various formats and API to foster engagement and collaboration with the Town’s citizenry. Our overall goal is to make government data available in easy-to-find and usable formats, thereby creating meaningful opportunities for the public to help solve complex challenges. There will be more data identified and published as it becomes available, and the portal will be refined in 2015.

The Brookline Open Data Portal can be found under the Open Government section of the Town’s website, or directly via the following link.
<http://data.brooklinema.gov>

New Town Website

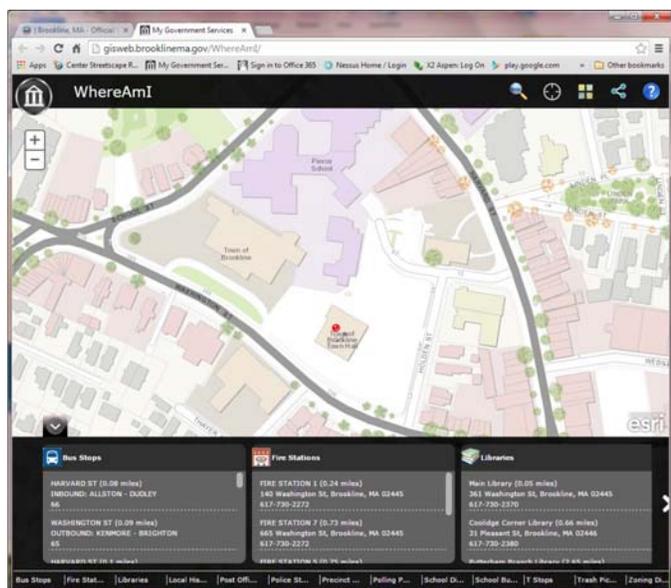
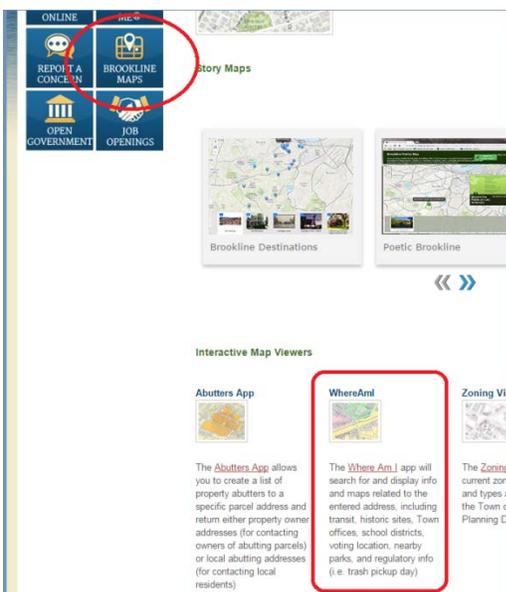
This year we launched a newly designed website content management system with integrated notification and list management functions.



New "Where Am I" Mapping App

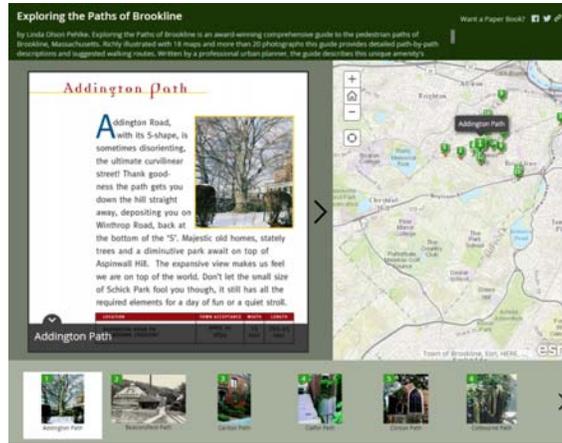
The popular "Where Am I" app was over 10 years old. While we got a great deal of mileage out of it, it was time to give this app a facelift using new technology. This application has now been re-developed using ArcGIS Online and the ArcGIS Government Service template. This web mapping application is designed with a more responsive design that keeps mobile users in mind. This new app consolidates the old web app and the Android and IOS mobile apps together into one cohesive program. The "Where Am I" app now utilizes the beautiful community based map in ArcGIS Online, enabling the search and display of tabular information and maps related to any given address. This includes the nearest MBTA bus or subway lines and stops, historic sites, Town offices, school districts, voting locations, parks, refuse pickup dates, and parking meters and rates. The new "Where Am I" app can be found under the Brookline Maps section of the Town website, or directly via the following link.

