

RECOMMENDATION

The Advisory Committee recommends Favorable Action on the following vote:

VOTED: To approve the budget for fiscal year 2016 set forth in the attached Tables I and II; to appropriate the amounts set forth for such fiscal year in the departments and expenditure object classifications within departments, as set forth in Tables I and II, subject to the following conditions; to raise all sums so appropriated, unless other funding is provided herein; and to establish the following authorizations:

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

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

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

2.) PROCUREMENT CONTRACTS AND LEASES: The Chief Procurement Officer is authorized to lease, or lease with an option to purchase, any equipment or capital item funded within the FY2016 budget, and to solicit and award contracts for terms of not more than four years, provided that in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen.

3.) ALLOCATION OF SALARY ADJUSTMENTS: Appropriations for salary and wage adjustments (Item #21) shall be transferred by the Town Comptroller to the various affected departments within (60) days from the beginning of the fiscal year, or in the absence of duly approved collective bargaining agreements, within (60) days of the approval of the collective bargaining agreements by Town Meeting. The Board of Selectmen shall determine the salaries, which may include merit adjustments, for employees not included in any collective bargaining agreement.

Should a balance remain after the Town Comptroller has made the transfers specified herein, said balance shall be transferred by the Town Comptroller to a budget line entitled Personnel Services Reserve (Item #20), which shall be used to fund costs incurred over the course of the fiscal year pursuant to employee contracts and/or established personnel policies. The Town Comptroller shall include an accounting of all transfers made from this reserve in the Annual Financial Report.

4.) STIPENDS / SALARIES OF ELECTED OFFICIALS: The stipends of members of the Board of Selectmen shall be at the rate of \$4,500 per year for the Chairman and at the rate of \$3,500 per year for each of the other four members. The annual salary of the Town Clerk shall be at the rate of \$103,784 effective July 1, 2015, plus any adjustment approved by vote of the Board of Selectmen. The Town Clerk shall pay all fees received by the Town Clerk by virtue of his office into the Town treasury for Town use.

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

6.) GOLF ENTERPRISE FUND: The following sums, totaling \$1,376,312 shall be appropriated into the Golf Enterprise Fund, and may be expended under the direction of the Park and Recreation Commission, for the operation of the Golf Course:

Salaries	\$470,099
Purchase of Services	\$126,648
Supplies	\$193,950
Other	\$8,100
Utilities	\$103,919
Capital	\$76,050
Debt Service	\$194,755
Reserve	<u>\$25,000</u>
Total Appropriations	\$1,198,521
Indirect Costs	<u>\$177,791</u>
Total Costs	\$1,376,312

Total costs of \$1,376,312 to be funded from golf receipts with \$177,791 to be reimbursed to the General Fund for indirect costs.

7.) WATER AND SEWER ENTERPRISE FUND: The following sums, totaling \$28,325,606, shall be appropriated into the Water and Sewer Enterprise Fund, and may be expended under the direction of the Commissioner of Public Works for the Water and Sewer purposes as voted below:

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Salaries	2,121,310	399,776	2,521,086
Purchase of Services	190,598	163,200	353,798
Supplies	102,020	21,000	123,020
Other	8,900	1,680	10,580
Utilities	102,945	0	102,945
Capital	268,300	236,500	504,800
Intergovernmental	6,878,359	13,184,091	20,062,450
Debt Service	855,691	1,522,056	2,377,747
Reserve	<u>121,025</u>	<u>159,426</u>	<u>280,451</u>
Total Appropriations	10,649,148	15,687,729	26,336,877
Indirect Costs	<u>1,574,389</u>	<u>414,340</u>	<u>1,988,729</u>
Total Costs	12,223,537	16,102,069	28,325,606

Total costs of \$28,325,606 to be funded from water and sewer receipts with \$1,988,729 to be reimbursed to the General Fund for indirect costs.

8.) REVOLVING FUNDS:

- a.) The Park and Recreation Commission is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for special recreation programs and events. All receipts from said programs and events shall be credited to the fund. Annual expenditures from the fund shall not exceed \$3,100,000.
- b.) The Building Commissioner is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the repair and maintenance of the Town's rental properties, including all those listed in the vote under Article 13 of the Warrant for the 1999 Annual Town Meeting. All receipts from said rental properties shall be credited to the fund. Annual expenditures from the fund shall not exceed \$150,000.
- c.) The Commissioner of Public Works is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the construction and reconstruction, upkeep, maintenance, repair and improvement of sidewalks and walkways along public streets and ways over, across and through town owned property. Annual expenditures from the fund shall not exceed \$100,000.
- d.) The Director of Planning and Community Development is authorized to maintain and operate, under the provisions of General Laws Chapter 44, Section 53E1/2 and Chapter 79 of the Acts of 2005, a revolving fund for the Façade Improvement Loan Program. Annual expenditures from the fund shall not exceed \$30,000.

