



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

BOARD OF SELECTMEN

CALENDAR

FOR

TUESDAY, JANUARY 10, 2017

SELECTMEN'S HEARING ROOM

1. **JOINT MEETING OF BOARD OF SELECTMEN AND SCHOOL COMMITTEE – SCHOOL COMMITTEE VACANCY**

6:00 P.M. Question of voting to select a candidate to fill the vacant seat on the Brookline School Committee for the period January 2017 through May 2017.

2. **ANNOUNCEMENTS/UPDATES**

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

3. **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>

4. **MISCELLANEOUS**

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

- A. Question of accepting a donation in the amount of \$400.00 from the Korean Church of Boston for the Fire Department.
- B. Question of approving Change Order No. 003 in the amount of \$2,159.52 for electrical work being performed by Garcia, Galuska, and DeSousa, Inc. related to the Old Lincoln School Electrical Services Upgrade project.
- C. Question of approving and executing Contract No. PW17/09 with WasteZero, Inc. in the amount of \$42,000.00 for initial, first order funding for the manufacture, inventory, marketing and distribution of Custom Imprinted Overflow Bags for the Hybrid Pay-As-You-Throw (HPAYT) waste collection system.
- D. Question of approving and executing Agreement No. PW17/10 with Simple Recycling-Massachusetts for free curbside collection of used clothing and home goods (“soft recyclables”).
- E. Question of granting a permit to serve Alcoholic Beverages (Sales, Wine and Beer only) to Larz Anderson Auto Museum for an Annual Museum Members’ Party on Saturday, January 28, 2017 from 5:30PM-11:00PM at 15 Newton Street.
- F. Question of granting a Temporary Wine and Malt Alcoholic Beverages Sales License to Friends of Brookline Public Health for a Retirement Celebration to be held on Wednesday, January 25, 2017 from 6:00PM-8:00PM at the Brookline Teen Center (40 Aspinwall Avenue).
- G. Question of authorizing the Chairman to sign a letter of support for the Brookline Arts Center in regards to a grant application.
- H. Question of appointing Ken Kaplan as Building Commission Alternate to the Building Committee for the 9th Elementary School at Baldwin

5. **CALENDAR**

Review and potential vote on Calendar Items

6. **FIRE DEPARTMENT – PERSONNEL**

Acting Fire Chief Robert Ward will appear to recognize two Brookline Fire Fighters for their actions during a fire on November 15, 2016.

7. **FIRE DEPARTMENT - PERSONNEL**

Question of offering conditional employment to applicant

Kyle Ward for a position as a Fire Fighter.

8. SENIOR TAX EXEMPTION STUDY COMMITTEE

Question of approving the Charge of the Committee and a Slate of Membership.

9. COOLIDGE CORNER STUDY COMMITTEE

Question of approving the Charge of the Committee and a Slate of Membership.

10. KENT STREET LOT STUDY COMMITTEE

Question of approving the Charge of the Committee and possibly the Slate of Membership.

11. CHARGE TO DICR COMMISSION REGARDING POLICE DEPARTMENT POLICIES

Question of discussing and approving a charge to the Diversity, Inclusion and Community Relations Commission relative to Police Department policies on immigration detention orders.

12. TOBACCO CONTROL COMMITTEE

Question of appointing Michael F. Chou to the Tobacco Control Committee.

13. 134-138 BABCOCK PLACE – 40B ELIGIBILITY PUBLIC HEARING

8:00 P.M. Public Hearing on the application of Babcock Place, LLC to MassHousing to secure a determination of a 40B Eligible site at 134-138 Babcock Place

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

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TOWN of BROOKLINE
Massachusetts

BUILDING DEPARTMENT

Daniel F. Bennett
Building Commissioner

January 10th, 2017

To: Board of Selectmen
Building Commission
School Committee

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

Subject: Old Lincoln School Electrical Services Upgrade – Change Order No. 003

Please approve Change Order No.003 in the amount of \$2,159.52

Installation of missing circuit breakers in basement panel and AGP panel.

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
Change Order 003	: \$ 2,159.52
New Contract amount	: <u>\$280,389.67</u>

Thank you for your consideration.



AIA Document G701™ - 2001

Change Order

PROJECT: <i>(Name and address)</i> Old Lincoln Sch Elec. Service Brookline, MA	CHANGE ORDER NUMBER: 003	OWNER <input checked="" type="checkbox"/>
	DATE: December 22, 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 #005 - Install missing circuit breakers in basement panel and APG panel. \$2,159.52

The original Contract Sum was	\$	<u>296,800.00</u>
The net change by previously authorized Change Orders	\$	<u>(18,569.85)</u>
The Contract Sum prior to this Change Order was	\$	<u>278,230.15</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>2,159.52</u>
The new Contract Sum, including this Change Order, will be	\$	<u>280,389.67</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.