<http://gisweb.brooklinema.gov/WhereAMI>



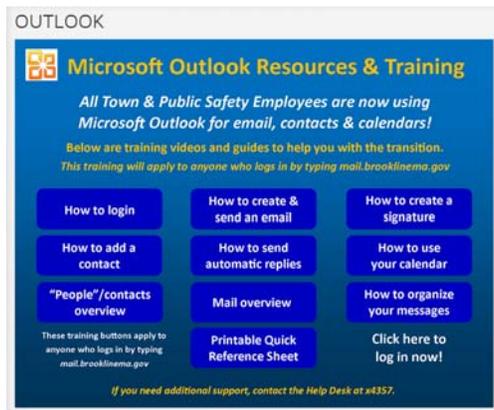
Brookline Story Maps

Starting in 2013, we have been using a set of multi-media tools called ArcGIS Online Story Maps to tell stories about many different aspects of this wonderful town. We now have 37 story maps consisting of a variety of topics, including demographics, trees, parks, water play stations, poetry and Green Dog programs. This year we created two new story maps: Brookline Paths and Brookline Destinations!



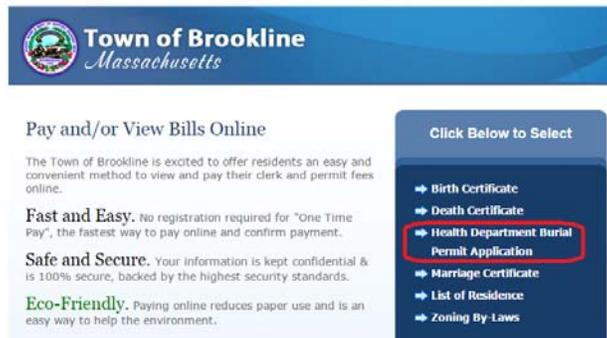
Microsoft Outlook

In the summer, with methodical preparation and careful planning, IT converted its Town employee users to the Outlook email program. Training documents, cheat sheets and videos were developed to easily assist users with the transition from the old system. IT administration also provided a great deal of group and individual training sessions.



Online Payment for Burial Permits

We assisted the Health Department with their transition from the use of an in-house system for Burial Permits to a state-wide system, for which we created a payment portal to accept the permit fees.



Finance

Stephen Cirillo, Finance Director
Treasurer / Collector
Pension Board Member
OPEB Board Member

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, 2014. 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 on the Brookline website at www.brooklinema.gov. I believe that this approach provides more relevant information to our readers.

The 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/seven 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 known as "Green Payroll" has increased the volume of paperless checks for Town and School employees. Direct deposit has also expanded, with the School Department having 96% and the Town Department's having 82% of their staffs being paid by this method. In addition more departments are sharing information via Laserfiche, the image documentation system, eliminating the need for duplicate copies of the same information. Neither initiative has incurred any additional costs to the Town.

The Sub-division took the lead on the payroll software conversion from our prior vendor, Harpers, to our new vendor, MUNIS. The initial conversion was completed on January 1, 2014. The project took 14 months to complete, and Town and School employees worked countless hours at night and on weekends to finish the task. Throughout calendar year 2014, the staff learned and executed processes that had previously been completed by Harpers. Bringing activities "in house" created the need for high levels of overtime work. It is hoped that some of the extra work load will be reduced due to familiarity with the processes. In addition, a consultant has been engaged to review processes to determine if any additional staffing is required. A second piece of the conversion is Employee Self Service, which is in the process of being implemented.

