



BOARD OF SELECTMEN

CALENDAR FOR

TUESDAY, DECEMBER 13, 2016 SELECTMEN'S HEARING ROOM

- Neil Wishinsky-
Chairman
- Nancy A. Daly
- Benjamin J. Franco
- Nancy S. Heller
- Bernard W. Greene
- Melvin A. Kleckner –
Town Administrator

1. **OPEN SESSION**

5:45 P.M. Question of whether the Board of Selectmen shall enter into Executive Session for the purpose of discussing the purchase, exchange, lease or value of real property located at 107-111 Cypress Street.

2. **PROPOSED EXECUTIVE SESSION
REAL PROPERTY**

Proposed Executive Session for the purpose of discussing the purchase, exchange, lease or value of real property located at 107-111 Cypress Street.

3. **ANNOUNCEMENTS/UPDATES**

6:15 P.M. Selectmen to announce recent and/or upcoming Events of Community Interest.

4. **PUBLIC COMMENT**

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

Up to fifteen minutes for public comment on matters not appearing on this Calendar shall be scheduled each meeting. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Selectmen's office at 617-730-2211 or by e-mail at sorsini@brooklinema.gov. The full Policy on Public Comment is available at <http://www.brooklinema.gov/376/Meeting-Policies>

5. **MISCELLANEOUS**

Approval of miscellaneous items, licenses, vouchers, and contracts.

- A. Question of approving the minutes of December 6, 2016.
- B. Question of approving Change Order No. 002 in the amount of \$845.00 for work being performed by M-V Electrical Contractors, Inc. related to the Old Lincoln School Electrical Services Upgrade project.
- C. Question of approving a Façade Improvement Loan Application for The Village Works in the amount of \$8,000.00.
- D. Question of granting a Permit to Serve All Kinds of Alcoholic Beverages (non-sale) to Larz Anderson Auto Museum at 15 Newton Street for a Corporate Holiday Party to be held on Saturday, December 17, 2016 from 5:30PM-11:00PM.

6. **CALENDAR**

Review and potential vote on Calendar Items

7. **RECREATION DEPARTMENT – PERSONNEL**

Question of authorizing the filling of the Assistant Aquatics Director Position (GN-7) vacancy in the Recreation Department.

8. **FINANCE DEPARTMENT – PERSONNEL**

Question of authorizing the filling of the Senior Accountant (T-05) vacancy in the Comptroller Division of the Finance Department.

9. **RESERVE FUND TRANSFER REQUEST**

Question of approving and transmitting to the Advisory Committee the request of Acting Fire Chief Robert Ward for a Reserve Fund Transfer in the amount of \$870,724.00 for the purchase of a 2016 Pierce Arrow XT 107' Aerial Ladder Truck.

10. **BOARDS AND COMMISSIONS - INTERVIEWS**

The following candidates for appointment/reappointment to Boards and Commissions will appear for interview:

Advisory Council on Public Health

Cheryl Lefman (Reappointment)

Nalina Narain (Reappointment)

Building Commission

Ken Kaplan (Reappointment)

Park and Recreation Commission

Wendy Sheridan (Appointment)

Planning Board

Ben Olson (Appointment)

Tree Planting Committee

Liz Erdman (Reappointment)

11. BOARDS AND COMMISSIONS - APPOINTMENTS

Question of making appointments/reappointments to the following Boards and Commissions.

Advisory Council on Public Health

Building Commission

Park and Recreation Commission

Planning Board

Tree Planting Committee

12. LONG-RANGE FINANCIAL FORECAST

7:00 P.M. Deputy Town Administrator Melissa Goff will appear to present the Long-Range Financial Forecast.

13. PRELIMINARY CAPITAL IMPROVEMENTS PROGRAM

Deputy Town Administrator Melissa Goff will appear to present the Preliminary Capital Improvements Program.

14. **PAY-AS-YOU-THROW (PAYT)**

8:00 P.M. Public Hearing on aspects of a proposed Pay-as-You-Throw (PAYT) system of trash collection including, but not limited to, the range of cart sizes and related pricing, options and costs for overflow trash and an exception system for residents and/or properties with physical limitations.

The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to Lloyd Gellineau, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone (617) 730-2328; TDD (617) 730-2327; or e-mail at Lgellineau@brooklinema.gov



MINUTES

BOARD OF SELECTMEN

IN BOARD OF SELECTMEN TUESDAY, DECEMBER 6, 2016 6th FLOOR HEARING ROOM

Present: Selectman Neil Wishinsky, Selectman Nancy Daly,
Selectman Benjamin J. Franco, Selectman Nancy S.
Heller, Selectman Bernard W. Greene

ANNOUNCEMENTS/UPDATES

Selectmen to announce recent and/or upcoming Events of Community Interest.

December 7th, there will be a morning flag raising ceremony acknowledging Pearl Harbor Day with some WWII veterans in attendance for the 75th anniversary.

First Light was another successful event.

The 22nd annual Brookline Town Hall Toy Drive has started. Unwrapped gifts are being accepted in designated boxes in various locations around Town Hall through December 19th.

The Audit Committee received a clean audit.

9th School Committee at Baldwin will be meeting next Monday with the neighborhood.

Selectman Greene attended a wellness summit meeting at the high school which was run by peer leaders. The discussion was on various issues associated with marijuana due to recent changes in the law.

The aggregation program is moving slowly, the State has not responded yet. The group is continuing to gather information and explore details.

With the winter season upon us, residents are able to sign up for emergency notifications; see the town's website for more information.

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PUBLIC COMMENT

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

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MISCELLANEOUS

Approval of miscellaneous items, licenses, vouchers, and contracts.

Question of approving the minutes of November 29, 2016.

On motion it was,

Voted to approve the minutes of November 29, 2016 as amended.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

GRANT

Question of accepting a grant in the amount of \$3,000.00 from the Governor's Highway Safety Bureau for traffic enforcement and public information initiatives.

Assistant Town Administrator Austin Faison stated that this grant is related to the Governor's Highway Safety Bureau, and will be used for traffic enforcements and public information initiatives.

On motion it was,

Voted to accept a grant in the amount of \$3,000.00 from the Governor's Highway Safety Bureau for traffic enforcement and public information initiatives.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

HEBREW SENIOR LIFE/HOUSING

Question of approving the continuation of the Town's subordinate lien priority on Hebrew Senior Life's 1550 Beacon Street property under new financing from MassHousing and HUD.

Senior Housing Planner Virginia Bullock stated that the Housing Advisory Board has

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reviewed this transaction. Hebrew Senior Life (HSL) is in the process of recapitalizing and refinancing projects. 1550 Beacon Street is among those projects. In 2002 the Town assisted HSL in purchasing the property and placed a deed restriction. The Town's subordinate lien will resume under the refinancing. The Town is asking for a third of the money back, and leaving the deed restriction until 2051. The payment will be placed into the Town's Housing Trust Fund.

The Board asked if it would be possible to ask HSL to review energy efficient updates while making capital improvements to the property. This may provide more affordable options for the residents.

On motion it was,

Voted to authorize a partial repayment equal to one third (\$83,333.00) of the Town of Brookline's original loan (\$250,000.00), for the acquisition and financing of 1550 Beacon Street, Brookline, MA, to HCRA Brookline Housing 1550 Beacon Plaza, Inc., subject to the votes below.

Voted to extend the term of the Town of Brookline's existing Mortgage, Promissory Note, and Affordable Housing Restriction (all dated October 17, 2002) to December 31, 2051 to match the maturity date on the new first loan.

Voted to maintain the Town of Brookline's subordinate lien priority as set forth in the Agreement as to Subordinate Loans dated October 17, 2002, subject to the terms of the new first mortgage loan and existing loan from the Massachusetts Housing Partnership Fund Board.

Voted to authorize the Chair to execute the HUD Subordination Agreement, HUD Amendment to Restrictive Covenants, Allonge to Promissory Note and Loan Modification Agreement by the Town of Brookline in accordance with the terms of this vote.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

CALENDAR

TAX CLASSIFICATION**item taken out of order*

Question of adopting the percentages of the local Tax Levy to be borne by each class of real property and personal property for the 2017 Fiscal Year.

- a. Question of setting the Residential Exemption percentage for Fiscal Year 2017.

Chairman Wishinsky noted that Chief Assessor Gary McCabe gave a presentation last week. He explained the residential exemption process offered to homeowners residing in their property; he offered to continue that practice noting that this year legislation passed to

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allow an even greater residential exemption. The initial analysis shows condo owners would get a 36% tax cut at the higher allowable rate, and median single family homeowner would pay more due to this shift. At this time he does not recommend that the Town go to the higher allowable exemption rate.

Selectman Franco noted that new growth is currently at 1.4% and recognized the efforts of engaging with new development in recent projects.

Selectman Greene pointed out that the selected tax rates are lower than in FY2016, which was also lower than in FY2015.

Chairman Wishinsky offered a tax rate recommendation of 1.72.

On motion it was,

Moved that the Board of Selectmen vote to adopt a residential factor of 0.919132, which represents a CIP factor of 1.720 and the following corresponding tax rates;

Residential \$9.88
Commercial \$16.20

Noted that the Excess Levy Capacity will = \$19,695

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

On motion it was,

Moved that the Board of Selectmen vote to approve a residential exemption, as defined in G.L. Chapter 59, section 5C, in the amount of TWENTY PERCENT (20%) of the average assessed value of all Class One, residential parcels within the Town of Brookline, provided, however, that such an exemption shall be applied by the Assessors only to the principal residence of a taxpayer.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

DISCUSSION OF CHAPTER 40B COMPREHENSIVE PERMIT APPLICATIONS

Discussion among the Board of Selectmen on strategies to address the influx of Chapter 40B Comprehensive Permit Applications and their cumulative impact.

Chairman Wishinsky began by explaining the 40b process which is a laudable goal in creating affordable housing. The law requires developers to pledge 20% or 25 % of the housing units as affordable; in exchange it also allows the developer to pretty much defeat our local zoning laws. Projects could be scaled back or defeated by the local municipality,

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but experience has shown that is not a reasonable strategy.

Recently the Town has been engaging with Hancock Village and came to a much better solution that will come before Town Meeting with the question of which project is better this current one or the proposed 40b.

Current circumstances, the cost of housing, a strong housing market, restricted zoning and the fact that Brookline is fast approaching the 10% safe harbor, where the Town can say no to a 40b application if deemed unsuitable for the community, have resulted in an influx of 40b applications. Chairman Wishinsky reviewed the current queue of 40b applications which is unprecedented and noted the influx has caused a strain on the Zoning Board of Appeals and the Planning staff. This has prompted the Board to write a letter to the appropriate State agencies requesting a temporary moratorium for relief.

Planning Director Alison Steinfeld added that this letter would request a 6 month moratorium to give us some breathing room. All the meeting dates are booked up; there are no slots available. This community is facing an increase of one thousands units throughout the Town, with the majority in the Coolidge Corner, North Brookline area.

Selectman Daly added that the Town has demonstrated its support for affordable housing over the years, and during the 40b process, a municipality cannot refer to school overcrowding as a deterrent, even though it comes at a significant cost to the Town to expand our schools to accommodate overcrowding. Some projects before us are outrageous with no green space or garages and add considerable changes to the streetscape. Our commercial areas are being undermined by these projects, and it is unfair to the neighborhoods in Coolidge Corner and North Brookline. She added that a State-wide ballot defeated changes to the 40b law in recent years.

The Board noted the collected impact on the Coolidge Corner area, the loss of historic buildings, and the overbuilt proposed developments. The Board also noted that affordable housing remains a priority, and the Town has a proven record of this support, but hopefully with projects that do not shift the character of the neighborhoods, and result in a negative impact to the residents.

Representative Frank Smizik added that this is a very difficult situation; we have a lot of people in need of housing and we don't have it. We don't want to ruin businesses or other people's homes, but we need to find a way for people to live fairly in the community, especially when we are seeing rising costs of everything, notably housing. Single family homes are being developed into multiple units that are very expensive. Let's not give up on affordable housing and get to the 10% affordable housing stock. He offered assistance where possible.

Michael Jacobs of the Brookline Housing Authority referred to the Mullin Rule under M.G.L. which may provide relief for the ZBA members, allowing a member to miss a hearing and still participate after reviewing the hearing.

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Chairman Wishinsky added that this had been reviewed, and requires Town Meeting approval for adoption.

The Board noted that developers are offering the minimal amount required of affordable housing with the remaining units offered at luxury rates, indicating that their goal is really not affordable housing.

Selectman Greene stated that one development is proposing \$8-9k monthly rents. This will cause an increase in surrounding housing rates and have a greater segregated effect on the community.

The Board will craft a letter to the appropriate agencies requesting a temporary moratorium for relief, and include the Secretary of the Massachusetts Department of Housing and Community Development.

On motion it was,

Voted that the Board sign the letter for urgent request for temporary relief from project eligibility determinations, as amended.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

455 HARVARD STREET – 40B ELIGIBILITY

Further discussion and approval of the Board of Selectmen's response to MassHousing's request for comments relative to the application for a Project Eligibility Letter to apply for a Comprehensive Permit at 455 Harvard Street.

Chairman Wishinsky noted that there was a public hearing last week and the Board incorporated the comments/concerns into the letter to MassHousing related to the application for Site Approval submitted by Harvard Danesh, 455 Harvard Street under GL Chapter 40b.

The Board directed the Planning Director to incorporate language related to the proposed parking system and noise associated with it and additional language enforcing the Board's concerns related to setbacks and the impact on the abutting property.

On motion it was,

Voted to authorize the Chair to sign on the Board's behalf a letter in response to MassHousing's request for comments relative to the application for a Project Eligibility Letter to apply for a Comprehensive Permit at 455 Harvard Street.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

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RESERVE FUND TRANSFER REQUEST **item taken out of order.*

Question of discussing the condition of existing fire apparatus and the need to acquire a replacement Fire Ladder Truck.

Town Administrator Mel Kleckner said that the initial request from the Fire Department was for a reserve fund transfer for a used fire ladder truck. It was determined to look at all the available options before making a definitive decision to acquire fire apparatus.

Chief Ward was present with Chief of Operations Keith Flaherty, Chief mechanic Charlie Driver, Public Safety Manager Anthony Ansaldi and Union President Paul Trahon.

Anthony Ansaldi made the following PowerPoint presentation:

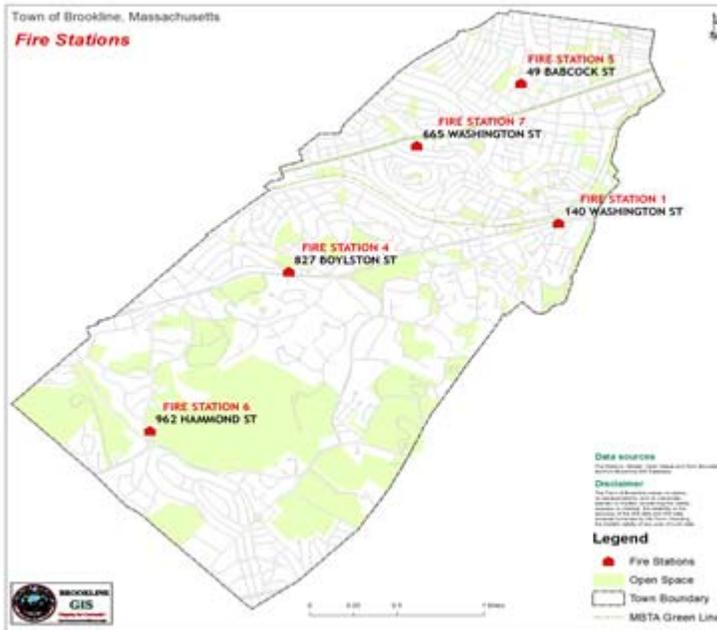


Brookline Fire Department

*Reserve Fund Transfer Request of
\$870,724 for Pierce Arrow XT 107'
Aerial Ladder*

Fire Department Vehicle Inventory (as of 12/5/16)

UNIT #	PLATE	YEAR	MANUFACTURER	VIN #	MODEL	DESCRIPTION	Purchase Price	Est. Replacement Cost
B-1	F4545	2006	EDN E	4EN0AAR8161000285	1500 GPM	500 GAL TANK	\$375,000.00	\$580,000.00
B-5	F2167	2015	KME	1K9AF426XFN285830	1500 GPM	500 GAL TANK	\$520,000.00	\$620,000.00
B-6	F9975	2016	KME	1K9AF43580N058227	1500 GPM	500 GAL TANK	\$565,957.00	\$620,000.00
B-8	F522	2002	SUTPHEN	139A18LD724003055	1500 GPM	750 GAL TANK	\$279,265.00	\$580,000.00
B-11	F4925	1992	PIERCE (LANCE)	4P1CT0207NA000400	1250 GPM	500 GAL TANK	\$215,000.00	\$580,000.00
B-14	F8441	2004	SUTPHEN	139A18LD144003065	1500 GPM	500 GAL TANK	\$375,000.00	\$580,000.00
B-15	F7111	2004	SUTPHEN	139A18LD844003065	1500 GPM	500 GAL TANK	\$375,000.00	\$580,000.00
Q-4	MPS0M	2010	PIERCE (QUINT)	4P1CA01HD4A010710	1500 GPM	500 GAL TANK	\$989,734.00	\$1,090,000.00
L-1	F7175	1995	PIERCE (ARROW)	4P1CA02SL5A000579	105 FT	AERIAL LADDER	\$460,000.00	\$1,162,350.00
L-2	F7118	2016	KME	1K9AF6M810N955175	105 FT	AERIAL LADDER	\$900,000.00	\$1,040,000.00
L-12	F7100	1998	PIERCE (ARROW)	4P1CA0254WA000885	105 FT	AERIAL LADDER	\$450,000.00	\$1,162,350.00
R-1	F18N	2012	INTERNATIONAL	1HTMKAA815C420855	400 385 ES	RESCUE BODY	\$180,000.00	\$188,000.00
Total:							\$5,626,946.00	\$6,762,700.00



Apparatus Assignments Station 1 – 140 Washington St.

STATION 1
 Assignments

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MANUFACTURER	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-1	#4848	2006	2016	2023	BOHE	4EN0AAR4161000265	1500 GPM	500 GAL TANK	\$375,000	\$580,000
L-2	#7118	2016	2023	2026	KME	1K9AP6M80N958178	109FT	AERIAL LADDER*	\$900,000	\$1,040,000
R-1	#16N	2012	2024		INTERNATIONAL	1HTMKAAANS3432065	400 35" ES	RESCUE BODY	\$150,000	\$168,000

STATION 1
 Assignments as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-1	#4923	1992	N/A		PIERCE (LANCE)	4P1CT02D7N4000400	1250 GPM	500 GAL TANK	\$215,000	\$580,000
L-2	#7118	2016	2023	2026	KME	1K9AP6M80N958178	109FT	AERIAL LADDER*	\$900,000	\$1,040,000
R-1	#16N	2012	2024		INTERNATIONAL	1HTMKAAANS3432065	400 35" ES	RESCUE BODY	\$150,000	\$168,000

Notes

- E-1 – Engine is being refurbished at Greenwood Motors with an estimated return date around the end of December 2016 or early January 2017.
- L-2 - Needs to go back to the dealer for warranty repairs but unable to schedule due to no spare ladder available.
- R-1 - front line apparatus but it is unmanned and if requested responds as a "double company" with Ladder 2

Apparatus Assignments Station 4 – 827 Boylston St.

STATION 4
 Assignments

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
Q-4	M#20M	2010	2022	2020	PIERCE (QUINT)	4P1CA01H0A010710	1500 GPM	500 GAL TANK	\$989,730	\$1,090,000

STATION 4
 Assignments as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-15	#7111	2004	Partial		SUTPHEN	138A15L0844005063	1500 GPM	500 GAL TANK	\$375,000	\$580,000

Notes

- Q-4 – Was assigned to station 5 to replace L-1 but needed mechanical repairs. This was dropped off at New England Detroit Diesel on 12/5/16 and it is unknown when it will return to Town.

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Apparatus Assignments Station 5 – 49 Babcock St.

STATION 5
 Assignments

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-5	P9973	2016	2026	2035	KME	1K9AFA3660N056227	1500 GPM	500 GAL TANK	\$565,957	\$580,000
L-1	P7175	1995	2007	2017	PIERCE (ARROW)	4P1CA02L34000879	105 FT	AERIAL LADDER	\$480,000	\$1,040,000

STATION 5
 Assignments as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-5	P9973	2016	2026	2035	KME	1K9AFA3660N056227	1500 GPM	500 GAL TANK	\$565,957	\$580,000
Newton Quint		1996			SONE					

Notes

L-1 – Out of Service. Extensive repairs would be needed which would be costly and requiring extensive time out of service to repair.
 E-5 - Currently has a pump recall. Unable to schedule repairs due to lack of spare pumps at this time.
 Newton Quint - Aerial is only 75' when we normally have 105' aerials. In addition, this piece burns oil, requiring constant monitoring to avoid seizing the motor.

Apparatus Assignments Station 6 – 962 Hammond St.

STATION 6
 Assignments

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-6	P522	2002	2018	2018	SUTPHEN	159A16L0724005058	1500 GPM	750 GAL TANK	\$279,265	\$580,000

STATION 6
 Assignments as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-6	P522	2002	2018	2018	SUTPHEN	159A16L0724005058	1500 GPM	750 GAL TANK	\$279,265	\$580,000

Notes

No Issues

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Apparatus Assignments Station 7 – 665 Washington St.

STATION 7
 Assignments

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-5	P2167	2015	2025	2032	KME	1K9A7428XFN058830	1500 GPM	500 GAL TANK	\$520,000	\$580,000

STATION 7
 Assignments as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
E-5	P2167	2015	2025	2032	KME	1K9A7428XFN058830	1500 GPM	500 GAL TANK	\$520,000	\$580,000

Notes

No Issues

Aerials

Inventory

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
L-2	P711E	2016	2025	2036	KME	1K9A7428XFN058830	109 FT	AERIAL LADDER	\$900,000	\$1,040,000
L-1	P717S	1995	2007	2017	PIERCE (ARROW)	4F1CA02SLS4000579	105 FT	AERIAL LADDER	\$480,000	\$1,040,000
Q-4	MP30M	2010	2022	2030	PIERCE (QUINT)	4F1CA01H0A010710	1500 GPM	500 GAL TANK	\$989,734	\$1,090,000
L-12	P7100	1995	N/A		PIERCE (ARROW)	4F1CA02S4VW000683	105 FT	AERIAL LADDER	\$480,000	\$1,040,000

Notes

L-1 – Out of Service. Extensive repairs would be needed which would be costly and requiring extensive time out of service to repair.

L-12 - Out of Service. Determined to be unrepairable.

“New” L-1- Contract was executed approximately 2 weeks ago with an estimated build time of 12-14 months before it is available for training to be placed in service.

Q-4 – Was assigned to station 5 to replace L-1 but needed mechanical repairs. This was dropped off at New England Detroit Diesel on 12/5/16 and it is unknown when it will return to Town.

Available Inventory as of 12/5/16

UNIT #	PLATE	YEAR	REHAB YR	REPL YR	MFR.	VIN #	MODEL	DESCRIPTION	Purchase Price	Replacement Cost
L-2	P711E	2016	2025	2036	KME	1K9A7428XFN058830	109 FT	AERIAL LADDER	\$900,000	\$1,040,000
Q-4	MP30M	2010	2022	2030	PIERCE (QUINT)	4F1CA01H0A010710	1500 GPM	500 GAL TANK	\$989,734	\$1,090,000

Available Options

Option 1 – 1998 Seagrave 100' Aerial Ladder \$75,000 (New York)

- 23K Miles
- Detroit Series 60 Turbo Diesel 450 HP
- Allison Automatic Transmission
- 100' ladder with water way
- Height 11' Length 41'

Pro's

- Truck meets Brookline functional needs.
- Available immediately, already inspected by BFD Staff
- Reasonably priced

Con's

- Short term solution.
- Medium weight ladder.
- Not recommended for front line use for 12-14 months.
- Additional work required with length of repairs unknown.
- Subject to MGL 30B Purchasing Laws.

Available Options

Option 2 – 1990 Pierce Arrow 105' Aerial Ladder \$98,500 (Missouri)

- 24K Miles
- Detroit 8V92 475 HP Diesel
- Allison Automatic Transmission
- 105' ladder with water way
- Height 11' 3" Length 37' 7"

Pro's

- Truck meets Brookline functional needs.
- Heavy Duty Ladder.
- Available immediately
- Reasonably priced.

Con's

- Short term solution.
- Not recommended for front line use for 12-14 months.
- Subject to MGL 30B Purchasing Laws.

Available Options

Option 3 – 2016(?) Pierce Arrow XT 107' Ascendant Ladder \$865,724 (Wisconsin)

- 12K Miles
- Detroit DD13 500HP Diesel
- Allison Automatic Transmission
- 105' ladder with water way
- New Truck Warranty

Pro's

- Truck meets Brookline functional needs.
- Heavy Duty Ladder.
- Available immediately. Not subjected to bid as new trucks are covered under national purchasing consortium
- Reasonably priced for a new ladder.
- "New" truck at a discounted rate.

Con's

- Front line use for 12-14 months as currently planned based on availability of Ladder 1 then assigned as a spare.

Timeline

Option 1		Option 2		Option 3	
Date	Action	Date	Action	Date	Action
12/6/2016	Capital Subcommittee of the Advisory Board and Selectmen Meeting (Approval)	12/6/2016	Capital Subcommittee of the Advisory Board and Selectmen Meeting (Approval)	12/6/2016	Capital Subcommittee of the Advisory Board and Selectmen Meeting (Approval)
12/13/2016	Public Hearing, Capital Subcommittee of the Advisory Board and Advisory Board - Approval	12/13/2016	Public Hearing, Capital Subcommittee of the Advisory Board and Advisory Board - Approval	12/13/2016	Public Hearing, Capital Subcommittee of the Advisory Board and Advisory Board Approval
12/15/2016	Bid issued in accordance with - MGL Ch 30B	12/15/2016	Bid issued in accordance with - MGL Ch 30B	12/15/2016	Public Hearing, Capital Subcommittee of the Advisory Board and Advisory Board Approval
12/29/2016	Bid Opening and award - contract	12/29/2016	Bid Opening and award contract	12/15/2016	Public Hearing, Capital Subcommittee of the Advisory Board and Advisory Board Approval
1/4/2017	Contract Approval - Selectmen	1/5/2017	Contract Approval - Selectmen	12/14-12/16/16	PO issued and Payment Processed
1/6/2017	Executed Contract signed by Vendor	1/6/2017	Executed Contract signed by Vendor	12/28/2016	Truck delivered to Brookline
1/9-1/13/17	PO issued and Payment Processed	1/9-1/13/17	PO issued and Payment Processed	1/5-1/6/17	Groups trained on new truck
1/20/2017	Truck delivered to Brookline	1/20/2017	Truck delivered to Brookline	1/7/2017	Truck placed in service
1/22-1/27/17	Repairs not covered with Purchase (Cable)	1/15-1/26/17	Groups trained on new truck		
1/30-2/1/17	Groups trained on new truck	1/27/2016	Truck placed in service		
Approx. 58 days		Approx. 52 Days		Approx. 32 Days	

Recommendation

The Fire Department's committee
recommendation is:

Option 3

2016 Pierce Arrow XT 107' Ascendant Ladder
\$865,724

With ancillary cost of \$5,000 (est.)

Total RFT Request \$870,724

Committee Members

- Acting Chief Robert Ward
- Acting Chief of Operations Chief Keith Flaherty
- Charlie Driver, Chief Mechanic
- Paul Trahon, President Brookline Fire Fighters Association Local #950 IAFF
- Anthony Ansaldi, Public Safety Business Manager

Chief Mechanic Charlie Driver updated the Board on the status of the aging fire apparatus, and the problems the vehicles are having with corrosion of the undercarriages due to the elements and road salt materials. He noted that this appears to be a state-wide issue. He also reviewed the efforts the department has made to find a replacement vehicle for both the

A. - 15

In Board of Selectmen
Tuesday, December 6, 2016
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short-term and long-term and sought out the best value, and the quickest delivery.

Town Administrator Kleckner stated that there are funds in the Reserve Fund for emergency expenses. At this time, other options should be considered.

The Board discussed the options and felt that option 1 & 2 are short term options, and just a temporary fix.

Chairman Wishinsky asked about leasing as an option.

Town Administrator Kleckner replied that leasing is an option. This would allow a solution until requesting a budget item before Town Meeting. This would also allow time to review why the undercarriage of the vehicles is rotting out so quickly, and perhaps implement procedures to address it.

Chief Ward added that the DPW has a shed for washing vehicles and the Fire Department is discussing the possibility of sharing it with the DPW in efforts to control the damages to the undercarriages.

There was no vote on the item.

CABLE TELEVISION RENEWAL LICENSE TRANSFER

Question of approving the assignment of the Cable Television Renewal License from Yankee Cable Partners, LLC to Radiate Holdings, LP and to approve transfer of control of the License from Yankee Cable Partners, LLC to Radiate Holdings, LP.

Assistant Town Administrator Austin Faison reviewed that this transaction relates to one company retransferring to another, at which point Yankee Cable Partners will cease to exist; they are selling to a new company. The outstanding questions were provided as required. At this point approval is required to keep RCN cable service in the community.

Selectman Greene spoke about the redacted materials that were submitted and deprived the Board of information that we may need. These redactions appear to be unnecessary. He did pull up and review the filings with the FCC.

Mr. Faison responded that he did pass along that concern.

On motion it was,

Voted 4-0-1

That the Board of Selectmen hereby vote to approve the transfer of control of the current

In Board of Selectmen
Tuesday, December 6, 2016
Page 16 of 18

RCN Cable Television Renewal License, dated March 4, 2008, held by RCN Telecom Services of Massachusetts, LLC, from Yankee Cable Partners, LLC to Radiate Holdings, LP.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller
Abstain: Bernard Greene

BOARDS AND COMMISSIONS - INTERVIEWS AND POSSIBLE APPOINTMENTS

The following candidates for appointment/reappointment to Boards and Commissions will appear for interview:

Building Commission

George Cole (Reappointment)

George Cole is applying for reappointment. He has been on the Building Commission for many years and would like to continue to work on the current and upcoming school facility projects while maintaining the Town's building infrastructure and maintenance of all municipal buildings.

Conservation Commission

Deborah Myers (Reappointment)

Deborah Myers is applying for reappointment. She continues to work on open space planning and a new master plan for Halls Pond Sanctuary implementing various planting strategies, discussing complete streets implementation and reviewing strategies related to the protection of trees.

Human Resources Board

Gerry Raphel (Reappointment)

Gerry Raphel is applying for reappointment. He has served nine years on this Board that assists the Human Resources Director. He participates in employee grievance sessions, and provides guidance to the HR Department. He also participates in reviewing job classifications and grading.

Park and Recreation Commission

Randolph Meiklejohn (Appointment)

Richard Nangle (Appointment)

Stewart Silvestri (Appointment)

John Bain (Reappointment)

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In Board of Selectmen
Tuesday, December 6, 2016
Page 17 of 18

Randolph Meiklejohn is a new applicant. He has served on the Conservation Commission and supports open space. He has been involved in Friends of Halls Pond, Brookline Youth Soccer and Friends of Brookline Rowing.

Richard Nangle is a new applicant. He lives near Dane Park, and the golf course, plus Larz Anderson is in his precinct. His family owned a large parcel of land many years ago and he values the importance of open space. He is interested in youth sports, conservation land and the acquisition of more parkland.

Stewart Silvestri is a new applicant. He has coached soccer, baseball, and is currently involved in a middle school transition baseball program. He has been following the Parks and Recreation agendas, and attended many of their meetings.

John Bain is applying for reappointment. He has been on this commission for over thirty years. He has recently worked on the Putterham Driving Range, and served on all the design review projects, including Walstein and Dean, Elliot and Brookline Ave playgrounds.

Preservation Commission David King (Reappointment)

David King is applying for reappointment, and currently serves as Chair of the Preservation Commission. He has been working on preservation districts, most recently the Crowningshield District, and demolition delays. With two new staff members they are working on streamlining the application process to provide the Commission with the proper information prior to the applicant presenting before them. He added that today's trend is unfortunately demolition over restoration of property.

Tree Planting Committee Liz Erdman (Reappointment) - postponed

BOARDS AND COMMISSIONS – APPOINTMENTS

Building Commission

On motion it was,

Voted to reappoint George Cole to the Building Commission for a term ending August 31, 2019 or until a successor can be appointed.

Conservation Commission

On motion it was,

In Board of Selectmen
Tuesday, December 6, 2016
Page 18 of 18

Voted to reappoint Deborah Myers to the Conservation Commission for a term ending August 31, 2019 or until a successor can be appointed.

Human Resources Board

On motion it was,

Voted to reappoint Gerald Raphael to the Human Resources Board for a term ending August 31, 2019 or until a successor can be appointed.

Preservation Commission

On motion it was,

Voted to reappoint David King to the Preservation Commission for a term ending August 31, 2019 or until a successor can be appointed.

BUILDING COMMITTEE FOR THE 9th SCHOOL AT BALDWIN

Question of appointing John Doggett of the Advisory Committee to the Building Committee for the 9th School at Baldwin.

Selectman Daly noted that Advisory Committee member Michael Sandman has a conflict with family duties, so he is unable to sit on this committee. Advisory Committee member John Doggett will serve.

On motion it was,

Voted to appoint John Doggett of the Advisory Committee to the Building Committee for the 9th School at Baldwin.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

There being no further business, the Chair adjourned the meeting at 9:50 p.m.

ATTEST

TOWN of BROOKLINE

Massachusetts

BUILDING DEPARTMENT



Daniel F. Bennett
Building Commissioner

December 6, 2016

To: Board of Selectmen
Building Commission
School Committee

From: Charles Simmons, Director of Public Buildings *CS*

Subject: Old Lincoln School Electrical Services Upgrade – Change Order No. 002

Please approve Change Order No.002 in the amount of \$845.00

Re-feed extra panel located in the first floor back classroom.

The amount of the contract will now be as follows:

Original contract amount:	<u>\$296,800.00</u>
Change Order 001	: \$ (19,414.85)
	<u>\$277,385.15</u>
Change Order 002	: \$ 845.00
New Contract amount	: <u>\$278,230.15</u>

Thank you for your consideration.

Town Of Brookline

Contract Amendment Approval Form

Department: BUILDING DEPARTMENT

Contract #: change order - 002

Vendor Name and Address : MV ELECTRICAL CONTRACTORS

Change Order/Extra Work Order #: 002

Purchase Order #: 17207101

Amount of Amendment \$ 845.00

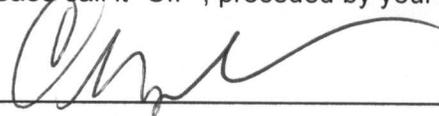
Purpose of Amendment:

Description: <u>Electrical Upgrade: Re-Feed EXTRA panel;</u> <u>LOCATED in FIRST FLOOR BACK CLASSROOM</u>

Coding:

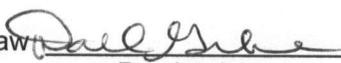
Org #	Org Name *	Acct #	Acct Name	Amount
2517K147	BUILDING CIP	6B0068	OLD LINCOLN REPAIRS	\$ 845. ⁰⁰

* For "K" or "C" accounts, please call it "CIP", preceded by your Dept (e.g., 4909K001 would be "DPW CIP").

Department Head:  Date 12/6/16

Comptroller and Purchasing Approvals

Funds Available / Codes Correct 902 Comptroller Date Approved by Comptroller 12/8/16

Complies with Appropriate Procurement Law  Purchasing Date Approved by Purchasing 12/8/16
(MGL ch 149, ch 30 30M, or ch 30B)

AIA[®] Document G701[™] - 2001

Change Order

PROJECT: <i>(Name and address)</i> Old Lincoln Sch Elec. Service Brookline, MA	CHANGE ORDER NUMBER: 002	OWNER <input checked="" type="checkbox"/>
	DATE: November 9, 2016	ARCHITECT <input checked="" type="checkbox"/>
	ARCHITECT'S PROJECT NUMBER: 408 003 00.00	CONTRACTOR <input checked="" type="checkbox"/>
TO CONTRACTOR: <i>(Name and address)</i> M-V Electrical Contractors Inc 10 Conduit Street Acushnet, MA 02743	CONTRACT DATE: June 29, 2016	FIELD <input type="checkbox"/>
	CONTRACT FOR: Electrical Service Upgrade	OTHER <input type="checkbox"/>

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

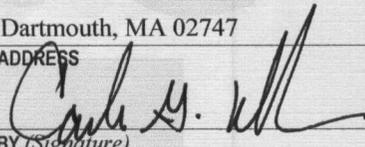
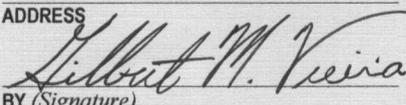
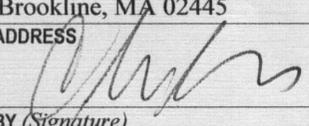
PCO #004 - Re-feed Extra Panel located in First Floor Back Classroom. \$845.00

The original	Contract Sum	was	\$	<u>296,800.00</u>
The net change by previously authorized Change Orders			\$	<u>(19,414.85)</u>
The	Contract Sum	prior to this Change Order was	\$	<u>277,385.15</u>
The	Contract Sum	will be increased by this Change Order in the amount of	\$	<u>845.00</u>
The new	Contract Sum	, including this Change Order, will be	\$	<u>278,230.15</u>
The Contract Time will be unchanged by zero (0) days.				

The date of Substantial Completion as of the date of this Change Order, therefore, is October 10, 2016

(NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Garcia, Galuska & DeSousa, Inc. ARCHITECT <i>(Firm name)</i>	M-V Electrical Contractors Inc. CONTRACTOR <i>(Firm name)</i>	Town of Brookline OWNER <i>(Firm name)</i>
370 Faunce Corner Road Dartmouth, MA 02747 ADDRESS	10 Conduit Street Acushnet, MA 02743 ADDRESS	333 Washington Street, Rm. 311 Brookline, MA 02445 ADDRESS
 BY <i>(Signature)</i>	 BY <i>(Signature)</i>	 BY <i>(Signature)</i>
Carlos G. DeSousa, P.E. <i>(Typed name)</i>	Gilbert M. Vieira <i>(Typed name)</i>	<i>(Typed name)</i>
11.9.16 DATE	11-10-2016 DATE	11/14/16 DATE

GARCIA • GALUSKA • DESOUSA
Consulting Engineers Inc.

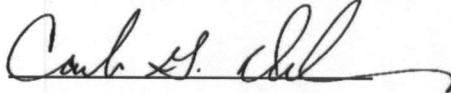
M#54206
J#408 003 00.00

DATE: November 7, 2016

MEMO

TO: Charles A. Simmons, Director of Public Buildings
Town of Brookline

FROM: Carlos G. DeSousa, P.E., Principal



DEPT: Electrical

PROJECT: Old Lincoln School – Electric Service Upgrade
Brookline, MA

SUBJECT: PCO #004 – Re-feed Extra Panel located in First Floor Back Classroom

Please be advised of the following:

We have reviewed the M-V Electrical Contractors, Inc. Proposed Change Order No. 004 in the amount of \$845.00 to refeed the extra panel located in the First Floor back Classroom. We find this cost to be fair and reasonable. We were unable to verify the exact feeder location, therefore, we would like to issue a change order for M.V. Electrical Contractors, Inc. to provide this work. Please advise if this is acceptable.

If you have any questions or concerns regarding the above, please contact our office at your earliest convenience.

CGD:ja

Enc.

Cc: Jorge Rosa, Garcia, Galuska & DeSousa, Inc.

M-V ELECTRICAL CONTRACTORS, INC

PROPOSED CHANGE ORDER:004

10 Conduit Street
Acushnet, MA 02743
T. 508-995-3826

F 508-995-0151

RECEIVED

October 25, 2016

email (Gil) gil@mvelectrical.net
email (Donna) donna@mvelectrical.net

Garcia Galuska & DeSousa

SUB CONTRACTOR PROPOSED CHANGE ORDER # 0004

DATE: October 25, 2016

PROJECT: Old Lincoln School, Brookline

TO:
Garcia, Galuska, DeSousa
370 Fauce Corner Rd
Dartmouth, MA 02747

FROM:
Gilbert M. Vieira
M-V Electrical Contractors, Inc.
10 Conduit St.
Acushnet, MA 02743

DESCRIPTION OF CHANGE

Scope: Re-feed extra panel located in 1st floor back classroom

Labor	Hours 4.0		
Licensed Electrician		75.56	\$ 302.24
Apprentice		62.18	248.72
	Sub Total		\$ 550.96
	Burden 25%		137.74
	Total Labor		\$ 688.70
	Material		46.00
			\$ 734.70
	15% Profit		110.21
	Total		\$ 845.00

Total Change Order \$845.00

APPROVAL:
Garcia, Galuska, DeSousa

M-V Electrical Contractors, Inc.

By: _____

By: *Gilbert M. Vieira*

DATE: _____

DATE: 10-25-2016



BROOKLINE
ECONOMIC DEVELOPMENT ADVISORY BOARD

Building a Better Brookline

Economic Development Advisory Board

Brookline Town Hall
333 Washington Street
3rd Floor
Brookline, MA 02445
617-730-2468

Anne Meyers, Co-chair
Paul Saner, Co-chair
Derrick Choi
Alan Christ
Susan Houston
Carol Levin
Kenneth Lewis
Thomas Nally
Marilyn Newman
Alden Raine
Donald Warner
Cliff Brown

December 9, 2016

Dr. Robert Sperber, Founder Emeritus

Board of Selectmen:

RE: Façade Improvement Loan Application for “The Village Works” at 202 Washington Street

The Town of Brookline façade loan program was established to encourage business and property owners to undertake improvements to their commercial storefronts. This program is offered through the Economic Development and Long Term Planning Division to support Brookline’s commercial areas. The program’s objective is to create lasting community benefits that go beyond the individual storefronts that enhance the overall streetscape and strengthen the identity of our commercial areas. Eligible improvements are limited to those that will be made to the exterior front or sides (facades) of buildings that impact the visual aesthetics of the property. Exterior painting, signage, awnings, lighting, windows/door replacement or modification, and building /storefront/façade restoration are eligible as well as minor landscaping. Following a public meeting to review and discuss the façade loan application by The Village Works, the Economic Development Advisory Board (EDAB) considered the following motion:

WHEREAS The Economic Development Advisory Board’s mission is to promote the vitality of our commercial areas, including preserving and enhancing the character of neighborhoods;

WHEREAS the Economic Development Advisory Board, in response to the demands of our citizenry and business owners, has worked hard to support programs which foster vibrant and attractive commercial areas;

WHEREAS the Economic Development Advisory Board supports the revitalization of 202 Washington Street via an innovative start-up business, generating local jobs, creating vital neighborhoods, and supporting area residents during job and career transitions.