9.) SCHOOLHOUSE MAINTENANCE AND REPAIR: The sum of \$4,653,731, included within the Building Department appropriation for school building maintenance, shall be expended for School Plant repair and maintenance and not for any other purpose. The listing of work to be accomplished shall be established by the School Department. The feasibility and prioritization of the work to be accomplished under the school plant repair and maintenance budget shall be determined by the Superintendent of Schools and the Building Commissioner, or their designees.

10.) SNOW AND ICE BUDGET: The sum of \$497,309, included within the Department of Public Works appropriation for snow and ice operations, shall be expended for snow and ice operations and not for any other purpose, unless transferred per the provisions of Section 1.B.vi of this Article.

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

Parking Meter Special Revenue Fund	\$4,300,000
[to the General Fund for the Department of Public Works - \$2,150,000]	
[to the General Fund for the Police Department - \$2,150,000]	
Cemetery Sales Special Revenue Fund	\$ 75,000
[to the General Fund for the Department of Public Works]	
Recreation Revolving Fund	\$ 354,124
[to the General Fund for benefits reimbursement]	

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

13.) SPECIAL APPROPRIATIONS: The appropriations set forth as items 35 through 72, inclusive, in Table 1 shall be specially appropriated for the following purposes. In addition, with the exception of Items #67 - 72, they shall be transferred from the General Fund to the Revenue-Financed Capital Fund.

- 35.) Raise and appropriate \$270,000, to be expended under the direction of the Chief Information Officer, with any necessary contracts to be approved by the Board of Selectmen, for the enhancement of town-wide hardware and software.
- 36.) Raise and appropriate \$200,000, to be expended under the direction of the Chief Information Officer, with any necessary contracts to be approved by the Board of Selectmen, for data room upgrades.
- 37.) Raise and appropriate \$25,000, to be expended under the direction of the Chief Procurement Officer, with the approval of the Board of Selectmen, for town furniture upgrades.
- 38.) Raise and appropriate \$125,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen for maintenance of town garage floors.

- 39.) Raise and appropriate \$75,000, to be expended under the direction of the Director of Planning and Community Development, with any necessary contracts to be approved by the Board of Selectmen, for a strategic asset plan to focus on public facilities.
- 40.) Raise and appropriate \$100,000, to be expended under the direction of the Director of Planning and Community Development, with any necessary contracts to be approved by the Board of Selectmen, for the development of a conceptual study for the Center Street East Parking Lot and surrounding area.
- 41.) Raise and appropriate \$75,000, to be expended under the direction of the Chiefs of Police and Fire, with any necessary contracts to be approved by the Board of Selectmen, for study of the future needs for the public safety computer aided dispatch (CAD) system.
- 42.) Raise and appropriate \$300,000, to be expended under the direction of the Fire Chief, with any necessary contracts to be approved by the Board of Selectmen, for the rehabilitation of Fire Department apparatus.
- 43.) Raise and appropriate \$31,000, to be expended under the direction of the Commissioner of Public Works, with the approval of the Board of Selectmen, for traffic calming studies and improvements; provided that the Department of Public Works and Transportation Board provide status reports to the Board of Selectmen on a semi-annual basis.
- 44.) Raise and appropriate \$105,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for bicycle access improvements; to meet the appropriation raise \$75,000; transfer \$30,000 from the balance remaining in the appropriation voted under Article 11, section 12, Item 56 of the 2003 Annual Town Meeting.
- 45.) Raise and appropriate \$1,590,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for the rehabilitation of streets, with notification, in advance of plans being submitted for bids, to the Board of Selectmen of any changes to pedestrian, bicycle, or motor vehicle traffic patterns or to pavement markings.
- 46.) Raise and appropriate \$297,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for the rehabilitation of sidewalks.
- 47.) Raise and appropriate \$220,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for the conversion of Town-owned streetlights to LED's.

- 48.) Raise and appropriate \$650,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for renovations to the Municipal Service Center (MSC).
- 49.) Raise and appropriate \$890,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission, for the renovation of Brookline Avenue Playground, provided that no funds shall be expended for construction prior to December 1, 2015.
- 50.) Raise and appropriate \$40,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission, for the design of the renovation of Corey Hill Playground.
- 51.) Raise and appropriate \$60,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission, for the design of the renovation of Emerson Garden Playground.
- 52.) Raise and appropriate \$250,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen, for the restoration of the Brookline Reservoir Gatehouse roof.
- 53.) Raise and appropriate \$230,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission, for the rehabilitation of tennis courts and basketball courts.
- 54.) Raise and appropriate \$300,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for the renovation of playground equipment, fields, and fencing.
- 55.) Raise and appropriate \$90,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen, for the rehabilitation of Town and School grounds.
- 56.) Raise and appropriate \$225,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Tree Planting Committee, for the removal and replacement of trees.