The Sub-division is responsible for the oversight of all payroll activities, including accurate and timely payments to 1,443 Town and 2,353 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 \$146.9 million in payroll along with the related \$25.7 million in a vast array of deductions and \$27.4 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, 2013 and ended on June 30, 2014 are as follows:

Cash & Invest 7/1/2013	\$ 94,146,673.63
FY 2014 Cash Receipts	287,805,890.46
FY 2014 Disbursements	<u>(283,577,789.89)</u>
Town Cash & Invest 6/30/2014	98,374,774.20
Library Cash & Investments	5,399,077.00
Retirement Cash & Investments	<u>246,352,388.00</u>
Total Cash & Investments	\$ 350,126,239.20

\$233,380 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 due to 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. Finally, the Town has changed its primary bank from RBS Citizens Bank to two other financial institutions, Brookline Bank and Century Bank.

Bank Service Charges

Through an on-going competitive bidding program and compensating balance agreements, we continued to attempt to minimize bank service costs while the level of bank services increased. Our costs were \$79,026 in FY2014, 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 FY2001. In the last decade, bank service charges have been costing us about \$150,000.

Debt

As of June 30, 2014 the Town had debt obligations of \$73.8 million in principle and \$15.5 million in interest payments. During 2014, the Town financed and refinanced \$8.4 million for several projects. The projects receiving new borrowing included the Old Lincoln School, the Fisher Hill Park, the Municipal Service Center, Waste Water System Improvements, Roof Replacements, and Golf Course Improvements.

Accounts Receivable Sub-Division

For FY2014, this Sub-Division was responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$172.3 million), Personal Property taxes (\$3.5 million), Motor Vehicle Excise taxes (\$6.0 million), Water & Sewer Utility Fees (\$26.1 million) and Refuse Collection and Disposal Fees (\$2.69 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 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 FY2014 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 26 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected real and personal property taxes as of June 30, 2014 were \$1,585,133, representing a 99.08% 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 1,340 MLC's during FY2014, some for Town use. This reflects a significant decrease from prior years. Improvements in automation have reduced the completion time to approximately two days. General Law requires that these documents 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's license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise tax at the end of the year was \$462,845. We continued to collect over 90.82% of the more than 34,895 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, general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller serves on the Brookline Contributory Retirement Board.

Accounts Payable personnel, in conjunction with input from a variety of Town Departments, continued to service nearly 5,000 active vendors, processing approximately 40,000 invoices during the calendar year.

The Accounts Payable personnel routinely audits all invoices before payments are processed and matches up the resulting checks with their supporting documents for in-house archiving. 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, as well as in the preparation of the Town's annual financial statements.

Personnel, Schools, DPW, Water & Sewer, Building, Fire and the 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, reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports developed in the Comptroller's Office. 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 his staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of his staff, in conjunction with the efforts of other Town Departments, which have contributed to another successful year.

Assessors Division



*Board of Assessors
L-R: Gary McCabe, Harold Peterson 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

- Our office completed the implementation of a major update to the Assessor's computer-assisted mass-appraisal (CAMA) system to the Patriot Properties' AssessPro dot-Net version 5.0. The Brookline Assessors acted as the beta-site for the new system, testing each component and providing technical feedback to the system developers at Patriot. The new version was used in the FY2015 town-wide property revaluation. AssessPro version 5.0 is built on the dot-NET Framework, which is an integral Windows component that supports building and running the next generation of applications and XML Web services. With the new system in place, the Assessors will be able to expand the use of the Town's website to make more information available electronically.
- We also completed a town-wide revaluation of all properties for FY2015. The Assessors update property values every year based on general changes in market conditions and specific changes in property characteristics or use. Every third year, the Assessors rebuild our valuation models using sale price, property income, and construction cost analyses. The updated values are calculated and reviewed by staff. The proposed valuations, rebuilt tables, formulas, and data maintenance procedures are then reviewed by the Department of Revenue's Bureau of Local Assessment. The proposed assessments must meet certain statistical tests for assessment level and uniformity among and between classes of property. The Town must receive certification of assessments as meeting full and fair cash value standards prior to completing the revaluation. The Assessors received state certification of values on 11/19/14 and were able to present the FY15 tax classification options to the Board of Selectmen on 12/2/14. We began utilizing the updated CAMA system, which will be fully implemented for use in the FY2015 town-wide property revaluation.