WHEREAS Town Meeting voted in 2003 to authorize the Director of Planning and Community Development to establish, under General Laws, Chapter 44, Section 53E ½, a Façade Improvement Revolving Fund to be overseen by EDAB, with expenditures from the Revolving Fund not exceeding \$10,000 to be authorized by the Director of Planning and Community Development, with the written approval of the Board of Selectmen;

WHEREAS staff has reviewed the façade loan application and determined that the improvements, including new doors, transom windows; and insulated glass all qualify to receive \$8,000 in façade loan funding;

WHEREAS the Planning Board has reviewed and approved the proposed improvements in accordance with the Town's Design Review procedures;

THEREFORE EDAB, by a unanimous vote, recommends the Selectmen authorize the expenditure of \$8,000 from the Façade Loan revolving account to reimburse The Village Works for the above referenced façade improvements as supported by receipts and any other necessary documentation that the work has been completed.

Sincerely (on behalf of the full Board),



Anne Meyers
Co-Chair, Economic Development Advisory Board



Paul Saner
Co-Chair, Economic Development Advisory Board

Scoring Criteria	Streetscape Enhancement/ Strengthen Area ID	Weighted Score	Positive Lasting Community Impact (including energy efficiency)	Weighted Score	Cumulative Score	% Score	Relative Score (Cum Scores Total)	Actual Funding
Applicant	Score	0.4	Score	0.6		4	3.2	
Village Works	3.2	1.28	3.2	1.92	3.2	80%	100%	\$8,000
Max Funding								
\$10,000								
Scoring								
4 = Excellent (Scope of work goes above and beyond category requirements (i.e. multiple energy efficient upgrades and/or multiple façade improvements which substantially improve upon visual aesthetics, streetscape and commercial area identity including, new signs, awnings, building restoration, paint, lighting, window/door replacement or modification, minor landscaping)								
3 = Good (Scope of work includes multiple improvements, with some impacts on visual aesthetics, or streetscape or commercial area identity including, new signs, awning repair/replacement, paint, lighting, minor landscaping)								
2 = Satisfactory (Scope of work only slightly improves upon existing façade with few if any impacts on visual aesthetics, or streetscape or commercial area identity. This may include a new storefront sign and some paint work)								
1 = Minimum (Scope of work qualifies for funds, but does not impact visual aesthetics, streetscape or commercial area identity) Work includes sign replacement with little to no other alterations/improvements made to the façade.								
0 = Not applicable (Scope of work does not qualify for funding and/or does not yield any impact on visual aesthetics, streetscape or commercial identity)								



Town of Brookline Massachusetts

FAÇADE LOAN PROGRAM APPLICATION

Department of Planning and
Community Development

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442
Alison Steinfeld, Director

Name of Applicant Lisa Wasserman Sivan

Name of Business The Village Works

Address of Business 202 Washington Street

Telephone Number 617-460-1825 Fax Number _____

Email Address lisa@thevillageworks.com

Type of Business Shared Office Loan Amount \$9,878

Applicant is the Property Owner Business Owner

Property Owner's Name (if different) Washington 202 LLC

Property Owner's Address c/o Lichten & Liss-Riordan, P.C. 729 Boylston St.,

Property Owner's Signature 

Property Owner's Telephone Number 617-504-7944

Please attach a description of the scope of work and estimated budget for the façade improvement. In addition, include sign plans (including photo simulations) illustrating the proposed façade improvements. Mail or hand deliver the completed application to: Economic Development Division, Town of Brookline, 333 Washington Street, Town Hall, Brookline, MA 02445

C. - 5

COMMONWEALTH GLASS & MIRROR CORP.

1 GROVE STREET

WATERTOWN MA 02472

(617)926-1111 Fax:(617)926-7816

Tax# 04-2236640

Quote: 41314

Date: 07/12/2016

Customer

THE VILLAGE WORKS
202 WASHINGTON STEET
BROOKLINE MA 02445

H (617)460-1825

Csr: ROBERT Tech: PO Terms: C.O.D

<u>Qty</u>	<u>Part / Description</u>	<u>Item Total</u>
0.00	-	

Notes: COMMONWEALTH GLASS AND MIRROR CORP. PROPOSES TO MEASURE, SUPPLY AND INSTALL THE FOLLOWING AS REQUESTED

PRICE #1 - EGRESS ENTRANCE

- BRONZE DOOR AND FRAME WITH TRANSOM AND 36" RETURN WALL WITH 1" BRONZE INSULATED ROOF PANEL

- DOOR TO HAVE RIM PANIC HARDWARE WITH KEY CYLINDER ON EXTERIOR, NO PULL HANDLE, H.D DOOR CLOSER AND CLEAR INSULATED SAFETY GLASS

TOTAL COST OF JOB - \$5838.00

PRICE #2 - MAIN ENTRANCE

- BRONZE DOOR AND FRAME APPROX. 46" X 120" WITH 3'-6" DOOR AND TRANSOM WITH LATCH LOCK, PADDLE HANDLE WITH ELECTRIC STRIKE AND OPEN STYLE PUSH/PULL HANDLES

- GLASS TO BE 1" SAFETY GLASS INSULATED

TOTAL COST OF JOB - \$3998.00

Job Site: 2 STORE FRONT DOORS
202 WASHINGTON STEET
BROOKLINE MA 02445
CALL LISA 15 MINUTES AHEAD 617-460-1825

50% Deposit is required with balance upon completion on all orders excluding established customers with an open account. No Refunds on Special Orders.

Sign - _____ Date - _____

<u>Tax</u>	<u>Total</u>	<u>Payments</u>	<u>Balance</u>
0.00	0.00	0.00	0.00



**STUART
GLASS
INC.**

Invoice

Date Invoice #
9/19/2016 86108

56 Leo Birmingham Parkway
(Market Street)
Brighton, MA 02135
Phone 617-782-3494
Fax 617-782-3495

Bill To
Lisa Sivan 617-460-1825

P.O. Number

Description	Qty	Amount
Job Location: 202 Washington St Brookline, MA 02445 Supply & Install: (In clean openings) Entry Door: -3'0" x 7'0" Door & transom -Dark bronze 2 x 4-1/2" frame -1" Clear Insulated Glass units -Stanley magic for swing door separator with (2) wireless push plate switches -Electric strike / panic device Exit Door: -3'0" x 7'0" Door & transom with return panel & transom -Dark bronze 2 x 4-1/2" frame - 1" Clear Insulated Glass units -Panic device Additional work: Add ceiling/bronze panel over the exit door- \$200, included in the updated estimate on 08-10-2016 Exclusions: Tax, Permits Work by others: Preparation of openings, interior finish work, electrical connections		8,416.00T

		Subtotal
		Total
		Payments/Credits
		Balance Due

E-mail	Web Site
idomirrors@gmail.com	www.stuartglassinc.com

The Village Works

202 Washington Street, Brookline MA 02445
proposed storefront repair

Construction is underway at 202 Washington Street for The Village Works, a coworking space centrally located in Brookline Village. The Village Works fosters community by supporting the needs of neighbors who work close to home.

After years of vacancy and partial construction, our goal is to complete and repair work on the building and ready for occupancy in the new year.

The storefront is conceived as a simple frame with a view through to the revived life of the building.

Maximizing glass and light is achieved with black aluminum framing and insulated, safety glass.

All elements to create a safe and accessible entry and egress have been addressed.

To meet the demands of our budget and schedule, we are submitting for approval of our storefront design only. Review of our signage and branding will be submitted separately.



existing exterior facade, view across Washington St.

The Village Works

202 Washington Street, Brookline MA 02445
facade loan program application

Construction is underway at The Village Works and we are grateful to have been approved by the Planning Board for our storefront improvements. A copy of the approved submission is attached to this application.

The Town of Brookline's facade loan program will help our team meet these design goals to revive 202 Washington Street.

We have selected a black aluminum framing system to complete the storefront windows. The similar aluminum framed entry and egress doors are fully ADA compliant. The new, equally sized doors and their paired transom windows improve the sense of symmetry and balance and bring light into a challenging building.

This simple design also provides improved energy efficiency through proper installation and trimming of the insulated, safety glass and in setting the entry door away from the interior work space and fitted within the original bricked hallway. Estimates from two storefront contractors are attached.

There is additional work not included in these estimates. These include:

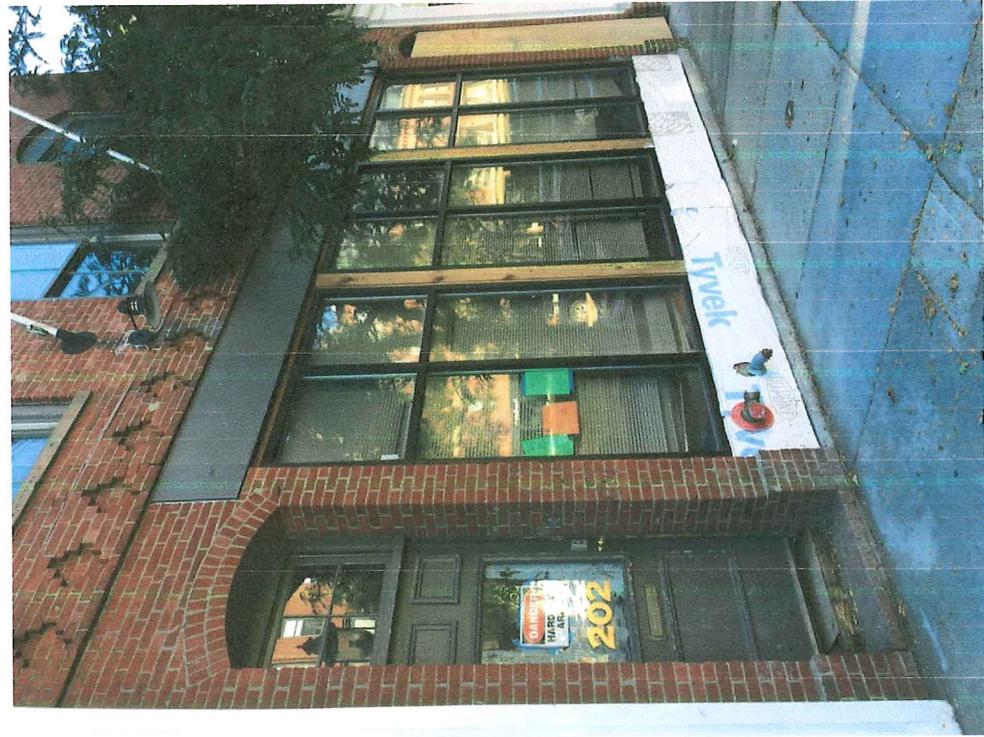
1. Installing MDO panelling along the lower facade and painted black to match the aluminum framing.
2. Rewiring and lamping the existing exterior sconces.
3. Fabricating and installing window signage and flags for the existing flag posts. Our signage package is still in production.

Thank you for considering The Village Works for the Town of Brookline's Facade Loan Program.

The Village Works

202 Washington Street, Brookline MA 02445

proposed storefront repair



existing exterior facade, view north at sidewalk

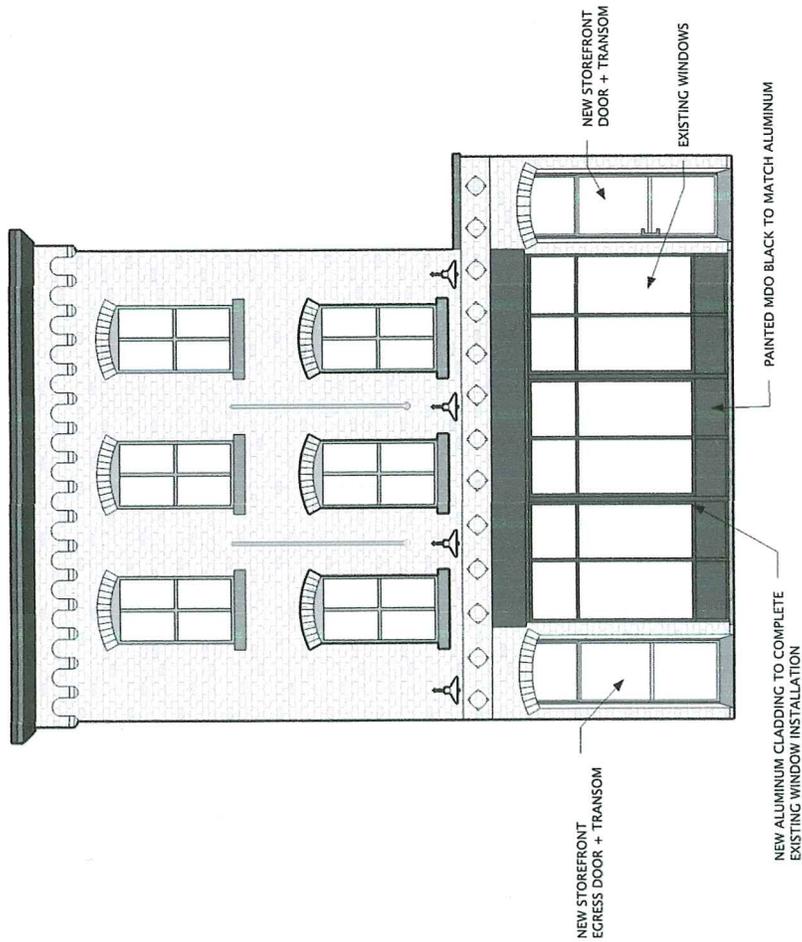


existing exterior facade, view south towards rte. 9

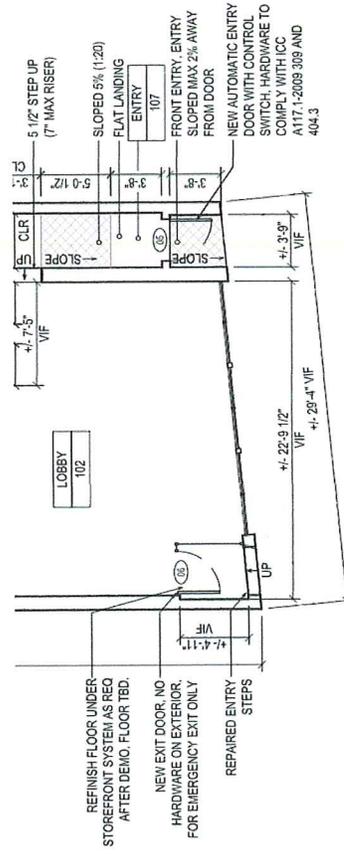
The Village Works

202 Washington Street, Brookline MA 02445

proposed storefront repair



proposed exterior facade, view from across Washington St.



proposed exterior facade, floor plan

TOWN C D. - 1 CLINE
APPLICATION FOR A PERMIT TO SERVE ALCOHOLIC BEVERAGES ON
TOWN PROPERTY (NON SALES/ALL KINDS)

Date November 18, 2016

I hereby make application for a PERMIT TO SERVE ALCOHOLIC BEVERAGES ON TOWN PROPERTY at a

Corporate Holiday Party
(state whether a meeting, banquet, concert, picnic, wedding, etc.)

Which is to be held at the Larz Anderson Auto Museum
(Name of Person of Organization)

15 Newton Street , Brookline MA 02445
(Address of Person of Organization)

On the 17th day of December, 2016

Between the hours of 5:30 PM—11:00 PM at the following described Town property:

The Larz Anderson Auto Museum

If the applicant is an organization, complete name and address of the organization's officers:

Name: John Carberry Title: President Address: 531 South St. Needham

Name: John Darack Title: Vice President Address: 96 Lakeshore Dr. Wayland

Name: Tom Frisardi Title: Treasure Address: 86 Forest St. Wellesley

NOTE: If the answer to Questions 4, 5, 6 or 7 is yes, you do not qualify for a non-sales permit and you should seek instead a special license to sell alcohol.

1) How many cases or barrels, etc. of each type of alcoholic beverage will be made available to guests?
3 cases each wine and beer and 2 litres each other liquor

2) What is the maximum number of people to attend? 50

3) What is the age group of people to attend? 40

4) Are you charging an admission fee? NO

5) Are you charging for alcoholic beverages? NO

6) Is the event open to the public? NO

7) Are tickets to the event available for purchase? NO

D. - 2

8) How will alcoholic beverages be dispensed or served and by whom? Please state the names, addresses of all person(s) serving alcoholic beverages.

Bartender will be provided by Simply Elegant Catering (978) 372-7329

9) State whether or not the person(s) dispensing or serving alcohol received TIPS certification or equivalent safe-service of alcohol training and the date(s) of any such certification or training and attach documentation pertaining to such certification or training:

Bartenders are all certified and insured

10) If any attending are under age 21, what method will be used to check ID and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume alcoholic beverages?

Bartenders will check ID's

11) Will a police detail or other types of security be provided? YES

If "YES" what type and how many? Brookline Police detail

12) Please state the name, address, age and 24-hour contact information of the individual (who must be at least 21 years of age) who will be physically present at the event and who will ensure compliance with all applicable federal, state and local laws, regulations, ordinances and any conditions on the permit and who will ensure the maintenance of order and decorum:

Sylvia Passley Harris	Clyde St.	Brookline MA	05/26/1955
Karen Hasenfus	58 Chester Avenue	Dedham MA	09/29/1954
(Name)	(Address)		(Date of Birth)

Telephone number: (617) 522-6547 (617) 283-7265

Email Address: khasenfus@larzanderson.org feonapassley@hotmail.com

This application must be accompanied by proof that the applicant has secured, and there is in effect during the period of time for which the permit is sought, a general liability policy naming the Town as the additional insured or if the general liability policy exempts alcohol-related incidents or occurrences a liquor liability policy naming the Town as an additional insured.

By signing this application, the applicant absolves the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's use of Town property. By signing this application, the applicant agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the applicant's use of Town property and agrees to indemnify the Town for any expenses the Town incurs in restoring Town property to its condition prior to use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use.



Signature

Karen H Hasenfus

Name Printed

Operations and Events Manager

Title (if on the behalf of an Organization)

15 Newton St. Brookline MA 02445

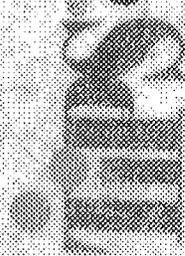
Address

(617) 522-6547

Telephone number(s)

khasenfus@larzanderson.org

Email address(es)



eTIPS On Premise 2.0

XXX-XX-XXXX

SSN:

Issued: 5/17/2015

5/17/2018

Expires:

ID#: 3988708

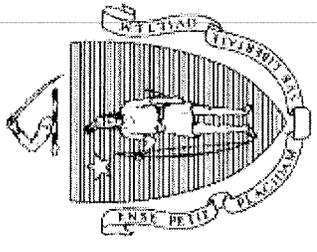
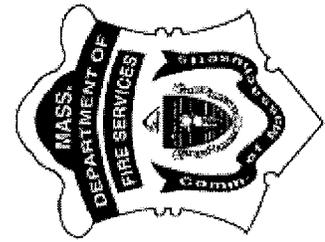
XXXXXXXXXX

D.O.B.:

Douglas O Brady
32 S Riverview St
Bradford, MA 01835-6912

For service visit us online at www.gettips.com

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Sylvia Passley-Harris

Successfully completed the Crowd Manager Training Program
In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager

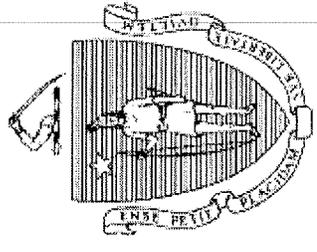
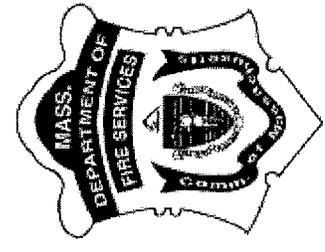
Date issued: October 24, 2014

Expires: October 24, 2017

Certificate #: r08c40a7pBHVBtU

Stephen D. Coan
State Fire Marshal

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Karen Hasenfus

Successfully completed the Crowd Manager Training Program
In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager

Date issued: April 23, 2014

Expires: April 23, 2017

Certificate #: 8k8OrYaYw4T3sZb

Stephen D. Coan
State Fire Marshal



D. - 7 CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/29/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MTM Insurance of Greater Haverhill Inc. 229 South Main Street Bradford MA 01835	CONTACT NAME: Mike Traverso PHONE (A/C, No, Ext): (978) 372-1229 E-MAIL ADDRESS: certificates@mtminsure.com FAX (A/C, No): (978) 372-1334													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Hartford Fire & Casualty Group</td> <td></td> </tr> <tr> <td>INSURER B: Safety Indemnity Insurance Company</td> <td>33618</td> </tr> <tr> <td>INSURER C: AM Trust North America</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hartford Fire & Casualty Group		INSURER B: Safety Indemnity Insurance Company	33618	INSURER C: AM Trust North America		INSURER D:		INSURER E:		INSURER F:
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INSURER F:														
INSURED Simply Elegant Catering PO Box 1802 Haverhill MA 01831														

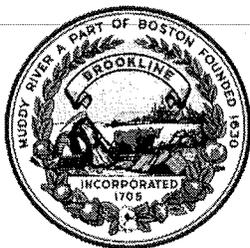
COVERAGES **CERTIFICATE NUMBER:** 16-17 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			08SBANW0226	7/1/2016	7/1/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			3934915	7/23/2016	7/23/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Sal Ambra Jr WVC3201026	4/30/2016	4/30/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			08SBANW0226	7/1/2016	7/1/2017	Limit \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
This certificate of insurance represents coverage currently in effect and may or may not be in compliance with any written contract. For an event to take place at the Larz Anderson Auto Museum on Saturday December 17, 2016

CERTIFICATE HOLDER Town of Brookline 333 Washington St. Brookline, MA 02445	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Mike Traverso/LAURIN
---	--



BROOKLINE POLICE DEPARTMENT
Brookline, Massachusetts

DANIEL C. O'LEARY
CHIEF OF POLICE

To: Chief Daniel O'Leary

From: Lieutenant Derek Hayes

Re: Larz Anderson Auto Museum – One Day Permit – Non-Sale: 12-17-16

Date: December 5, 2016

Sir,

Larz Anderson Auto Museum, through Events Manager Karen Hasenfus, has applied for a Temporary Section 14 One Day All Kinds of Alcoholic Beverage Permit (non-sale) for a Corporate Holiday Party to be held on Saturday, December 17th, 2016 between 530pm and 11pm.

Karen Hasenfus 09/29/1954 and/or Sylvia Passley-Harris 05-26-1953 will be the responsible managers on site for this event and will ensure compliance with all applicable Federal, State and local laws, regulations, ordinances, and any conditions on the permit as well as previously discussed conditions. Their Crowd Manager Certificates were submitted.

There will be no charge for alcoholic beverages. Organizers are expecting no more than fifty (50) guests to attend. All alcoholic beverages at this event will be served by bartenders provided by Simply Elegant Catering. Simply Elegant Catering employ certified bartenders who will be dispensing the alcoholic beverages and checking guests' identification. Available to the guests will be three cases of both wine and beer and assorted liquors.

Simply Elegant Catering submitted a copy of their bartender's certification in the safe service of alcohol. A copy of their Certificate of Liability was submitted specifically naming the Town of Brookline as a named insured.



There is sufficient parking available along the access road abutting the Museum as well as the upper parking lot area near the skating rink. A uniformed police detail officer will be assigned to provide security and to manage traffic issues if they arise. The Brookline Police Department's Detail Office was notified.

I see no reason to oppose this license request.

Respectfully submitted,

Lieutenant Derek Hayes





Town of Brookline
Massachusetts

Authorization To Hire Request Form

1. Position **TITLE**: _____ Grade: _____

2. Department: _____ Division: _____

3. Position Control #: _____ Prior Incumbent: _____

a. Reason for Leaving: _____

4. Budgetary Information:

Department Code: ____ Budget Code: _____ % _____

Grant Funded-Name of Grant: _____ Revolving Fund Enterprise Fund

6. Employment Type:

Full-Time: # of hours/week: _____ Part-Time: # of hours/week: _____

Permanent Temporary: expected end date (required) ____/____/____

7. Method of Fill:

Promotion – To be Posted Internally from: ____/____/____ to ____/____/____

New Hire Transfer – Please explain: _____

8. List the top three essential functions of this position:

1. _____

–

2. _____

–

3. _____

–

9. I have considered the following alternatives to filling this position:

10. The alternatives are less desirable than new hire action for the following reasons:-continued on reverse side-

Authorization To Hire Request Form

11. Suggested sources for specialized recruitment advertising: (other than local papers)

12. Please attach the current position description.

13. Signatures:

Department Head Signature: _____	Date: _____
Human Resources Director: _____	Date: _____
Town Administrator: _____	Date: _____

14. Approvals:

Date on BOS Agenda: _____	Date Approved: _____
---------------------------	----------------------

15. Notes:



Town of Brookline
Massachusetts

Authorization To Hire Request Form

1. Position TITLE: Senior Accountant Grade: T-05

2. Department: Finance Division: Comptroller

3. Position Control #: 153000003 Prior Incumbent: Ewana Lindo-Smith

a. Reason for Leaving: Promotion/Transfer

4. Budgetary Information:

Department Code: 1530 Budget Code: 15001530-510101 % 100%

Grant Funded-Name of Grant: _____ Revolving Fund Enterprise Fund

6. Employment Type:

Full-Time: # of hours/week: 37.5 Part-Time: # of hours/week: _____

Permanent Temporary: expected end date (required) _____/_____/_____

7. Method of Fill:

Promotion – To be Posted Internally from: _____/_____/_____ to _____/_____/_____

New Hire Transfer – Please explain: _____

8. List the top three essential functions of this position:

1. Details oriented

2. Computer Proficiency

3. Accounting/audit background

9. I have considered the following alternatives to filling this position:

No alternatives are practical

10. The alternatives are less desirable than new hire action for the following reasons:-continued on reverse side-

Authorization To Hire Request Form

11. Suggested sources for specialized recruitment advertising: (other than local papers)

Human Resources will work closely with the department to post the position widely with the ProDiversity Network, ZipRecruiter, Indeed, which all have multiple targeted affinity group job boards, as well as related professional groups.

12. Please attach the current position description.

13. Signatures:

Department Head Signature: <u>mta</u>	Date: <u>12-8-16</u>
Asst. Human Resources Director: <u>[Signature]</u>	Date: <u>12/9/16</u>
Town Administrator: _____	Date: _____

14. Approvals:

Date on BOS Agenda: _____	Date Approved: _____
---------------------------	----------------------

15. Notes:

SENIOR ACCOUNTANT

Grade T-05

Position Purpose:

The purpose of this position is to perform responsible auditing, accounting, administrative and analytic work to support the operations of the Comptroller's Office; all other related work as required.

Supervision:

Supervision Scope: Performs varied and responsible duties which range in nature from routine to complex and which require the exercise of judgment and initiative within the framework of prescribed policies and in accordance with standard municipal accounting procedures.

Supervision Received: Works under the administrative direction of the Comptroller and Assistant Comptroller in accordance with Massachusetts General Laws, town bylaws and policies, and relevant federal/state/local regulations and standards. Employee generally establishes own work plans and completes work in accordance with established departmental policies and standards; only unusual cases are referred to supervisor

Supervision Given: Supervises department clerical employees by directing, coordinating, and reviewing work. Trains users of financial accounting systems across various Town departments.

Job Environment:

Work is performed under typical office conditions. Operates a computer, telephone, copier, facsimile machine, printer, handheld or mobile devices and other standard office equipment.

Makes regular contacts with all town and school departments, external auditors, vendors, governmental agencies, and the general public. Contacts are in person, by telephone and via standard reports.

Has access to confidential information across all departments, including schools, related to payments for settlements, contracts and payroll information.

Errors could result in significant confusion and delay, financial loss, and could cause exposure for the Town to legal liabilities.

8. - 4

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Responsible to assist the Comptroller and Assistant Comptroller in maintaining and administering the Town's financial accounting system to ensure appropriation control, avoid both overspending and improper spending.

Assists the Comptroller and Assistant Comptroller in fulfilling Town's goals in achieving GASB34 requirements.

Reviews all payments listed on warrant prior to disbursement and signoff by the Comptroller. Reviews and corrects all payroll warrants prior to signoff by Comptroller.

Prepares year-end audit schedules, pertaining to receivables, trust, and deferred revenue for external auditors.

Assists in the preparation of interim and year-end financial statements.

Performs internal audit functions related to cash receipts and expenditures, including audits of all voided check requests. Audits all wire and Electronic Funds Transfer payments by the Treasurer's office and posts journal entries.

Manages and oversees the posting of all cash transactions for the Town and schools. Prepares, enters, and posts journal entries.

Assists in monthly and quarterly cash reconciliations; reconciles grant and special revenue accounts.

Reviews and processes transactions for recording payments to Adult Ed teachers and reimbursement for the associated Adult Ed interest checking account. Manages and oversees the Accounts Payable warrant process for Adult Education.

Works with Assistant Comptroller to coordinate, modify, and document the implementation of financial accounting systems including establishing accounting control procedures and developing training programs and materials for new and continuing personnel in the effective use of the financial management system.

Serves as a liaison with software vendor and town departments during financial accounting system conversions and upgrades. Provides on-going training and assistance to system users in the operation of such system and the related analysis tools, including programs such as Crystal Reports. Assists and monitors the work of clerical employees with financial responsibilities in other departments, including output review and refresher training. Writes and promulgates training materials and documents.

*Town of Brookline, MA
Senior Accountant*

8. - 5

Troubleshoots, programs and customizes financial computer software and databases for use in the Comptroller's office and use by other town staff.

Reporting and compliance requirement consistent with Department of Revenue report mandates, including, Schedule A and Snow & Ice Report and outstanding debt.

Assists the Comptroller in managing and overseeing the preparation of 1099-Misc Forms and electronic files for federal and state reporting.

Manage and oversee the general billing commitment process for all departments, including set-up of new accounts and abatements.

Performs similar or related work as required, directed or as situation dictates.

Recommended Minimum Qualifications:

Education, Training and Experience:

Bachelor's degree in accounting, finance, or related field; three to five years of progressively responsible experience in governmental or non-profit accounting, including financial statement preparation/review and internal auditing; technical writing and/or training experience helpful; or any equivalent combination of education and experience.

Knowledge, Ability and Skill:

Knowledge: Comprehensive knowledge of UMAS, GAAP, GASB34, and all applicable provisions of Massachusetts and federal statues relating to finance; state ethics rules and Town's Fraud Policy Thorough knowledge of automated accounting management systems.

Ability: Ability to establish, oversee and maintain complex financial record keeping systems and prepare reports from such records. Ability to work in a team and independently and to carry out assigned projects to their completion. Ability to communicate effectively in written and oral form. Ability to interact in a positive and effective manner with person at all levels. Ability to work with a high level of detail and complexity.

Skill: Strong teaching/training skills. Skill in operating the above listed office equipment. Excellent verbal and written communication skills. Good programming skills. Strong computer aptitude ability to use and adapt to new technology; Familiar with Access, MUNIS and computer programs and Crystal Report writing. Skill in problem solving and analysis.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the

*Town of Brookline, MA
Senior Accountant*

8. - 6

essential functions. Regularly required to walk, stand, sit, talk, and hear; operate objects, tools, or controls; pick up paper, files, and other common office objects. Lifts/moves objects weighing up to 25 pounds. Communicates verbally and in writing. Vision and hearing at or correctable to normal ranges. Ability to operate a keyboard at an efficient speed.

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

9. - 1

Capital Subcommittee Report of Hearing December 6, 2016 and December 13, 2016 Reserve Fund Transfer Request

The Capital Subcommittee met at 6:30 pm in Room 103 at Town Hall. Committee members present were Cliff Brown, Harry Friedman, Fred Levitan, and Pamela Lodish. Also in attendance were Acting Chief Robert Ward, Acting Chief of Operations Chief Keith Flaherty, Charlie Driver, Chief Mechanic, Lt. Paul Trahon, Fire Fighter Union President Local 950 IAFF, Anthony Ansaldi, Brookline Public Safety Business Manager and Melissa Goff, Deputy Town Manager. Also present were Advisory Committee members, David-Mark Goldstein and Janice Kahn.

All ladder trucks go through annual testing and every five years they have a non-destructive test. Last week two of the Town's three ladder trucks failed inspection due to rotted frame rails. Ladder 1 (1995 Pierce) and Ladder 12 (1998 Pierce) were immediately and permanently taken out of service, leaving the Town with only one ladder truck Ladder 2 (2016 KME). A replacement for Ladder 1 has recently been ordered as a part of the FY2016 Capital Improvement Program. Delivery of the replacement for Ladder 1 is expected in March of 2018. The Fire Department luckily was able to borrow a reserve Quint from the City of Newton, to be used as a ladder truck on a limited basis. Quint Fire Trucks are combinations of ladder trucks and engine trucks and can be used for either purpose but not both purposes without extra manning. While we were fortunate to be able to borrow this piece of equipment, it is not in great shape, and burns four quarts of oil per day, which could lead to the motor seizing, a repair for which we would be responsible. Newton could have equipment issues as well and at any time could ask that their truck be returned.

A Nationwide search for a used ladder truck was conducted. Three potential ladder trucks were located, resulting in the three options detailed below.

Option 1, was found on Long Island, NY and is a 1998 Seagrave 100' Ariel Ladder with 23,000 miles on it. It is priced at \$85,000. This truck has a 100' ladder with a waterway. The truck was inspected by Charlie Driver and Paul Trahon and found to be in good condition. The negatives discussed included the fact that this truck is only medium weight ladder with a tip weight of 250 pounds. Normally, all Brookline ladder trucks are heavy or super heavy duty, with tip weights of between 500 and 750 pounds. (The heavier the tip weight, the more fire personnel or people being rescued that can be on the ladder at any one time). This truck would be subject to MGL 30B purchasing requirements, which would require it be put out for bid. While we had expected to be able to purchase and obtain this truck in very short order, there would be a minimum 30 day delay due to MGL 30B. We have subsequently learned that this truck would not be available to us until a replacement truck was delivered to the current owner. Where we need a replacement truck able to be placed in front line service until the replacement for Ladder 1 is delivered in March of 2018, this truck was not considered as optimal for front line service.

Option 2, was located in Missouri and is a 1990 Pierce Arrow 105' Ladder with 24,000 miles on it. It is priced at \$98,500. It has a 105' ladder with build in waterway. It is a heavy-duty ladder. This truck would also be subject to MGL 30B and due to its age, was not considered optimal for front line duty.

Option 3, was located at the Pierce factory in Wisconsin. This is a 2016 truck (manufactured in March 2016) and was used as a demo truck at trade shows and was shown to Fire Departments in the US. The truck is a 107-foot heavy-duty truck with multiplexing. It is priced \$865,724. This truck would not be subject to MGL 30B as it is a new vehicle and is covered under already approved pricing under a national purchasing consortium. This truck has been driven for 12,000 miles (travelling to and from trade shows, and would be delivered as new, with a full warranty that would begin once the truck was put into service. Warranty lengths would be 5 years for the engine and transmission, 3 years for the

Reserve Fund Transfer Request

December 13, 2016

Page 2.

axles, 5 years for paint and corrosion. The frame carries a lifetime warranty but excludes damages caused by chemicals (salt). The value of this truck is in excess of \$1 million and is being discounted as it has 12,000 miles and was used as a demo.

The view of the fire personnel at the hearing was that option three, the purchase of an essentially new ladder truck, was the preferred solution.

Funding of the purchase of a new truck or replacement truck was discussed. The FY 2017 Reserve Fund Appropriation is \$2,348,737. The uncommitted balance is \$2,309,557. Melissa Goff explained that she has spoken with Gary McCabe, Chief Assessor and believes that due to the recent win of cases brought by both Verizon and RCN at the Mass Appellate Tax Board, there could potentially be one million dollars available surplus from the tax overlay account to cover additional shortfalls if the snow season is particularly challenging.

A number of issues were discussed including, the question of why these truck's frames have rotted quicker than expected. The issue of having medical emergencies handled by smaller vehicles was also discussed at length. It was the view of fire personnel that the current system appears to work best due to the need to keep fire companies together with their vehicle so that they are available at all times to respond to and to fires.

Also discussed were the ramifications of having three new ladder trucks and the complications this would cause when the time arrived for both refurbishment and for replacement.

Further discussions took place about the potential need for a ladder truck to cover South Brookline from a location closer than Brookline Village due to increased development at Hancock Village and the new 9th school at Baldwin. This would mean an expansion of fire department personnel by 24 members and was not within the scope of our discussions.

Melissa Goff and members of Fire Department officials were asked to investigate the necessity to shorten or adjust the current schedule for refurbishment and replacement of fire equipment through the CIP.

A vote was not taken on December 6, 2016 but a polling of the Capital Subcommittee members showed that no one was opposed to option 3.

A second meeting of the Capital Subcommittee was held on December 13, 2016, at which time the subcommittee voted (add vote) and recommends favorable action on the purchase of the 2016 Pierce Ladder Truck, i.e., option 3 outlined above.



**Advisory Council on Public Health
(As of 12/9/16)**

MEMBERS:

Dr. Anthony Schlaff, Chair.....Term expires 2017

Milly Krakow.....Term expires 2018

Gretchen Stoddard.....Term expires 2018

Patricia Maher.....Term expires 2017

Cheryl Lefman.....Term expires 2016 (Seeking reappointment, interview on 12/13/16)

Dr. Nalina Narain.....Term expires 2016 (Seeking reappointment, interview on 12/13/16)

Vote to be taken on 12/13/16:

Reappoint the following:

Cheryl Lefman (Interviewed on 12/13/16)

Dr. Nalina Narain (Interview on 12/13/16)



**Building Commission
(As of 12/9/16)**

MEMBERS:

Janet Fierman, Chair.....Term expires 2018

Nathan Peck.....Term expires 2018

Karen Breslawski.....Term expires 2017

George Cole.....Term expires 2019

Kenneth Kaplan.....Term expires 2016 (Seeking reappointment, interview 12/13/16)

Vote to be taken on 12/13/16:

Reappoint Kenneth Kaplan (Interview on 12/13/16)



**Park and Recreation Commission
(As of 12/9/16)**

MEMBERS:

John Bain, Chair.....Term expires 2016 (Seeking reappointment, interviewed 12/13/16)

Nancy O'Connor, Vice Chair.....Term expires 2017

Clara Batchelor.....Term expires 2017

James Carroll.....Term expires 2018

Daniel Lyons.....Term expires 2017

Antonia Bellalta.....Term expires 2018

Jean Stameris.....Term expires 2016 (Not seeking reappointment)

Votes to be taken on 12/13/16:

Reappoint John Bain (Interviewed on 12/6/13)

Appoint one of the following to the open seat:

Randolph Meiklejohn (Interviewed 12/6/16)

Richard Nangle (Interviewed 12/6/16)

Stewart Silvestri (Interviewed 12/6/16)

Wendy Sheridan (Interview 12/13/16)



**Planning Board
(As of 12/9/16)**

MEMBERS:

Linda Hamlin, Chair.....Term expires 2018

Robert Cook.....Term expires 2017

Mark J. Zarrillo.....Term expires 2017

Blair Hines.....Term expires 2019

Matthew Oudens.....Term expires 2019

Steven Heikin.....Term expires 2020

Sergio Modigliani.....Term expired 2016 (not seeking reappointment)

Vote to be taken on 12/13/16:

Appoint one of the following to the open seat:

Susie Roberts (Interviewed on 10/18/16)

Ben Olson (Interview on 12/13/16)



**Tree Planting Committee
(As of 12/9/16)**

MEMBERS:

Hugh Mattison, Chair.....Term expires 2018

Nadine Gerds.....Term expires 2017

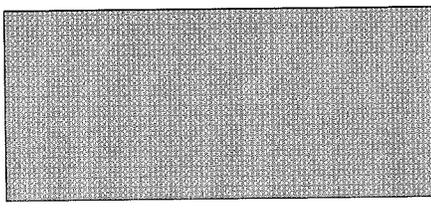
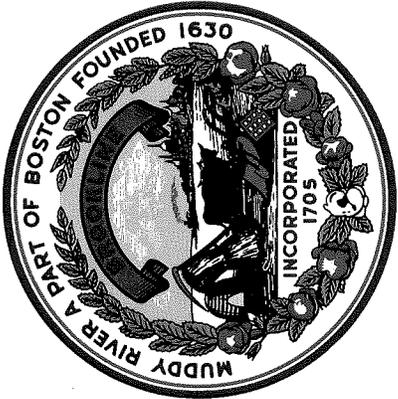
Liz Erdman.....Term expires 2016 (Seeking reappointment, interview 12/13/16)

Vote to be taken on 12/13/16:

Reappoint Liz Erdman (Interview on 12/13/16)

12

TOWN OF BROOKLINE



FY2018 - FY2022 LONG RANGE FINANCIAL PLAN

December 13, 2016

SUMMARY

- Enrollment growth in the Schools continue to put stress on the School budget.
- Employee Benefits and Collective Bargaining continue to put pressure on Town and School budgets
- Town budget \$71.6K deficit and the Schools have a FY18 deficit of approx. \$3.6M (structural deficit).
 - School Cost pressures: SPED, Steps, Collective Bargaining and Enrollment
 - Town Cost pressures: Collective Bargaining, Solid Waste and Recycling, Pension and OPEB funding
- Year 3 of Override funding for the Schools
 - \$1.29M allocated to schools

PRIMARY ASSUMPTIONS

Revenue

- Raise Property Taxes to the maximum allowable under Prop 2 ½.
- Within the Property Tax projections, additional “New Growth” in FY18 from the Red Cab site (\$200K) and other smaller projects (\$165K) Out years growth from 2Bkl Place Circle Cinema site and 25 Washington St.
- An additional \$71K by FY18 for Lodging Taxes from the Red Cab site + \$75K from Circle Cinema
- Ch. 70 Aid + UGGA 2.5% increase assumed. Concern about State revenue growth

Expenditures

- Health Insurance rate increases of 5% in FY18 -20 + continued enrollment growth 30/10 S/T.
- Pension- reset funding schedule based on valuation as of 1/1/16
- 2% Collective Bargaining increases in each FY
- Continued funding of OPEB’s per the Town’s funding schedule.
- All formal Financial Policies (CIP, Free Cash, Reserves) are continued.