- 57.) Raise and appropriate from the Sale of Lots special revenue fund (SW01) \$50,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Cemetery Trustees, for the rehabilitation of roadways within Walnut Hills Cemetery.
- 58.) Raise and appropriate \$675,000, to be expended under the direction of the Recreation Director, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission for pool repointing and locker room renovations at the Evelyn Kirrane Aquatics Center.
- 59.) Raise and appropriate \$70,000, to be expended under the direction of the Chief Procurement Officer, with any necessary contracts to be approved by the Board of Selectmen and the School Committee, for school furniture upgrades.
- 60.) Raise and appropriate \$80,000, to be expended under the direction of the Chief Information Officer, with any necessary contracts to be approved by the Board of Selectmen and the School Committee, for costs associated with mobile carts in the Brookline Public Schools.
- 61.) Raise and appropriate \$70,000, to be expended under the direction of the Building Commissioner, with any necessary contracts to be approved by the Board of Selectmen, for ADA renovations to Town and School buildings.
- 62.) Raise and appropriate \$275,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and, with respect to School Buildings, by the School Committee, for improvements to elevators in Town and School facilities.
- 63.) Raise and appropriate \$165,000, to be expended under the direction of the Building Commissioner, with any necessary contracts to be approved by the Board of Selectmen, for energy conservation projects in Town and School buildings.
- 64.) Raise and appropriate \$185,000, to be expended under the direction of the Building Commissioner, with any necessary contracts to be approved by the Board of Selectmen, for upgrades to energy management systems in Town and School facilities.
- 65.) Raise and appropriate \$195,000, to be expended under the direction of the Building Commissioner, with any necessary contracts to be approved by the Board of Selectmen and, with respect to School Buildings, by the School Committee, for improvements to life safety systems and building security in Town and School facilities.

- 66.) Raise and appropriate \$2,250,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and the School Committee, for the expansion of classroom capacity in various schools; to meet the appropriation raise \$1,250,000; transfer \$1,000,000 from the balance remaining in the appropriation voted under Article 8, Section 13, Item 58 of the 2014 Annual Town Meeting.
- 67.) Appropriate \$980,000, to be expended under the direction of the Commissioner of Public Works, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission, for the renovation of Pierce Playground, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to borrow \$980,000 under General Laws, Chapter 44, Section 7 (25), as amended, or pursuant to any other enabling authority, provided that no funds shall be expended for construction prior to December 1, 2015.
- 68.) Appropriate \$3,000,000, to be expended under the direction of the Commissioner of Public Works, with the approval of the Board of Selectmen, for wastewater system improvements, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to borrow \$3,000,000 under General Laws, Chapter 44, Section 7 (1), as amended, or pursuant to any other enabling authority; and authorize the Selectmen to apply for, accept, receive and expend grants, aid, reimbursements, loans, and all other forms of funding and financial assistance from both state and federal sources and agencies for such purpose.
- 69.) Appropriate \$1,000,000, to be expended under the direction of the Recreation Director, with any necessary contracts to be approved by the Board of Selectmen and the Park and Recreation Commission for golf course improvements, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to borrow \$1,000,000 under General Laws, Chapter 44, Section 7 (25), as amended, or pursuant to any other enabling authority.
- 70.) Appropriate \$1,550,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and, with respect to School Buildings, by the School Committee, for building envelope / fenestration repairs to Town and School buildings, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to borrow \$1,550,000 under General Laws, Chapter 44, Section 7 (3A), as amended, or pursuant to any other enabling authority.
- 71.) Appropriate \$1,200,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and, with respect to School Buildings, by the School Committee, for roof repairs and replacements in Town and School facilities, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to

- borrow \$1,200,000 under General Laws, Chapter 44, Section 7 (3A), as amended, or pursuant to any other enabling authority.
- 72.) Appropriate \$1,000,000, to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and the School Committee, for remodeling, reconstructing, or making extraordinary repairs to the Old Lincoln School, and to meet the appropriation, authorize the Treasurer, with the approval of the Selectmen, to borrow \$1,000,000 under General Laws, Chapter 44, Section 7 (3A), as amended, or pursuant to any other enabling authority.
- 73.) That the Town appropriate the sum of \$118,400,000, for the renovation of and the construction of additions to the Edward Devotion School located at 345 Harvard Street in the Town of Brookline, Massachusetts and as further described as Parcel ID No. 048-13-00 in the Town of Brookline Assessor's map, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, said sum to be expended under the direction of the Building Commission, with any necessary contracts to be approved by the Board of Selectmen and the School Committee, and to meet said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, as amended, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 38.30% of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA;
- 14.) **FREE CASH:** Appropriate and transfer \$5,016,500 from free cash for the following purposes:
- a.) Operating Budget Reserve Fund (MGL Chapter 40, Section 6) – \$550,050;
 - b.) Liability/Catastrophe Fund (Chapter 66 of the Acts of 1998, as amended) – \$78,970;
 - c.) Reduce the tax rate (Special Appropriations) – \$4,224,403;
 - d.) Housing Trust Fund – \$163,078.