2015 Objectives

- Using the new version of AssessPro and Town website, implement a program for online filing of certain assessment forms, including personal property tax returns (Form-of-List), Form 3ABC – Return of Property Held for Charitable Purposes, and property income and expense statements.
- Expand use of the Town's integrated GIS-CAMA capabilities, including a graphic interface of sales data within neighborhoods and tracking value changes Town -wide.
- Expand use of the Assessor's database in combination with other Town record systems and GIS mapping capabilities.
- The Assessors are eager to add a data analyst to our staff. Primary responsibilities of this position would include the management, maintenance and expansion of our property database and website, as well as working with the public and other Town departments to integrate the Assessor's database into other applications, such as the Town's GIS mapping programs, census database, and public safety information systems.
- The Assessors will also continue to be diligent in the discovery of taxable property and allowable levy growth for FY2016 and beyond using the Town's technology resources and sound assessment practices.

The table below contains a comparison of the FY2014 and FY2015 total assessed values by major property class.

Property Class	FY14 Valuation	FY15 Valuation	Δ
Residential	14,744,840,100	16,146,706,900	9.5%
Commercial	1,392,313,500	1,612,812,500	15.8%
Industrial	13,929,900	16,298,900	17.0%
Personal Property	191,578,140	198,236,540	3.5%
Total Taxable Property	16,342,661,940	17,974,054,840	10.0%
Tax Exempt	1,980,736,000	2,104,768,800	6.3%

Purchasing Division

The Purchasing Division is responsible for the procurement of all goods and 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 practices, 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 consists of Chief Procurement Officer David Geanakakis, Procurement Officer Richard Saville, Buyer Bill Pappas, and Senior Office Assistant Arlyn Williams. Our General Services staff consists of Supervisor of Mailing & Printing Timothy Sullivan and Mail Clerk Morgan Laing-Buckland.

David thanks all Division staff for their diligent attention to detail over the past year and for continuing to provide informed, accurate, pleasant, and a consistently high level of service to Town and School Departments on a daily basis.

Purchasing Activity

During the past year, the Purchasing Division issued nearly 10,000 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 and 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: Recreation Buses, Water Meters, LED Streetlights, Towing, Sale of Kerrigan Place, Ready Mixed Concrete, Dental Insurance, Estimating Consulting Services for Devotion, Transportation Engineering Services, Trees and Shrubs, 16 Building Service Bids, Master Lease Purchase Financing for Public Works equipment, Salt (Newton Cooperative bid), and the Lease of 21 Newton St. (Widow Harris House).
- Continued to prepare, issue, award and manage cooperative bids and contracts for heating oil, gasoline and diesel for 11 regional Cities and Towns. Fixed prices were obtained for FY15.
- Town and School contracts were rebid or renewed with ongoing improvement of products and services.
- Continued to manage 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 and deployment, and competitive interest rates.
- Continued to add scanning features to upgraded Town and School photocopiers to reduce paper use and continued to reduce the cost of maintenance.
- Continued to expand purchases from other cooperative contracts due to changes in MGL Ch. 30B.
- Purchased additional hybrid and fuel efficient four-cylinder vehicles, such as the Chevrolet Sonic and Ford Transit, for various Town and School Departments.