RECENT HISTORY

- In FY08, \$3.2M budget gap addressed by a combination of revenue increases (\$1.5M), Health Insurance plan design changes (\$755K), DPW Initiatives (\$369K), and Budget cuts (\$548K).
- In FY09, voters approved a \$6.2M Override for structural deficit (\$2.1M), infrastructure shortfall (\$1.5M), Lengthened School Day & EWL (\$2.6M).
- In FY10, closed a \$5M budget gap via cuts and reorganizations/consolidations, many proposed by the EIC. (Primary cause of deficit = \$3.1M (19%) cut in State Aid.)
- In FY11, entered the GLC, saving \$5.6M, thereby avoiding budget cuts and service reductions. Began implementing an enhanced OPEB funding plan. Also realized first full-year of new meals tax and increased lodging tax, which was dedicated to pension funding.
- In FY12 - FY14, Forecast dynamic of balanced Town budget vs \$1.5M - \$2M+ deficit for Schools.
 - Budgets ultimately balanced by a combination of increases in local revenues, realizing additional State Aid, lower growth in Health Insurance rates, and reductions in the School budget.
- In FY15 "Bridge Year" GLC rate savings allowed the town to delay implementation of a Parking Meter rate increase
- FY16-FY17 Year 1 & 2 of a three-year funding plan provided \$6.2M of addl. tax capacity (override funds) plus \$1M in non-tax revenue in FY17 primarily from the Parking Meter Rate Increase

YEAR 3 OF OVERRIDE PLAN

GENERAL FRAMEWORK OF THE THREE-YEAR PLAN			
In millions of \$'s			
<u>Revenue</u>			
	\$7.665	Override Funds	
	\$2.289	Non-property tax efficiencies and revenues	
	\$9.954	Total Plan	
<u>Expenditures</u>			
	FY2016	FY2017	FY2018* Total
Override funds	\$6.20	\$1.465	\$0 \$7.665
Non-override funds	\$1.00	\$1.29	\$2.289
	\$6.20	\$2.465	\$1.29 \$9.954
Actual Experience*	\$6.20	\$2.585	\$0.44 \$9.222
Variance	\$0.00	\$0.12	(\$0.85) (\$0.73)

* projected

OVERRIDE ASSUMPTIONS VS. ACTUAL EXPERIENCE

• Revenue Assumptions:

- State Aid: \$850K incr. in Ch. 70 Aid in FY16 +\$400K in FY17
Actual- FY16 =1.02M, FY17 =\$546K
- New Growth: FY17 \$2.745, FY18 \$2.7M
Actual – FY17 \$2.712, FY18 \$2.165 (projected)
- Local Receipts: FY16, \$740K, \$300K FY17, FY18
Actual- FY16 =\$798KM, FY17 =\$268K

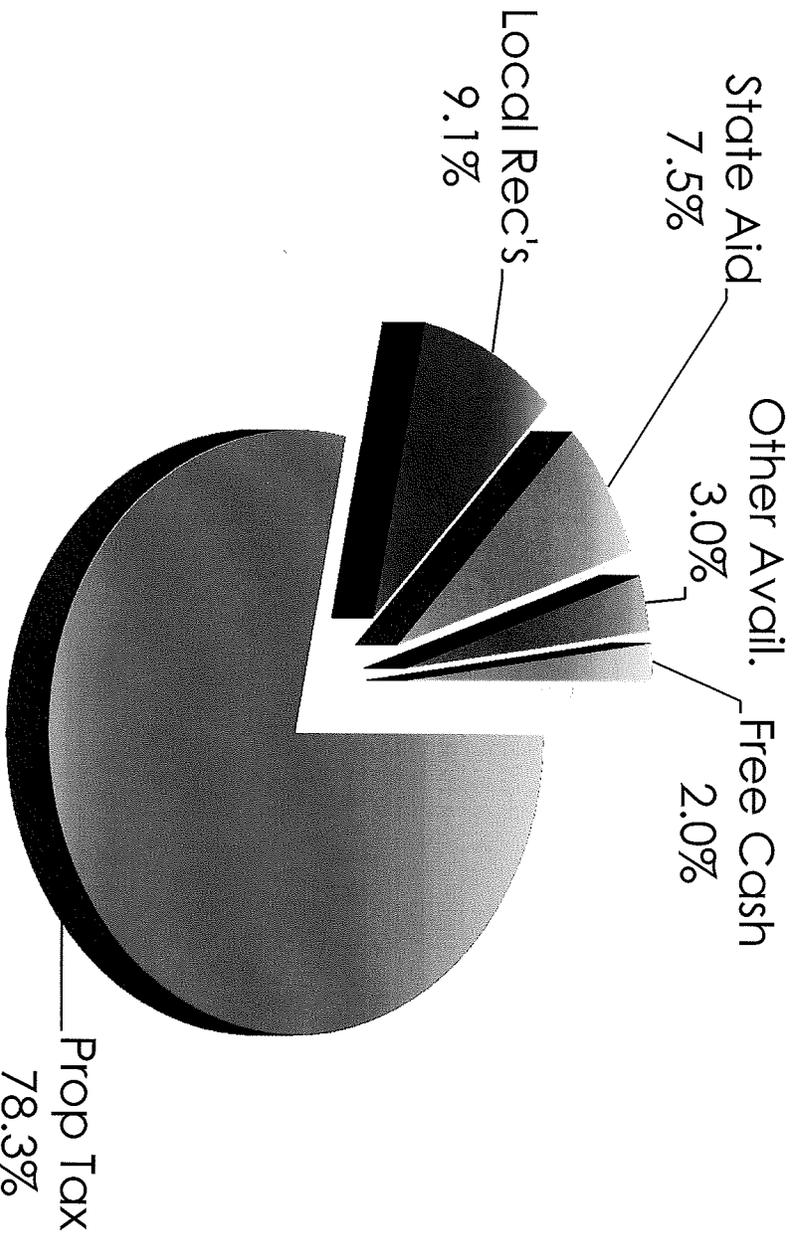
• Expenditure Assumptions:

- Health Insurance rate increase of 4%/yr
 - Actual- FY16 =9.3%, FY17 =5.7%
- Projected reduction in recycling contract
 - Actual – unanticipated increase in solid waste contract, unanticipated delay in PAYT program
- Projected shift of expenses to Rec Revolving Fund
 - Actual – Partial implementation
- School Enrollment decline projected
 - Actual - higher growth in enrollment, ELL, Special Education

	2017	2018	2019	2020	2021	2022
REVENUE						
Property Taxes	204,064,199	211,298,230	223,746,105	231,844,514	240,277,299	248,496,293
Local Receipts	23,836,698	29,603,650	29,911,146	30,229,689	30,936,056	31,381,028
State Aid	19,657,251	20,128,103	20,610,726	20,983,320	21,490,376	22,010,109
Other Available Funds	7,840,067	2,795,200	2,901,181	3,012,256	3,133,610	3,261,173
Free Cash (for Appropriation)	5,311,538	8,354,017	4,400,000	4,500,000	4,650,000	4,775,000
TOTAL REVENUE	260,709,753	272,179,200	281,569,159	290,569,780	300,487,341	309,923,602
\$\$ Increase	10,311,694	11,469,447	9,389,959	9,000,621	9,917,561	9,436,261
% Increase	4.1%	4.4%	3.4%	3.2%	3.4%	3.1%
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EXPENDITURES						
Departmental	69,980,065	72,115,662	73,778,863	75,667,193	77,583,857	79,539,063
Collective Bargaining - Town	1,543,328	1,150,000	1,180,000	1,200,000	1,230,000	1,250,000
Schools	99,438,783	106,080,756	112,837,211	119,778,190	126,724,422	133,676,039
Collective Bargaining - School	1,680,000	1,787,982	1,898,881	1,898,881	1,898,881	1,980,000
Non-Departmental - Benefits	56,848,196	61,100,444	64,106,804	68,432,492	73,424,354	78,775,155
Non-Departmental - General	755,272	1,397,202	714,188	750,035	763,678	810,529
Non-Departmental - Debt Service	10,742,938	12,322,428	16,628,464	17,188,358	15,844,846	16,403,098
Non-Departmental - Reserve Fund	2,348,737	2,460,011	2,542,579	2,639,143	2,726,437	2,831,499
Special Appropriations from:	9,023,697	9,577,003	6,880,686	6,925,643	7,979,010	8,132,316
Non-Appropriated	8,348,738	8,546,479	8,749,164	8,956,916	9,169,862	9,388,131
TOTAL EXPENDITURES	260,709,753	276,537,967	289,316,841	303,436,852	317,345,348	332,785,831
\$\$ Increase	10,311,695	15,828,214	12,778,874	14,120,011	13,908,496	15,440,482
% Increase	4.1%	6.1%	4.6%	4.9%	4.6%	4.9%
CUMULATIVE SURPLUS / (DEFICIT)	(0)	(4,358,767)	(7,747,682)	(12,867,072)	(16,858,007)	(22,862,229)
DEFICIT AS A % OF OP REV	0.0%	-1.7%	-2.8%	-4.5%	-5.7%	-7.5%
Surplus / (Deficit) Prior to Collective Bargaining	3,223,328	(1,420,785)	(4,668,801)	(9,768,191)	(13,729,126)	(19,632,229)
Town Share of Surplus / (Deficit)	1,543,328	433,845	375,539	(533,310)	(644,920)	403,594
Town Collective Bargaining	1,543,328	1,150,000	1,180,000	1,200,000	1,230,000	1,250,000
Total Town Surplus / (Deficit)	(0)	(716,155)	(804,461)	(1,733,310)	(1,874,920)	(846,406)
School Share of Surplus / (Deficit)	1,680,000	(1,854,631)	(5,044,340)	(9,234,881)	(13,084,207)	(20,035,823)
School Collective Bargaining	1,680,000	1,787,982	1,898,881	1,898,881	1,898,881	1,980,000
Total School Surplus / (Deficit)	(0)	(3,642,613)	(6,943,221)	(11,133,762)	(14,983,088)	(22,015,823)

GENERAL FUND REVENUE COMPOSITION

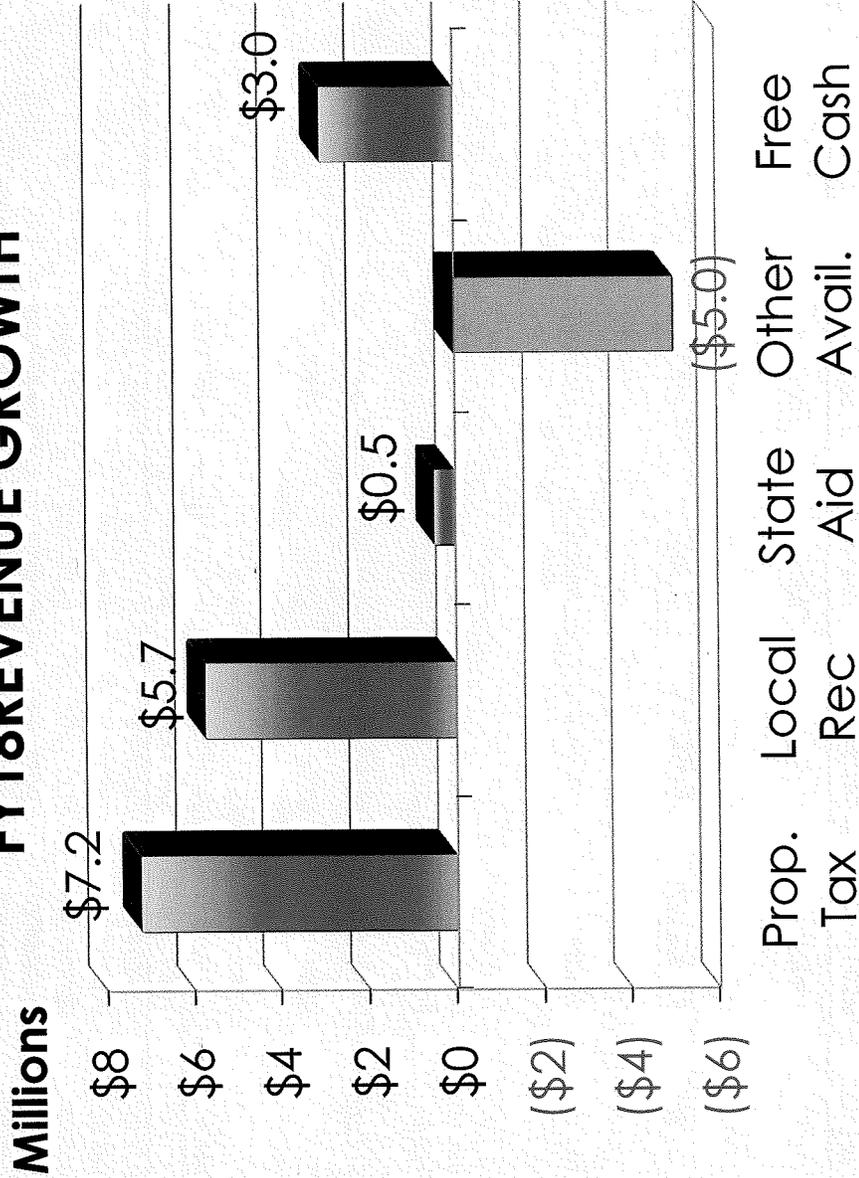
- In FY17, Property Taxes comprise more than 3/4's of the Town's General Fund revenue and nearly 80% of Operating Revenue



GENERAL FUND REVENUE SUMMARY

- Total FY18 increase in revenue of \$11.4M (4.4%)

FY18 REVENUE GROWTH



In the out-years, annual operating revenue increases of 3+%

PROPERTY TAXES

- In FY18, increase \$7.2 million (3.5%)

Property Taxes	2017	2018	2019	2020	2021	2022
Local Receipts	204,064,199	211,298,230	223,746,105	231,844,514	240,277,299	248,496,293
State Aid	23,836,698	24,416,332	24,723,785	25,042,295	25,748,640	26,193,600
Other Available Funds	19,657,251	20,128,103	20,610,726	20,983,320	21,490,376	22,010,109
Free Cash (for Appropriation)	7,840,067	7,945,200	8,051,181	8,162,256	8,283,610	8,411,173
	5,311,538	8,354,017	4,400,000	4,500,000	4,500,000	4,775,000
Total Gen Fund Rev	260,709,753	272,141,882	281,531,797	290,532,386	300,449,925	309,886,175
\$\$ Increase	10,311,694	11,432,129	9,389,915	9,000,589	9,917,539	9,436,250
% Increase	4.1%	4.4%	3.5%	3.2%	3.4%	3.1%
PROPERTY TAXES	2017	2018	2019	2020	2021	2022
Prior Year Levy Limit	195,438,924	203,036,517	210,277,430	219,240,366	227,375,375	236,759,760
Amended Growth - Prior Year						
2 1/2 % Increase	4,885,973	5,075,913	5,256,936	5,481,009	5,684,384	5,918,994
New Growth	2,711,620	2,165,000	3,706,000	2,654,000	3,700,000	2,300,000
121A's to Prop Taxes						
General Override						
SUB-TOTAL ANNUAL LEVY LIMIT	203,036,517	210,277,430	219,240,366	227,375,375	236,759,760	244,978,754
Excess Capacity	(20,718)					
ANNUAL LEVY LIMIT	203,015,799	210,277,430	219,240,366	227,375,375	236,759,760	244,978,754
Debt Exclusion (Debt Service Costs)	1,048,400	1,020,800	4,505,739	4,469,139	3,517,539	3,517,539
LESS SBAB Reimb.	0	0	0	0	0	0
Net Debt Exclusion	1,048,400	1,020,800	4,505,739	4,469,139	3,517,539	3,517,539
ANNUAL LEVY	204,064,199	211,298,230	223,746,105	231,844,514	240,277,299	248,496,293
\$\$ Increase	9,014,275	7,234,031	12,447,875	8,098,409	8,432,784	8,218,994
% Increase	4.6%	3.5%	5.9%	3.6%	3.6%	3.4%

STATE AID

- In FY18, assume a 2.5% increase in Ch. 70 aid
- Brookline is a "Foundation Aid Community" target state share 17.5% of Foundation budget (FY17 17.34%)
- Other Foundation budget inflation + enrollment growth

STATE AID	2017	2018	2019	2020	2021	2022
General Government Aid	6,215,338	6,367,949	6,524,376	6,684,713	6,849,059	7,017,514
Additional Assistance	0	0	0	0	0	0
Lottery	0	0	0	0	0	0
Unrestricted General Gov't Aid	6,104,455	6,257,066	6,413,493	6,573,830	6,738,176	6,906,631
Veterans' Benefits	110,883	110,883	110,883	110,883	110,883	110,883
Quinn	0	0	0	0	0	0
Prior Year Overestimates	0	0	0	0	0	0
School Aid	13,310,803	13,629,044	13,955,240	14,167,497	14,510,207	14,861,486
Chapter 70	12,729,627	13,047,868	13,374,064	13,708,416	14,051,126	14,402,405
SBAB Reimb.	556,757	556,757	556,757	434,662	434,662	434,662
School Transportation	0	0	0	0	0	0
Charter Tuition Assessment Reimb.	24,419	24,419	24,419	24,419	24,419	24,419
Charter School Capital Facility Reimb.	0	0	0	0	0	0
Tax Abatement Aid	41,913	41,913	41,913	41,913	41,913	41,913
Veterans	41,913	41,913	41,913	41,913	41,913	41,913
Surviving Spouses	0	0	0	0	0	0
Blind	0	0	0	0	0	0
Elderly	0	0	0	0	0	0
Offset Aid	89,197	89,197	89,197	89,197	89,197	89,197
Metco	0	0	0	0	0	0
School Lunch	0	0	0	0	0	0
Public Libraries	89,197	89,197	89,197	89,197	89,197	89,197
TOTAL STATE AID	19,657,251	20,128,103	20,610,726	20,983,320	21,490,376	22,010,109
\$\$ Increase	819,945	470,852	482,623	372,594	507,056	519,733
% Increase	4.4%	2.4%	2.4%	1.8%	2.4%	2.4%
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LOCAL RECEIPTS

- In FY18, an increase of \$5.6M (23.4%) primarily due to conversion of Parking Meter Receipts to Local Receipts
- Increases in MVE (\$110K), Building Permits (\$100K), and Local Option Taxes (\$167K)

<u>LOCAL RECEIPTS</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Motor Vehicle Excise (MVE)	5,500,000	5,610,000	5,722,200	5,836,644	5,953,377	6,072,444
Local Option Taxes	2,638,500	2,805,910	2,993,738	3,053,613	3,514,685	3,734,979
Licenses & Permits	1,165,775	1,165,775	1,165,775	1,165,775	1,165,775	1,165,775
Parking / Court Fines	4,100,000	4,100,000	4,100,000	4,100,000	4,100,000	4,100,000
General Government	3,932,179	4,001,902	3,897,084	3,967,903	4,028,616	4,064,839
Interest Income	727,250	732,875	751,197	769,977	789,226	808,957
PLOT's / 121A's	890,000	916,800	983,636	1,010,509	1,030,719	1,051,333
Refuse Fee	2,650,000	2,650,000	2,650,000	2,650,000	2,650,000	2,650,000
Departmental & Other	2,232,994	7,420,388	7,447,517	7,475,269	7,503,658	7,532,700
TOTAL LOCAL REVENUE	23,836,698	29,403,650	29,711,146	30,029,689	30,736,056	31,181,028
\$ Increase	268,013	5,566,952	307,496	318,543	706,367	444,971
% Increase	1.1%	23.4%	1.0%	1.1%	2.4%	1.4%

In the out-years, avg annual increase of approx. 1%

FY21 = local option increases from Waldo Durgin, 25 Washington

OTHER AVAILABLE FUNDS

- Municipal Modernization allows the Town to treat Parking Meter Receipts as a Local Receipt
- An overall decrease of \$5M (64.3%) If excluding Parking Meters this category is up \$105K for benefit reimbursements

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Parking Meter Receipts	5,150,000	0	0	0	0	0
Walnut Hill Cemetery Fund	75,000	75,000	75,000	75,000	75,000	75,000
State Aid for Libraries	0	0	0	0	0	0
Golf Enterprise Fund Reimbursement	182,098	188,252	193,613	199,245	206,467	214,146
Recreation Revolving Fund Reimbursement	375,900	396,392	414,849	434,295	458,406	484,053
Water and Sewer Enterprise Fund Reimbursement	2,057,070	2,135,556	2,217,719	2,303,717	2,393,737	2,487,974
Stabilization Fund	0	0	0	0	0	0
Tax Abatement Reserve Surplus	0	0	0	0	0	0
Capital Project Surplus	0	0	0	0	0	0
Sale of Town-owned Land Fund	0	0	0	0	0	0
TOTAL OTHER AVAILABLE FUNDS	7,840,067	2,795,200	2,901,181	3,012,256	3,133,610	3,261,173
\$ \$ Increase	(85,576)	(5,044,867)	105,981	111,076	121,354	127,563
% Increase	-1.1%	-64.3%	3.8%	3.8%	4.0%	4.1%

FREE CASH

- Certified at \$10.8M
- Leaving \$2.5M for Fund Balance purposes, leaving \$8.3M for appropriation
- Free Cash is used in accordance with the Town's Free Cash Policies:
 1. Budget Reserve – 1/4 of the annual "Reserve Fund"
 2. Unreserved Fund Balance / Stabilization Fund – maintain at a minimum of 10% of revenue
 3. Liability / Catastrophe Fund – maintain at 1% of net revenue
 4. CIP – bring CIP funding up to 7.5% from the 6% CIP Policy
 5. Affordable Housing Trust Fund – deposit if the fund balance is less than \$5M
 6. Special Use – augment trust funds for fringe benefits, unfunded liabilities related to employee benefits, and other one-time uses, including additional funding for the CIP

Certification

\$10,854,017

1. Operating Budget Reserve	\$615,003
2. Unreserved Fund Balance/Stabilization Fund	\$2,500,000
3. Liability Reserve	\$203,644
4. Capital Improvements	\$3,690,016
5. Affordable Housing Trust Fund	\$576,803
Sub-Total	\$7,585,466
 Amt available for Special Use (#6)	 \$3,268,551

6. Special Use:

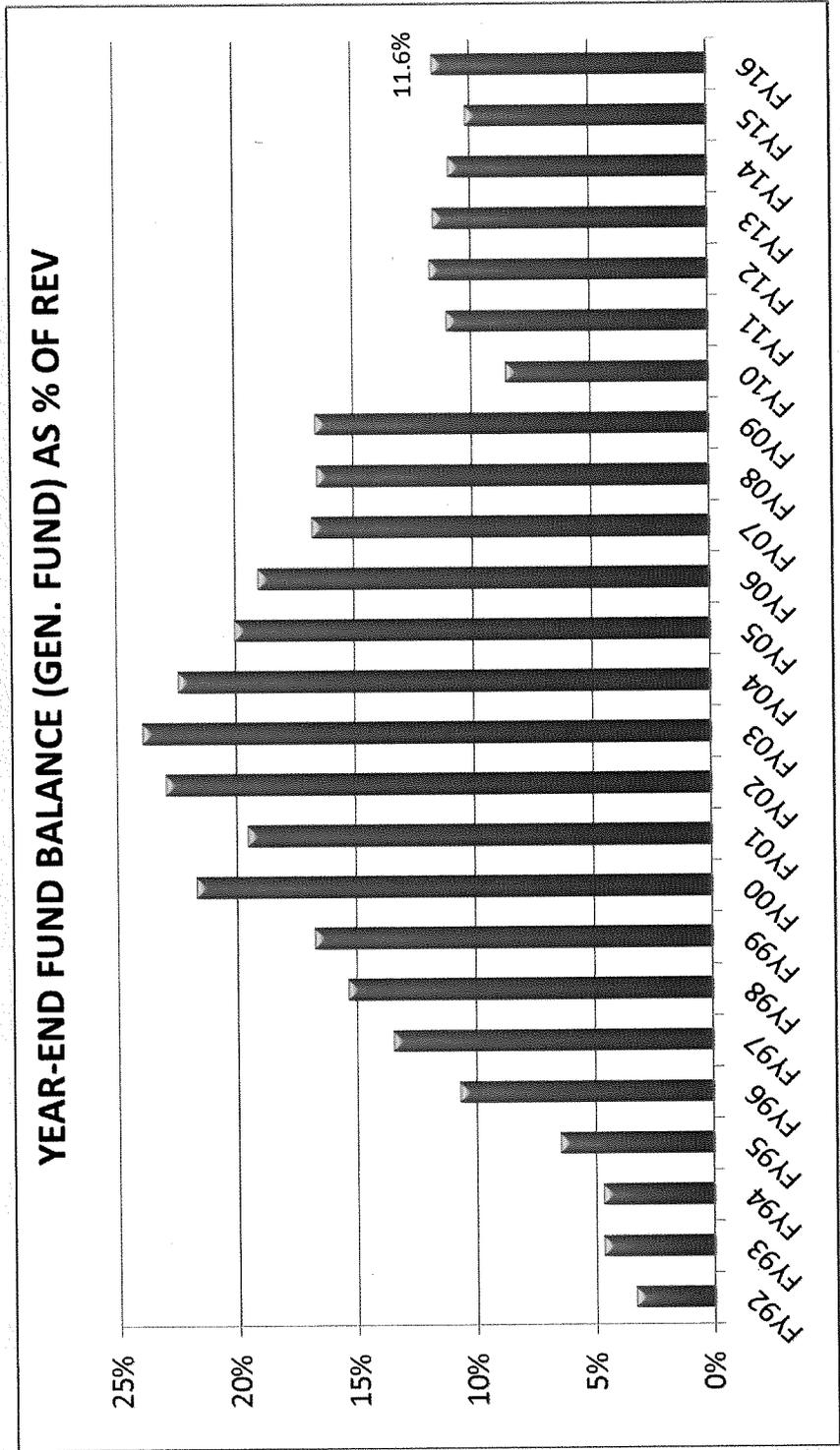
Additional CIP	\$2,368,551
OPERB's	\$600,000
Pension Fund	\$300,000

Amount Appropriated

\$8,354,017

UNRESERVED FUND BALANCE

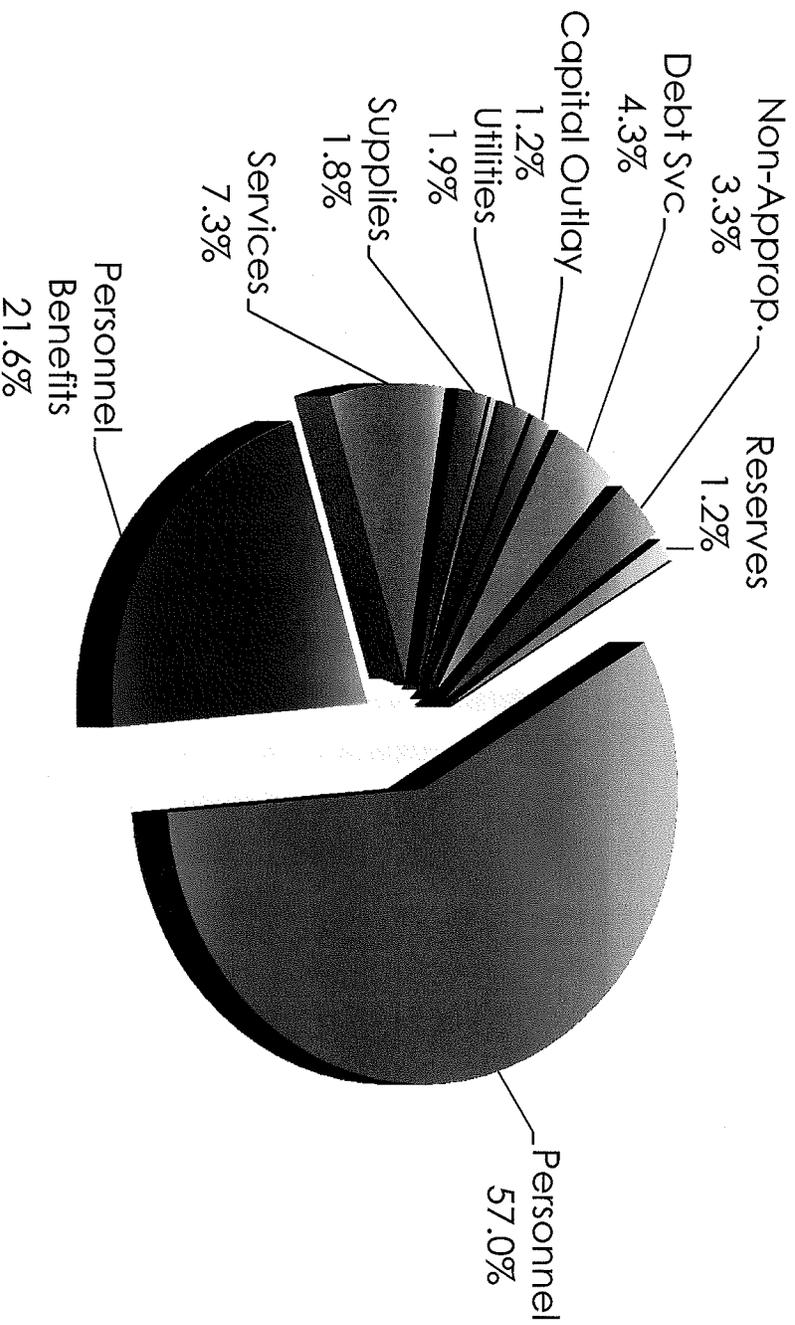
- Ratings agencies look for a Aaa-rated community to have a ratio of Unreserved Fund Balance as a percentage of revenue of approx. 10%
- Year-End FY16 = 11.6%
- Estimate needing to use \$2.5M of Free Cash to stay above 10%



GENERAL FUND BUDGET

- In FY17, total General Fund budget of \$252M
- Personnel costs (wages + benefits) comprise more than 75% of the Operating Budget

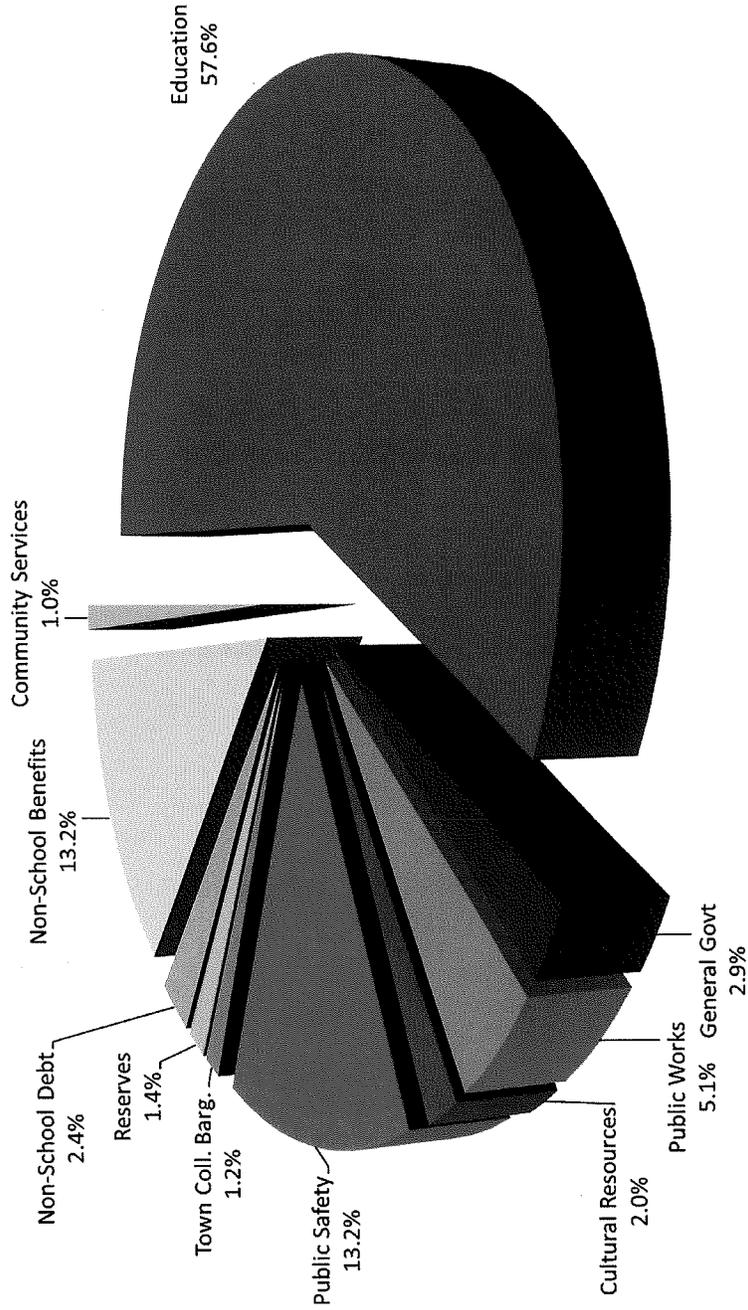
Operating Budget



FULLY-ALLOCATED EXPENDITURES

- In FY17, expenses associated with Education comprise 58% of the Operating budget
- The next largest areas are Public Safety and non-School Benefits

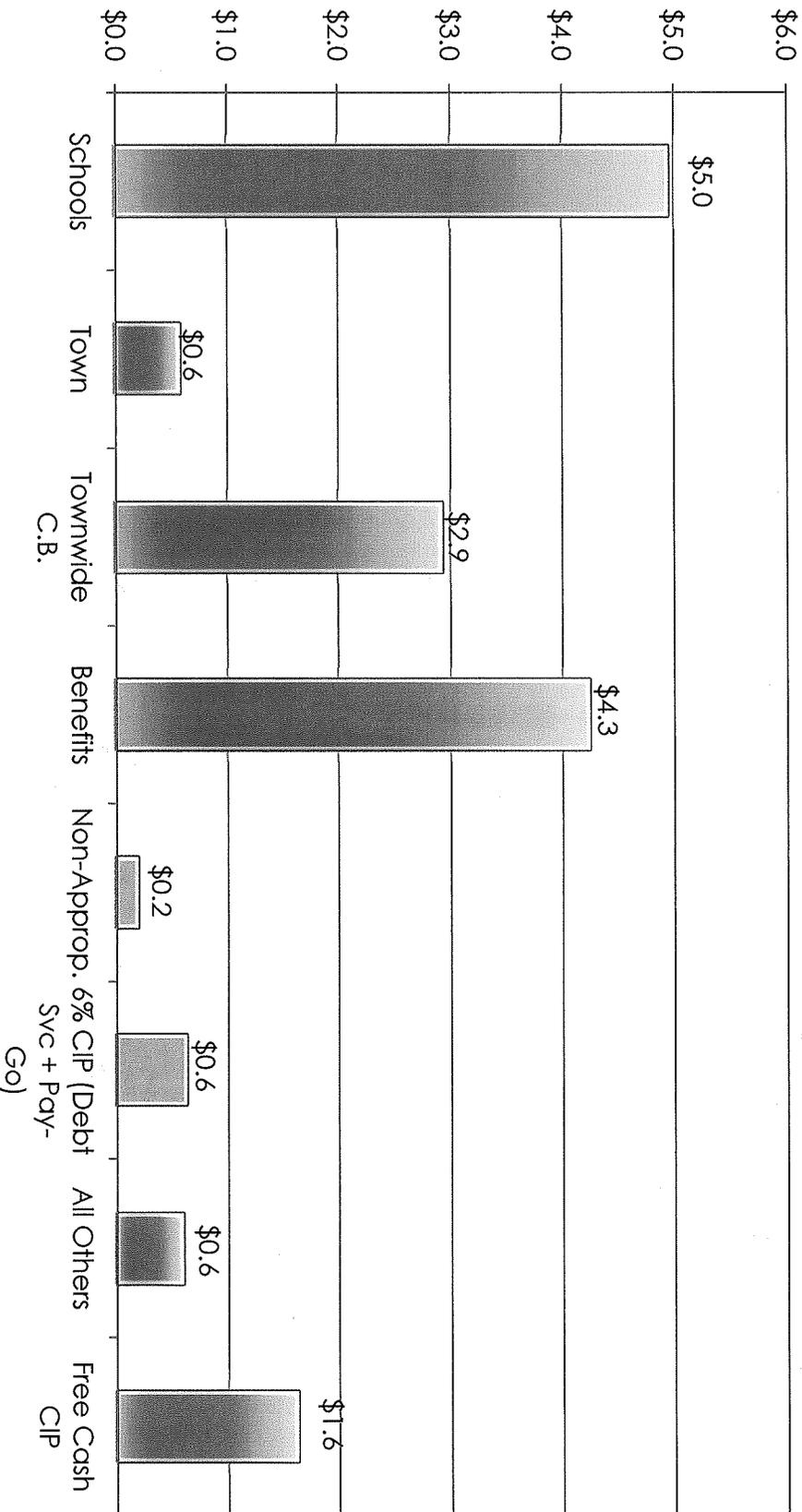
FULLY ALLOCATED FY2017 GENERAL FUND OPERATING BUDGET



EXPENDITURE SUMMARY

- For FY18, est. total increase in expenditures of \$15.8M (6.1%)

FY18 Expenditure Growth (in millions)



In the out-years, annual increase ranges from 4.5% - 4.9%

BENEFITS

- Total estimated FY18 increase of \$4.2M (7.5%)
- Includes \$900K of Free Cash for OPEBs and Pension funds
- Assuming 5% for Group Health plus 40 enrollees
- Continuation of OPEB funding plan

	2017	2018	2019	2020	2021	2022
Pensions	19,718,677	21,499,185	22,823,218	24,582,486	26,512,211	28,593,420
Group Health	29,042,056	30,630,326	32,598,269	34,674,180	37,274,743	40,070,349
Retiree Group Health Trust Fund (OPEB's)	3,774,838	4,480,080	3,975,543	4,266,151	4,516,151	4,766,151
EAP	28,000	33,000	33,000	33,000	33,000	33,000
Group Life	145,000	148,625	152,341	156,149	160,053	164,054
Disability Insurance	16,000	16,000	16,000	16,000	16,000	16,000
Workers' Compensation	1,450,000	1,450,000	1,486,250	1,523,406	1,561,491	1,600,529
Public Safety IOD Medical Expenses	250,000	275,000	275,000	275,000	275,000	275,000
Unemployment Compensation	300,000	300,000	325,000	325,000	325,000	325,000
Medical Disabilities	40,000	45,000	50,000	50,000	50,000	50,000
Medicare Coverage	2,083,625	2,223,228	2,372,184	2,531,120	2,700,706	2,881,653

TOTAL	56,848,196	61,100,444	64,106,804	68,432,492	73,424,354	78,775,155
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\$\$ Change	2,783,336	4,252,248	3,006,361	4,325,688	4,991,863	5,350,800
% Change	5.1%	7.5%	4.9%	6.7%	7.3%	7.3%

BENEFITS - MAJOR ACCOUNTS

- **Health Insurance (\$31M)**

- Assuming a 5% rate increase
- Assuming 40 new enrollees (10 T / 30 S)
- Total increase of \$1.59 million
- Each 1% increase in rates equals ~\$288,000

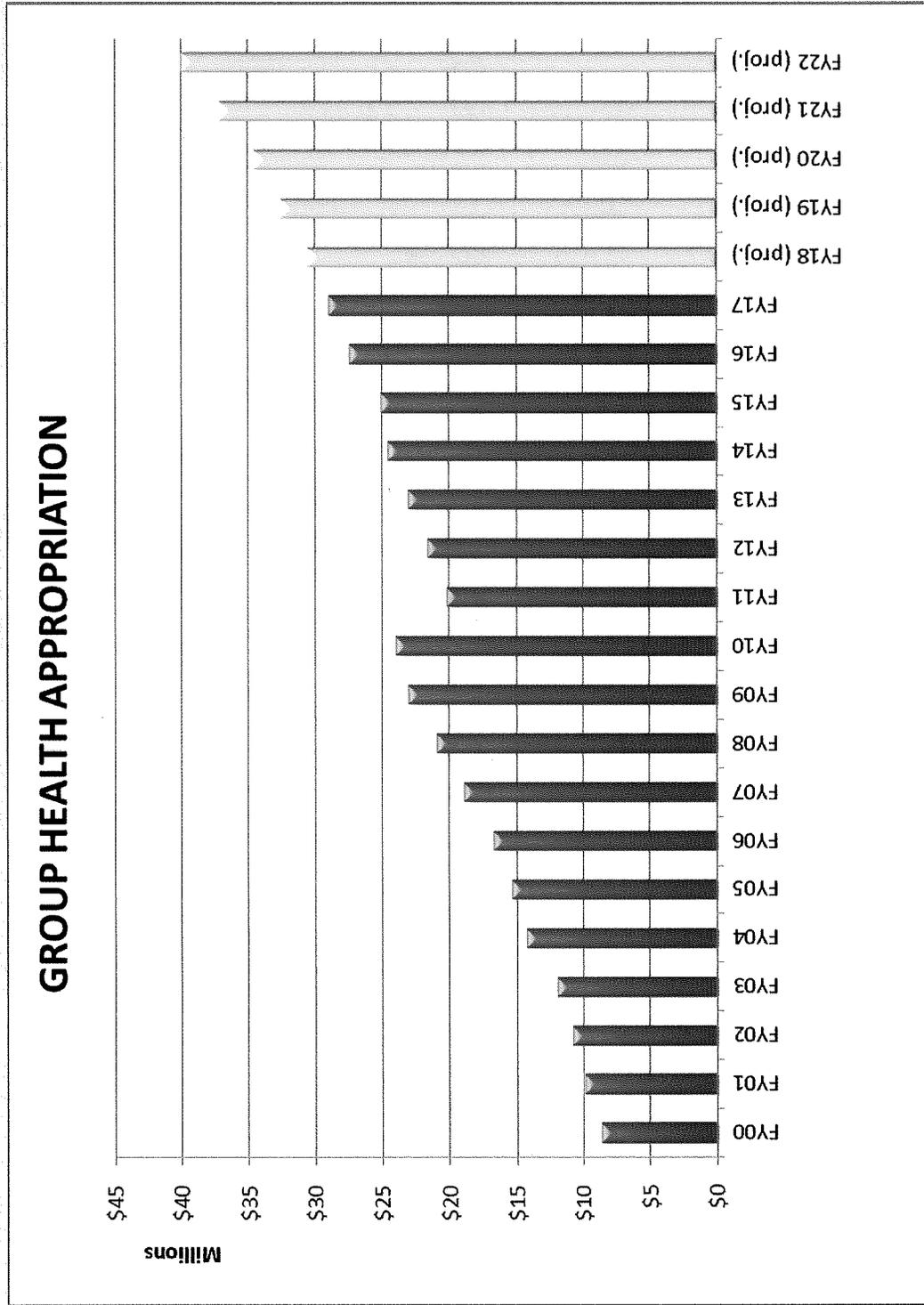
- **Pensions (\$21.5M)**

- For FY18, increase of \$1.5M based on funding schedule and estimate for Non-Contributory retirees
- Lowered assumed rate of return from 7.6% to 7.4%
- Investment loss from CY15 \$11.6M reflected in schedule
- Annual appropriation increases 7.85% will put strain on future budgets
- Addl \$300K from Free Cash + \$1.79M increase

- **OPEB's (\$3.8M)**

- Increase operating budget funding from \$2.95M to \$3.20M
- Continue assessing special revenue funds, using the run-off from the "Non-Contrib" retirees, and using reduced Medicare Part D Subsidy revenue for OPEB's
- Actuary report due in the next month

BENEFITS - HEALTH INS BUDGET



HEALTH INSURANCE EFFORTS

Consolidation in FY05 saved approx. \$1.2M

Plan Design Changes in FY08 saved approx. \$1.1M

Move to GIC in FY11 saved the Town budget approx. \$5.6M

Since FY11, lower base + lower annual rate increases result in compounded savings

Each % increase in rates = \$270K

The PEC agreement has been renewed with a joint commitment from labor and management to explore options for future changes

OPEBS

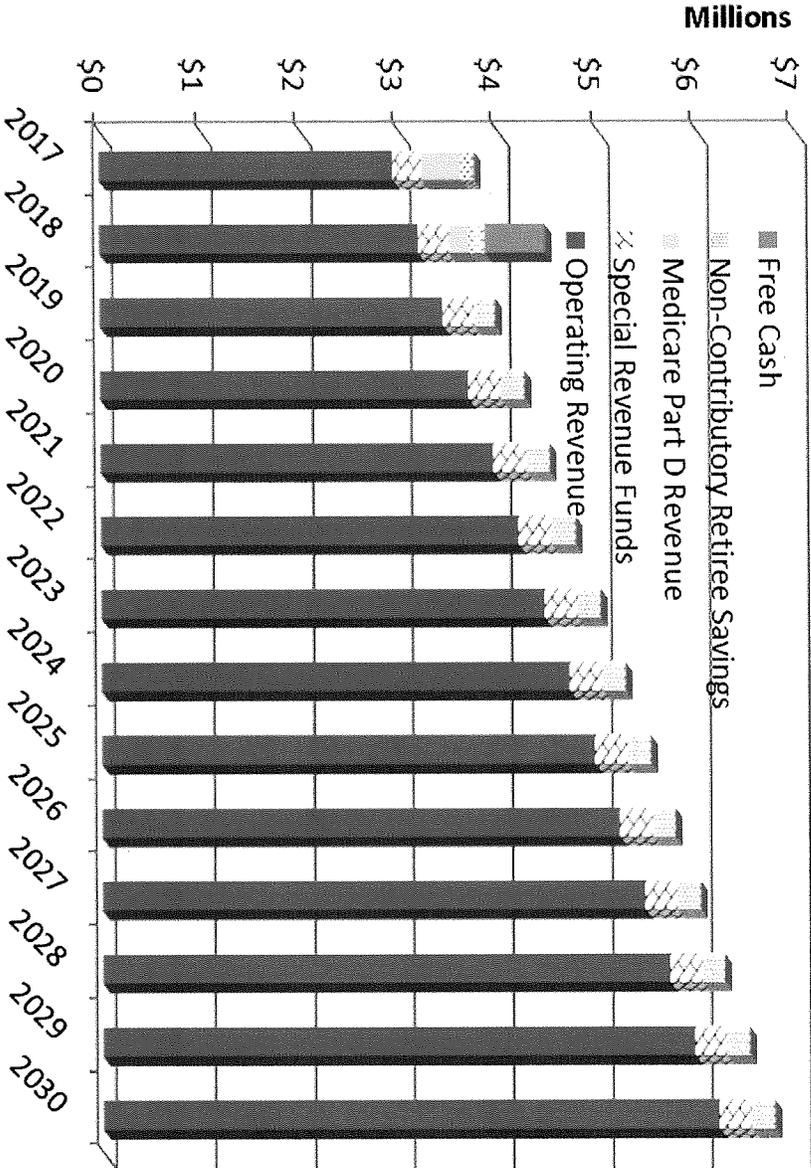
- Continue:
 - Increasing funding from operating revenue by \$250K / yr, from \$2.9M in FY17 to \$3.2M in FY18
 - Assessing special revenue funds with personnel
 - Using the “run-off” from funding for Non-Contributory retirees
 - Decrease in the Medicare Part D refund

	2017	2018	2019	2020	2021	2022
Non-Contributory Retiree Savings	135,000	165,000	200,000	230,000	230,000	230,000
Free Cash	0	600,000	0	0	0	0
Special Rev Funds	286,746	311,988	322,451	333,059	333,059	333,059
Operating Revenue	2,953,092	3,203,092	3,453,092	3,703,092	3,953,092	4,203,092
Medicare Part D Revenue	400,000	200,000	0	0	0	0
TOTAL	3,774,838	4,480,080	3,975,543	4,266,151	4,516,151	4,766,151

\$\$ Change	275,719	705,242	(504,537)	290,608	250,000	250,000
Percentage Change	7.9%	18.7%	-11.3%	7.3%	5.9%	5.5%

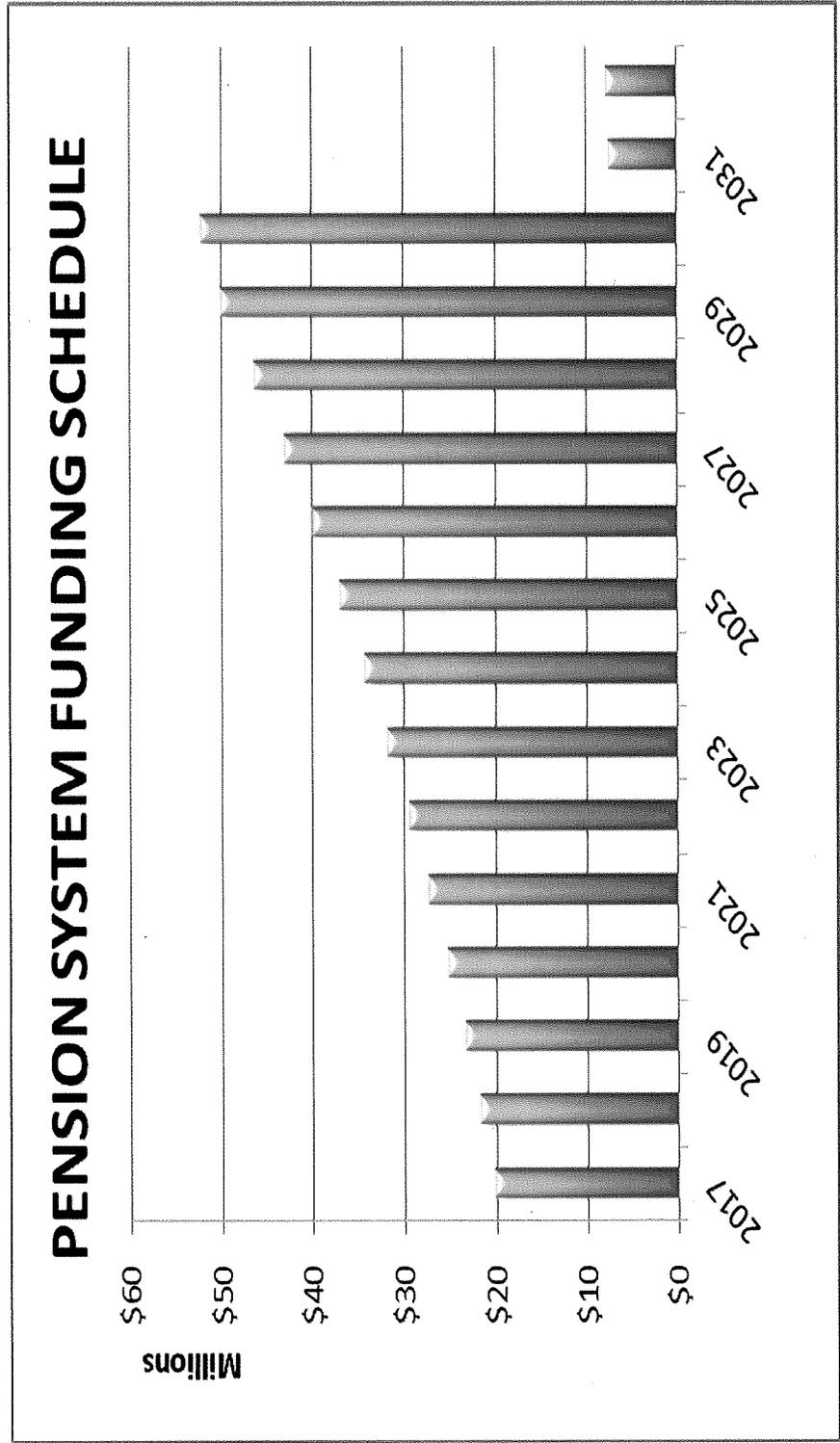
OPERB FUNDING PLAN

OPERB Funding Plan



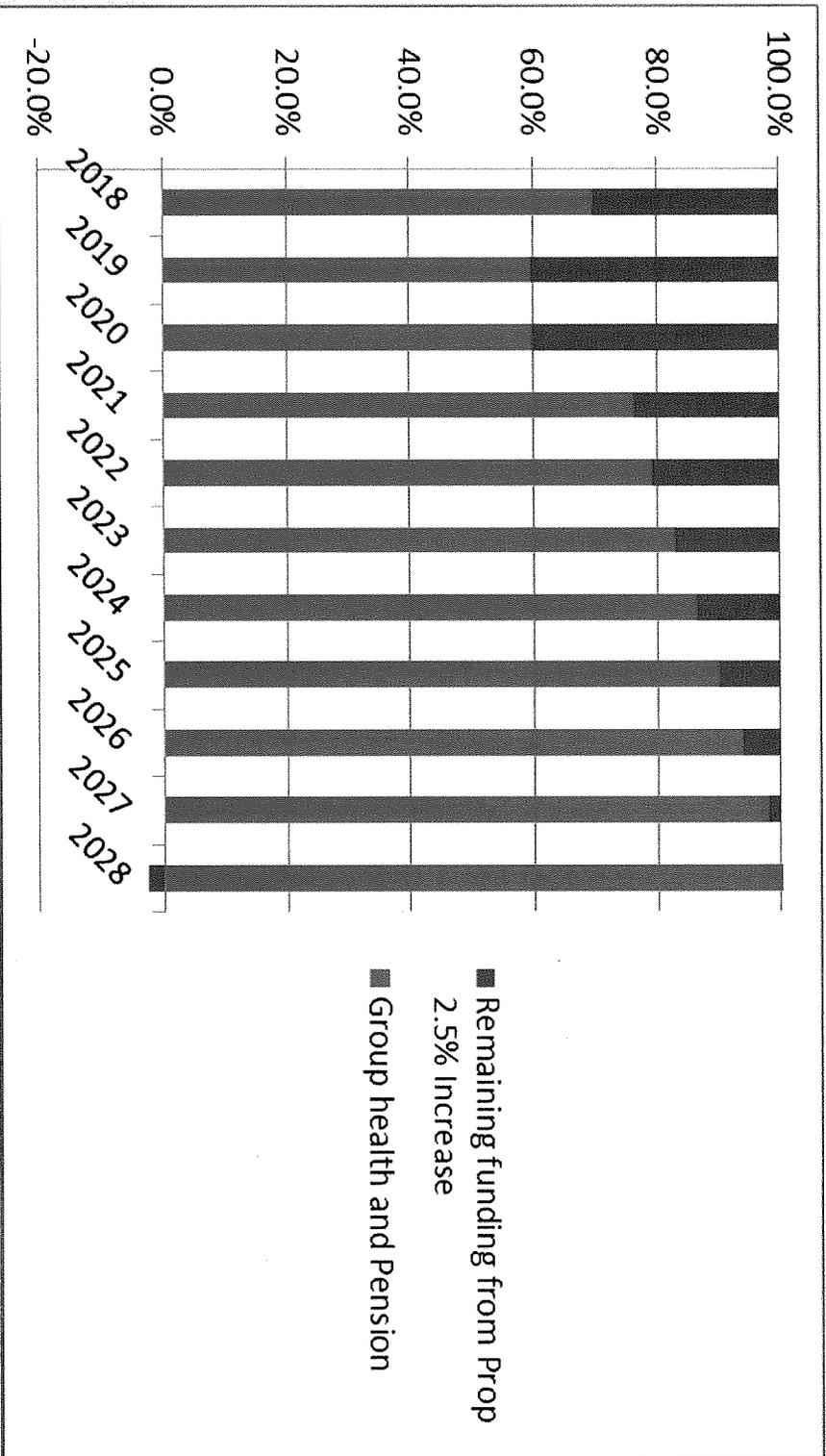
PENSION FUNDING

- ▲ Full funding date of 2030
- ▲ Rate of Return decreased from 7.6% to 7.4%
- ▲ Reflects adjustment to make up for CY2015 losses
- ▲ FY18 increase of 1.59M (7.85%)



ANNUAL INCREASE IN BENEFITS

- The annual increase in appropriations for Pensions and Health Insurance is absorbing much of the annual 2 1/2% increase in Prop Taxes
- Doesn't account for other increases, such as OPEB's
- Figures assume a 5% Health Insurance cost through FY2020 and then 7.5% in the out years (realistic?)



DEBT SERVICE / TAX-SUPPORTED CIP

- All years of Forecast follow CIP Policies
- In FY18, the “6% Policy” total increases \$668K
- In FY18, new debt service for Corey Hill, Envelope/Fenestration, Carlton St. Footbridge, Tower #1, and Devotion School
 - Plan on Spring, 2017 bond sale
- In the out-years, Debt Service supports:
 - BHS (\$35 M – Town share of project)
 - Driscoll School HVAC(\$4M)
 - Larz Anderson Park (\$8.4M)
- More detailed information included in the CIP presentation.

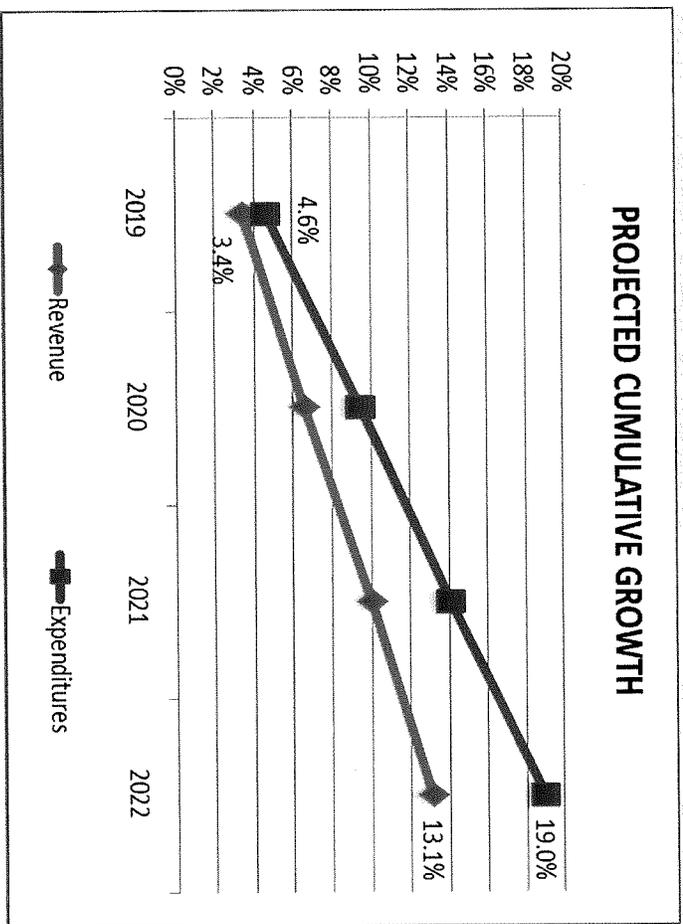
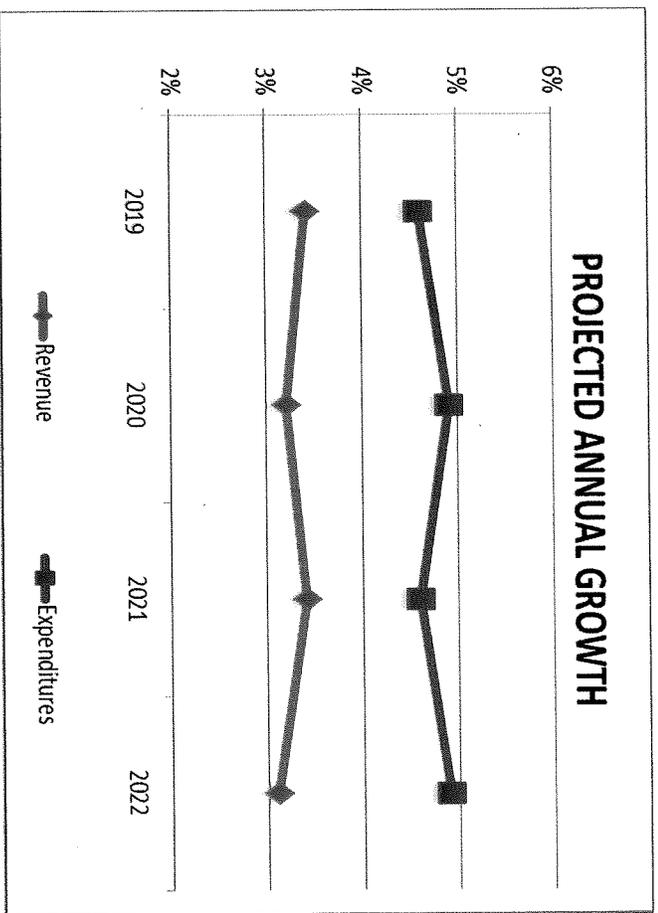
NON-APPROPRIATED

	2017	2018	2019	2020	2021	2022
STATE ASSESSMENTS						
County Assessments	862,578	884,142	906,246	928,902	952,125	975,928
Retired Empl. Health Ins.	-	-	-	-	-	-
Air Pollution Dist.	28,747	29,466	30,202	30,957	31,731	32,525
MAPC	29,986	30,736	31,504	32,292	33,099	33,926
MBTA	5,115,113	5,242,991	5,374,066	5,508,417	5,646,128	5,787,281
Boston Metro	1,799	1,799	1,799	1,799	1,799	1,799
SPED	32,331	33,139	33,968	34,817	35,687	36,580
RMV Surcharge	232,380	232,380	232,380	232,380	232,380	232,380
School Choice Sending Tuition	20,100	20,100	20,100	20,100	20,100	20,100
Charter School Sending Tuition	70,608	70,608	70,608	70,608	70,608	70,608
TOTAL STATE ASSESSMENTS	6,393,642	6,545,361	6,700,873	6,860,272	7,023,657	7,191,126
Cherry Sheet Offsets	89,197	89,197	89,197	89,197	89,197	89,197
Overlay	1,840,899	1,886,921	1,934,095	1,982,447	2,032,008	2,082,808
Tax Titles - Deficits/Judgements	25,000	25,000	25,000	25,000	25,000	25,000
TOTAL NON-APPROPRIATED	8,348,738	8,546,479	8,749,164	8,956,916	9,169,862	9,388,131
\$\$ Increase	(53,154)	197,741	202,685	207,752	212,946	218,269
% Increase	-0.6%	2.4%	2.4%	2.4%	2.4%	2.4%

DEFICIT CALCULATION

Add'l Operating Revenue	\$8.45
-Health Insurance	\$1.59
-Other Pers Bene's	\$2.66
-Town Coll Barg / Steps	\$1.28
-Town Non-Personnel Increases	\$0.47
-School Coll Barg / Steps	\$4.47
-School Non- Coll Barg/Step Increases	\$2.28
-Debt Service/Tax Financed CIP	(\$0.63)
-Non-Appropriated	\$0.20
-Misc	\$0.50
Total Expenditure Growth	\$12.81
Surplus / Deficit	(\$4.36)

FUTURE REVENUE & EXPENDITURE GROWTH



OFFICE OF SELECTMEN

MEMORANDUM

TO: Each Member of the Board

FROM: Melvin A. Kleckner, Town Administrator 

RE: Fiscal Year 2018-2023 Preliminary Capital Improvement Program (CIP)

DATE: December 9, 2016

INTRODUCTION

Attached you will find the Fiscal Year (FY) 2018-2023 Preliminary Capital Improvement Program (CIP), which complies with the Town's CIP and Free Cash policies. The overcrowding issue in the schools continues to be the most urgent CIP need, consuming more of the CIP and necessitating additional Debt Exclusion Overrides. Our K-12 student population has grown by 28.6% since FY 2006 from 5,766 students to 7,412. While the increase in size of Brookline's kindergarten enrollment has driven the growth, these larger elementary grades will soon begin to enter the high school. Brookline High School has grown 4.1% in the last ten years, with a five-year growth of 12.7%. Currently, grades Kindergarten through 4th average 651 students this year, while grades 8-12 are still averaging only 490 students. The School Department projects that there will be more than 2,400 students attending Brookline High School in grades 9-12 by the school year 2020-2021.

As presented, this proposed \$115.55M six-year CIP continues to provide funding for a portion of a High School Project (\$35M) but does not include funding for a Major K-8 Project beyond Schematic Design. Therefore, a Debt Exclusion Override is assumed for the remainder of what would be required at the High School and the full cost for the classroom needs at the K-8 level. .

In addition to the school enrollment demands, the Deputy Town Administrator has worked with the Inter-Departmental CIP Committee to evaluate and propose other projects incorporated within this Preliminary CIP. Needless to say, it is an enormous challenge to develop a balanced CIP that continues to reflect the various priorities and assets of the Town while simultaneously addressing the overcrowding issue in the schools.

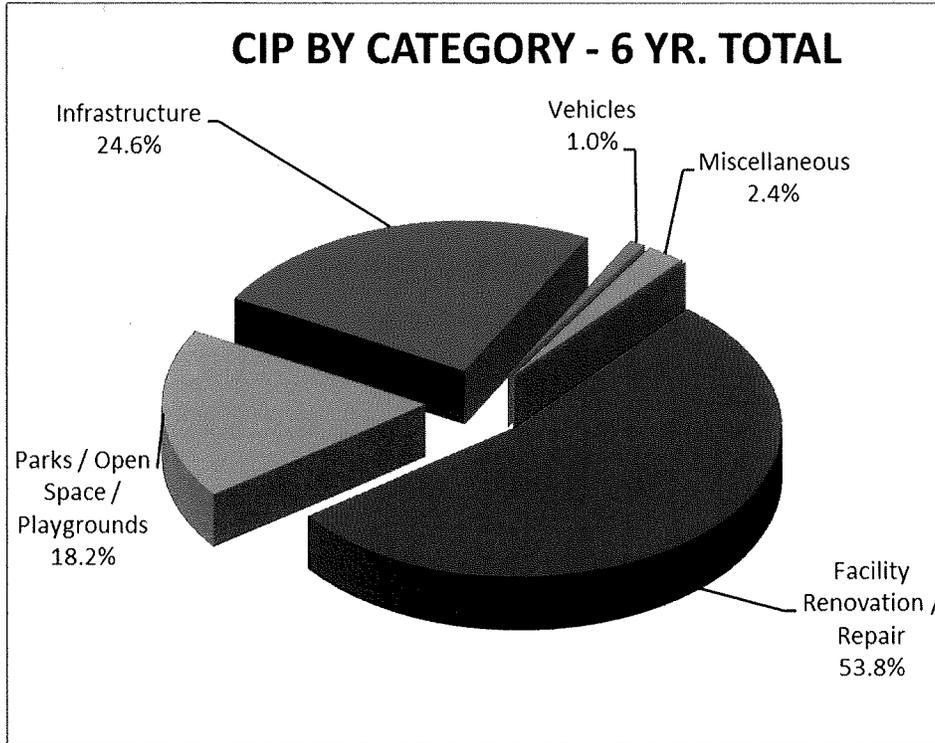
OVERVIEW

The CIP includes projects with a six-year total estimated cost of \$115.65 million. The projects are divided into six main categories, as shown in the table and graph below:

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GRAND TOTAL BY CATEGORY (in thousands)

	FY18	FY19	FY20	FY21	FY22	FY23	TOTAL	% OF TOTAL
New Facility Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Facility Renovation / Repair	\$6.39	\$41.21	\$5.52	\$2.76	\$3.91	\$2.40	\$62.19	53.8%
Parks / Open Space / Playgrounds	\$2.96	\$5.73	\$4.92	\$4.97	\$1.70	\$0.73	\$21.00	18.2%
Infrastructure	\$5.36	\$7.54	\$3.98	\$4.24	\$3.66	\$3.72	\$28.50	24.6%
Vehicles	\$0.68	\$0.00	\$0.50	\$0.00	\$0.00	\$0.00	\$1.18	1.0%
Miscellaneous	\$0.44	\$0.85	\$0.35	\$0.36	\$0.38	\$0.42	\$2.78	2.4%
TOTAL	\$15.81	\$55.33	\$15.27	\$12.33	\$9.64	\$7.27	\$115.65	100%



The table and graph illustrate that 53% of CIP funding is for renovation/repair of facilities, 24.6% is dedicated to infrastructure projects, and 18.2% is for improvements of parks/open spaces/playgrounds.

The core of any CIP should be the maintenance/repair of and improvement of a community's infrastructure. This CIP meets that fundamental purpose, with 97% of the CIP dedicated to facilities, infrastructure, and parks/open spaces. States, counties, and municipalities across the country continue to struggle with the issue of funding infrastructure needs, especially in this sluggish economic climate. Fortunately, Brookline's CIP policies, which have dedicated existing funding sources and periodically relied upon additional taxpayer support, have allowed the community to fund these needs far more adequately than would otherwise be the case. This consistent funding has allowed the Town to plan and program projects in a timely and orderly process.

The funding of the CIP is guided by the Town's CIP Financing Policies, which require that total CIP funding be equivalent to 7.5% of the prior year's net revenue. The 7.5% comes from the following sources:

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- 1.) General Revenue – this requires 6% of the prior year’s net General Fund revenue be dedicated to the CIP.
- 2.) Free Cash – after funding various reserves, Free Cash is used to supplement General Revenue to reach the 7.5% funding level.

The Preliminary FY18 – FY23 CIP conforms to these funding policies. The table below summarizes the portion of the CIP funded by the General Fund:

	2018	2019	2020	2021	2022	2023
6% Policy	14,760,065	15,255,474	15,834,855	16,358,623	16,988,996	17,534,576
Net-Debt *	11,241,628	12,062,725	12,659,219	12,267,307	12,825,559	15,364,220
% of Prior Yr Net Rev	4.10%	5.00%	5.04%	5.28%	5.03%	5.26%
Pay-as-you-Go	3,518,436	3,192,749	3,175,636	4,091,316	4,163,437	2,170,355
% of Prior Yr Net Rev	1.90%	1.00%	0.96%	0.72%	0.97%	0.74%
Free Cash	6,058,567	3,327,292	3,260,408	3,236,336	3,114,216	2,891,494
Debt Exclusion	1,020,800	4,505,739	4,469,139	3,517,539	3,517,539	3,517,539
TOTAL	21,839,432	23,088,505	23,564,402	23,112,499	23,620,751	23,943,609

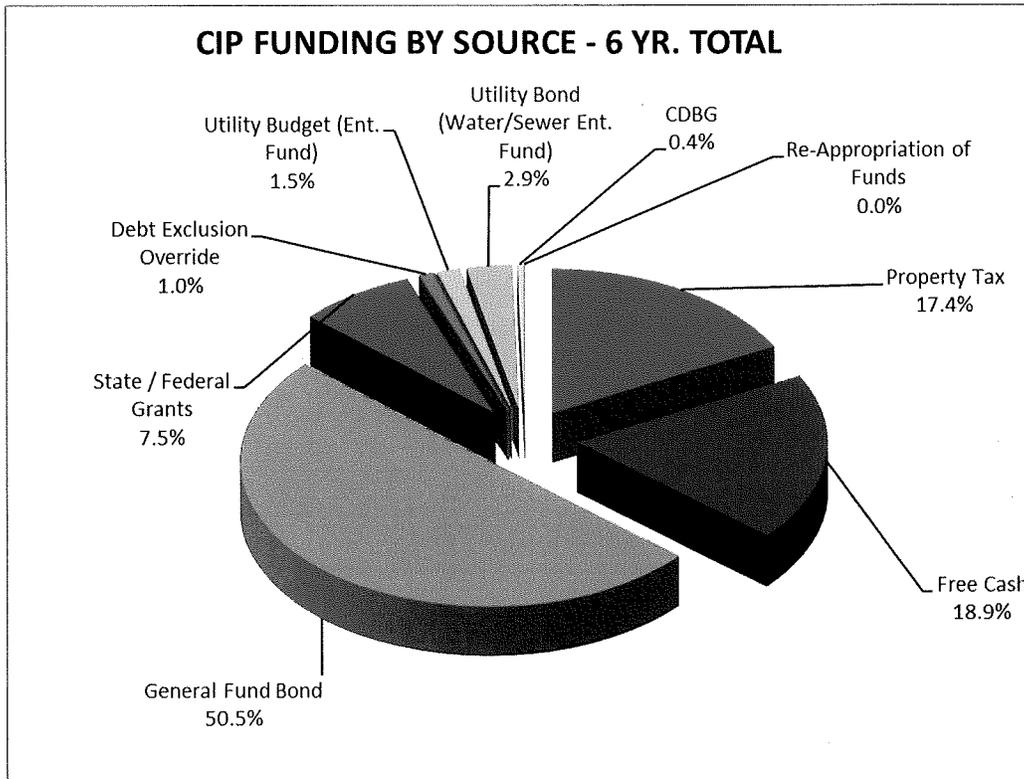
CIP as a % of Prior Yr Net Rev	8.9%	7.6%	7.5%	7.5%	7.4%	7.3%
CIP as a % of Prior Yr Net Rev w/ Debt Excl	9.3%	9.4%	9.3%	8.8%	8.7%	8.6%

* Defined as General Fund debt less debt supported by a debt exclusion.

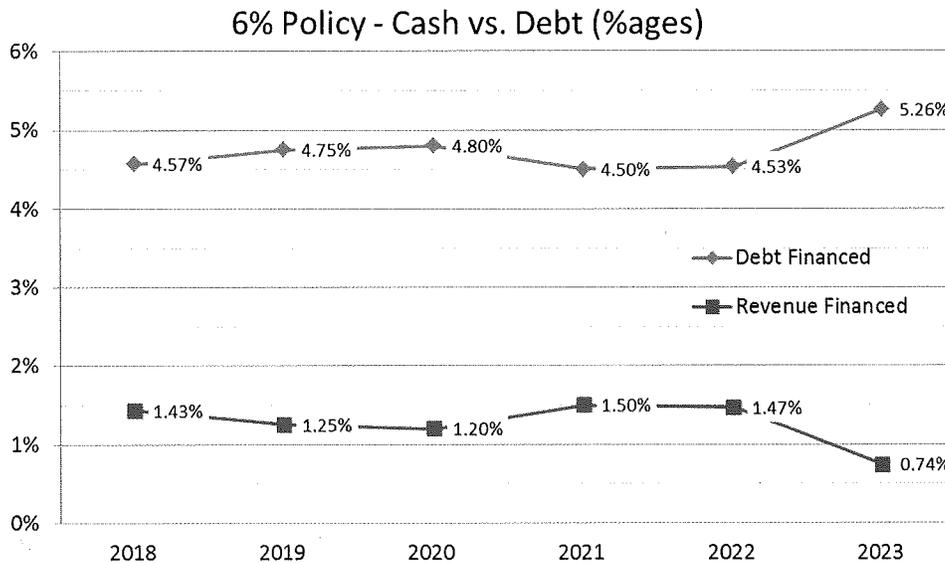
The table and graph on the following page provide more detail on the funding sources for the CIP:

GRAND TOTAL BY SOURCE (in millions)

	FY18	FY19	FY20	FY21	FY22	FY23	TOTAL	% OF TOTAL
Property Tax	\$3.51	\$3.17	\$3.15	\$4.06	\$4.12	\$2.14	\$20.15	17.4%
Free Cash	\$6.06	\$3.33	\$3.26	\$3.24	\$3.11	\$2.89	\$21.89	18.9%
General Fund Bond	\$3.70	\$43.51	\$6.10	\$3.29	\$0.97	\$0.80	\$58.37	50.5%
State / Federal Grants	\$1.44	\$1.44	\$1.44	\$1.44	\$1.44	\$1.44	\$8.64	7.5%
Debt Exclusion Override	\$0.00	\$0.09	\$1.02	\$0.00	\$0.00	\$0.00	\$1.11	1.0%
Golf Bond (Ent. Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Utility Budget (Ent. Fund)	\$0.30	\$0.79	\$0.30	\$0.30	\$0.00	\$0.00	\$1.69	1.5%
Utility Bond (Water/Sewer Ent. Fund)	\$0.30	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.30	2.9%
CDBG	\$0.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.50	0.4%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Re-Appropriation of Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
TOTAL	\$15.81	\$55.33	\$15.27	\$12.33	\$9.65	\$7.27	\$115.65	100%

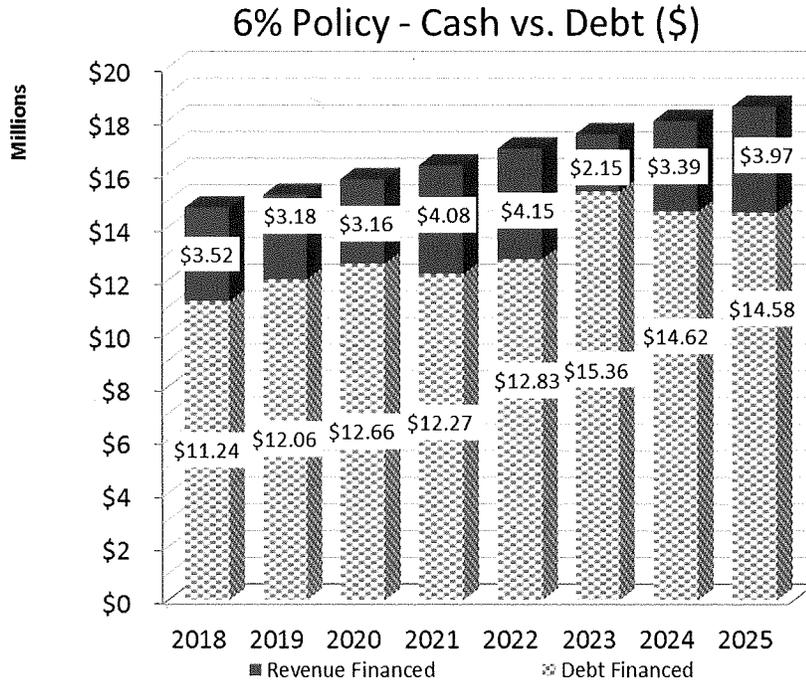


Over the six-year period of this Preliminary CIP, 50.5% of funding (\$58.37 million) is financed through the issuance of municipal debt. The reliance on debt to support the CIP could be interpreted as being problematic for the Town's operating budget. However, since the CIP complies with the Town's financing policies, the impact on the debt service budget is offset by a decrease in the tax-financed component, thereby eliminating any net impact on the operating budget. Specifically, as the portion of the 6% that is utilized for borrowing increases or decreases, the portion supported by the tax-financed sources moves in the opposite direction. This is shown in the graph below:



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This level of debt, however, does impact the amount of revenue-financed CIP in the outer-years of the CIP. The reduction in the revenue-financed portion of the CIP in FY23, due in large part of the BHS project coming on line. The graph below shows this in dollar terms:



This is important to note because the revenue-financed portion funds the mostly-smaller dollar projects in the CIP, along with the annual \$1.6 million - \$1.8 million street rehab item. So a reduction in this portion of the financing stream leads to pressure on those projects.

In terms of the breakdown of the Preliminary CIP by allocation group (i.e., public safety, schools, etc.), 51.9% is for Schools, 17.2% is for Parks/Playgrounds/Open Space, and 18.6% is for Engineering/Highway. This is shown in the following table:

GRAND TOTAL BY ALLOCATION (in millions)								
	FY18	FY19	FY20	FY21	FY22	FY23	TOTAL	% OF TOTAL
General Government	\$0.28	\$0.23	\$0.24	\$0.37	\$0.25	\$0.28	\$1.63	1.4%
Planning and Community Devel.	\$0.50	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.75	0.6%
Public Safety	\$1.03	\$0.66	\$0.50	\$0.80	\$0.27	\$0.00	\$3.25	2.8%
Library	\$0.65	\$0.00	\$0.00	\$0.00	\$0.15	\$0.00	\$0.80	0.7%
Transportation	\$0.55	\$0.28	\$0.16	\$0.37	\$0.05	\$0.05	\$1.46	1.3%
Engineering/Hway	\$3.70	\$3.47	\$3.52	\$3.57	\$3.61	\$3.67	\$21.54	18.6%
Water / Sewer	\$0.60	\$3.79	\$0.30	\$0.30	\$0.00	\$0.00	\$4.99	4.3%
Parks & Playgrounds	\$2.73	\$5.50	\$4.69	\$4.99	\$1.46	\$0.49	\$19.84	17.2%
Cons./Open Space	\$0.23	\$0.23	\$0.24	\$0.24	\$0.24	\$0.24	\$1.41	1.2%
Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Public Schools	\$5.55	\$40.93	\$5.63	\$1.71	\$3.62	\$2.54	\$59.98	51.9%
TOTAL	\$15.81	\$55.33	\$15.27	\$12.33	\$9.65	\$7.27	\$115.65	100%

FREE CASH

The Town's Free Cash Policy calls for the following allocation of Free Cash:

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1. Operating Budget Reserve – an amount equivalent to 0.25% of the prior year’s net revenue to support the Town’s 1% Appropriated Budget Reserve.
2. Unreserved Fund Balance / Stabilization Fund – maintain an Unreserved Fund Balance (including Stabilization Fund) in an amount equivalent to no less than 10% of revenue.
3. Liability/Catastrophe Fund – reach the 1% funding target of the Town’s Liability/Catastrophe Fund.
4. Capital Improvement Program (CIP) – remaining Free Cash is used so that total CIP funding as a percent of the prior year’s net revenue is not less than 7.5%, to the extent made possible by available levels of Free Cash.
5. Affordable Housing Trust Fund (AHTF) – 15% of remaining Free Cash, if any, is used for a deposit into the AHTF if the unreserved fund balance in the fund is less than \$5 million.
6. Special Use – remaining Free Cash, if any, can be used to augment the trust funds related to fringe benefits, unfunded liabilities related to employee benefits, including pensions and Other Post-Employment Benefits (OPEB’s), and other one-time uses, including additional funding for the CIP.

The table below shows the dollar amounts proposed to be allocated from Free Cash in FY18 based on the Policy:

Certification	\$10,854,017
1. Operating Budget Reserve	\$615,003
2. Unreserved Fund Balance/Stabilization Fund	\$2,500,000
3. Liability Reserve	\$203,644
4. Capital Improvements	\$3,690,016
<u>5. Affordable Housing Trust Fund</u>	<u>\$576,803</u>
Sub-Total	\$7,585,466
Amt available for Special Use (#6)	\$3,268,551
<u>6. Special Use:</u>	
Additional CIP	\$2,368,551
OPEB's	\$600,000
Pension Fund	\$300,000
Amount Appropriated	\$8,354,017

SPECIFICS

1. General Government:

Additional funding has been allocated to Town Building Furniture due to the demands placed on the FY2017 appropriation. There is also a new program proposed for the rehabilitation/upgrades to Town facilities. Similar to the way the Town/School Grounds appropriation in the Parks and Open Space Division provides upkeep in between park renovations the Town Rehab/Upgrade program will help the Building Department respond to minor rehab/repair requests that fall outside of a

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major renovation schedule. . Items funded under this program include large scale painting programs, new flooring, ceilings, window treatments and toilet upgrades.