Support to the School Department

Procurement Officer Richard Saville and Senior Office Assistant Arlyn Williams 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, RFPs and renewals:
- Sushi, burgers and chicken sandwiches, paper products, a registration system for Adult Education, and School Space Options (2 locations).
- Supported past and upcoming School construction projects with planning for bids and contracts: telecom, furniture and fixtures, peer review, and testing.
- Purchased a new 12 passenger van for use by the School Department.
- Continued to use office supply vendor online ordering for School Department.
- Continued using Purchasing Card (PCard) program with School Departments for all appropriate purchases.
- Continued participating in several purchasing cooperatives (Somerville, Waltham, Methuen, Medford, Quincy) for increased savings in food services.
- Continued to upgrade the majority of the photocopier fleet within both the Town and School departments, taking advantage of a cost-saving offer of free maintenance service, resulting in significant savings.
- Renewed contract for paper towels, toilet tissue & hand soap for the School, and included Town Department requirements.
- Renewed snack and beverage vending contracts, receiving commissions from soda and snack machines amounting to \$2,926.23 in FY14. For the first half of FY15, commissions generated \$2,723.
- Renewed several school bids: rental of tables and chairs, student bus and METCO transportation services, and the printing of Adult Education catalog.
- Continued 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 work with existing telephone carriers to eliminate lines and change services as required to reduce costs, working with the IT Department.
- Continued to review current cell phone providers 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, Financial Trend Monitoring Report, Contract Specifications, Town Meeting Combined Reports, Town Meeting Member Newsletters, Council on Aging newsletters and other materials continue to be printed internally.

Norfolk County Registry of Deeds

William P. O'Donnell, Register



The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives

and records hundreds of thousands of documents annually. It is a primary and indispensable resource for title examiners, mortgage lenders, municipalities, homeowners, and other individuals with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In continuous operation for more than two hundred years, the Registry's mission has remained the same; to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

2014 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to Town Halls, senior centers and civic groups across Norfolk County to provide Registry services. Register O'Donnell held office hours at the Brookline Town Hall on October 23rd.
- The Registry of Deeds' newly renovated full service telephone and walk-in Customer Service and Copy Center continued to provide residents and businesses with quality service in all areas of Registry operations.
- Electronic recording continued to expand with 26,687 documents recorded electronically and three million in recording fees collected in 2014.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today all documents dating back to those first recorded in 1793 are available for viewing.
- This year numerous technological improvements were implemented, including upgrades to the Registry server and network infrastructure. The Registry's website www.norfolkdeeds.org is routinely updated and enhanced to include the latest resources, such as real estate statistics and news, answers to frequently asked questions and the newest consumer programs available to the public.
- The Registry continued improvements to the physical and structural appearance of the historic Registry Building built in 1903, highlighted by the installation of a new phone system throughout the facility, along with additional shelving units to meet future document storage demands.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, on how to access land record information using the Registry's new website technology.

Brookline Real Estate Activity Report January 1, 2014 – December 31, 2014

During 2014, real estate activity in Brookline saw increases in total sales volume and average sales price.

There was a 32% decrease in documents recorded at the Norfolk County Registry of Deeds for Brookline in 2014, resulting in a reduction of 4,416 documents from 13,726 to 9,310.

The total volume of real estate sales in Brookline during 2014 was \$1,020,084,935, which showed a 2% increase from 2013. The average sale price of homes and commercial property was up 14% in Brookline. The average sale was \$1,194,478.

The number of mortgages recorded (1,793) on Brookline properties in 2014 was down by 40% from the previous year. Total mortgage indebtedness decreased by 8% to \$1,520,538,234 during the same period.

There were three foreclosure deeds filed in Brookline during 2014, representing a 50% increase from the previous year when there were two foreclosure deeds filed.