2. Planning and Community Development:

The Gateway East/Village Square Circulation Improvements Project involves reconfiguration of the existing circulation system in Brookline Village at Washington Street, Route 9, Walnut Street, High Street, and Pearl Street. Funding for the project is assumed to come from multiple sources:

Funding for project construction is assumed to come from multiple sources:

- Transportation Improvement Program (TIP) – Gateway East is programmed in the Boston MPO’s TIP for \$4,818,000 in Federal Fiscal Year 2018 toward a \$5,818,000 construction project. Recent project cost estimates based on the Town’s August, 2016 project resubmission that includes enhanced bicycle accommodation has increased the construction budget to \$7,933,000. It is estimated that the TIP will cover \$6,933,000 in Federal Fiscal Year 2018 toward a \$7,933,000 revised construction project.
- The Town’s Gateway East construction match of \$1,000,000 will be filled by:
 - A portion of Children’s Hospital’s 1% Off-Site Improvements--2 (Brookline Place) \$327,000 and
 - \$673,000 in SAFETEALU earmark

Funding for Right-of-Way Acquisition is assumed to come from multiple sources:

- The Town is responsible for acquisition costs for all Temporary and Permanent easements needed for the Gateway East project. The estimated cost is \$1,300,000. It should be noted that the Town previously sought and received Town Meeting authorization to utilize a Section 108 loan, which is a tool that can be used to undertake CDBG-eligible activities when a lump sum is needed to move a project forward. The Town may once again seek authorization from Town Meeting to secure a Section 108 loan as a funding source to pay for the acquisition of needed permanent and temporary right-of-way to accommodate the Gateway East project. Under a Section 108 loan, a community borrows against its future CDBG funds. Like a conventional loan, the Section 108 loan would have an amortization term, but instead of making payments, the Town's loan is paid back once per year off the top of its CDBG entitlement. The loan must be backed by the Town’s full faith and credit.
- The Town’s Right-of-Way costs of \$1,300,000 will be filled by:
 - A portion of Children’s Hospital’s 1% Off-Site Improvements--2 (Brookline Place) \$422,000
 - \$378,000 in prior year CDBG funds
 - \$500,000 from a Section 108 Loan

Please note that the right-of-way acquisition costs are preliminary estimates. Under State statute, the Town may not discuss acquisition costs with property owners until the state has approved 25% the Town's design.

3. Public Safety:

This Preliminary CIP makes some changes to the Town's apparatus replacement program. The Town has an excellent fire apparatus rehab/replacement schedule that calls for rehabbing engines every 10 years and ladders every 12 years and for replacing front line engines every 17 years and front line ladder trucks every 20 years. While it was thought that Ladder #12 could be rehabbed for approximately \$200,000 attempting a rehab is not recommended based on extensive rust and corrosion that currently exists and would only be worse in two years from now. This condition combined with the need to replace Tower 1 during FY2017 leaves the Town in a less than desirable position while waiting for the arrival of a new ladder truck (expected around January, 2018). The Fire Chief is making inquiries on the purchase of a used ladder truck that may need to be funded via a reserve fund transfer. We will be working with the Department to reassess the replacement and refurbishment schedule based on this experience. The Department has also requested the acceleration of the Engine 6 Replacement by one fiscal year so a minimal rehab can be performed on the engine it is replacing to be a quality reserve.

A few years ago, a study was made of the conditions of the fire stations and what was needed to maintain the integrity of the floors and building in regard to the newer, larger fire equipment. The work outlined in the report included flooring, shoring, beams, columns, and structural work. The report also included recommendations for the HVAC systems, generators, lighting, life safety, and mechanical, electrical, plumbing (MEP), along with other peripheral systems. In FY2012, \$650K was appropriated to undertake the Structural component. The next phase for implementation was the Life Safety component, which was funded between FY2013 – FY2015 (\$890K). Given the work planned for Station 6 the funding schedule for Station 6 MEP work was moved from FY2021 to FY2017 in order to allow efficiencies with bids and project schedules. MEP work for the remaining stations is as follows:

Sta 5 (Babcock St)	\$220,000 (FY18)
Sta 4 (Rt. 9/Reservoir Rd)	\$445,000 (\$60K FY18, \$385K FY19)
Sta 1 (Brookline Village)	\$450,000 (FY21)
Sta 7 (Washington Sq)	\$620,000 (\$350K FY21, \$270K FY23)

Work at Station 7 also includes a second means of egress and work on the second floor living area.

4. Library:

The current CIP includes funding for windows, carpeting and an elevator/HP lift at the Coolidge Corner Library. This funding had been postponed pending the outcome of a feasibility study for the Coolidge Corner Library. The lack of capacity in the CIP combined with concerns over the preferred option for that site has caused the Library Trustees to reassess the plans for this Library. The Library Trustees requested that

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the renovation project commence as soon as possible. This work will also be timed with roof and masonry work allocated under the Town's roof and masonry programs.

A request for renovations to the Putterham Library Bathrooms has also been funded in FY2022. With the exception of one recently installed ADA compliant bathroom, all five bathrooms at the Putterham library are original to the construction of the building in 1961.

5. Public Works:

Even with the pressure placed on the CIP by the School overcrowding issue; this Preliminary CIP continues the Town's commitment to upgrading its parks, playgrounds, and other open spaces. There is \$25.6M of specific park projects included, as shown in the table below:

CC		Total	Prior Year (FY17)	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023		Future Years	
				Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC
	<u>Parks and Playgrounds</u>																
3	Brookline Reservoir Park	2,340,000	140,000	2,200,000	B												
3	Corey Hill Park	700,000	700,000														
3	Cypress Playground/Athl. Field	2,640,000				240,000	A	2,400,000	B								
3	Emerson Garden Playground	770,000	770,000														
3	Harry Downes Field & Playground	1,070,000	80,000			990,000	B										
3	Heath School Playground Accessibility	1,050,000														1,050,000	A
3	Kraft Family Athl. Field Turf Repl.	1,078,000						98,000	A	980,000	A						
3	Larz Anderson Park	9,000,000				2,700,000	B	600,000	A	2,200,000	B					3,500,000	B
3	Murphy Playground	890,000		70,000	A	820,000	B										
3	Riverway Park	625,000														625,000	A
3	Robinson Playground	1,190,000						100,000	A	1,090,000	B						
3	Schick Playground	1,060,000								90,000	A	970,000	B				
3	Boylston St. Playground	1,180,000														1,180,000	A
3	Griggs Park	970,000														970,000	A
3	Soule Athletic Fields	1,110,000				90,000	K	1,020,000	K								

It should be noted that the projected timeframe for both the 9th School at Baldwin and the High School have necessitated an accelerated schedule for both Cypress Playground/Athletic Field Renovations and the Soule Athletic Field Renovation. In order to meet that timetable within the constraints of the CIP it is recommended that the funding for the Soule project be part of what will be requested as part of the Debt Exclusion for the 9th School at Baldwin Project.

There is also funding allocated in FY2018 for a Traffic Calming/Safety Improvement project that calls for a Pedestrian Crossing LED Warning System at various locations. Flashing warning lights will be installed at either end of the existing cross walks. Lights will be activated by pushing a pedestrian button. These lights are similar to the flashing stop lights at High Street and Allerton Road. There is also funding for improvements to the Carlton Street / Monmouth Street Traffic Signal. The Fire Alarm Call box System project is currently in "future years". This was a project that had previously been in the CIP, but subsequently removed. The DPW commissioned a study in partnership with the Fire Department. The recommendations of the study need to be prioritized under the current CIP constraints and a larger conversation on reinvestment in this

system needs to be had considering that a project this large would likely result in the deferment of several significant projects.

6. School Projects:

Overcrowding in the schools is an issue that we must continue to address. Since the plans to address the issue are expensive, it places great pressure on the CIP. The commencement of debt service for the Devotion School in FY2018 and the plans for the High School in FY2019 limits the ability for this CIP to address projected classroom needs over the next several years. The Classroom Capacity item in FY2018 continues to cover the leases at the temples, 62 Harvard, and 24 Webster Place (\$995K) with very limited funding to modify smaller spaces in existing buildings.

This Preliminary CIP adjusts for the projected timetables for the High School and 9th School at Baldwin Projects and reflects the decision to proceed without MSBA partnership. The current plan calls for Feasibility to conclude sometime this spring with funding for Schematic Design Planned for FY2018. For the High School this is estimated at \$1.5M which is planned for bond financing while the \$1.5M for the 9th School at Baldwin will be funded with cash.

CONCLUSION

In closing, I wish to thank Deputy Town Administrator Melissa Goff, Superintendent of Schools Andrew Bott and all the Department Heads who participate on the Inter-Departmental CIP Committee. Inevitably, many challenges present themselves when attempting to develop a balanced CIP that addresses the priorities of the community while staying within the CIP financing policies and the Town's limited financial resources.

TOWN OF BROOKLINE CAPITAL IMPROVEMENT PROGRAM: FY2018 - FY2023

CATEGORY CODES (CC):

- 1 = New Facility Construction
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- 5 = Vehicles
- 6 = Miscellaneous

REVENUE CODES (RC):

- A = Property Tax/Free Cash/Overlay Surplus
- B = General Fund Bond
- C = State / Federal Aid
- D = Golf Budget
- E = Golf Bond
- F = Utility Budget
- G = Utility Bond
- H = CDBG
- I = Other
- J = Re-Appropriation of Funds
- K = Debt Exclusion Override

CC	Total	Prior Year (FY17)	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023		Future Years		
			Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	
GENERAL GOVERNMENT																	
2	Larz Anderson Garage	125,000							125,000	A							
2	Parking Garage (Town Hall/Pierce Phase 4)	300,000	300,000														
6	Town Building Furniture	125,000	25,000	50,000	A								25,000	A	25,000	A	
2	Town Rehab/Upgrade	350,000		50,000	A	50,000	A	50,000	A	50,000	A	50,000	A	50,000	A	50,000	
6	Technology Applications	1,605,000	275,000	175,000	A	180,000	A	185,000	A	190,000	A	195,000	A	200,000	A	205,000	
General Government Total		2,505,000	600,000	275,000		230,000		235,000		365,000		245,000		275,000		280,000	
PLANNING & COMMUNITY DEVELOPMENT																	
4	Gateway East/Village Sq. Circulation Improv. - CD	378,000	378,000														
4	Gateway East/Village Sq. Circulation Improv. - CD	500,000		500,000	H												
4	Gateway East/Village Sq. Circulation Improv. - Other	1,422,000	1,422,000														
4	Gateway East/Village Sq. Circulation Improv. - State	6,933,000	6,933,000														
4	Commercial Area Improvements	150,000													150,000	A	
6	Major Parcel Study	100,000	100,000														
6	Zoning By-Law Reorganization	250,000				250,000	A										
Planning & Community Development Total		9,733,000	8,833,000	500,000		250,000		-		-		-		-		150,000	
PUBLIC SAFETY																	
5	Fire Apparatus Rehab	1,550,000		50,000	A			500,000	A							1,000,000	A/B
5	Engine #6 Replacement	625,000		625,000	A												
5	Tower #1 Replacement	800,000	800,000														
5	Reserve Ladder Truck	300,000		300,000	A												
6	CAD System Upgrade	270,000				270,000	A										
2	Fire Station Renovations	2,405,000	670,000	280,000	A	385,000	A			800,000	A	270,000	A				
1	Training & Maintenance Facility	4,500,000	4,500,000														
6	PPE Washers and Dryers	71,000		71,000	A												
Public Safety Total		10,521,000	5,970,000	1,326,000		655,000		500,000		800,000		270,000		-		1,000,000	
LIBRARY																	
2	Coolidge Corner - Elev./Rear Windows /Carpet	646,500		646,500	A												
6	Library Furnishings	110,000	110,000														
2	Library Interior Painting / Facelift	110,000	110,000														
2	Putterham Library Bathroom Renovations	150,000									150,000	A					
Library Total		1,016,500	220,000	646,500		-		-		-		150,000		-		-	
PUBLIC WORKS:																	
Transportation																	
4	Traffic Calming / Safety Improvements	358,659		58,659	A	50,000	A	50,000	A	50,000	A	50,000	A	50,000	A	50,000	A
4	Bicycle Access Improvements	212,775	36,000			176,775	A										
4	Parking Meter Technology Upgrade	805,200	161,040	161,040	A	50,000	A	111,040	A	322,080	A						
4	Fire Alarm Call box system	2,380,000													2,380,000	A	
4	Dean / Chestnut Hill Ave Signal	260,000	260,000														
4	Carlton St /Monmouth Traffic Signal	333,663		333,663	A												
Public Works - Transportation Sub-Total		4,350,297	457,040	553,362		276,775		161,040		372,080		50,000		50,000		2,430,000	
Engineering/Highway																	
4	Street Rehab - Town	14,190,000	1,630,000	1,670,000	A	1,710,000	A	1,750,000	A	1,790,000	A	1,830,000	A	1,880,000	A	1,930,000	A
4	Street Rehab - State	11,522,344	1,440,293	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C
4	Sidewalk Repair	2,659,000	304,000	312,000	A	320,000	A	328,000	A	336,000	A	344,000	A	353,000	A	362,000	A
4	Parking Lot Rehab.	205,000													205,000	A	
4	Winthrop Path Rehab.	65,000	65,000														
2	Municipal Service Center Site Improvements			240,000	A												
4	Davis Path Footbridge			40,000	A												
Public Works - Engineering/Highway Sub-Total		28,921,344	3,439,293	3,702,293		3,470,293		3,518,293		3,566,293		3,614,293		3,673,293		3,937,293	

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TOWN OF BROOKLINE CAPITAL IMPROVEMENT PROGRAM: FY2018 - FY2023

CATEGORY CODES (CC):

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A = Property Tax/Free Cash/Overlay Surplus
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 I = Other
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 K = Debt Exclusion Override

CC	Total	Prior Year (FY17)	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023		Future Years	
			Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC
Water / Sewer																
4	340,000	340,000			490,000	F										
4	1,500,000	300,000	300,000	F	300,000	F	300,000	F	300,000	F						
4	300,000		300,000	G												
4	3,000,000				3,000,000	G										
2	190,000	190,000														
2	320,000	320,000														
	6,140,000	1,150,000	600,000		3,790,000		300,000		300,000		-		-		-	
Parks and Playgrounds																
3	2,340,000	140,000	2,200,000	B												
3	700,000	700,000														
3	2,640,000				240,000	A	2,400,000	B								
3	770,000	770,000														
3	1,070,000	80,000			990,000	B										
3	1,050,000														1,050,000	A
3	1,078,000						98,000	A	980,000	A						
3	9,000,000				2,700,000	B	600,000	A	2,200,000	B					3,500,000	B
3	890,000		70,000	A	820,000	B										
3	625,000														625,000	A
3	1,190,000						100,000	A	1,090,000	B						
3	1,060,000								90,000	A	970,000	B				
3	1,180,000														1,180,000	
3	970,000														970,000	
3	1,110,000				90,000	K	1,020,000	K								
3	2,380,000	300,000	305,000	A	305,000	A	310,000	A	210,000	A	315,000	A	315,000	A	320,000	A
3	1,175,000	90,000	150,000	A	155,000	A	160,000	A	165,000	A	170,000	A	175,000	A	110,000	A
3	300,000				200,000	A									100,000	
2	340,000	40,000							250,000	A					50,000	
	29,868,000	2,120,000	2,725,000		5,500,000		4,688,000		4,985,000		1,455,000		490,000		7,905,000	
Conservation/Open Space																
3	1,880,000	225,000	230,000	A	230,000	A	235,000	A	235,000	A	240,000	A	240,000	A	245,000	A
3	250,000														250,000	A
3	770,000														770,000	I
	2,900,000	225,000	230,000		230,000		235,000		235,000		240,000		240,000		1,265,000	
	72,179,641	7,391,333	7,810,655		13,267,068		8,902,333		9,458,373		5,359,293		4,453,293		15,537,293	
RECREATION																
2	775,000														775,000	A
	775,000	-	-		-		-		-		-		-		775,000	

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TOWN OF BROOKLINE CAPITAL IMPROVEMENT PROGRAM: FY2018 - FY2023

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 K = Debt Exclusion Override

CC	Total	Prior Year (FY17)	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023		Future Years		
			Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	
SCHOOL																	
6	Furniture Upgrades	920,000	80,000	90,000	A	100,000	A	110,000	A	120,000	A	130,000	A	140,000	A	150,000	A
2	Town/School ADA Renovations	640,000	70,000	75,000	A	75,000	A	80,000	A	80,000	A	85,000	A	85,000	A	90,000	A
2	Town/School Elevator Renov. Program	750,000	275,000	475,000	A												
2	Town/School Energy Conservation Projects	1,400,000	170,000	75,000	A	180,000	A	185,000	A	190,000	A	195,000	A	200,000	A	205,000	A
2	Town/School Energy Management System	1,185,000	175,000	125,000	A	125,000	A	125,000	A	125,000	A	130,000	A	130,000	A	250,000	A
2	Town/School Bldg Envelope/Fenestration Rep	17,000,000	2,100,000					1,400,000	B			1,800,000	A			11,700,000	A/B
2	Town/School Roof Repair/Repl. Program	17,300,000						2,300,000	B					800,000	B	14,200,000	A/B
2	Town/School Bldg Security / Life Safety Sys	1,305,000	175,000	215,000	A	130,000	A	160,000	A	160,000	A	170,000	A	170,000	A	125,000	A
2	Town/School Compactor Replacements	200,000	50,000			100,000	A									50,000	A
2	School Rehab/Upgrade	600,000		100,000	A	50,000	A	50,000	A			200,000	A	100,000	A	100,000	A
2	High School Addition - Town Share (non-Debt Excl)	36,500,000		1,500,000	B	35,000,000	B										
2	High School Addition (Debt Excl)	-				TBD	K										
2	9th School at Baldwin	1,500,000		1,500,000	A	TBD	K										
2	School Studies (9th and HS)	800,000	800,000														
2	Driscoll School Rehabilitation	4,400,000		400,000	A	4,000,000	B										
2	Old Lincoln School Modifications	350,000	350,000														
2	Classroom Capacity	7,280,000	1,038,000	995,000	A	1,165,000	A	1,223,000	A	1,032,000	A	912,000	A	915,000	A		
	School Total	92,130,000	5,283,000	5,550,000		40,925,000		5,633,000		1,707,000		3,622,000		2,540,000		26,870,000	
	GRAND TOTAL	188,860,141	28,297,333	16,108,155		55,327,068		15,270,333		12,330,373		9,646,293		7,268,293		44,612,293	

TOWN OF BROOKLINE CAPITAL IMPROVEMENT PROGRAM: FY2018 - FY2023

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 F = Utility Budget
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 I = Other
 J = Re-Appropriation of Funds
 K = Debt Exclusion Override

CC	Total	Prior Year (FY17)	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023		Future Years	
			Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC
GRAND TOTAL BY SOURCE																
A = Property Tax / Free Cash / Overlay Surplus	71,314,797	8,874,040	9,867,862	A	6,496,775	A	6,410,040	A	7,300,080	A	7,236,000	A	5,028,000	A	20,102,000	A
B = General Fund Bond	88,770,000	8,100,000	3,700,000	B	43,510,000	79%	6,100,000	40%	3,290,000	27%	970,000	10%	800,000	11%	22,300,000	50%
C = State / Federal Grants	19,877,344	9,795,293	1,440,293	9%	1,440,293	3%	1,440,293	9%	1,440,293	12%	1,440,293	15%	1,440,293	20%	1,440,293	3%
D = Golf Budget	-	-	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
E = Golf Bond	-	-	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
F = Utility Budget	2,180,000	490,000	300,000	2%	790,000	1%	300,000	2%	300,000	2%	-	0%	-	0%	-	0%
G = Utility Bond	3,960,000	660,000	300,000	2%	3,000,000	5%	-	0%	-	0%	-	0%	-	0%	-	0%
H = CDBG	878,000	378,000	500,000	3%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
I = Other	770,000	-	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	770,000	2%
J = Re-Approp. of Existing Funds	-	-	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
K = Debt Exclusion Override	1,110,000	-	-	0%	90,000	0%	1,020,000	7%	-	0%	-	0%	-	0%	-	0%
Grand Total	188,860,141	28,297,333	16,108,155		55,327,068		15,270,333		12,330,373		9,646,293		7,268,293		44,612,293	
GRAND TOTAL BY ALLOCATION																
General Government	2,505,000	600,000	275,000	2%	230,000	0%	235,000	2%	365,000	3%	245,000	3%	275,000	4%	280,000	1%
Planning and Community Development	9,733,000	8,833,000	500,000	3%	250,000	0%	-	0%	-	0%	-	0%	-	0%	150,000	0%
Public Safety	10,521,000	5,970,000	1,326,000	8%	655,000	1%	500,000	3%	800,000	6%	270,000	3%	-	0%	1,000,000	2%
Library	1,016,500	220,000	646,500	4%	-	0%	-	0%	-	0%	150,000	2%	-	0%	-	0%
DPW - Transportation	4,350,297	457,040	553,362	3%	276,775	1%	161,040	1%	372,080	3%	50,000	1%	50,000	1%	2,430,000	1%
Engineering/Highway	28,921,344	3,439,293	3,702,293	23%	3,470,293	6%	3,518,293	23%	3,566,293	29%	3,614,293	37%	3,673,293	51%	3,937,293	13%
Water / Sewer	6,140,000	1,150,000	600,000	4%	3,790,000	7%	300,000	2%	300,000	2%	-	0%	-	0%	-	0%
Parks & Playgrounds	29,868,000	2,120,000	2,725,000	17%	5,500,000	10%	4,688,000	31%	4,985,000	40%	1,455,000	15%	490,000	7%	7,905,000	17%
Conservation/Open Space	2,900,000	225,000	230,000	1%	230,000	0%	235,000	2%	235,000	2%	240,000	2%	240,000	3%	1,265,000	3%
Recreation	775,000	-	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	775,000	0%
Public Schools	92,130,000	5,283,000	5,550,000	34%	40,925,000	74%	5,633,000	37%	1,707,000	14%	3,622,000	38%	2,540,000	35%	26,870,000	14%
Grand Total	188,860,141	28,297,333	16,108,155		55,327,068		15,270,333		12,330,373		9,646,293		7,268,293		44,612,293	
GRAND TOTAL BY CATEGORY																
1 New Facility Construction	5,300,000	5,300,000	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
2 Facility Renovation / Repair	95,771,500	6,033,000	6,386,500	41%	41,210,000	74%	5,523,000	36%	2,762,000	22%	3,912,000	41%	2,400,000	33%	27,545,000	62%
3 Parks / Open Space / Playgrounds	32,428,000	2,305,000	2,955,000	19%	5,730,000	10%	4,923,000	32%	4,970,000	40%	1,695,000	18%	730,000	10%	9,120,000	20%
4 Infrastructure	47,784,641	13,269,333	4,855,655	31%	7,537,068	14%	3,979,333	26%	4,238,373	34%	3,664,293	38%	3,723,293	51%	6,517,293	15%
5 Vehicles	3,275,000	800,000	975,000	6%	-	0%	500,000	3%	-	0%	-	0%	-	0%	1,000,000	2%
6 Miscellaneous	3,801,000	590,000	436,000	3%	850,000	2%	345,000	2%	360,000	3%	375,000	4%	415,000	6%	430,000	1%
Grand Total	188,360,141	28,297,333	15,608,155		55,327,068		15,270,333		12,330,373		9,646,293		7,268,293		44,612,293	
6-Year Total	115,450,515															

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FY 2018-2023 CIP PROJECT DESCRIPTIONS

NOTE: The figures included in this report are based on the best available cost estimates at the time of the development of the CIP and are subject to change due to revised estimates and bids.

GENERAL GOVERNMENT

1. GARAGES AT LARZ ANDERSON

The fuel tank located on site is not used anymore and should be removed, along with the gas pumps, in order to avoid a possible leak in the future.

Estimated Cost: \$125,000

Time Schedule: FY 2021 -- \$125,000 Property Tax / Free Cash

2. GARAGE REPAIRS / TOWN HALL/PIERCE SCHOOL PHASE 4

With Phases 1-3 now complete, a few remaining miscellaneous items are left to repair. These include a leak in the Pierce Garage from the area outside the Main Office of Pierce, the overhang/balcony area above the Pierce Driveway which is leaking and needs masonry work, the Town Hall lower garage needs to have the drain pipes that go through it from above re-piped to area that have drains, a main drain in the Town Hall Garage that comes from the Pierce above needs to be re-piped as it is broken and there is a drainage issue behind the Main Library that goes into the driveway and ultimately water drain into the Town Hall Garage.

Estimated Cost: \$300,000

Time Schedule: Prior Year-- \$300,000 Property Tax / Free Cash

3. TOWN BUILDING FURNITURE

This item allows for the replacement of aging furniture at Town Hall and other non-school buildings.

Estimated Cost: \$125,000

Time Schedule: Prior Year -- \$25,000 Property Tax / Free Cash
FY 2018 -- \$50,000 Property Tax / Free Cash
Future Years -- \$25,000 Property Tax / Free Cash

4. TOWN REHAB/UPGRADES

This is an on-going town-wide program for the repair and upgrade of Town facilities in between major renovation projects. Items funded under this program include large scale painting programs, new flooring, ceilings, window

treatments and toilet upgrades. This program avoids more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Estimated Cost:	\$350,000	
Time Schedule:	FY 2018 -- \$50,000	Property Tax / Free Cash
	FY 2019 -- \$50,000	Property Tax / Free Cash
	FY 2020 -- \$50,000	Property Tax / Free Cash
	FY 2021 -- \$50,000	Property Tax / Free Cash
	FY 2022 -- \$50,000	Property Tax / Free Cash
	FY 2023 -- \$50,000	Property Tax / Free Cash
	Future Years -- \$50,000	Property Tax / Free Cash

5. TECHNOLOGY APPLICATIONS

This annual appropriation is for funding the projects included in the Information Technology Department's Long-Term Strategic Plan, which serves as the framework for the selection and management of technology expenditures and is updated periodically by the Chief Information Officer (CIO). Moreover, additional projects that meet the short-term objectives set by the CIO and appropriate committees provide the guidance for the Town's approach to technology management. Primary focus areas for IT investments include Infrastructure lifecycle replacement, Enterprise Applications/Better Government initiatives, School Technology, and Public Safety enhancements. Special consideration is given to projects that reduce operating expenses and / or create efficiencies.

Estimated Cost:	\$1,605,000	
Time Schedule:	Prior Year -- \$275,000	Property Tax / Free Cash
	FY 2018 -- \$175,000	Property Tax / Free Cash
	FY 2019 -- \$180,000	Property Tax / Free Cash
	FY 2020 -- \$185,000	Property Tax / Free Cash
	FY 2021 -- \$190,000	Property Tax / Free Cash
	FY 2022 -- \$195,000	Property Tax / Free Cash
	FY 2023 -- \$200,000	Property Tax / Free Cash
	Future Years -- \$205,000	Property Tax / Free Cash

PLANNING & COMMUNITY DEVELOPMENT

6. GATEWAY EAST / VILLAGE SQUARE CIRCULATION IMPROVEMENTS

This significant public works project involves reconfiguration of the existing circulation system in Brookline Village at Washington Street, Route 9, Walnut Street, High Street, and Pearl Street. The existing jughandle, currently used to provide access to Washington Street from Route 9 eastbound, will be removed and replaced with a new four-way intersection at Pearl Street. Signals will be relocated and upgraded and a new ADA-compliant surface-level

pedestrian crosswalk with walk signal will cross Route 9 just west of Pearl Street as part of a new four-way intersection, replacing the demolished pedestrian bridge that had once provided a protected crossing on Route 9. In addition, the project will include enhanced bicycle accommodation via protected bicycle lanes, and lighting and landscaping improvements. The project will improve the overall safety and aesthetics of this portion of Route 9 and Brookline Village.

Funding for project construction is assumed to come from multiple sources:

1. Transportation Improvement Program (TIP) – Gateway East is programmed in the Boston MPO’s TIP for \$4,818,000 in Federal Fiscal Year 2018 toward a \$5,818,000 construction project. Recent project cost estimates based on the Town’s August, 2016 project resubmission that includes enhanced bicycle accommodation has increased the construction budget to \$7,933,000. It is estimated that the TIP will cover \$6,933,000 in Federal Fiscal Year 2018 toward a \$7,933,000 revised construction project.
2. The Town’s Gateway East construction match of \$1,000,000 will be filled by:
 - A portion of Children’s Hospital’s 1% Off-Site Improvements--2 Brookline Place) \$327,000 and
 - \$673,000 in SAFETEALU earmark

Funding for Right-of-Way Acquisition is assumed to come from multiple sources:

1. The Town is responsible for acquisition costs for all Temporary and Permanent easements needed for the Gateway East project. The estimated cost is \$1,300,000. It should be noted that the Town previously sought and received Town Meeting authorization to utilize a Section 108 loan, which is a tool that can be used to undertake CDBG-eligible activities when a lump sum is needed to move a project forward. The Town may once again seek authorization from Town Meeting to secure a Section 108 loan as a funding source to pay for the acquisition of needed permanent and temporary right-of-way to accommodate the Gateway East project. Under a Section 108 loan, a community borrows against its future CDBG funds. Like a conventional loan, the Section 108 loan would have an amortization term, but instead of making payments, the Town's loan is paid back once per year off the top of its CDBG entitlement. The loan must be backed by the Town’s full faith and credit.
2. The Town’s Right-of-Way costs of \$1,300,000 will be filled by:
 - A portion of Children’s Hospital’s 1% Off-Site Improvements--2 Brookline Place) \$422,000
 - \$378,000 in prior year CDBG funds
 - \$500,000 from a Section 108 Loan

Please note that the right-of-way acquisition costs are preliminary estimates. Under State statute, the Town may not discuss acquisition costs with property owners until the state has approved 25% the Town’s design.

Estimated Cost: \$9,233,000

Time Schedule:	Prior Year -- \$1,422,000	Other (1% Off-Site Improvements--2 Brookline Place)
	Prior Year -- \$6,933,000	Federal Grant (via State TIP)
	Prior Year -- \$378,000	Federal Grant (CDBG)
	FY2018 -- \$500,000	Federal Grant (CDBG) Section 108 Loan

7. COMMERCIAL AREAS IMPROVEMENTS

This appropriation is intended to fund projects detailed in the Economic Development Division’s Strategic Plan, which serves as the framework for the selection and management of Commercial Area Improvements and is updated periodically by the Economic Development Advisory Board (EDAB). Maintaining healthy, local commercial areas affects the quality of life and adds much needed support to the Town’s tax base. Investment toward easy to use and attractive streets, pedestrian amenities, and other civic spaces makes our commercial areas more enjoyable to live, shop, dine, and work.

Estimated Cost: \$150,000

Time Schedule:

Future Years -- \$150,000 Property Tax / Free Cash

8. MAJOR PARCEL STUDY

The town is essentially – but certainly not completely – built-up. Simultaneously, as a highly desirable community in which to live and invest, Brookline is subject to intense residential development pressure. The Town needs to be concerned that major privately-owned parcels, most of which are currently in institutional and/or non-profit use, may eventually succumb to that pressure and be developed. Most of these parcels are zoned for one-acre single-family housing essentially as-of-right or under Definitive or Approval Not Required Subdivision. Development of these parcels could dramatically reduce the amount of green space as well as potentially have significant effects on our facilities, thereby generating major fiscal impacts. Single-family homes on one acre lots may or may not be the best use for the property. Starting with the vision articulated in our Comprehensive Plan, combined with long-term needs identified in our Strategic Asset Plan, we, as a town, need to think about what we want to see on those privately-owned parcels. While the preponderance of the study will focus on privately-held property, it will also address any municipally- owned property that the Strategic Asset Plan may have identified as underutilized or unneeded.

There should not be any preconceived notions about the best reuse options for any of the sites, be it housing in any number of configurations (single-family, senior housing, affordable housing, multi-family, etc.), green space, mixed use or commercial use. Consulting services are necessary to take a comprehensive approach to identifying the optimum use for each of these properties and how

best to encourage those uses. This requires extensive work with both the property owners and the public to determine what is both desirable and achievable and then to balance those needs.

Estimated Cost: \$100,000

Time Schedule:

Prior Year-- \$100,000 Property Tax / Free Cash

9. ZONING BY-LAW REORGANIZATION

The Town of Brookline Zoning By-Law was first adopted by Annual Town Meeting in May 1962. Since its adoption, the Zoning By-Law has been amended more than 70 times. These amendments were recommended to address

various concerns within the Town for residential and commercial land use and development. In addition, there have been a number of amendments adopted to promote redevelopment in specific areas in Town.

The proposed revisions to the Zoning By-Law over the years were recommended to resolve neighborhood issues regarding setbacks, density or other concerns. There have also been many revisions to promote good development and redevelopment within a specific zoning district in Town. The Zoning By-Law, in its current version, is the culmination of numerous amendments reacting to onetime events or concerns resulting in a reactionary document. This approach has been done for years without examining the impact of other provisions of the by-law creating unintended consequences. The current version of the by-law is not user friendly, difficult for the public to comprehend and creates a strain on economic development in the areas where economic development should be promoted. The end result would be a document that is clearer, more understandable, and easier for the public to follow and use.

This funding would be used to engage the services of a consultant, or consultants for the purpose of the performing a comprehensive review of the Zoning By-Law. The Zoning By-Law will be reviewed/rewritten to correct contradictions and inconsistencies that inadvertently resulted from the adoption of such amendments and otherwise; to address specific issues that have come before the Planning Board and Zoning Board of Appeals; to account for changed circumstances in land use patterns and other conditions in the Town; to recognize recent judicial decisions and statutory amendments; and to clarify language and improve organization.

A consistent and well-written Zoning By-Law will provide a solid foundation for regulatory decisions and a clearer set of rules for applicants. It will also provide consistency with the laws of the Commonwealth of Massachusetts. The product of their work is anticipated to provide a better land use guide that reflects the policies and procedures of the Town and the Commonwealth.

Estimated Cost: \$250,000

Time Schedule: FY2019-- \$250,000 Property Tax / Free Cash

PUBLIC SAFETY

10. FIRE APPARATUS REHAB

The Town’s policy is to replace front-line fire engines every 17 years and front-line ladder trucks every 20 years. While this replacement schedule serves the Town very well, funding needs to be appropriated every 10 years to rehab engines and every 12 years to rehab ladder trucks. The breakout of the proposed funding is as follows:

Engine #6 = \$50,000(FY18)

Quint #4 = \$500,000 (FY20)

Unfortunately, Engine #6 was excluded from the refurbishment schedule while it would have been rehabbed in 2012.

Quint 4 was purchased in 2010. In keeping with the Town’s policy of refurbishing fire engines at 10 years the quint will need to be refurbished in 2020. While the Quint has an aerial ladder on it, we typically operate it as an engine company and therefor fall under the 10 year guideline. However, the refurbishment costs will be higher than a traditional fire engine due to its dual design.

Ladder #12 (formerly Ladder #2), which serves as the Department’s spare ladder, is a 1995 Pierce that was rehabbed in 2007 - 2008. In FY21, the Department’s front-line ladder trucks should be in excellent condition is the current replacement plan is adhered to. However, Ladder #12 will be quite old and in need of replacement or rehab. While it was thought that Ladder #12 could be rehabbed for approximately \$200,000, on the recommendation from our Master Mechanic, attempting a rehab is not recommended based on extensive rust and corrosion that currently exist and would only be worse in two years from now.

Estimated Cost:	\$1,550,000	
Time Schedule:	FY 2018 -- \$50,000	Property Tax / Free Cash
	FY 2020 -- \$500,000	Property Tax / Free Cash
	Future Years -- \$1,000,000	Property Tax / Free Cash

11. ENGINE #6 REPLACEMENT

Keeping with the current policy of engine replacement at 17 years, Engine #6 would of needed to be replaced in FY19. The estimated cost for replacement would be \$660,000. Unfortunately, Engine #6 was not rehabbed when it was was scheduled in 2012. While we rely upon these replacement engines becoming spare apparatus, which is frequently put into front line status, we are requesting to purchase this engine in FY18 so a minimal rehab can be performed on the engine it is replacing to be a quality reserve. The replacement cost is estimated to be \$625,000 in FY18.

Estimated Cost:	\$625,000	
Time Schedule:		
	FY 2018 -- \$625,000	Property Tax / Free Cash
	FY2018 -- \$300,000	Property Tax / Free Cash

12. TOWER #1 REPLACEMENT

Tower 1 was purchased in 2006 and would have been 12 years old in 2018, the point at which the Town policy requires refurbishment of Ladder trucks. Refurbishment is estimated at \$500,000.00. However, Tower 1 has not served us well both operationally and mechanically. The Department has had to repair this vehicle several times and it has not been a reliable piece of equipment. Its size makes operating in the Coolidge Corner area difficult and its unusual design and complicated operation are problematic. The Fire Chief was able to trade in the current truck on a future replacement purchase which will reduce the replacement cost to \$800,000.

Our goal is to purchase a more traditionally designed Ladder truck. In fact, the current plan is to order a basic twin to the recently built Ladder 2 bringing consistency to the apparatus, their use, operation and maintenance. History has shown us a traditional Ladder truck will serve us for 20 years.

Estimated Cost: \$800,000

Time Schedule:

Prior Year -- \$800,000

General Fund Bond

13. CAD SYSTEM UPGRADE

The Police Department is looking to update our (Larimore) Public Safety programs, to the new programming language in C# (C-Sharp Programming Language). The Town's current CAD (Computer Aided Dispatch) system has been dispatching Police/Fire/EMS calls for over 10 years.

The new system will have the ability and functionality to support multi-jurisdictional multi-agency dispatching for Police, Fire, and EMS. This flexible system will allow dispatchers to be assigned geographical areas, individual agencies, or both. Unit recommendations based on call location via unit's AVL (Automated Vehicle Locators), and the ability to dispatch resources to any location by premise name. Premise information will have previous call history, hazardous material information, SOP's (Standard Operating Procedures) and patrol file information; all will be available by location as the call is being managed.

The system will have a CAD alert feature allowing time sensitive information to be entered as an alert, stored as a call transaction, and given to dispatchers as a visual notification of crucial information. The system will have Embedded Map on the dispatch and call taking screen, which allows dispatchers to assign units directly from the mapping component, as well as the call list. The new CAD system will have built-in interfaces for mapping, E-911, mobile data and tablet based systems, State NCIC, D-CJIS, and external digitizer fire alarm systems. The CAD system will interface with the Records Management and Scheduling System. The system will have the ability to interface into the department's camera network(s) by a direct address link to a camera, if a camera is in the location of a E-911 call the camera will PTZ (Pan-Tilt-Zoom) into the area of the call, giving the dispatcher the ability to view that camera.

The upgraded CAD system will be fully compatible with Phase 2 wireless E-911 providers. The system will have a certified interface to Pro/QA Medical application and will be set up for Next Generation 911 which is an IP based system that allows and captures digital information, such as, voice, photos, videos and text messaging from the 911 network to the CAD system.

The State has stated Brookline can expect to cut over on the Next Gen 911 System, sometime this upcoming spring (2017), which makes the upgraded CAD system a top priority in order to accept the new Next Gen 911 standards and data flow. Within the next 3 to 6 months Brookline will be receiving wireless 911 calls to our dispatch center, currently these wireless calls are routed to the Mass State Police, with Brookline accepting these calls directly, the CAD system needs to be upgraded to accept the new wireless information, such as latitude, longitude and height to pinpoint the exact location of the call. It is imperative that we have a upgraded CAD system in place, to be able to interface to the new State wireless 911 calls and most importantly for the Next Generation 911 system.

Other applications that have to be upgraded (re-written) to the new C# environment are:

Scheduling System \ Training System \ Records Management System \ Intelligence System \ Detective Case Management \ Arrest- Booking System \ National Incident Based Reporting Systems (NIBRS) \ False Burglar Alarm Tracking and Billing System \ Detail Assignment and Billing System \ Total Overtime tracking System \

Evidence Tracking System \ Field Interview System \ Situation Tracking and Analysis System \ Parking Ticket System and RMV Data Exchange Systems \ Towed Vehicle System \ Internal Affairs System \ Liquor Law and Lodging House Tracking System \ Department Property Tracking System, Vehicle Inspection-Equipment System, and Hackney System . Over the last few years we have updated the foundation of the operating system to C# (C-Sharp) and new applications such as Traffic Case Management System and Crisis Intervention System have been written in the C# environment.

The new Larimore System also has developed Apps for smart phones and tablets, both for IOS and Android operating systems. These modules will connect to the CAD system and the Records Management system and will be part of the new installation. The Total cost is estimated at \$485,000.00. Because of the need to upgrade the CAD portion during this fiscal year, funds in the amount of approximately \$65,000.00 have been appropriated and the upgrade of the CAD will proceed during the current fiscal year. Therefore, we are seeking funding in the amount of \$270,000.00 to complete the entire project.

Estimated Cost: \$270,000

Time Schedule:

FY 2019 -- \$270,000

Property Tax / Free Cash

14. FIRE STATION RENOVATIONS

A study was made of the conditions of the fire stations and what was needed to maintain the integrity of the floors and building in regard to the newer, larger fire equipment. The work outlined in the report includes flooring, shoring, beams, columns, and structural work. The report also includes recommendations for the HVAC systems, generators, lighting, life safety, and mechanical, electrical, plumbing (MEP), along with other peripheral systems.

The report broke the work into three categories: (1) structural, (2) life safety systems, and (3) MEP. The recommended approach was to fund all required structural work in the first year (\$625,000 was approved in FY12), then fund life safety systems by stations as prioritized by the Fire Chief (FY13 – FY15), and then undertake the MEP work (starting in FY17). Given the work planned for Station 6 the funding schedule for Station 6 MEP work was moved from FY2021 to FY2017 in order to allow efficiencies with bids and project schedules. Additional structural work needed at this site is also included.

The estimates for remaining work at each station are as follows:

Sta 6 (Hammond St.)	\$670,000 (FY17)
Sta 5 (Babcock St)	\$220,000 (FY18)
Sta 4 (Rt. 9/Reservoir Rd)	\$445,000 (\$60K FY18, \$385K FY19)
Sta 1 (Brookline Village)	\$450,000 (FY21)
Sta 7 (Washington Sq)	\$620,000 (\$350K FY21, \$270K FY23)
TOTAL	\$2,405,000

Estimated Cost: \$2,405,000

Time Schedule:

Prior Year -- \$670,000	Property Tax / Free Cash
FY 2018 -- \$280,000	Property Tax / Free Cash
FY 2019 -- \$385,000	Property Tax / Free Cash
FY 2021 -- \$800,000	Property Tax / Free Cash
FY 2022 -- \$270,000	Property Tax / Free Cash

15. FIRE DEPARTMENT FLEET MAINTENANCE AND TRAINING BUILDING

The current maintenance facility is located in Station #1. The service area (shop) is on the first floor with storage and office space located in the basement. At this time the service elevator, used to transport supplies to the basement for storage, has been condemned. Because of that, there are tires weighing several hundred pounds virtually inaccessible in the basement. The actual shop area is above the basement area. Currently, the shop floor requires replacement and/or reinforcement if work in the area is to continue. Additionally, the shop is not large enough to allow access to many of the Department’s vehicles, leaving the mechanics no choice but to do repairs out in the street, the drill yard, or, on occasion, inside another fire station. This is obviously unsafe when on the street and inefficient when working in locations away from the shop and all its tools and equipment. The limited size of the shop and its inability to house the apparatus leaves the Department looking to costly outside repair vendors more often than would be necessary if the Department had an adequate facility.

The Department’s training facility is located at Station #6. A modernized training facility would have a classroom with the technology necessary for the delivery of essential training. The Station would also be upgraded with a new Self Contained Breathing Apparatus (SCAB) filling station, to be utilized not only for the filling of air depleted while training, but also for air used during the course of regular firefighting activities. This would eliminate the need for Engine #6 to travel outside their first due response area in order to fill cylinders. The Training Division would acquire appropriate and sufficient equipment to aid in the administration of hands-on training programs without depleting the equipment from front-line companies. This will leave companies fully complimented and better able to return to service and respond to emergencies while at the Training Facility. Lastly, a new drill yard would contain a modern, fully NFPA-compliant, live-fire training building. The existing tower, which is in poor condition, will be removed.

The ideal conclusion of this project would be twofold: (1) the creation of an apparatus maintenance facility that meets the needs of the Brookline Fire Department and provides a safe working environment for the employees and (2) the revamping of the current training site into a safe, modern, and up-to-date facility. The \$40,000 in FY15 funded a feasibility study. In FY17, \$4.5 million is included for design and construction.

Estimated Cost: \$4,500,000

Time Schedule:

Prior Year -- \$4,500,000	General Fund Bond
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16. WASHERS AND DRYERS FOR PERSONAL PROTECTIVE EQUIPMENT (PPE)

The National Fire Protection Agency (NFPA) standard 1851 details the care of Personal Protective Equipment (AKA Turnout Gear) including the cleaning or “decontaminating” of such equipment. In summary, the standard recommends routine cleaning as well as immediate cleaning after being soiled due exposure in fires or other medical emergencies.

In recent years, it has been identified that:

- Turnout gear worn on previous fire-related calls, without cleanings in between, diminishes in ability to protect the wearer.
- Over the long term, turnout gear that is always dirty doesn’t last as long.
- Turnout gear worn on previous calls presents other kinds of hazards. While on the job, firefighters come in contact with carcinogenic materials, toxins and communicable disease found in blood or other body fluids. These hazards can then be carried away to potentially cause harm later by ingestion, inhalation or absorption from touch. The firefighter, or anyone else who has contact with the turnout gear, is then at risk.

For these reasons, the Fire Department is seeking \$71,000 in funding to purchase three extractors (washers) and five dryers so every fire station in town is equipped to properly handle cleaning of their Personal Protective Equipment.

Estimated Cost: \$71,000

Time Schedule:

FY 2018 -- \$71,000

Property Tax / Free Cash

LIBRARY

17. COOLIDGE CORNER LIBRARY - ELEVATOR (ADA)/ REAR WINDOWS/CARPETING

The Coolidge Corner Library is presently only fully accessible at the front main entrance. On the lower level in the rear is a meeting room and toilets, and this room is not handicap accessible from the upper level; the only access is through a rear door. In order to make the library fully accessible, an elevator is proposed for installation at the rear of the library, which would allow access directly below. The proposed plan is to build a structure to house a permanent lift outside, which is estimated to cost \$285,500. By installing the lift on the exterior of the existing building, the library can remain open during the construction and the library will avoid having to discard a significant number of books due to the loss of space caused by the new equipment and resulting ADA code restrictions.

There are nine large panels of glass windows in the rear of the building dating from the original construction in 1970. The glass is not insulated and is loose in a number of areas. All the glass would be replaced with operable windows that can be locked for security purposes. \$180,500 is included for plans and specs (\$17,500) and the windows (\$163,000).

The majority of the carpet was installed in 1997 and is now more than 15 years old. This project will replace approx. 15,000 sq. feet of carpet at an estimated cost of \$163,000. Included in the estimate is \$17,500 for soft costs associated with the potential relocation renting or moving of space and materials that would be needed for this project.

Estimated Cost: \$646,500

Time Schedule:

FY 2018 -- \$646,500

Property Tax / Free Cash

18. LIBRARY FURNISHINGS

This request of \$110,000 will be used to replace furnishings and equipment at all three libraries. The furnishings at the Main Library will be 15 years old in 2018. While the tables are expected to last 25 years or more, most of the wood and all of the upholstered chairs will have to be replaced.

Estimated Cost: \$110,000

Time Schedule:

Prior Year -- \$110,000

Property Tax / Free Cash

19. LIBRARY INTERIOR FACELIFT/PAINTING AND REPAIRS

This project will allow for repairs to the heavy traffic areas of all three libraries. It will provide for the painting of the interior of the libraries every 6-7 years; the replacement of flooring and ceiling tiles, as needed; and the ability to make minor electrical repairs and lighting upgrades. Each library would be done in sections to avoid having to close each facility.

Estimated Cost: \$110,000

Time Schedule:

Prior Year -- \$110,000

Property Tax / Free Cash

20. PUTTERHAM LIBRARY BATHROOM RENOVATIONS

With the exception of one recently installed ADA compliant bathroom, all 5 bathrooms at the Putterham library are original to the construction of the building in 1961. They are cramped, unattractive, frequent victims of plumbing problems, and are non-compliant with ADA laws.

Replacement of the two bathrooms outside the program room with one ADA accessible, unisex bathroom, replacement of the two bathrooms at the front of the library near the circulation desk with one ADA accessible,

unisex bathroom, and replacement of the staff bathroom in the basement with an ADA accessible, unisex bathroom. (\$150,000).

Estimated Cost: \$150,000

Time Schedule:

FY2022 -- \$150,000

Property Tax / Free Cash

TRANSPORTATION

21. TRAFFIC CALMING / SAFETY IMPROVEMENTS

This funding will be used to implement approved traffic calming measures, which are those that have been reviewed, analyzed, and designed by the Transportation Division using the Traffic Calming Policy as a guide.

Plans for FY2018 are for a Pedestrian Crossing LED Warning System. Pedestrian LED flashing sign system will be installed at the following pedestrian crossing locations: Chestnut Hill Avenue at Hyslop Road Chestnut Hill Avenue at Ackers Avenue Warren Street at Dudley Street. Flashing warning lights will be installed at either end of the existing cross walks. Lights will be activated by pushing a pedestrian button. These lights are similar to the flashing stop lights at High Street and Allerton Road.

Estimated Cost: \$358,659

Time Schedule:

FY 2018 -- \$58,659

Property Tax / Free Cash

FY 2019 -- \$50,000

Property Tax / Free Cash

FY 2020 -- \$50,000

Property Tax / Free Cash

FY 2021 -- \$50,000

Property Tax / Free Cash

FY 2022 -- \$50,000

Property Tax / Free Cash

FY 2023 -- \$50,000

Property Tax / Free Cash

Future Years -- \$50,000

Property Tax / Free Cash

22. BICYCLE ACCESS IMPROVEMENTS

The \$176,775 requested would fund the following:

- Construct a separate bicycle lane on the west side of Essex Street starting at Commonwealth Avenue and ending at Dummer Street.
- Construct a raised intersection at Essex Street and Dummer Street
- Repave Essex Street from Commonwealth Avenue to Dummer Street.

Estimated Cost: \$212,775

Time Schedule:	Prior Year -- \$36,000	Property Tax / Free Cash
	FY2019 -- \$176,775	Property Tax / Free Cash

23. PARKING METER TECHNOLOGY UPGRADE

As parking meter rates increase and less people carry coins users of our parking meter system have continuously requested that the Town implement new parking meter technologies to offer alternative forms of payment. In 2013, the Town of Brookline upgraded our metered public parking supply to provide improved customer convenience, ensure a regular turnover of spaces in our high demand areas, and improve municipal maintenance and collection operations. This deployment included the installation of Digital Luke multi-space parking meters in public parking lots and over 500 IPS single space credit card acceptance parking meters on-street in our high use districts along portions of Beacon Street, Harvard Street, Kent Street, and Brookline Avenue. Use of these single space parking meters have been widely accepted and supported by general users, merchants, and others. As parking meter rates increase and less people carry coins, the Brookline Chamber of Commerce and other business and civic leaders have requested that the Town replace the remaining 1,320 POM coin only single head parking meter mechanisms with IPS credit card accepting parking meters over a 5 year period. The per unit price of \$610 per mechanism includes meter mechanism, installation and commissioning, and extended 12 month warranty.

The impact on the operating budget for data storage and credit card service charges is quite significant, so while Capital funding is provided in FY2017 for the mechanisms, the recommendation is for implementation over a longer period. This will give the Town time to evaluate the impact of an anticipated pay-by-cell program and whether or not full implementation is needed given the convenience pay-by-cell technology provides.

Estimated Cost: \$805,200

Time Schedule:	Prior Year -- \$161,040	Property Tax / Free Cash
	FY 2018 -- \$161,040	Property Tax / Free Cash
	FY 2019 -- \$50,000	Property Tax / Free Cash
	FY 2020-- \$111,040	Property Tax / Free Cash
	FY 2021 -- \$322,080	Property Tax / Free Cash

24. FIRE ALARM CALL BOX SYSTEM

The Department of Public Works operates and maintains the Town's Fire Alarm Call Box System that consists of 297 street call boxes along the public way, 203 master station call boxes within buildings (of which 42 are publicly owned), and a network of underground conduit and cable and overhead cable providing both power to the boxes and communication to central dispatch at the Public Safety Building. The system provides notification to Dispatch for deployment of fire resources and emergency medical response. The DPW's ability to maintain this aging system has been hampered by inaccurate mapping of conduit and cable locations as well as out-of-date equipment. In 2015, the DPW and the Fire Department engaged the services of Environmental Partners Group, Inc. to update the entire system inventory, perform a condition study and recommend options for the upgrade or replacement of the system. Information gathered from central dispatch has also revealed that only 239 pulls were recorded over a 10 year period from 130 street boxes and that 167 street boxes had no activity over the same 10 year period. The following options were provided by EPG to upgrade or replace the system:

- 1. Repair the existing hard-wired system (\$3,800,000)
- 2. Replace 162 of the 297 street boxes and all 42 public master boxes with solar powered wireless boxes and abandon the hard-wired network (\$2,380,000)
- 3. Replace all 297 street boxes and all 42 public master boxes with solar powered wireless boxes and abandon the hard-wired network (\$4,100,000)

Both the Public Works and Fire Department recommend the implementation of option (2) at a cost of \$2,380,000 to be funded over a 2 year period.

Estimated Cost: \$2,380,000

Time Schedule: Future Years -- \$2,380,000 Property Tax / Free Cash

25. DEAN ROAD/CHESTNUT HILL AVE TRAFFIC SIGNAL UPGRADE

The traffic signal at the intersection of Dean Road and Chestnut Hill Avenue is the last of the older electronic traffic signals that needs to be upgraded. \$35,000 is for design while the \$225,000 is for the signal upgrades.

Estimated Cost: \$260,000

Time Schedule: Prior Year -- \$260,000 Property Tax / Free Cash

26. CARLTON ST./MONMOUTH ST. TRAFFIC SIGNALS

The Engineering/Transportation Division has received many complaints about the traffic signals at the intersection of Carlton Street and Monmouth Street particularly about the lack of appropriate pedestrian signals. The major complaint is that pedestrians don't feel safe crossing at this intersection. This funding will be used to evaluate the existing condition of the traffic signals and propose upgrades to meet current standards. The construction will involve upgrading the traffic signal equipment, replacing sidewalks, repaving the intersection and installing pavement markings.

Estimated Cost: \$333,663

Time Schedule: FY2018 -- \$333,663 Property Tax / Free Cash

ENGINEERING/HIGHWAY

27. STREET REHABILITATION - TOWN

In 1992, the Department of Public Works (DPW) undertook a comprehensive study of its roads and implemented a pavement management system. The system was designed to bring Town-owned streets to a sufficient level of repair such that the roads could be maintained without undertaking costly full reconstruction. From 1992 to 1997,

the Town made some progress in this regard, but funding was inconsistent. Starting in 1997, the Town began allocating \$1 million per year to streets, in addition to Chapter 90 funding from the State.

Based on the recommendations of the 2007/2008 Override Study Committee (OSC), the 2008 Override approved by the voters included \$750,000 for streets and sidewalks, to be increased annually by 2.5%. In FY17, the appropriation is recommended at \$1.63 million (the original \$1 million base plus the \$300,000 added in FY09 increased annually by 2.5%).

Estimated Cost:	\$14,190,000	
Time Schedule:	Prior Year -- \$1,630,000	
	FY 2018 -- \$1,670,000	Property Tax / Free Cash
	FY 2019 -- \$1,710,000	Property Tax / Free Cash
	FY 2020 -- \$1,750,000	Property Tax / Free Cash
	FY 2021 -- \$1,790,000	Property Tax / Free Cash
	FY 2022 -- \$1,830,000	Property Tax / Free Cash
	FY 2023 -- \$1,880,000	Property Tax / Free Cash
	Future Years -- \$1,930,000	Property Tax / Free Cash

28. STREET REHABILITATION - STATE

The State provides monies under its Chapter 90 program for improvements to certain streets. About 1/3 of Brookline's streets are eligible for 100% State reimbursement. This money supplements the funding appropriated from Town funds for street rehabilitation. An annual \$300 million statewide Chapter 90 program is assumed.

Estimated Cost:	\$11,522,344	
Time Schedule:	Prior Year -- \$1,440,293	
	FY 2018 -- \$1,440,293	State Grant
	FY 2019 -- \$1,440,293	State Grant
	FY 2020 -- \$1,440,293	State Grant
	FY 2021 -- \$1,440,293	State Grant
	FY 2022 -- \$1,440,293	State Grant
	FY 2023 -- \$1,440,293	State Grant
	Future Years -- \$1,440,293	State Grant

29. SIDEWALK REPAIR

The Department of Public Works developed a sidewalk management program. Some sidewalks are reconstructed as part of the street reconstruction program; those that are not are funded under this program. Based on the recommendations of the 2007/2008 Override Study Committee (OSC), the 2008 Override approved by the voters included \$750,000 for streets and sidewalks, to be increased annually by 2.5%. Of the FY09 override amount,

\$50,000 was appropriated for sidewalks. In FY17, the appropriation is recommended at \$304,000 (the original \$200,000 base plus the \$50,000 added in FY09 increased annually by 2.5%).

Estimated Cost: \$2,659,000

Time Schedule:	Prior Year -- \$304,000	
	FY 2018 -- \$312,000	Property Tax / Free Cash
	FY 2019 -- \$320,000	Property Tax / Free Cash
	FY 2020 -- \$328,000	Property Tax / Free Cash
	FY 2021 -- \$336,000	Property Tax / Free Cash
	FY 2022 -- \$344,000	Property Tax / Free Cash
	FY 2023-- \$353,000	Property Tax / Free Cash
	Future Years -- \$362,000	Property Tax / Free Cash

30. PARKING LOT REHABILITATION

Since its construction in 1965, the Centre Street parking lot has not had any substantial maintenance work done. Repairs have been more reactive and of the "band-aid" type and significant renovations in terms of curbing, pavement, and associated improvements are necessary. The Centre St. East Parking Lot / Harvard St. Study calls for the expenditure of \$100,000 to hire a consultant to further develop conceptual plans prepared as part of a preliminary Reconfiguration Study conducted in 2014. There is a great opportunity for the Town to identify and then integrate other needs confronting Coolidge Corner into planning for the parking lot, thereby promoting an efficient use of the publicly owned parcel. Once this study is complete, there will be a better understanding of the opportunities and costs. The \$205,000 shown in Future Years is the estimate for the more traditional repaving and resetting of curbing.

Estimated Cost: \$205,000

Time Schedule:	Future Years -- \$205,000	Property Tax / Free Cash
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31. WINTHROP PATH REHABILITATION

Winthrop Path is a 380 ft. pedestrian foot path that runs from Washington Street to Winthrop Road. The path was constructed in 1933 and had major reconstruction in 1965. In the 50 years since then the path has received only minor maintenance. There are many steps which have deteriorated to the point where they are not safe to travel. The Highway Division has done the best they can in trying to keep the steps passable. DPW will try to keep the path open but may have to close path if the temporary/preventive maintenance falls behind.

Estimated Cost: \$65,000

Time Schedule:	Prior Year -- \$65,000	Property Tax / Free Cash
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32. MUNICIPAL SERVICE CENTER SITE IMPROVEMENTS

The 10' high cedar fence which borders the 2nd fairway of Putterham Meadows Golf Course is over twenty years old and is falling over. The posts have deteriorated to a point that temporary steel posts had to be installed to keep the fence upright. The cedar slats have split and many are missing leaving gaps in the fence. Approximately 830' of fencing is in need of removal and replacement.

In order to increase the much needed parking and storage areas opposite the mechanic's bay and the salt shed a 3.5' high concrete retaining wall is proposed along the 2nd fairway at the golf course. With the retaining wall the pavement will be increased by +/- 10'. Approximately 300' of new retaining wall will be installed.

Estimated Cost: \$240,000

Time Schedule: FY 2018 -- \$240,000 Property Tax / Free Cash

33. DAVIS PATH FOOTBRIDGE

Davis Path footbridge is a cement concrete footbridge which spans the MBTA D line at Boylston Playground. The footbridge has only seen cosmetic maintenance work for the last several years. Currently the surface is delaminating and treads have started to separate from the risers. The bridge is clearly in need of a structural evaluation. With the completion of the new hotel on Boylston Street the bridge is sure to see more activity. This funding will be used to do a structural analysis of the bridge which will include a recommendation on future steps.

Estimated Cost: \$40,000

Time Schedule: FY 2018 -- \$40,000 Property Tax / Free Cash

WATER/SEWER

34. SINGLETREE HILL TANK IMPROVEMENTS

The Singletree Hill water storage tank provides the water distribution system with storage and operating reserves. Scheduled maintenance requires that the interior and exterior of the tank be reconditioned every 10 to 15 years. The interior was completely renovated in 2008 while the exterior was last completed in 2003. These funds will provide for the complete restoration of the exterior surface in FY17 and the interior surface in FY19.

Estimated Cost: \$830,000

Time Schedule: Prior Year -- \$340,000 Water & Sewer Enterprise Fund Bond
FY 2019 -- \$490,000 Water & Sewer Enterprise Fund Bond

35. STORMWATER IMPROVEMENTS & PERMIT COMPLIANCE

The EPA's Stormwater Phase II Rule establishes an MS4 stormwater management program that is intended to improve the Town's waterways by reducing the quantity of pollutants that stormwater picks up and carries into storm sewer systems during storm events. This project includes consulting services required for compliance with EPA's Phase II MS4 Permit and installation of structural lining in existing drain crossings along the MBTA C Line and D Line.

Estimated Cost: \$1,500,000

Time Schedule:	Prior Year -- \$300,000	Water & Sewer Enterprise Fund Budget
	FY 2018 -- \$300,000	Water & Sewer Enterprise Fund Budget
	FY 2019 -- \$300,000	Water & Sewer Enterprise Fund Budget
	FY 2020 -- \$300,000	Water & Sewer Enterprise Fund Budget
	FY 2021 -- \$300,000	Water & Sewer Enterprise Fund Budget

36. WATER SYSTEM IMPROVEMENTS

Purchase of hardware, software and professional services to implement a Water System Asset Management Program that will improve the water department's efficiency in operating and maintaining the distribution system and provide valuable information for future capital improvement planning. The program will promote water system reliability, resilience and sustainability.

Estimated Cost: \$300,000

Time Schedule: FY2018 -- \$300,000 Water & Sewer Enterprise Fund Budget

37. WASTEWATER SYSTEM IMPROVEMENTS

This on-going project provides funding for the rehabilitation of the wastewater collection system (sanitary sewer). Rehabilitation was based on the recommendations of the Wastewater Master Plan completed in 1999. Previously construction projects to correct sewer system deficiencies targeted: 1) structural improvements, 2) sewer and storm drain separation and 3) hydraulic capacity restoration. Moving forward the primary focus will be on the removal of inflow and infiltration sources with the overall goals of eliminating sewerage backups into homes and businesses and lowering MWRA wholesale costs by reducing extraneous flows. Funding for this project should ultimately enhance the efficiency of the wastewater collection system and help to lower MWRA wholesale costs.

Estimated Cost: \$3,000,000

Time Schedule: FY 2019 -- \$3,000,000 Water & Sewer Enterprise Fund Bond

38. 44 NETHERLANDS ROAD - IMPROVEMENTS

Project includes replacement of existing skylights, which are leaking; repair of existing concrete floor, which is delaminating and replacement of two fuel pumps/dispensers, which are currently corroded.

Estimated Cost: \$190,000

Time Schedule: Prior Year -- \$190,000 Water & Sewer Enterprise Fund Budget

39. SINGLETREE STORAGE TANK GATEHOUSE

The Singletree Gate House, which houses the instrumentation and utilities for the Singletree Storage Tank is in desperate need of upgrades. Plastic is covering internal components due to a leaking roof, the electrical panel contains “screw in” type fuses and instrumentation must be upgraded, among other necessary improvements.

Tighe & Bond, a local full service engineering firm, from Westwood, Ma, preformed an evaluation of the Singletree Storage Tank Gatehouse to determine structural, architectural, electrical, HVAC and SCADA (instrumentation) improvement needs.

Estimated Cost: \$320,000

Time Schedule: Prior Year -- \$320,000 Water & Sewer Enterprise Fund Bond

PARKS/PLAYGROUNDS

40. BROOKLINE RESERVOIR PARK

Brookline Reservoir Park is a multi-generational community park and water body located along Route 9 between Lee and Warren Streets in the middle of town. Both the reservoir and the gatehouse are listed as a National Landmark. It is a man-made body of water approximately one mile in circumference with a walking/jogging stone dust track that circles the reservoir. The active walking/jogging path also serves as a dam regulated under the Commonwealth of Massachusetts Dam Safety Program. The dam is inspected on a regular basis and in order to be compliant with state regulations and to sustain the structural integrity of the dam must have significant trees and vegetation removed from the berm. The interior basin of the Reservoir is a stone riprap wall and is in need of repointing, regrouting and stabilization. The stone dust path is in need of reconstruction, for both accessibility and safety. In addition to repairing the stone basin, dam/embankment stabilization and invasive aquatic vegetation, the design review process and restoration project will include consideration of plantings, park furniture, screening from Route 9, comfort station, and pathway/access/entry/overlook points.

Funding for the project is estimated to total \$2.34 million, with \$140,000 in FY17 for design and \$2.2 million in FY18 for construction.

Estimated Cost: \$2,340,000

Time Schedule: Prior Year -- \$140,000 Property Tax / Free Cash (Design)
 FY 2018 -- \$2,200,000 General Fund Bond (Construction)

41. COREY HILL PARK

Corey Hill Park is located at the crest of Summit Avenue. The southern parcel contains an active play equipment area and lawn and the northern parcel contains an attractive overlook of Boston, lawn area, sundial, and seating. The playground, last renovated in 1989, is in need of complete replacement including site regrading and accessibility improvements. This project will replace all play structures at the site and review the layout and design of the active playground portion of the park. Site masonry work, benches, walkways, planting, and other site amenities will be included with this renovation. Funding for the project is estimated to total \$740,000, with \$40,000 in FY16 for design and \$700,000 in FY17 for construction.

Estimated Cost: \$700,000

Time Schedule: Prior Year -- \$700,000 General Fund Bond (Construction)

42. CYPRESS PLAYGROUND & THOMAS P. HENNESSEY ATHLETIC FIELDS

Cypress Playground is a 5.22 acre park located in the heart of Brookline, adjacent to the High School, Tappan Gym and Kirrane Aquatic Center. The park has two softball fields that are shared with a rectangular natural turf field that serve high school sports, adult leagues and year round recreational programming and summer camps. A large seating area and full basketball court are located at the far side of the athletic playing fields. The park has a spray pool, picnic area, play equipment for tots and children and a sledding hill.

This renovation includes new play equipment for 2-5 and 5-12 year-old children, repair of a perimeter retaining wall, new curbing, new water play, pathways, drainage improvements, new basketball court, updated picnic area and seating, plantings, new irrigation, athletic field light improvements/replacement and installation of a full competitive sport level synthetic turf field. The \$2.4 million is comprised of \$240,000 for design development and construction oversight and \$2,400,000 for construction.

Estimated Cost: \$2,640,000

Time Schedule: FY 2019 -- \$240,000 Property Tax / Free Cash (Design)
 FY 2020 -- \$2,400,000 General Fund Bond (Construction)

43. EMERSON GARDEN PLAYGROUND

Emerson Garden is a park located along Davis Avenue and Emerson Street with a perimeter walking path, seating, waterplay, picnic area, playground and lawn area. The play equipment for tots and older children, last renovated in 1995, is in need of total replacement, new perimeter fencing is required, and accessibility improvements are needed. The playground review will include consideration of picnic/passive areas, review of spray pool utilities, park furniture, and rehabilitation of the landscaped areas. The design review process will revisit layout, grading, accessibility, safety, and functionality of the park. Funding for the project is estimated to total \$830,000, with \$60,000 in FY16 for design and \$770,000 in FY17 for construction.

Estimated Cost: \$770,000

Time Schedule: Prior Year -- \$770,000 Property Tax / Free Cash (Construction)

44. HARRY DOWNES FIELD & PLAYGROUND

While the oval and track at Harry Downes Field, located at Pond Avenue and Jamaica Road, were renovated in 2006, the play area, picnic area and softball field are in need of renovation. The playground area was last renovated in 1993. This budget item is intended to replace the play equipment and park furniture, install a water play/spray pool amenity, and renovate the athletic/softball field (also used for lacrosse, soccer youth baseball and football) and install exercise equipment. Funding for the project is estimated to total \$990,000, with \$80,000 in FY17 for design and \$910,000 in FY19 for construction.

Estimated Cost: \$1,070,000

Time Schedule:

Prior Year -- \$80,000	Property Tax / Free Cash (Design)
FY 2019 -- \$990,000	General Fund Bond (Construction)

45. HEATH SCHOOL PLAYGROUND & ACCESSIBILITY ACCOMODATION

The Heath School Playground has two play areas; one on the side of the school for younger children (early education program and kindergarten generally ages 2-5) and one at the front of the school for older children (5-12 years old). The play areas are actively and continuously used by the Brookline public school system during the day, extended day program until 6 pm and by the community after school hours, on the weekends, summers and holidays. The tot play area was last renovated in 1996 and is in need of complete replacement, including major grade changes and expansion to make necessary accessibility accommodations. In addition, while a portion of the older children's play area was upgraded in 2005, it is in need of refurbishment, expansion, accessibility improvements and all new safety surfacing.

This request is addressing a current need identified at the school. The request is for \$80,000 for design/construction bid documents and \$970,000 for construction.

Estimated Cost: \$1,050,000

Time Schedule: Future Years -- \$1,050,000 Property Tax / Free Cash

46. KRAFT FAMILY ATHLETIC FIELD SYNTHETIC TURF REPLACEMENT

The Kraft Family Athletic Facility, synthetic turf field and track, was installed in 2006. The synthetic turf carpet has a warranty of 8 years and an anticipated life cycle of 12 years. In FY21 the field will be 15 years old. The carpet has suffered several tears requiring repair, the turf fibers are wearing down and matting and the drainage layer is in need of regrading. The project involves removing the existing carpet, laser grading the sub base, replacing the synthetic turf and installing new infill. In addition, the track is in need of crack sealing the base and installation of a

new rubberized surface and lines. In FY20, \$90,000 is included for design while \$980,000 is in FY21 for construction.

Estimated Cost: \$1,078,000

Time Schedule: FY 2020 -- \$98,000 Property Tax / Free Cash (Design)
FY 2021 -- \$980,000 Property Tax / Free Cash (Construction)

47. LARZ ANDERSON PARK

With over 65 acres, Larz Anderson Park is the largest park in Brookline, is listed on the National and State Registers of Historic Places and is the flagship park of the Town with many architecturally significant buildings, structures and fences, athletic fields, play equipment, picnic areas, walking paths, an ice rink, significant trees, a water body, sweeping slopes and magnificent views of the City of Boston.

The FY19 request (\$2.7 million) is for restoration in and around the lagoon area including: stabilization of the banks, dredging excessive organic material that has accumulated in the pond leading to constant algae blooms, installation of new fountain and aeration units, repair to the drainage structures, safety repair/replacement of the deteriorating Tempietto, terrace, stairs and fountain, repair of the railings and bridge structures, invasive removal and new plantings.

The FY20 request (\$600,000) is for completion of full depth reclamation/reconstruction of the roadway, associated handicapped accessible paths, parking and safety improvements, overall pathway improvements and restoration of the stairs that are currently in deteriorating condition.

The \$2.2 million budget in FY21 is for the Italianate Garden and the Maintenance Yard. Larz Anderson Park shows many traces of the three major cultural influences on the Anderson's aesthetics and lifestyle: Italy, Japan and England. The Andersons had a vision for their Brookline home that would take them nearly 20 years to realize. They hired the landscape architect and artist Charles A. Platt to design a sunken Italian garden at the top of the hill that would embody their love of Italy. The Italian Garden infrastructure that remains is in poor and unstable condition. The request for improvements is to make structural repairs to the walks, stairs and walls, restore the gazebo on the east side of the garden (to match the restoration of the west side that was completed several years ago), removal of invasive vegetation and replacement with appropriate planting.

Just below the Italian Garden was the Agricultural and Horticultural area for the Anderson Estate. Isabel and Larz had greenhouses, a hen house, a rose garden, garden shed, and maintained extensive agricultural operations to support themselves and their staff. These operations, later to be replaced by the Parks and Open Space Maintenance Garages, were surrounded by significant concrete/stucco walls. The massive walls have shifted significantly and are cracking and deteriorating. The walls and access gate/door are in need of complete replacement (similar to the replacement of the perimeter wall on Goddard Avenue that was completed several years ago).

Estimated Cost: \$9,000,000

Time Schedule: FY 2019 -- \$2,700,000 General Fund Bond
FY 2020 -- \$600,000 Property Tax / Free Cash

FY 2021 -- \$2,200,000	General Fund Bond
Future Years -- \$3,500,000	General Fund Bond

48. MURPHY PLAYGROUND

Murphy Playground, located between Kent, Bowker and Brook Streets, is a bowl shaped park with a noticeable grade change, retaining walls on three sides, play areas and a sloped open grass area. The park was last renovated in 1992 and is in need of renovation, including new play equipment for tots and older children, new perimeter fencing, improved accessibility, restoration of the field, rehabilitation of pathways, landscape improvements, review of picnic/passive areas, and review of spray pool utilities. The design review process will revisit layout, grading, accessibility, safety, and functionality of the park. Funding for the project is estimated to cost \$890,000, with \$70,000 for design in FY18 and \$820,000 for construction in FY19.

Estimated Cost: \$890,000

Time Schedule:	FY 2018 -- \$70,000	Property Tax / Free Cash
	FY 2019 -- \$820,000	General Fund Bond

49. RIVERWAY PARK

This is a continuing project of the Olmsted Park/Riverway Improvements program. This appropriation is for the reconstruction of the riverbanks that have eroded in some places by as much as 10 feet, replacement of failing or hazard trees, edge planting, lawn restoration, rebuilding the path system, and re-grading to prevent future erosion. The project was originally anticipated to be implemented in FY2003; however, with the Brookline/Boston/Commonwealth of Massachusetts/US Army Corps of Engineers joint restoration of the Muddy River, this phase of restoration will be coordinated with the overall flood mitigation, environmental quality, and historic preservation work that is currently being designed and permitted.

Estimated Cost: \$625,000

Time Schedule:	Future Years -- \$625,000	Property Tax / Free Cash
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50. ROBINSON PLAYGROUND

Robinson Playground is a 2.38 acre park located between Cypress, High and Franklin Streets in a dense neighborhood. The playground facilities include a youth baseball/softball field, paved basketball court, multi-use court play area, playground equipment, picnic area, and water play.

The renovation includes new playground equipment for older and younger children; water play, new irrigation and field renovation; basketball and multi-use court improvements; pathway and drainage improvements; and fence replacement. The \$100,000 in FY20 is for design while the \$1.090 million in FY21 is for construction.

Estimated Cost: \$1,190,000

Time Schedule:	FY 2020 -- \$100,000	Property Tax / Free Cash (Design)
	FY 2021 -- \$1,090,000	General Fund Bond (Construction)

51. SCHICK PLAYGROUND

Schick Park, located on Addington Road, is in need of a full site renovation to meet new safety and accessibility requirements. Renovations will include new play equipment for older and younger children, repointing the stone walls, repair/replacement of the wooden picnic shelter, field renovation, fence improvements, paving and site furniture. The estimated project cost is \$90,000 for design/construction bid documents and \$970,000 for construction.

Estimated Cost: \$1,060,000

Time Schedule: FY 2021 -- \$90,000 Property Tax / Free Cash (Design)
FY 2022 -- \$970,000 General Fund Bond

52. BOYLSTON STREET PLAYGROUND

Boylston Street Playground is located on Route 9 in Brookline across from the Old Lincoln School. It has a basketball court, play equipment, water play, picnic and seating areas and a small athletic field most suitable for youth soccer, softball and baseball practices. In addition to a neighborhood playground, the playground serves as a site for recess and gym classes when the Old Lincoln School is occupied as a temporary school during school renovation projects. The field is also used by school sports for practices as necessary due to its proximity to the high school. The playground, basketball court and field are in need of full replacement/refurbishment along with accessibility improvements into and through the site and social seating/gathering places to best serve community and school use.

Estimated Cost: \$1,180,000

Time Schedule: Future Years --\$1,180,000 Property Tax / Free Cash

53. GRIGGS PARK RENOVATION

Griggs Park is located on a former wetland, in an enclave surrounded by houses and apartment buildings between Washington and Beacon Streets. The pathway is circular, rounding a collection of trees and vegetation, an open lawn area, seating and picnic areas, basketball and a playground. The playground was renovated in 1997. The project is estimated to cost \$80,000 for survey, design review, development and construction bid documents and \$890,000 for replacement of the play structures and safety surfacing for the 2-5 year olds and the school aged children. The pathway will be resurfaced, drainage improvements made, basketball and multi-generational/adult exercise area improved/added, lawn and plantings improved and furnishings replaced.

Estimated Cost: \$970,000

Time Schedule: Future Years --\$970,000 Property Tax / Free Cash

54. SOULE ATHLETIC FIELDS & SITE RENOVATION

The Soule Early Education Center is located on Hammond Street. The athletic fields on site serve Town-run child care programs, multi-age athletic leagues, camps, and residents of all ages and abilities. The circulation and stormwater management of the site are in need of redesign and renovation. Funds will provide for design and construction for increased capacity and improvements to parking areas, safe and accessible pedestrian circulation, storm drainage improvements, safety improvements, picnic/seating areas and improvement to Robson Athletic Field (Upper Soule). The estimated project cost is \$1,110,000, with \$90,000 for design and \$1,020,000 for construction. Given the site selection for the 9th Elementary School it is anticipated that this project would be incorporated into the overall plans for the School site and that this project would be included in what is requested for a debt exclusion.

Estimated Cost: \$1,100,000

Time Schedule: FY 2019 -- \$90,000 General Fund Bond – Debt Exclusion (Design)
FY 2020 -- \$1,020,000 General Fund Bond – Debt Exclusion (Construction)

55. PARKS AND PLAYGROUNDS REHABILITATION & UPGRADE

This is an on-going town-wide program for the repair and replacement of unsafe and deteriorating playground, fence, and field facilities or components. Items funded under this program include fences, backstops, retaining walls, picnic furniture, turf restoration, bench replacements, play structures, safety surfacing, and drainage improvements. This program avoids more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Estimated Cost: \$2,380,000

Time Schedule: Prior Year -- \$300,000 Property Tax / Free Cash
FY 2018 -- \$305,000 Property Tax / Free Cash
FY 2019 -- \$305,000 Property Tax / Free Cash
FY 2020 -- \$310,000 Property Tax / Free Cash
FY 2021 -- \$210,000 Property Tax / Free Cash
FY 2022 -- \$315,000 Property Tax / Free Cash
FY 2023 -- \$315,000 Property Tax / Free Cash
Future Years -- \$320,000 Property Tax / Free Cash

56. TOWN/SCHOOL GROUNDS REHAB

Town and School grounds require on-going structural improvements and repair. These funds will be applied to create attractive and functional landscapes and hardscape improvements including plant installations, regrading, reseeding, tree work, repair to concrete or asphalt walkways through the site, trash receptacles, bike racks, drainage improvements, retaining walls, and repairs to stairs, treads, railings, benches, or other exterior structures. This funding does not include capital replacement of areas over building structures or directly connected to the buildings, such as entrance stairways and ramps into the building that are under the Building Department's jurisdiction. This program avoids more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Estimated Cost: \$1,175,000

Time Schedule:	Prior Year -- \$90,000	Property Tax / Free Cash
	FY 2018 -- \$150,000	Property Tax / Free Cash
	FY 2019 -- \$155,000	Property Tax / Free Cash
	FY 2020 -- \$160,000	Property Tax / Free Cash
	FY 2021 -- \$165,000	Property Tax / Free Cash
	FY 2022 -- \$170,000	Property Tax / Free Cash
	FY 2023 -- \$175,000	Property Tax / Free Cash
	Future Years -- \$110,000	Property Tax / Free Cash

57. TENNIS COURTS/BASKETBALL COURTS

The Town has over 19 basketball courts and 36 hard-surface tennis courts. Over time, the court surfaces begin to deteriorate, crack, and weather. In order to maintain the integrity, safety, and playability of the courts, the Town needs to plan for the phased reconstruction/renovation/resurfacing of the courts, lighting and drainage improvements.

Estimated Cost: \$300,000

Time Schedule:	FY 2019 -- \$200,000	Property Tax / Free Cash
	Future Years -- \$100,000	Property Tax / Free Cash

58. COMFORT STATIONS

The Larz Anderson Comfort Station and service area are in need of accessibility, structural and ventilation improvements. The facility has public restroom facilities that are in need of structural upgrades, new doors, landings and facilities to better accommodate all ages and abilities. The project includes ventilation and flooring improvements, doors, fixtures and lighting. This project will also upgrade the service doors and area for the maintenance and office areas of the building as well as the facade. The office area will be upgraded to better serve staff and park visitors. Future year funding includes fixture, drainage, ventilation and access improvements to the comfort stations system wide.

Estimated Cost: \$340,000

Time Schedule:	Prior Year -- \$40,000	Property Tax / Free Cash
	FY 2021 -- \$250,000	Property Tax / Free Cash
	Future Years -- \$50,000	Property Tax / Free Cash

CONSERVATION/OTHER OPEN SPACE

59. TREE REMOVAL AND REPLACEMENT / URBAN FORESTRY MANAGEMENT

The tree removal and replacement program represents the Town's effort to balance street tree removals with plantings. As trees mature or are impacted by storm damage or disease, it is critical to remove these before they

become public safety hazards. New tree plantings are also critical, as they directly impact the tree-lined character of the community, improve stormwater quality, provide oxygen, reduce heat impact in the summer, and improve the overall quality of life in Brookline. In addition, funding is included for on-going management work in the four conservation properties (Hall's Pond Sanctuary, Amory Woods Sanctuary, D. Blakely Hoar Sanctuary, and the Lost Pond Sanctuary) and parks. Storm damage, disease, and old age continue to reduce tree canopies. The funds will be utilized to remove hazard trees and provide structural, health, and safety pruning to prolong the life and viability of our significant trees. New trees will be planted in anticipation of the ultimate loss of existing mature trees.

Included in the requested annual amount is funding for Urban Forest Management to address a range of significant improvements needed, such as: tree removals, crown thinning, soil amendments, woodland canopy gap management, invasives removal, pest management, health and structural pruning, and planting throughout the Town's parks and open spaces. This program will help with resiliency to disease, pests and rapid decline attributed with trees unmanaged in an urban environment. The first phase of work will be performed in collaboration with the Olmsted Tree Society of the Emerald Necklace Conservancy who has worked with the Town of Brookline, City of Boston and Commonwealth of Massachusetts on an Urban Forestry Management Plan for the Emerald Necklace. The work outlined in this plan will be supported with public, private and grant funding. The protocol outlined in the plan shall be used to plan for and address urban forestry management priorities throughout Town.

Estimated Cost: \$1,875,000

Time Schedule:	Prior Year -- \$225,000	
	FY 2018 -- \$230,000	Property Tax / Free Cash
	FY 2019 -- \$230,000	Property Tax / Free Cash
	FY 2020 -- \$235,000	Property Tax / Free Cash
	FY 2021 -- \$235,000	Property Tax / Free Cash
	FY 2022 -- \$240,000	Property Tax / Free Cash
	FY 2023 -- \$240,000	Property Tax / Free Cash
	Future Years -- \$245,000	Property Tax / Free Cash

60. OLD BURIAL GROUND

The Old Burying Ground, located on Walnut Street, is Brookline's first cemetery. Although the cemetery dates back to 1717, its appearance today reflects the ideals of the 19th century rural cemetery movement. The cemetery is listed as part of the Town Green National Register Historic District. It has been featured in a publication by the Massachusetts Department of Environmental Management (now Department of Conservation and Recreation) entitled "Preservation Guidelines for Historic Burial Grounds and Cemeteries". Research completed by both landscape architects and specialists in monument conservation indicates that the Town has much work to do in restoring the perimeter walls, markers and footstones, tombs, and monuments, as well as landscape improvements.