Homestead activity decreased by 19% in Brookline during 2014 with 797 homesteads filed compared to 978 in 2013.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Retirement

Frank Zecha, Director



Retirement Board

L-R: Frank Zecha, Robert Ward, Gary Altman, William (Chet) Riley, Michael DiPietro and 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 that is responsible for ensuring that the system is operating in compliance with M.G.L. Chapter 32. The Chairman of the Board is James (Chet) Riley, one of the two elected members, with Chief of Operations for the Brookline Fire Department Rob Ward being the other elected member. 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 and 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.

The System is funded through member's deductions, investments and annual appropriations from the Town and Brookline Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2012 the system was 55.66% funded.

As of December 31, 2014, there were 3,455 members, 1,320 active members, 878 retired members or their beneficiaries and 1,257 inactive members. During 2014, the Board voted to grant 31 superannuation and 15 accidental disability retirement allowances. The Board also approved 51 refunds and 29 transfers of member accounts.

The current staff is comprised of: Frank Zecha, Executive Director; Maryruth Capite, Deputy Director of Finance; and Brigid Connolly, Administrative Assistant. The staff is responsible for: financial transactions; reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits; issuing monthly pension payments to retirees and /or their survivors; and other required governmental reporting.

The system has Russell Investments as its OCIO. The Board establishes investment policies, and allocates system assets to various investments.

The Retirement System is valued at \$257.8 million as of December 31, 2014. In calendar year 2014 the System had a 6.75% 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 617-730-2160		
Parks 617-730-2167		
Water/Sewer 617-730-2175		
Home Heating 617-730-2300 (weekdays) 617-730-2222 (evenings and weekends)		
DEPARTMENT	TELEPHONE	TTY (phone Devices for the Deaf)
Administrative Staff	617-730-2300	
Assessor's Office	617-730-2060	
Brookline Interactive Group	617-731-8566	
Building Department	617-730-2100	
Comptroller's Office 617-730-2022	617-730-2100	
Conservation Commission	617-730-2088	
Council on Aging	617-730-2777	
Diversity, Inclusion and Community Relations Dept.	617-730-2326	
Emergency Management	617-730-2112	
Evelyn Kirrane Aquatics Center	617-713-5435	
Finance Department	617-730-2020	
Fire Department	617-730-2272	
Health Department	617-730-2300	617-730-2327
HELP Program	617-730-2752	
Human Resources Office	617-730-2120	
Information Technology Department	617-730-2003	
Library (Main)	617-730-2345	617-730-2364
Library (Coolidge Corner)	617-730-2380	
Library (Putterham)	617-730-2385	
Parks and Open Space Division of DPW	617-730-2088	
Planning and Community Development Department	617-730-2130	
Police (non-emergency)	617-730-2222	
Public Works	617-730-2156	617-734-2952
Purchasing Division	617-730-2195	
Recreation Department	617-730-2069	617-739-7698
Retirement Board Members & Staff	617-730-2028	
Robert T. Lynch Municipal Golf Course	617-730-2078	
Selectmen's Office	617-730-2200	617-730-2213
Soule Early Childhood Center	617-739-7598	
Substance Abuse and Violence Prevention for Youth	617-713-5155	
Tobacco Control	617-730-2333	
Town Administrator	617-730-2200	
Town Clerk	617-730-2010	617-730-2572
Town Counsel	617-730-2190	
Transportation Division of DPW	617-730-2177	
Veteran's Services	617-730-2112	
Walnut Hills Cemetery	617-730-2179	

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 2015 Assessed Valuation: \$17,974,054,840
FY 2015 Tax Rates:
Residential \$10.68
Commercial \$17.39
Residential Exemption \$191,357

Political Parties and Designations

Democrat	18,467
Republican	2,616
Unenrolled	17,346
American Independent	12
Conservative	2
Green Party USA	9
Green Rainbow	48
Libertarian	60
MA Independent Party	2
Socialist	2
Interdependent 3 rd Party	5

Brookline Legislators

United States Senators

Elizabeth Warren
Edward J. Markey

United States Representative Congress

Joseph P. Kennedy

State Senator

Cynthia S. Creem

State Representatives

Edward F. Coppinger
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.