Estimated Cost: \$250,000

Time Schedule: Future Years -- \$250,000 Property Tax / Free Cash

61. WALNUT HILLS CEMETERY

The Walnut Hills Cemetery was established by the Town in 1875. Designed to preserve the natural features and effects for the landscape, the Cemetery provides visitors with a place of solace, natural beauty and quiet charm. The Walnut Hills Cemetery was listed in the National and State Registers of Historic Places in 1985.

In 2004, the Town completed a master plan for the Cemetery in order to set the parameters necessary to meet town cemetery needs of the future while maintaining the visual, service, quality and other features that make the Cemetery such a valuable historic cultural resource for the Town.

Current plans for the \$770,000 in Future Years, intended for lot expansion, is to use a combination of Town Tax dollars, cemetery perpetual care fund(SW01) and an expendable cemetery trust fund (TW23). A bond authorization with debt service funded from these accounts is also a possibility. Meetings with the Trustees will continue, and they will include discussions regarding potential changes to how revenues received for the sale of lots is currently split.

Estimated Cost: \$770,000

Time Schedule: Future Years -- \$770,000 Other (Cemetery Funds)

RECREATION

62. ELIOT RECREATION CENTER IMPROVEMENTS

The Eliot Recreation Center is home to many of Brookline Recreation's Administrative staff and houses many community programs and services. The center is in need of renovations including an updated HVAC system, as well as utility and network infrastructure upgrades. The project includes an additional 1000 sq ft space build out over the current boiler room to accommodate a badly needed conference room as well as upgrades to the perimeter drains around the building. Historically, there have been drainage issues that have impacted the first floor during significant weather events. The project would also include renovation of the public bathrooms on the first floor.

Estimated Cost: \$775,000

Time Schedule: Future Years -- \$775,000 Property Tax / Free Cash

SCHOOL

63. SCHOOL FURNITURE

This is a continuous program to upgrade furniture in all schools, which absorbs significant wear and tear annually. This program will replace the most outdated and worn items.

Estimated Cost: \$920,000

Time Schedule: Prior Year -- \$80,000 Property Tax / Free Cash
FY 2018 -- \$90,000 Property Tax / Free Cash

FY 2019 -- \$100,000	Property Tax / Free Cash
FY 2020 -- \$110,000	Property Tax / Free Cash
FY 2021 -- \$120,000	Property Tax / Free Cash
FY 2022 -- \$130,000	Property Tax / Free Cash
FY 2023 -- \$140,000	Property Tax / Free Cash
Future Years -- \$150,000	Property Tax / Free Cash

64. TOWN/SCHOOL BUILDING - ADA RENOVATIONS

This annual program of improvements is requested in order to bring Town and School buildings into compliance with the Americans with Disabilities Act (ADA), which requires that the Town make public buildings accessible to all.

Estimated Cost: \$640,000

Time Schedule:	Prior Year -- \$70,000	Property Tax / Free Cash
	FY 2018 -- \$75,000	Property Tax / Free Cash
	FY 2019 -- \$75,000	Property Tax / Free Cash
	FY 2020 -- \$80,000	Property Tax / Free Cash
	FY 2021 -- \$80,000	Property Tax / Free Cash
	FY 2022 -- \$85,000	Property Tax / Free Cash
	FY 2022 -- \$85,000	Property Tax / Free Cash
	Future Years -- \$90,000	Property Tax / Free Cash

65. TOWN/SCHOOL BUILDING - ELEVATOR RENOVATIONS

When a building is renovated, most elevators are upgraded (new controls, motors, cables, refurbishment of the car, etc.). Some elevators are also partially upgraded to meet the requirements of the existing building codes. The buildings that have not been renovated have elevators that are close to 40 years old. Maintenance is an issue and parts are increasingly difficult to find. This project would upgrade those cars and lifts with new equipment.

The New Lincoln Elevator cylinder/piston has shown signs of failure. The situation is being monitored closely. The elevator however, is 24 years old. The controller and peripheral equipment should be modernized and upgraded at this time. An estimated \$200K of the FY2018 appropriation would be used to replace the jack/controls over the summer of 2017.

Estimated Cost: \$750,000

Time Schedule:	Prior Year -- \$275,000	Property Tax / Free Cash
	FY 2018 -- \$475,000	Property Tax / Free Cash

66. TOWN/SCHOOL BUILDING - ENERGY CONSERVATION

It is imperative that monies be invested to decrease energy consumption in Town and School buildings. Programs include, but are not limited to, lighting retrofit and controls, energy efficient motors, insulation, and heating and cooling equipment. In addition, water conservation efforts are explored. This program augments existing gas and electric utility conservation programs. A continued area of focus is building commissioning. Many years ago, a building's HVAC system was set up by multiple contractors and then signed off by the design engineer. Sometimes there would be control issues, leading to complaints or high energy usage. The Building Department, for all new projects, hires a Commissioning Agent. Recommissioning of certain buildings is suggested in order to confirm that the equipment was designed, installed and set up properly.

Estimated Cost: \$1,400,000

Time Schedule:	Prior Year -- \$170,000	Property Tax / Free Cash
	FY 2018 -- \$75,000	Property Tax / Free Cash
	FY 2019 -- \$180,000	Property Tax / Free Cash
	FY 2020 -- \$185,000	Property Tax / Free Cash
	FY 2021 -- \$190,000	Property Tax / Free Cash
	FY 2022 -- \$195,000	Property Tax / Free Cash
	FY 2023 -- \$200,000	Property Tax / Free Cash
	Future Years -- \$205,000	Property Tax / Free Cash

67. TOWN/SCHOOL BUILDING - ENERGY MANAGEMENT SYSTEM

This project is to upgrade the energy management systems in Town and School buildings. A few of the larger buildings have older (30 years) energy management systems that have exceeded their life expectancy and replacement parts are no longer available. These systems would be replaced and upgraded with new web-based systems integrated into the Town's existing computer network. Other systems would be upgraded with newer software or firmware. The Building Department will continue to work with the Information Technology Department on these projects. Software upgrades are needed at the High School, Lawrence, Pierce and Baker Schools in the next few years.

Estimated Cost: \$1,185,000

Time Schedule:	Prior Year -- \$175,000	Property Tax / Free Cash
	FY 2018 -- \$125,000	Property Tax / Free Cash
	FY 2019 -- \$125,000	Property Tax / Free Cash
	FY 2020 -- \$125,000	Property Tax / Free Cash
	FY 2021 -- \$125,000	Property Tax / Free Cash
	FY 2022 -- \$130,000	Property Tax / Free Cash
	FY 2023 -- \$130,000	Property Tax / Free Cash
	Future Years -- \$250,000	Property Tax / Free Cash

68. TOWN/SCHOOL BUILDING - ENVELOPE /FENESTRATION REPAIRS

In FY12, \$250,000 was appropriated for costs associated with repairs to the outside envelope of all Town and School buildings, including a visual inspection of the exterior of all buildings that will help prioritize these repairs.

The outside envelope of facilities includes masonry, bricks and mortar, flashing, dental work, coping stones, metal shelves, and tower work. Some of these structures are over 100 years old and have never had exterior work done to them. A number of buildings have windows, door entrances, and other wall openings (fenestration) that are in need of repair/replacement. This causes water to penetrate into buildings behind walls and ceilings, causing security and safety problems. Also included in this program is any required chimney inspection and repairs, if appropriate, or the installation of new metal liners to connect to the gas burning equipment in the building.

A master plan was prepared by a consultant and includes a priority list and schedule and that calls for \$27.45 million over a 30-year period. The schedule has been reassessed by the Building Department and accounts for prior year savings with \$5.3 million required within the six-year period of this FY18 – FY23 CIP. Facilities addressed within this time frame include the following:

2017	55 Newton, Fire Station 1	2018	Coolidge Corner Library
2019	Fire Station 7	2020	Baker, Lawrence, Main Library, Public Safety, Soule Rec
2021	No work scheduled	2022	Fire Station 4, Larz Anderson Toilets, Lincoln
2023	Driscoll, Old Lincoln, Heath		

Estimated Cost: \$17,000,000

Time Schedule:	Prior Year -- \$2,100,000	General Fund Bond
	FY 2020 -- \$1,400,000	General Fund Bond
	FY 2022 -- \$1,800,000	General Fund Bond
	Future Years -- \$11,700,000	General Fund Bond+ Property Tax / Free Cash

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

A master plan for repair and replacement of roofs on all Town and School buildings was prepared by a consultant. The plan includes a priority list and schedule and calls for \$29.3 million over a 20-year period. The schedule has been reassessed by the Building Department and accounts for prior year savings with \$3.1 million required within the six-year period of this FY18 – FY23 CIP. Facilities addressed within this time frame include the following:

2017	55 Newton, Fire Station 1	2018	Coolidge Corner Library
2019	Fire Station 7	2020	No work scheduled
2021	Golf Course, Heath, Lawrence, Larz Skate Rink, Lincoln, Pierce Primary	2022	No work scheduled
2023	Driscoll		

Estimated Cost: \$17,300,000

Time Schedule:	FY 2020 -- \$2,300,000	General Fund Bond
	FY 2023 -- \$800,000	General Fund Bond
	Future Years -- \$14,200,000	General Fund Bond + Property Tax / Free Cash

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

Over the last number of years, several large capital projects have been undertaken that included security improvements in Town and School buildings. This program will extend the effort and improve areas where security may be lacking. In general, the plan calls for making all doors around the perimeter of a building more secure by replacing the doors, frames, door handles, and locks with electronic locks that may only be opened with a keypad and/or on a specific schedule. Only the front main entrance of the building would allow for general access. At the front door, a speaker and doorbell will be added to connect to the building's existing intercom or phone system for use by visitors. The lighting around each building will be improved and placed on a timer. A small camera system connected to a computer will be added at the main entrance to monitor access to the building.

School buildings will be a priority. Most schools are reasonably secure, but based on an assessment by the Police Department, security can and should be improved. These funds would also be used to continue the on-going process of replacement and installation of new and upgraded burglar alarms, fire alarm systems, sprinkler systems, emergency lighting, and egress signs.

Estimated Cost: \$1,305,000

Time Schedule:	Prior Year -- \$175,000	Property Tax / Free Cash
	FY 2018 -- \$215,000	Property Tax / Free Cash
	FY 2019 -- \$130,000	Property Tax / Free Cash
	FY 2020 -- \$160,000	Property Tax / Free Cash
	FY 2021 -- \$160,000	Property Tax / Free Cash
	FY 2022 -- \$170,000	Property Tax / Free Cash
	FY 2023 -- \$170,000	Property Tax / Free Cash
	Future Years -- \$125,000	Property Tax / Free Cash

71. TOWN/SCHOOL TRASH COMPACTOR REPLACEMENTS

Trash compactors need to be replaced at the following facilities:

Baldwin Baker Driscoll Heath High School UAB Lawrence New Lincoln Pierce Health

Estimated Cost: \$200,000

Time Schedule:	Prior Year -- \$50,000	Property Tax / Free Cash
	FY 2019 -- \$100,000	Property Tax / Free Cash
	Future Years -- \$50,000	Property Tax / Free Cash

72. SCHOOL REHAB/UPGRADES

This is an on-going school-wide program for the repair and upgrade of school facilities in between major renovation projects. Items funded under this program include large scale painting programs, new flooring, ceilings, window treatments and toilet upgrades. This program avoids more expensive rehabilitation that would be necessary if these items were left to deteriorate.

Estimated Cost:	\$600,000	
Time Schedule:	FY 2018 -- \$100,000	Property Tax / Free Cash
	FY 2019 -- \$50,000	Property Tax / Free Cash
	FY 2020 -- \$50,000	Property Tax / Free Cash
	FY 2022 -- \$200,000	Property Tax / Free Cash
	FY 2023 -- \$100,000	Property Tax / Free Cash
	Future Years -- \$100,000	Property Tax / Free Cash

73. HIGH SCHOOL ADDITION

Due to Brookline’s extraordinary K-12 enrollment increases there now exists a need to expand at the K-8 and 9-12 levels. It is anticipated that both projects will occur during an FY17 – FY20/21 timeframe. BHS enrollment is expected to grow from approximately 2,000 students in 2016 to 2,600 -2,800 students by 2022 -- a growth of more than 600 students in six years. This enrollment level presents a capacity challenge because the High School was renovated to accommodate 2,100 – 2,200 students and enrollment will reach approximately 2,200 by 2017/2018 and approximately 2,600 by 2021/2022. In FY13, \$50,000 was authorized for expenditure from “Classroom Capacity” funding for a concept study to review all possible options for addressing the capacity needs of BHS. Those monies were spent to hire an architect to assist the B-Space Committee with the BHS issue. In addition, \$100,000 was authorized in FY14 for expenditure from “Classroom Capacity” funding to further study options for the expansion of capacity at the High School.

The study, conducted by Symmes, Maini & McKee Associates (SMMA), came on the heels of the recommendations for school expansion contained in the B-Space report to address continued enrollment growth, to align with the Public Schools of Brookline Strategic Plan and Vision, and to preserve Brookline’s commitment to excellence and equity. Last Winter/Spring 2016, the Brookline High School Expansion Working Group restarted the work to advance the process to expand and renovate BHS. The working group was made up of BHS teachers, staff, coordinators, district administrators, and school committee members. The working group process led by the Superintendent and Headmaster, took into account, but not limited to, the options presented in the HMFH Architects, Inc. High School Concept Study, the B-Space Committee Report, and the SMMA study. In total, since 2011, there have been three studies, 15 options reviewed, two visioning sessions to understand and contribute to the BHS further study process with District administrators, BHS administrators, BHS teachers, BSH students, BHS parents, school committee, selectmen, planning board, building commission, and members of the business community. The charge included beginning a process of analyzing the pedagogical and administrative implications of optimally serving up to 2,600-2,800 high school students in Brookline. The working group produced an updated Brookline High School Education Plan for its use as part of the Feasibility Study phase.

In March, 2016, the School Committee, the Board of Selectmen, and the Advisory Committee all voted unanimously to proceed with the process for the 9th Elementary School and Brookline High School renovation and expansion without submitting a Statement of Interest to the Massachusetts School Building Authority to allow for more flexibility in the design processes and the timelines for the projects. In FY17, \$500,000 of the School Studies appropriation (item 75 listed below) was included for the Feasibility phase of the project. An additional \$1.5 million is available in FY18 for schematic design. In FY19, \$35 million of authorization will be combined with a Debt Exclusion Override request. The \$35.1 million figure represents the amount that can be afforded within the Town’s 6% CIP Financing Policy. The current debt management plan calls for this funding to be accessed during the last phase of borrowing for this project in calendar year 2022. Any change to the timing of this authorization would require significant modifications to the projects contained within this CIP.

HMFH was selected to be the architect for the Feasibility Phase. HMFH will be working with the BHS School Building Committee, the School Committee as the user agency, the Building Department, and numerous town commissions and departments including Parks and Open Space, the Building Commission, the Recreation Department, and the Transportation Board to more deeply analyze the site specific considerations of this site. During the Feasibility Study phase HMFH will create design options for the size, configuration and location of the school on the High School site. There may be a need to analyze additional site locations abutting the high school complex. The outcome of this phase will be the BHS School Building Committee's recommendation of a preferred design concept that will then move the project forward into the Schematic Design phase.

Estimated Cost: \$36,500,000

Time Schedule:	FY 2018 -- \$1,500,000	General Fund Bond (Schematic Design)
	FY 2019 – TBD	General Fund Bond – Debt Exclusion (Design/Construction)
	FY 2019 -- \$35,000,000	General Fund Bond (Design Completion / Construction)

74. 9th SCHOOL AT BALDWIN

Due to Brookline’s extraordinary K-12 enrollment increases there now exists a need to expand at the K-8 and 9-12 levels. It is anticipated that both projects will occur during an FY17 – FY20/21 timeframe. Since the Town will not pursue partnership with the MSBA school construction program, the project team can accelerate a timeline toward construction for the high school to be completed by 2021.

On October 13, 2016, after a process that began more than four years ago, more than 20 public meetings over the past year, and input from hundreds of community members, the Board of Selectmen and the Brookline School Committee voted to select the Baldwin School site as the location for the town's new elementary school.

With the final selection of the Baldwin School site as the location of Brookline's 9th elementary school, the project moved to Feasibility Study phase. During this phase, Jonathan Levi Architects (JLA) will be working with the 9th School Building Committee, the School Committee as the user agency, the Building Department, and numerous town commissions and departments including Parks and Open Space, the Building Commission, the Recreation Department, and the Transportation Board to more deeply analyze the site specific considerations of this site. During the Feasibility Study phase JLA will create design options for the size, configuration and location of the school on the Baldwin site. The outcome of this phase will be the 9th Elementary School Building Committee's recommendation of a preferred design concept that will then move the project forward into the Schematic Design phase.

In FY17, \$500,000 of the School Studies appropriation (item 76 listed below) was included for the Feasibility phase of the project. An additional \$1.5 million is available in FY18 for schematic design. The remainder of the project is assumed to be covered via a Debt Exclusion Override request.

Estimated Cost: \$1,500,000

Time Schedule:	FY 2018 -- \$1,500,000	Property Tax / Free Cash (Schematic Design)
	FY 2019 -- TBD	General Fund Bond -- Debt Exclusion (Design/Construction)

75. SCHOOL STUDIES

In October, 2014, a study was commissioned by the Selectmen and School Committee to focus on identifying and evaluating sites throughout Brookline that may be able to accommodate a new or expanded school in order to address the rapidly escalating school population. In December, 2014 a contract was awarded to a vendor, CivicMoxie, in the context of their understanding of both the school capacity issue and the dearth of available and appropriately sited land in Brookline. The Board of Selectmen and School Committee reviewed the Ninth Elementary School Site Identification Study and discussed the need for a new school. The Board of Selectmen and School Committee identified six sites from the Civic Moxie study. The outcome of a joint board meeting was a decision to move ahead with a study of three sites to be funded out of the "Classroom Capacity" CIP appropriation. It is anticipated that a final site will be identified in the fall of 2016. This funding for School Studies would include a feasibility study for the High School and the 9th School site, as identified by both Boards this fall. It is projected that approximately \$500,000 will support the High School feasibility study and \$300,000 will be needed for the 9th School feasibility study. Included in the funding request is project management support for both projects.

Estimated Cost: \$800,000

Time Schedule:	Prior Year -- \$800,000	Property Tax / Free Cash
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76. DRISCOLL SCHOOL REHABILITATION

The Driscoll School is in need of a new HVAC system with temperature controls.

The building presently uses steam to heat the building. The steam HVAC system dates back to 1910 in the main section, 1928 and 1953 with the additions.

It is extremely difficult to find parts to maintain the systems. The system as it is now is hard to maintain, sometimes overheats or under heats parts of the building and there is a concern of proper ventilation and cooling air. The boilers were replaced in 1995. They are fully functional and operate well. The plan would be to convert them from a steam to a forced hot water system. This would allow better heating control plus save energy.

A new HVAC system (equipment, piping, ductwork and controls) would be installed to replace the existing equipment. The work would be done over two years (primarily in the summer months). Phasing would allow the building to remain occupied.

Estimated Cost: \$4,400,000

Time Schedule:	FY 2018 -- \$400,000	Property Tax / Free Cash
	FY 2019 -- \$4,000,000	General Fund Bond

77. OLD LINCOLN IMPROVEMENTS/MODIFICATIONS

TOWN OF BROOKLINE FY18 – FY23 PRELIMINARY CAPITAL IMPROVEMENT PROGRAM



December 13, 2016

CAPITAL IMPROVEMENT PROGRAM

- “Capital planning and budgeting is central to economic development, transportation, communication, delivery of other essential services, and environmental management and quality of life. Much of what is accomplished by local govt’s depends on a sound long-term investment in infrastructure and equipment.” – from ICMA’s *Capital Budgeting: A Guide for Local Governments*

HEADLINES

- Balanced \$115.65M Six-Year CIP (FY18–FY23)
- \$1.5M for Schematic Design for the 9th School at Baldwin and High School Projects
- \$6.2M for Classroom Capacity (\$995K in FY18 + \$5.25 FY19-FY23) primarily for lease/rental costs associated with the School's short-term space plan
- Debt Exclusions will be required for any future major elementary school project(s) and for a portion of any BHS project
 - CIP supports \$35M of Town funding for BHS project --debt plan changed to reflect accelerated timeline
 - Cypress Field schedule accelerated to match HS timeline
 - Soule Athletic Field project also changed to reflect debt exclusion funding
- Even with the pressures caused by enrollment growth, continued investment in the Town's parks/ playgrounds, infrastructure, IT, and Fire stations

MAJOR PROJECTS

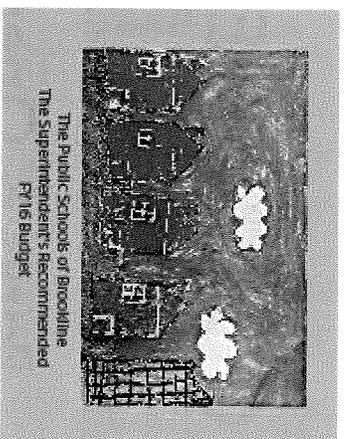
- BHS - \$1.5M for Schematic Design + \$35M of Town funding (FY18, FY19)
- 9th School at Brookline - \$1.5M for Schematic Design
- Larz Anderson - \$9M (FY19-21, Future Years)
- 4 □ Classroom Capacity - \$6.2M (FY18-FY23)
 - □ Coolidge Corner Library Renovations - \$647K (FY18)
 - Brookline Reservoir Park - \$2.2M (FY18)
 - Fire Sta. Renovations - \$1.7M (FY18-22)
 - Carlton St./Monmouth Traffic Signal - \$334K (FY18)
 - Robinson Playground - \$1.2M (FY20, 21)
 - Fire Department's Engine #6 Replacement - \$625K (FY18)

CONTINUED MAJOR INVESTMENT

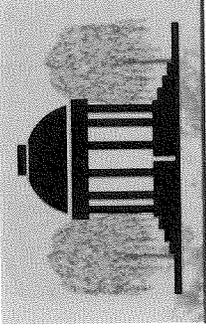
- Parks & Open Space - \$3.2M (non-project specific investment)
- Street & Sidewalk Rehab - \$21.6M
- Town/School Masonry/Fenestration - \$3.2M (reflects savings + reset schedule)
- Town/School Roofs - \$3.1M (reflects savings + reset schedule)
- Water & Sewer Infrastructure - \$4.5M -- enterprise fund
- Fire Apparatus - \$550K (out-years schedule to be reassessed based on current experience)
- Information Technology - \$1.1M
- Tree Replacement - \$1.4M
- Energy Conservation - \$1M

INVESTMENT IN SCHOOLS

- \$60M 6-yr plan
- Funds major renovations/additions to the High School
- Debt Exclusion assumed for portions of this project
- Debt Exclusions will be required for any future major elementary school project(s)
- The proposed Classroom Capacity account funds the rental/lease costs of off-site spaces for BEEP and Pierce and modulars at Baker



SCHOOL	Total	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023	
		Amount	RC										
Furniture Upgrades	920,000	90,000	A	100,000	A	110,000	A	120,000	A	130,000	A	140,000	A
Town/School ADA Renovations	640,000	75,000	A	75,000	A	80,000	A	80,000	A	85,000	A	85,000	A
Town/School Elevator Renov. Program	750,000	475,000	A	180,000	A	185,000	A	190,000	A	195,000	A	200,000	A
Town/School Energy Conservation Projects	1,400,000	75,000	A	125,000	A	125,000	A	125,000	A	130,000	A	130,000	A
Town/School Energy Management System	1,185,000	125,000	A	180,000	A	185,000	A	190,000	A	195,000	A	200,000	A
Town/School Bldg Envelope/Renestration Rep	17,000,000	17,300,000	A	1,400,000	B	2,300,000	B	1,800,000	A	1,800,000	A	800,000	B
Town/School Roof Repair/Repl. Program	17,300,000	215,000	A	130,000	A	160,000	A	160,000	A	170,000	A	170,000	A
Town/School Bldg Security / Life Safety Sys	1,305,000	200,000	A	100,000	A	50,000	A	200,000	A	200,000	A	100,000	A
Town/School Compactor Replacements	600,000	100,000	A	50,000	A	50,000	A	200,000	A	200,000	A	100,000	A
School Rehab/Upgrade	36,500,000	1,500,000	B	35,000,000	B								
High School Addition - Town Share (non-Debt Excl)	-	1,500,000	A	TBD	K								
High School Addition (Debt Excl)	-	1,500,000	A	TBD	K								
9th School at Baldwin	1,500,000	800,000	A	4,000,000	B	1,223,000	A	1,032,000	A	912,000	A	915,000	A
School Studies (9th and HS)	800,000	400,000	A	4,000,000	B	1,223,000	A	1,032,000	A	912,000	A	915,000	A
Driscoll School Rehabilitation	4,400,000	995,000	A	1,165,000	A	1,223,000	A	1,032,000	A	912,000	A	915,000	A
Old Lincoln School Modifications	350,000	995,000	A	1,165,000	A	1,223,000	A	1,032,000	A	912,000	A	915,000	A
Classroom Capacity	7,280,000	5,550,000	A	40,925,000	A	5,633,000	A	1,707,000	A	3,622,000	A	2,540,000	A
School Total	92,130,000	5,550,000	A	40,925,000	A	5,633,000	A	1,707,000	A	3,622,000	A	2,540,000	A



INVESTMENT IN PARKS

- 14 individual park projects totaling \$16.7M over the 6-yr period
- An additional \$4.6M in other parks/open space accounts

	Total	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023	
		Amount	RC	Amount	RC								
Parks and Playgrounds													
Brookline Reservoir Park	2,340,000	2,200,000	B										
Corey Hill Park	700,000			240,000	A	2,400,000	B						
Cypress Playground/Athl. Field	2,640,000												
Emerson Garden Playground	770,000			990,000	B								
Harry Downes Field & Playground	1,070,000												
Heath School Playground Accessibility	1,050,000												
Kraft Family Athl. Field Turf Repl.	1,078,000					98,000	A	980,000	A				
Larz Anderson Park	9,000,000			2,700,000	B	600,000	A	2,200,000	B				
Murphy Playground	890,000	70,000	A	820,000	B								
Riverway Park	625,000												
Robinson Playground	1,190,000					100,000	A	1,090,000	B				
Schick Playground	1,060,000							90,000	A	970,000	B		
Boylston St. Playground	1,180,000												
Griggs Park	970,000												
Soule Athletic Fields	1,110,000			90,000	K	1,020,000	K						
Parks/Playgrounds Rehab./Upgrade	2,380,000	305,000	A	305,000	A	310,000	A	210,000	A	315,000	A	315,000	A
Town/School Ground Rehab.	1,175,000	150,000	A	155,000	A	160,000	A	165,000	A	170,000	A	175,000	A
Tennis Courts / Basketball Courts	300,000			200,000	A			250,000	A				
Comfort Stations	340,000												
Public Works - Parks and Playground Sub-Total	29,868,000	2,725,000		5,500,000		4,688,000		4,985,000		1,455,000		490,000	



INVESTMENT IN FIRE APPARATUS & FACILITIES

- Continues to modernize the Fire Department's fleet
- Engine # 6 replaced in FY18
- Rehab / replacement program to be reassessed
 - Ladder 12 was scheduled for FY21, taken out of service
- Mechanical, Electrical, Plumbing (MEP) funding included for all stations

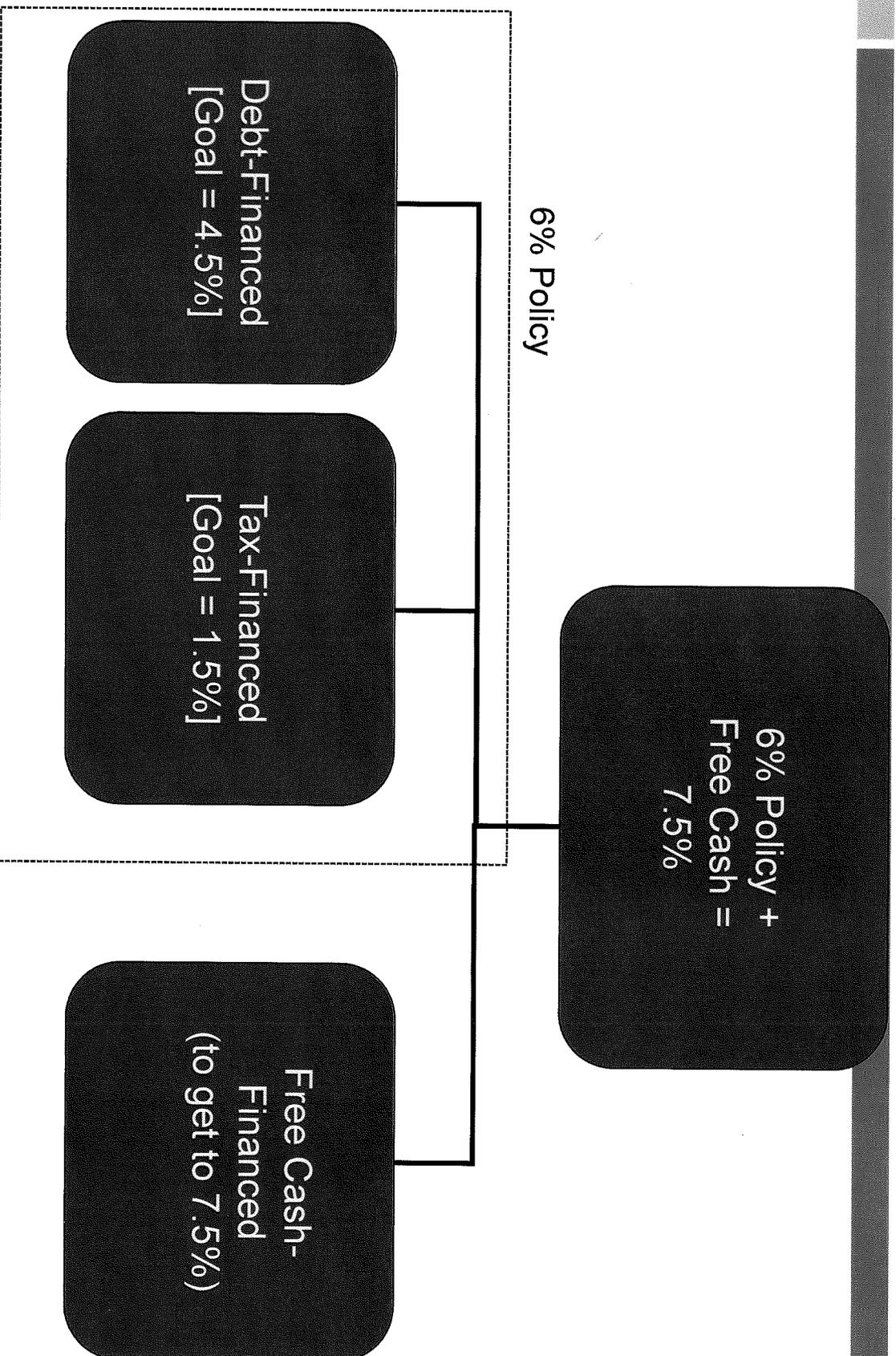
	Total	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023	
		Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC
PUBLIC SAFETY													
Fire Apparatus Rehab	1,550,000	50,000	A			500,000	A						
Engine #6 Replacement	625,000	625,000	A										
Tower #1 Replacement	800,000												
CAD System Upgrade	270,000			270,000	A								
Fire Station Renovations	2,405,000	280,000	A	385,000	A			800,000	A	270,000	A		
Training & Maintenance Facility	4,500,000												
PPE Washers and Dryers	71,000	71,000	A										
Public Safety Total	10,221,000	1,026,000		655,000		500,000		800,000		270,000			

INVESTMENT IN PUBLIC WORKS INFRASTRUCTURE

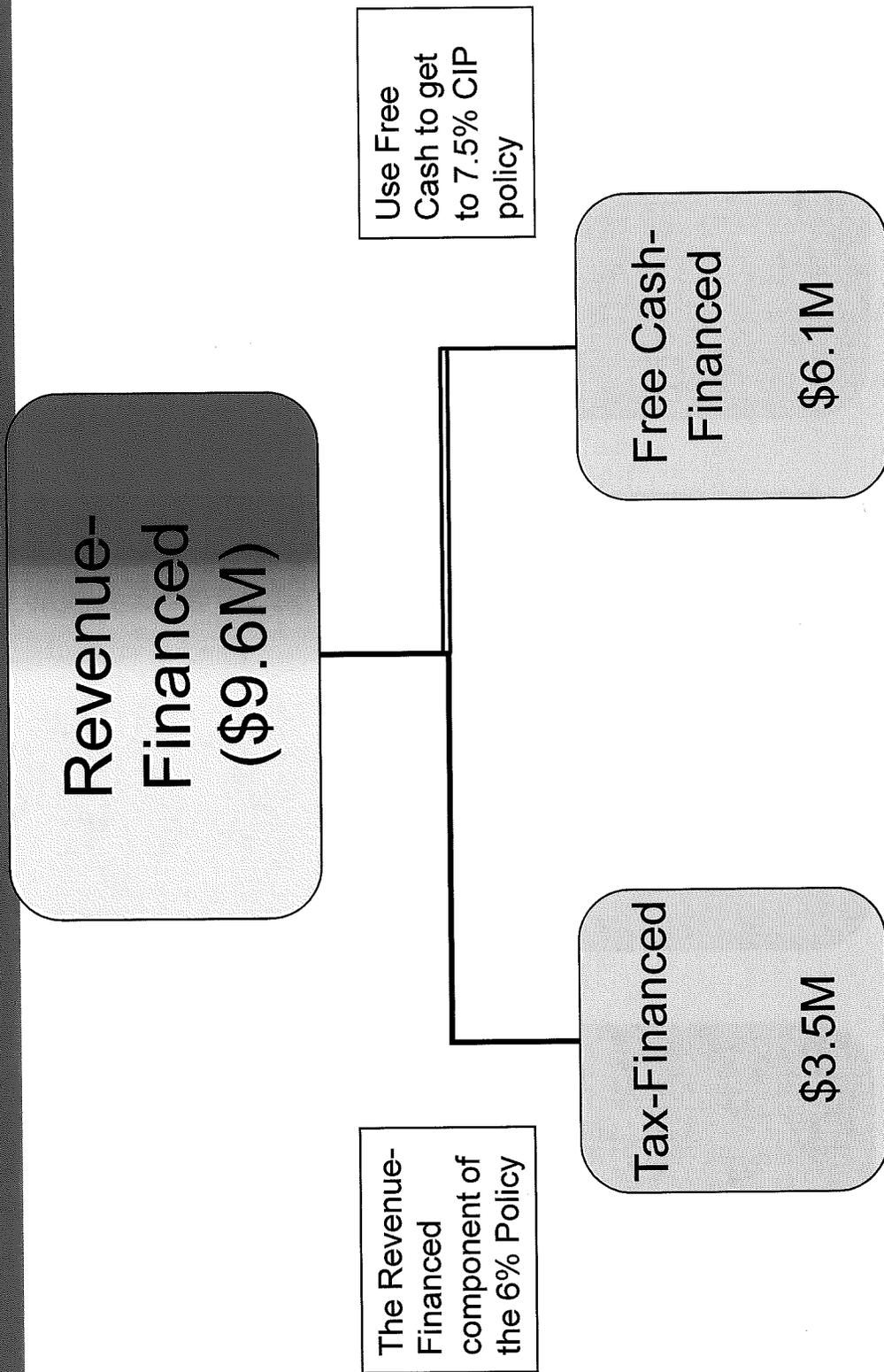
- Continues to follow the 2008 Override by increasing street and sidewalk funding by 2.5%/yr
- Continues to upgrade the Town's wastewater system

	Total	FY2018		FY2019		FY2020		FY2021		FY2022		FY2023	
		Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC	Amount	RC
PUBLIC WORKS:													
Transportation													
Traffic Calming / Safety Improvements	358,659	58,659	A	50,000	A	50,000	A	-	50,000	50,000	A	50,000	A
Bicycle Access Improvements	212,775	176,775	A	176,775	A								
Parking Meter Technology Upgrade	805,200	161,040	A	50,000	A	111,040	A	322,080	A				
Fire Alarm Call box system	2,380,000												
Dean / Chestnut Hill Ave Signal	260,000												
Carlton St / Monmouth Traffic Signal	333,663	333,663	A										
Public Works - Transportation Sub-Total	4,350,297	553,362		276,775		161,040		372,080		50,000		50,000	
Engineering/Highway													
Street Rehab - Town	14,190,000	1,670,000	A	1,710,000	A	1,750,000	A	1,790,000	A	1,830,000	A	1,880,000	A
Street Rehab - State	11,522,344	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C	1,440,293	C
Sidewalk Repair	2,659,000	312,000	A	320,000	A	328,000	A	336,000	A	344,000	A	353,000	A
Parading Lot Rehab.	205,000												
Winthrop Path Rehab.	65,000	240,000	A										
Municipal Service Center Site Improvements		40,000	A										
Davis Path Footbridge													
Public Works - Engineering/Highway Sub-Total	28,921,344	3,702,293		3,470,293		3,518,293		3,566,293		3,614,293		3,673,293	
Water / Sewer													
Singletree Hill Tank Improvements	830,000			490,000	F	300,000	F	300,000	F				
Stormwater Improvements	1,500,000	300,000	F	300,000	F	300,000	F	300,000	F				
Water System Improvements	300,000	300,000	G	3,000,000	G								
Wastewater System Improvements	3,000,000												
Netherlands Road Improvements	190,000												
Singletree Hill Gatehouse	320,000												
Public Works - Water / Sewer Sub-Total	6,140,000	600,000		3,790,000		300,000		300,000		300,000		300,000	

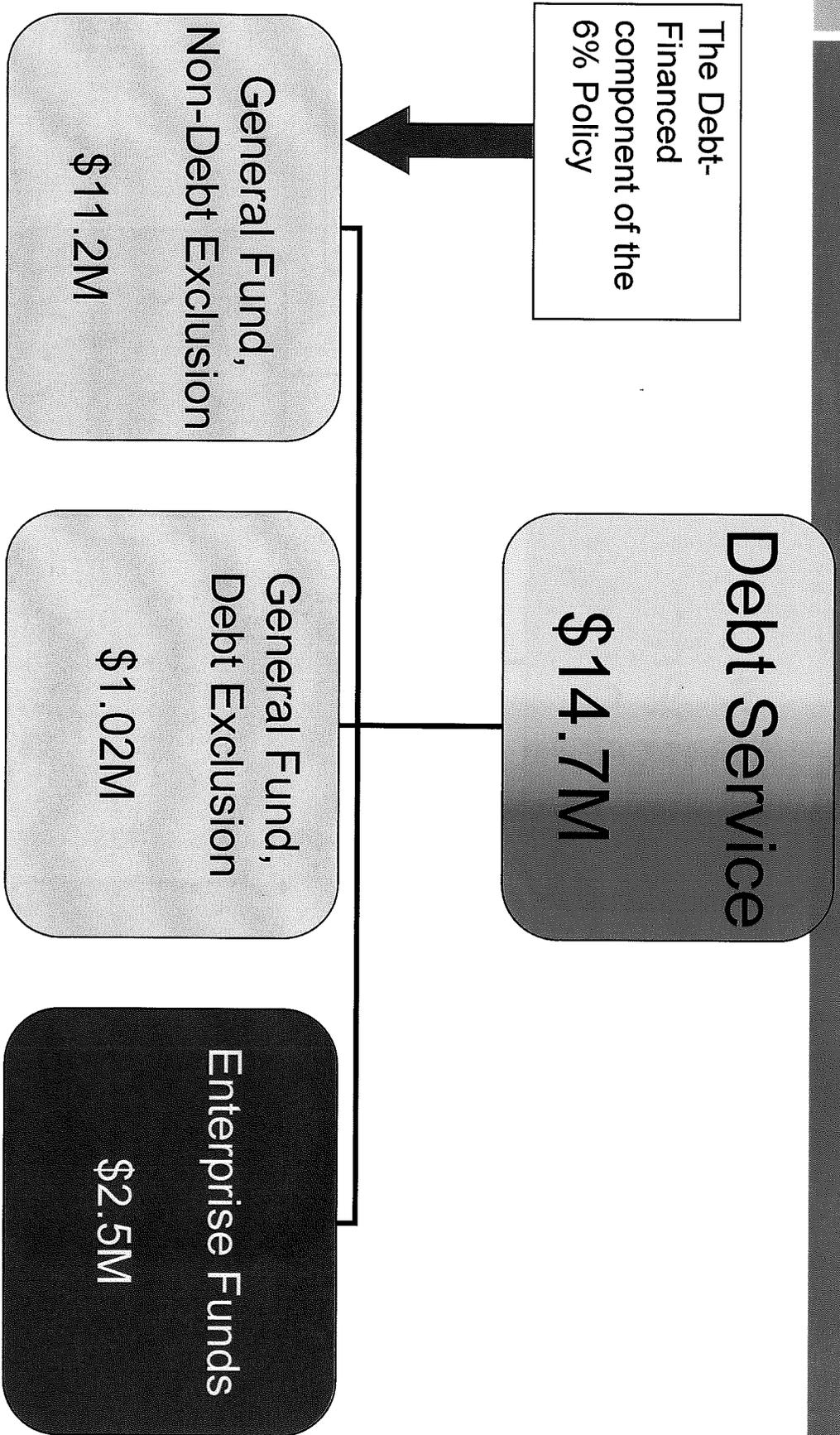
7.5% CIP FUNDING POLICY



FY18 REVENUE-FINANANCED COMPONENT



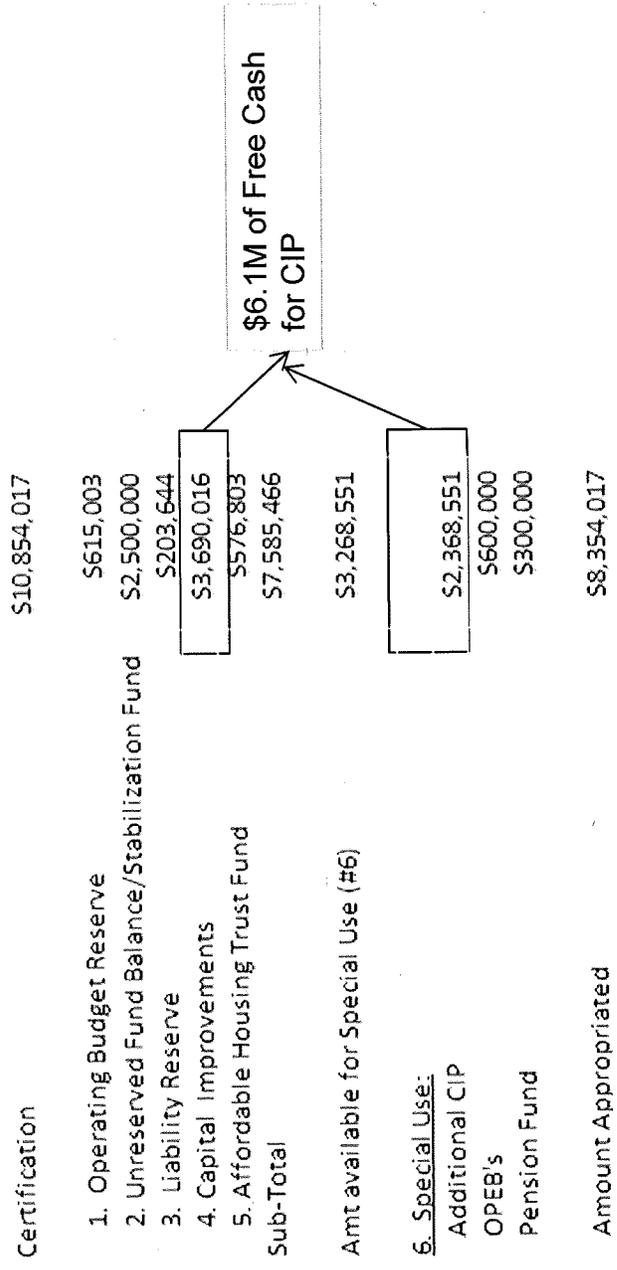
FY18 DEBT-FINANANCED COMPONENT



CIP FINANCING – FREE CASH

□ The FY18-FY23 CIP follows the Town's Free Cash Policy:

1. Budget Reserve – 1/4 of the annual budget reserve fund ("reserve fund")
2. Unreserved Fund Balance / Stabilization Fund – maintain at minimum of 10% of revenue
3. Liability / Catastrophe Fund – maintain at 1% of net revenue
4. CIP – bring CIP funding up to 7.5% from the 6% CIP Policy
5. Affordable Housing Trust Fund – deposit if the fund balance is less than \$5M
6. Special Use – augment funds related to fringe benefits, go toward unfunded employee benefit liabilities, and other one-time uses, including add'l funding for the CIP and AHTF



MULTI-YEAR CIP FUNDING SUMMARY (Gen Fund)

	2018	2019	2020	2021	2022	2023
6% Policy	14,760,065	15,255,474	15,834,855	16,358,623	16,988,996	17,534,576
Net-Debt*	11,241,628	12,062,725	12,659,219	12,267,307	12,825,559	15,364,220
% of Prior Yr Net Rev	4.10%	5.00%	5.04%	5.28%	5.03%	5.26%
Pay-as-you-Go	3,518,436	3,192,749	3,175,636	4,091,316	4,163,437	2,170,355
% of Prior Yr Net Rev	1.90%	1.00%	0.96%	0.72%	0.97%	0.74%
Free Cash	6,058,567	3,327,292	3,260,408	3,236,336	3,114,216	2,891,494
Debt Exclusion	1,020,800	4,505,739	4,469,139	3,517,539	3,517,539	3,517,539
TOTAL	21,839,432	23,088,505	23,564,402	23,112,499	23,620,751	23,943,609

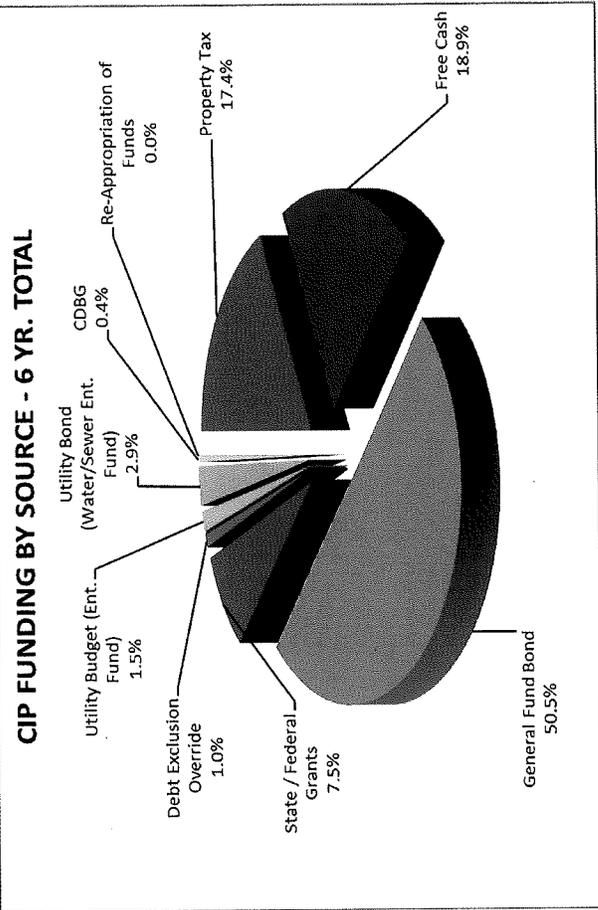
CIP as a % of Prior Yr Net Rev	8.9%	7.6%	7.5%	7.5%	7.4%	7.3%
CIP as a % of Prior Yr Net Rev w/ Debt Excl	9.3%	9.4%	9.3%	8.8%	8.7%	8.6%

* Defined as General Fund debt less debt supported by a debt exclusion.

FINANCING SUMMARY

GRAND TOTAL BY SOURCE (in millions)

	FY18	FY19	FY20	FY21	FY22	FY23	TOTAL	% OF TOTAL
Property Tax	\$3.51	\$3.17	\$3.15	\$4.06	\$4.12	\$2.14	\$20.15	17.4%
Free Cash	\$6.06	\$3.33	\$3.26	\$3.24	\$3.11	\$2.89	\$21.89	18.9%
General Fund Bond	\$3.70	\$43.51	\$6.10	\$3.29	\$0.97	\$0.80	\$58.37	50.5%
State / Federal Grants	\$1.44	\$1.44	\$1.44	\$1.44	\$1.44	\$1.44	\$8.64	7.5%
Debt Exclusion Override	\$0.00	\$0.09	\$1.02	\$0.00	\$0.00	\$0.00	\$1.11	1.0%
Golf Bond (Ent. Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Utility Budget (Ent. Fund)	\$0.30	\$0.79	\$0.30	\$0.30	\$0.00	\$0.00	\$1.69	1.5%
Utility Bond (Water/Sewer Ent. Fund)	\$0.30	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.30	2.9%
CDBG	\$0.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.50	0.4%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Re-Appropriation of Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
TOTAL	\$15.81	\$55.33	\$15.27	\$12.33	\$9.65	\$7.27	\$115.65	100%

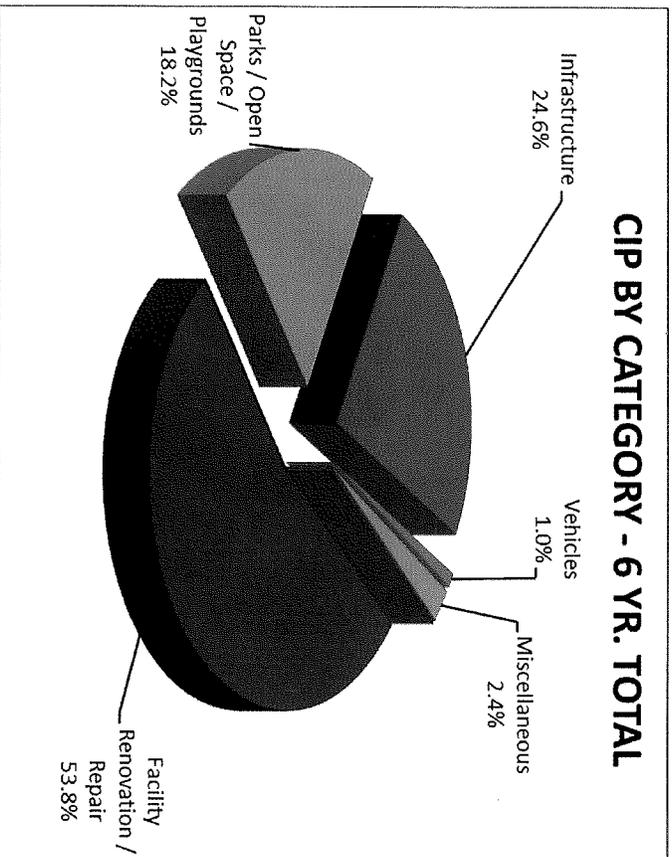


CATEGORY SUMMARY

GRAND TOTAL BY CATEGORY (in thousands)

	FY18	FY19	FY20	FY21	FY22	FY23	TOTAL	% OF TOTAL
New Facility Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Facility Renovation / Repair	\$6.39	\$41.21	\$5.52	\$2.76	\$3.91	\$2.40	\$62.19	53.8%
Parks / Open Space / Playgrounds	\$2.96	\$5.73	\$4.92	\$4.97	\$1.70	\$0.73	\$21.00	18.2%
Infrastructure	\$5.36	\$7.54	\$3.98	\$4.24	\$3.66	\$3.72	\$28.50	24.6%
Vehicles	\$0.68	\$0.00	\$0.50	\$0.00	\$0.00	\$0.00	\$1.18	1.0%
Miscellaneous	\$0.44	\$0.85	\$0.35	\$0.36	\$0.38	\$0.42	\$2.78	2.4%
TOTAL	\$15.81	\$55.33	\$15.27	\$12.33	\$9.64	\$7.27	\$115.65	100%

CIP BY CATEGORY - 6 YR. TOTAL



DEBT MANAGEMENT PLAN - Gen Fund (in

millions)

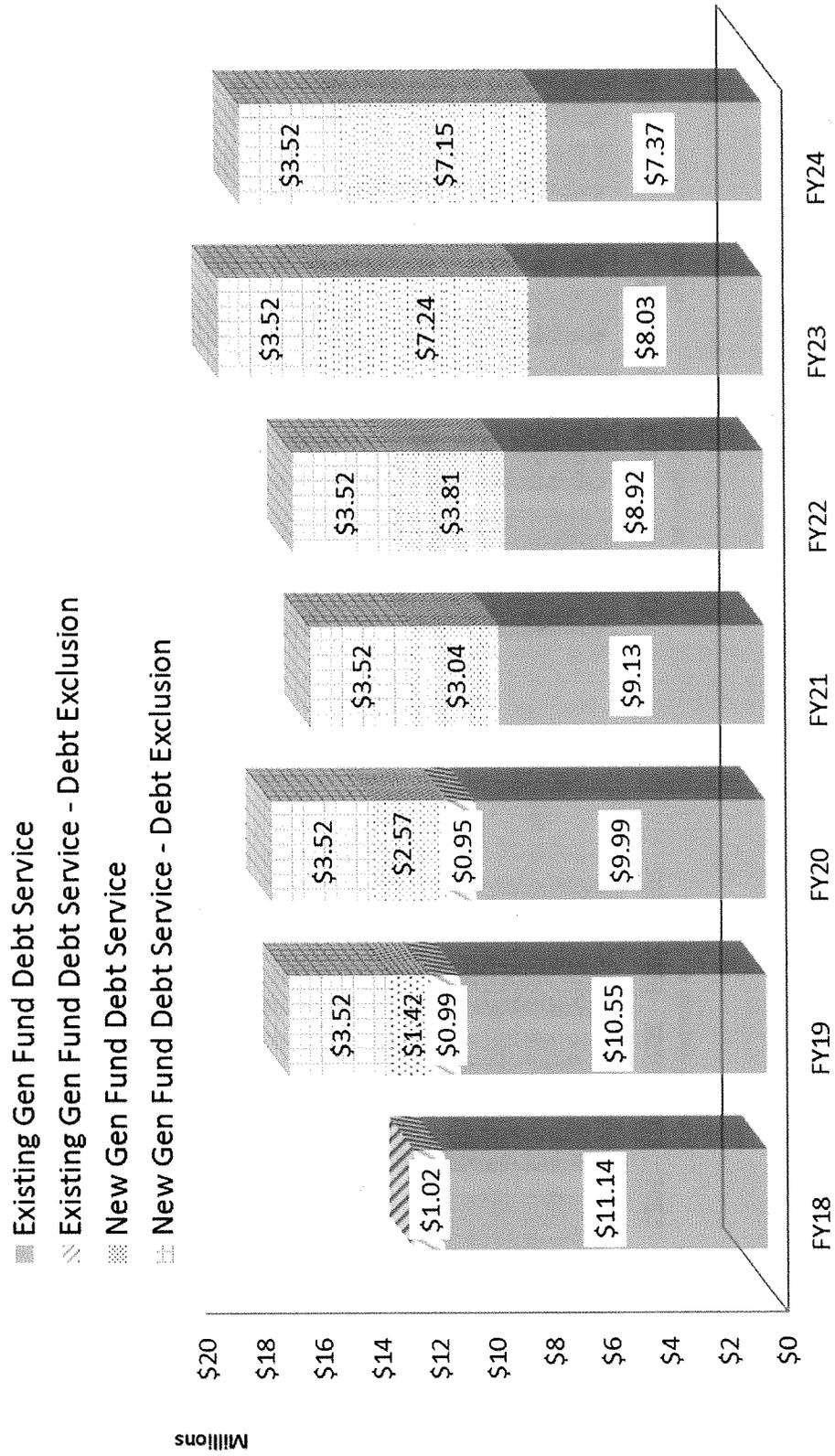
PROJECT	BOND		BOND												
	AUTH.	AMT	TERM	2018	2019	2020	2021	2022	2023	2024	2025	2026			
<u>Funded Within 6% CIP Policy</u>															
Envelope/Fenestration Repairs (previously authorized)	\$2.100	\$0.380	5	\$0.090	\$0.087	\$0.085	\$0.082	\$0.079	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000		
Carlton St. Footbridge (previously authorized)	\$1.400	\$0.245	5	\$0.058	\$0.056	\$0.055	\$0.053	\$0.051	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000		
Corey Hill (previously authorized)	\$0.700	\$0.700	10	\$0.096	\$0.094	\$0.091	\$0.088	\$0.086	\$0.083	\$0.081	\$0.078	\$0.075	\$0.075		
Tower #1 Replacement (previously authorized)	\$0.800	\$0.800	10	\$0.110	\$0.107	\$0.104	\$0.101	\$0.098	\$0.095	\$0.092	\$0.089	\$0.086	\$0.086		
Devotion School (previously authorized)	\$118.400	\$33.000	25	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225	\$2.225		
Envelope/Fenestration Repairs (previously authorized)	\$2.100	\$1.720	10	\$0.245	\$0.245	\$0.238	\$0.230	\$0.223	\$0.216	\$0.209	\$0.201	\$0.194	\$0.194		
Carlton St. Footbridge (previously authorized)	\$1.400	\$1.000	10	\$0.143	\$0.143	\$0.138	\$0.134	\$0.130	\$0.126	\$0.121	\$0.117	\$0.113	\$0.113		
High School Addition - Schem. Des. (future authorization)	\$1.500	\$1.500	10	\$0.214	\$0.214	\$0.207	\$0.201	\$0.195	\$0.188	\$0.182	\$0.176	\$0.169	\$0.169		
Brookline Reservoir Park (future authorization)	\$2.200	\$2.200	10	\$0.314	\$0.314	\$0.304	\$0.295	\$0.285	\$0.276	\$0.267	\$0.257	\$0.248	\$0.248		
Fire Maintenance/Training Facility (previously authorized)	\$4.500	\$4.500	15	\$0.503	\$0.503	\$0.489	\$0.476	\$0.462	\$0.449	\$0.435	\$0.422	\$0.408	\$0.408		
Muddy River (previously authorized)	\$0.745	\$0.745	10			\$0.106	\$0.103	\$0.100	\$0.097	\$0.093	\$0.090	\$0.087	\$0.087		
Harry Downes (future authorization)	\$0.990	\$0.990	10			\$0.141	\$0.137	\$0.133	\$0.128	\$0.124	\$0.120	\$0.116	\$0.116		
Larz Anderson Park (future authorization)	\$2.700	\$2.700	10			\$0.385	\$0.373	\$0.362	\$0.350	\$0.339	\$0.327	\$0.316	\$0.316		
Murphy Playground (future authorization)	\$0.820	\$0.820	10			\$0.117	\$0.113	\$0.110	\$0.106	\$0.103	\$0.099	\$0.096	\$0.096		
Driscoll School (future authorization)	\$4.000	\$4.000	15			\$0.447	\$0.435	\$0.423	\$0.411	\$0.399	\$0.387	\$0.375	\$0.375		
Envelope/Fenestration Repairs (future authorization)	\$1.400	\$1.400	10			\$0.000	\$0.200	\$0.194	\$0.188	\$0.182	\$0.176	\$0.170	\$0.170		
Cypress Playground / Athl Field (future authorization)	\$2.400	\$2.400	10			\$0.000	\$0.342	\$0.332	\$0.322	\$0.311	\$0.301	\$0.291	\$0.291		
Roof Repairs/Replacements (previously authorized)	\$1.200	\$1.200	15	Combined with new authorization below for \$3.5M bond over 15 years											
Roof Repairs/Replacements (future authorization)	\$2.300	\$2.300	15			\$0.000	\$0.000	\$0.391	\$0.380	\$0.370	\$0.359	\$0.349	\$0.349		
Robinson Playground (future authorization)	\$1.090	\$1.090	10			\$0.000	\$0.000	\$0.155	\$0.151	\$0.146	\$0.141	\$0.137	\$0.137		

DEBT MANAGEMENT PLAN - Gen Fund (in

millions)

PROJECT	BOND		AMT TERM	2018	2019	2020	2021	2022	2023	2024	2025	2026
	AUTH.	AMT										
<u>Funded Within 6% CIP Policy</u>												
Larz Anderson Park (future authorization)	\$2,200	\$2,200	10	\$0,000	\$0,000	\$0,000	\$0,314	\$0,304	\$0,295	\$0,285	\$0,276	
Schick Park (future authorization)	\$0,970	\$0,970	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,138	\$0,134	\$0,130	\$0,126	
High School Addition (future authorization)	\$35,000	\$35,000	25	\$0,000	\$0,000	\$0,000	\$0,000	\$3,150	\$3,080	\$3,010	\$2,940	
Envelope/Fenestration Repairs (future authorization)	\$1,800	\$1,800	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,257	\$0,249	\$0,241	\$0,234	
Roof Repairs/Replacements (future authorization)	\$0,800	\$0,800	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,114	\$0,111	\$0,107	
Larz Anderson Park (future authorization)	\$2,500	\$2,500	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,356	\$0,346
Envelope/Fenestration Repairs (future authorization)	\$2,400	\$2,400	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,342	\$0,332
Larz Anderson Park - Auth for FY25/ CY25 Issue	\$1,000	\$1,000	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,143
Roof Repairs/Replacements (future authorization)	\$1,800	\$1,800	10	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,257
NEW GEN FUND DEBT SERVICE (cumulative)	\$2,580	\$3,987		\$5,132	\$5,588	\$6,346	\$9,639	\$9,550	\$10,042	\$10,214		
<u>Debt Exclusions</u>												
Devotion School - Design/Constr. (future authorization)	\$49,576	\$49,576	25	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518
NEW DEBT EXCLUSION DEBT SERVICE (cumulative)	\$0,000	\$3,518		\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518	\$3,518

DEBT SERVICE – GENERAL FUND

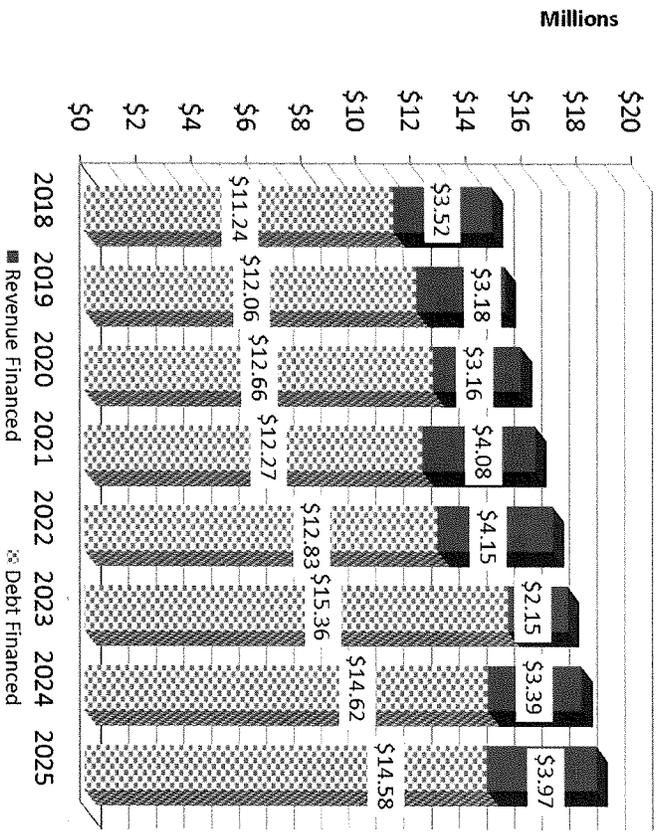


6% POLICY SPLIT – DEBT-FINANCED vs “PAY-AS-YOU-

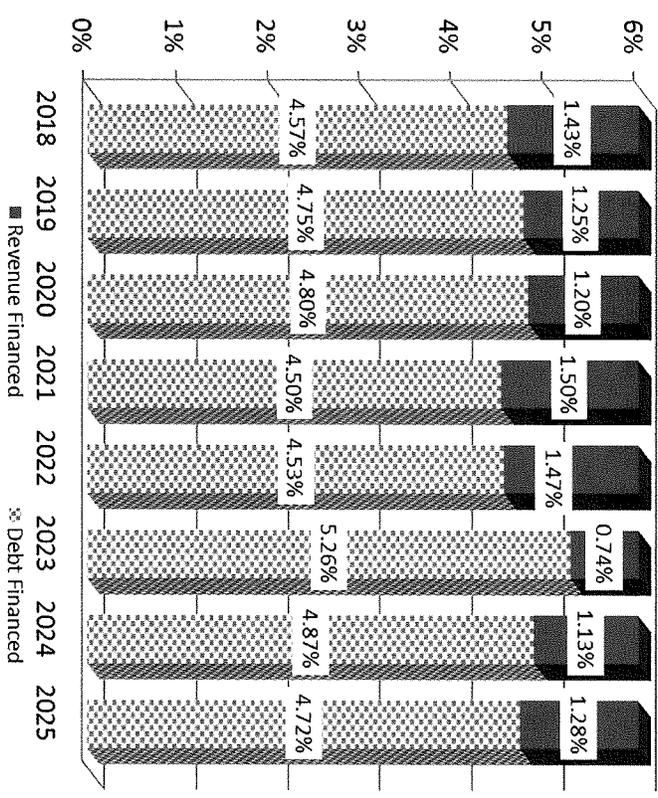
GO”

- Debt Service for Devotion and High School constrains CIP in out-years

6% Policy - Cash vs. Debt (\$)



6% Policy - Cash vs. Debt (%ages)



DEBT SERVICE – BREAKDOWN & % OF REVENUE

DEBT SERVICE AS A PERCENTAGE OF REVENUE

DESCRIPTION	FY14 (Act.)	FY15 (Act.)	FY16 (Act.)	FY17 (Proj.)	FY18 (Proj.)	FY19 (Proj.)	FY20 (Proj.)	FY21 (Proj.)	FY22 (Proj.)	FY23 (Proj.)	FY24 (Proj.)
Total General Fund Supported Debt Service	9,297,870	9,389,799	9,270,546	10,240,902	12,262,428	16,568,464	17,128,358	15,784,846	16,343,098	18,135,248	19,330,915
a.) Exempt (Debt Exclusion) ¹	1,112,800	1,094,400	1,076,000	1,048,400	1,020,800	4,505,739	4,469,139	3,517,539	3,517,539	3,517,539	3,517,539
b.) Non-Exempt	8,185,070	8,295,399	8,194,546	9,192,502	11,241,628	12,062,725	12,659,219	12,267,307	12,825,559	14,617,709	15,813,376
Minus SBA Reimbursements	556,757	556,757	556,757	556,757	556,757	556,757	434,662	434,662	434,662	0	434,662
Net General Fund Debt Service	8,741,113	8,833,042	8,713,789	9,684,145	11,705,671	16,011,707	16,693,696	15,350,184	15,908,436	18,135,248	18,896,253
Water & Sewer Enterprise Fund Supported Debt Svc.	2,365,461	2,133,405	2,377,747	2,180,990	1,878,930	1,682,960	1,693,072	1,361,525	1,221,575	1,084,225	1,001,375
Golf Course Enterprise Fund Supported Debt Svc.	179,374	186,476	191,355	183,475	180,093	184,303	179,819	188,985	189,189	184,143	179,421
TOTAL Debt Service	11,842,705	11,709,680	11,839,648	12,605,366	14,321,451	18,435,726	19,001,249	17,335,356	17,753,862	19,403,616	20,511,711
General Fund Revenue	231,533,855	235,632,057	250,398,058	260,709,753	271,941,882	281,331,797	290,332,386	300,249,925	309,686,175	318,276,667	327,783,637
General Fund Revenue Without SBA Reimbursement	230,977,098	235,075,300	249,841,301	260,152,996	271,385,125	280,775,040	289,897,724	299,815,263	309,251,513	318,276,667	327,348,975
Water & Sewer Enterprise Fund Revenue	26,529,207	26,617,217	27,828,675	28,495,260	28,961,073	30,269,574	31,122,057	32,046,976	33,307,939	34,645,008	36,100,466
Golf Course Enterprise Fund Revenue	1,273,214	1,298,830	1,390,926	1,522,831	1,551,052	1,579,405	1,607,892	1,665,964	1,683,472	1,701,211	1,719,185
TOTAL Revenue of Funds Supporting Debt Svc.	259,336,276	263,548,104	279,617,659	290,727,844	302,454,007	313,180,776	323,062,334	333,962,865	344,677,586	354,622,886	365,603,288
General Fund Debt Service as a % of General Fund Revenue	4.0%	4.0%	3.7%	3.9%	4.5%	5.9%	5.9%	5.3%	5.3%	5.7%	5.9%
Net General Fund Debt Service as a % of General Fund Revenue ²	3.8%	3.8%	3.5%	3.7%	4.3%	5.7%	5.8%	5.1%	5.1%	5.7%	5.8%
Water & Sewer Enterprise Fund Debt Service as a % of Revenue	8.9%	8.0%	8.5%	7.7%	6.5%	5.6%	5.4%	4.2%	3.7%	3.1%	2.8%
Golf Course Enterprise Fund Debt Service as a % of Revenue	14.1%	14.4%	13.8%	12.0%	11.6%	11.7%	11.2%	11.3%	11.2%	10.8%	10.4%
TOTAL Debt Service as a % of Total Rev. Supporting Debt Svc.	4.6%	4.4%	4.2%	4.3%	4.7%	5.9%	5.9%	5.2%	5.2%	5.5%	5.6%

¹ The Lincoln School and High School projects were financed via a Debt Exclusion. Current funding plans for the Devotion School project assumes a Debt Exclusion.

² Excludes both the debt service (expense) reimbursed by the State for school projects and the reimbursement from the State (revenue).

TOWN of BROOKLINE
Massachusetts



BOARD OF SELECTMEN

NEIL A. WISHINSKY, Chairman
NANCY A. DALY
BENJAMIN J. FRANCO
NANCY S. HELLER
BERNARD W. GREENE

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445

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MELVIN A. KLECKNER
Town Administrator

Notice of Hearing

The Board of Selectmen shall convene a public hearing on aspects of a proposed Pay-as-You-Throw (PAYT) system of trash collection on **Tuesday, December 13, 2016 at approximately 8:00PM** in the Selectmen's Hearing Room on the 6th floor of Brookline Town Hall.

The public hearing shall address the current planning for a PAYT system including, but not limited to, the range of cart sizes and related pricing, options and costs for overflow trash and an exception system for residents and/or properties with physical limitations. The public hearing is intended to hear residents' concerns and input on the PAYT system. For further information, please refer to the Town's web site at <http://ma-brookline.civicplus.com/DocumentCenter/View/10558>.

The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to Lloyd Gellineau, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone (617) 730-2328; TDD (617) 730-2327; or e-mail at Lgellineau@brooklinema.gov

Hybrid Pay-As-You-Throw Waste Collection Proposal



Public Hearing

**Town of Brookline
Department of Public Works**

What is a Hybrid Pay-As-You-Throw System and What are the Benefits?

- Current system allows the collection of unlimited amounts of trash at a uniform flat rate (\$200 per year)
- Pure PAYT systems use custom pre-paid plastic bags for all trash collection
- With HPAYT residents are provided with variable sized wheeled carts (one per household) with a variable annual fee determined by the cart size
- Custom imprinted plastic bags would be available for purchase at retail establishments throughout the area for "overflow" trash when needed
- System provides equity when residents only pay for their own trash volumes
- Provides financial incentives to reduce trash and increase recycling allowing Town to reduce trash disposal costs currently at \$74 per ton
- Reducing solid waste limits amount of trash that is buried or burned providing environmental benefits

Current

vs

HPAYT



What is Semi-Automated Collection and What are the Benefits?

- Automated collection allows for the emptying of the carts using single person vehicles that employ a mechanical arm operated from the cab of the truck
- Semi-automated collection augments the use of side loader trucks with conventional rear loader trucks for picking up carts and bags in areas not accessible by the side loaders
- Due to efficiency of vehicles personnel reductions can be achieved through the elimination of 3 laborer positions at an annual savings of about \$170,000
- New equipment costs for 2 side loader packers and the wheeled carts will offset a portion of savings for the first 2 years. Total savings over ten years will approach \$1M by FY24.
- Use of automated trucks will reduce the potential for on-the-job injuries and lower worker's compensation claims
- According to the US Bureau of Labor Statistics, solid waste collection workers have the 5th highest civilian fatality rate in the country

What Will Change with the New System?

- Residents will make a selection of either a 35 gallon, 65 gallon or 95 gallon wheeled cart for each dwelling unit currently on Town Refuse Service. This cart is the only approved container used for household refuse
- Custom Imprinted Plastic Overflow Bags will be available for purchase at local retail establishments for those occasions when you may have extra amounts of trash. These will be the only approved bags that will be collected
- The current quarterly bill for Refuse Service will change depending on the size of the cart chosen by the resident
- Collection Days and Trash Routes will remain unchanged
- Yard Waste and Recycling Collection will continue unchanged from the current system at no additional cost
- Bulky Materials Collection (furniture, mattresses, appliances, TV's etc.) will be collected at no additional cost with one week advance notice
- Household Hazardous Waste drop-off will continue unchanged (seasonal/weekly)
- "Amnesty Collections" will be scheduled semi-annually to provide flexibility for residents to dispose of extraordinary trash stored over time

Established Goals for Determining Wheeled Cart Pricing

- **Create Incentives to Compel the Reduction of Solid Waste Generation and Increase Recycling**
 - Price 35 gal. carts below the current per unit cost of \$200
 - Price the larger 65 & 95 gal carts proportionately higher

- **Minimize the Use of Plastic Overflow Bags that could Impede the Automated Collection Process**

- **Avoid any Loss of Revenue Generated by the Current Refuse Fee**
 - Create small contingency to cover adjustments in initial cart selections

- **Be Responsive to Variations in Family Size**

Wheeled Cart Pricing

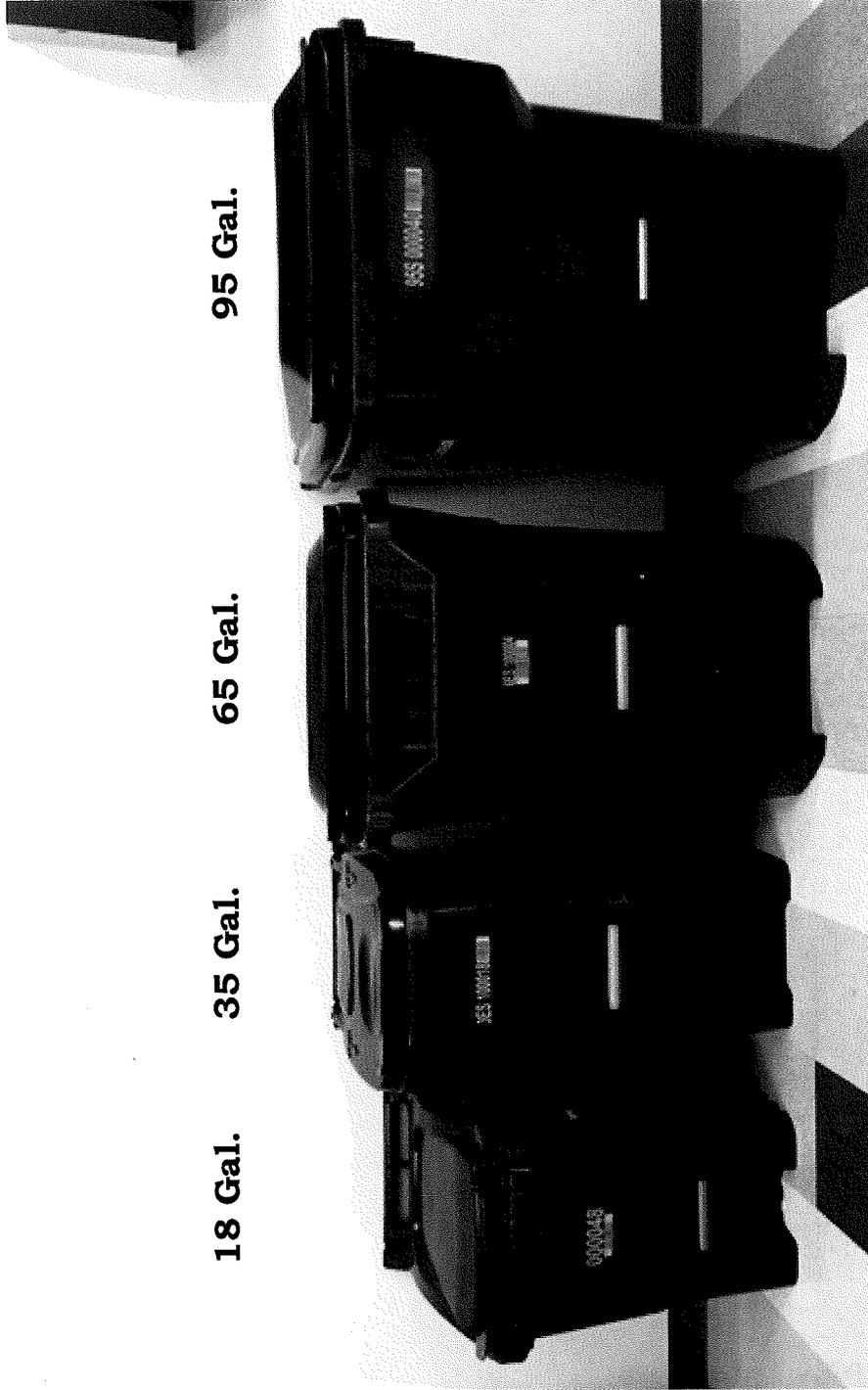
Cart Size Gal	MSW Weight lbs	Disposal Cost	Collection Cost	Total Annual Cost	Estimated # of Units	% of Households	Refuse Fee Revenue
18	24	37	118	156	200	1.5%	31,200
35	46	72	118	190	8,100	61.4%	1,539,000
65	85	133	118	252	4,300	32.6%	1,083,600
95	124	194	118	312	400	3.0%	124,800
Bags Only				156	200	1.5%	31,200
					13,200		2,809,800

Overflow Bag Pricing

Capacity lb	Disposal Costs		Bag Cost	Collection Cost	Total Cost	Recommended Retail Cost
	\$/ton	\$/lb				
30 gallon Plastic Bag	59	0.03	0.30	1.95	\$3.00	\$15.00 per roll (5 bags per roll)

Wheeled Carts

18 Gal. 35 Gal. 65 Gal. 95 Gal.



Exceptions and Waivers

- A Waiver from the use of a Waste Cart will be considered for residents who are unable to physically maneuver a cart to curbside on collection day and there is no able-bodied person within the household to move the cart
- A Waiver will also be considered when the geography of the building lot does not allow for the easy movement of a cart to curbside, such as multiple flights of stairs
- Application for Waiver may be requested by calling the DPW or downloaded from the HPAYT website and must be completed and submitted by the resident for consideration
- Once inspected and approved by DPW, residents will be given the option of using a small 18 gallon wheeled cart or custom imprinted plastic overflow bags available for purchase at local retailers

Waste Cart Waiver Form



TOWN OF BROOKLINE
Massachusetts
DEPARTMENT OF PUBLIC WORKS

Waste Cart Waiver Application for Hybrid Pay-As-You-Throw

In extenuating circumstances, residents who subscribe to Town Service Waste Collection may qualify for a Waste Cart Waiver. Applicants must complete this form in its entirety and return it to the address below, or email it in PDF form to egilbert@brookline.ma.gov. Applications will be considered on a case-by-case basis, and will include a required inspection by a Sanitation Division supervisor. Questions should be directed to the DPW office at (617) 879-4908.

Town of Brookline
 Department of Public Works
 ATTN: Ed Gilbert
 870 Hammond Street
 Brookline, MA, 02467

If a resident qualifies for a Waste Cart Waiver, there are two options for refuse collection:
 Place waste in (30 gallon/25lb capacity) plastic overflow bags, imprinted with the Town seal. Rolls containing 5 bags will be available for purchase at local retail establishments.

OR

Select an 18 gallon waste cart.

HPAYT Waste Cart Waiver Application (please print):

Name: _____ Telephone Number: _____

Address: _____

Email Address: _____

Read the statements below, and place a check next to the one that best describes your circumstances.

- Due to a physical disability or limitation, I am unable to move my waste cart to and from the curb, and there is no able bodied person residing with me able to move the cart.
- The geography of my building lot does not allow for the moving of a cart to and from the curb.
Please note: Lack of storage space does not constitute a geographical challenge.

I understand that this waiver is for the use of the waste cart only. I understand my waiver will be considered only after a required inspection by a Sanitation Division supervisor.

Signature: _____ Date: _____

For Public Works Use Only

Date Received:	Date Customer Contacted:
Collection Day: M Tu W Th F	Date of Inspection:
APPROVED or DENIED	Reason:
Name:	Signature:

Timeline and Target Dates

- **January 4th** **Official launch of HPAYT Website and Residents will receive Informational Flyer with January Refuse Bill. Residents may begin Cart Size Selection online or by phone**
- **January 9th** **Residents receive postage-paid Waste Cart Order Form for return to DPW via US Mail**
- **February 15th** **Final Day for Cart Selection
Cart Size will default to 35 gallon after this date**
- **April 17th** **Waste Cart Distribution begins and Overflow Bags are available for purchase at Local Retail Merchants**
- **May 1st** **HPAYT BEGINS WITH AUTOMATED COLLECTION**
- **May 15th** **Final Day for Old Barrel Pickup at Curbside**
- **June 15th** **Final Day to Change Waste Cart Size before July Billing**

What to Expect in the Mail

Action Required

Brookline is moving to a Hybrid Pay-As-You-Throw refuse collection program.

Visit brooklinema.gov/hpayt and select a new waste cart before February 15, 2017.

Waste Cart Options

		
x3	x6	x10
\$190 per year 35 gallon cart	\$252 per year 65 gallon cart	\$312 per year 95 gallon cart
Represents a household using kitchen trash bags (13 gal)		

Important Dates

Mid-April: Waste carts begin to arrive.
 May 1, 2017: Automated waste cart collection begins.
 July 1, 2017: New billing structure begins.
 Customers will be billed according to their chosen waste cart size.

For more detailed information, including an extensive list of frequently asked questions, visit brooklinema.gov/hpayt

Town of Brookline
 Department of Public Works
 (617) 730-2156

Important Refuse Information Enclosed - Response Required
 Town of Brookline
 333 Washington Street
 Brookline, MA 02467

Keeping Brookline Clean and Beautiful

New Waste Carts Coming to Brookline

123456-00
 Joe Smith
 123 Brookline Ave
 Brookline, MA 02445



Select your new waste cart at brooklinema.gov/hpayt.

Select Your Waste Cart

Number of Carts	Cart Size	Annual Rate Per Cart	Capacity	Dimensions
—	35 gallon	\$190	3 Kitchen Bags	Height: 39.13" Width: 20.20" Empty: 18lbs
—	65 gallon	\$252	6 Kitchen Bags	Height: 40.58" Width: 26.70" Empty: 28lbs
—	95 gallon	\$312	10 Kitchen Bags	Height: 43.13" Width: 26.70" Empty: 30lbs

For reference, the 65 gallon waste cart is the same size as the town-supplied recycling toter.

Building Managers and Landlords

Brookline property owners, landlords, and property managers are responsible for placing an order for new waste carts. Renters are not responsible for the order selection and should speak to the owner, landlord, or property manager for how these changes may impact them. Please Note: If the combined cost of all waste carts for a multi-unit dwelling is less than the per-unit minimum of \$190 per year, the higher cost will be charged.

Important Refuse Information Enclosed - Response Required