<u>Garcia, Galuska & DeSousa, Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>M-V Electrical Contractors Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>Town of Brookline</u> OWNER <i>(Firm name)</i>
<u>370 Faunce Corner Road</u> <u>Dartmouth, MA 02747</u> ADDRESS	<u>10 Conduit Street</u> <u>Acushnet, MA 02743</u> ADDRESS	<u>333 Washington Street, Rm. 311</u> <u>Brookline, MA 02445</u> ADDRESS
 BY <i>(Signature)</i>	 BY <i>(Signature)</i>	 BY <i>(Signature)</i>
<u>Carlos G. DeSousa, P.E.</u> <i>(Typed name)</i>	<u>Gilbert M. Vieira</u> <i>(Typed name)</i>	<u></u> <i>(Typed name)</i>
<u>12/26/16</u> DATE	<u>12-27-2016</u> DATE	<u>11/4/16</u> DATE

M-V ELECTRICAL CONTRACTORS, INC.

PROPOSED CHANGE ORDER:005

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

F 508-995-0151

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

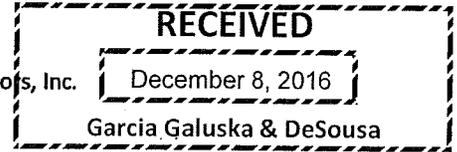
SUB CONTRACTOR PROPOSED CHANGE ORDER # 0005

DATE: December 8, 2016

PROJECT: Old Lincoln School, Brookline

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

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



DESCRIPTION OF CHANGE

MATERIAL

PANEL APG 120/208V

Cutler Hammer(Eaton)

Breakers: Bolt-on

(1) 15A/3P - 22K AIC

(1) 30A/3P - 22K AIC

(2) 30A/2P - 22K AIC

(1) 60A/2P - 22K AIC

(5) 20A/1P - 22K AIC

Basement Panel

QO Panel

Breakers: Bolt-on

(1) 60A/2P - 22K AIC

(1) 20A/2P - 22K AIC

(7) 30A/3P - 22K AIC

SCOPE:

Install missing circuit breakers in basement panel & APG panel

Labor	Hours 2.0		
Licensed Electrician	75.56	\$	151.12
Apprentice	62.18		124.36
	Sub Total	\$	275.48
	Burden 30%		82.65
	Total Labor	\$	358.13
	Material		1,519.71
		\$	1,877.84
	15% Profit		281.68
	Total	\$	2,159.52

Total Change Order \$2,159.52

APPROVAL:

Garcia, Galuska, DeSousa

M-V Electrical Contractors, Inc.

By: _____

By: *Gilbert M. Vieira*

DATE: _____

DATE: 12-27-2016

Town Of Brookline

Contract Coding Approval Form

Department: Public Works

Vendor Name: WasteZero, Inc.

Vendor Number _____ Amount of Contract: \$42,000.00

Contract #: PW17/09

Purpose of Contract:

<p>Description:</p> <p>Multi-year contract for the manufacture, inventory, marketing and distribution of Custom imprinted Plastic Overflow Bags for the Hybrid Pay As You Throw (HPAYT) waste collection system. This amount provides funding for the initial fixed inventory for distribution to local retailers for sale to the public. Revenues from the retail bag sales is returned to the Town monthly.</p>

Coding:

Org #	Org Name *	Acct #	Acct Name	Amount
40004300	Sanitation	523593	Solid Waste Disposal	42,000.00

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

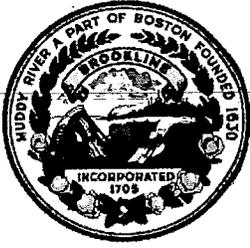
Department Head: *Andrew M. Pappatergiovic* Date: 01/05/2017

Comptroller Approval of Coding and Funds Availability

Funds Available _____
Comptroller

Codes correct _____
Comptroller

Date Approved by Comptroller



TOWN OF BROOKLINE
Massachusetts
DEPARTMENT OF PUBLIC WORKS

Andrew M. Pappastergion
Commissioner

January 5, 2017

Board of Selectmen
Town Hall
Brookline, MA 02445

Dear Board Members:

On January 3, 2017 the Board of Selectmen voted approval of the Hybrid Pay As You Throw (HPAYT) waste collection system proposed by the Department of Public Works that included semi-automated collection of wheeled waste carts and Custom-imprinted Plastic Overflow Bags available for purchase at local retailers. The bags would be available to use for any excess waste that is not able to fit within the selected wheeled cart. The attached contract with WasteZero, Inc. (PW17/09) in the amount of \$42,000 provides initial first order funding for the manufacture of 700 cases of bags (40 rolls per case) and includes the marketing and distribution to local retailers. WasteZero, Inc. will also maintain an adequate inventory to facilitate re-order requests from retailers as their supply diminishes. Proceeds from the retail sale of the bags will be collected by WasteZero and returned to the Town monthly as revenue.

Also attached for your approval is an Agreement with Simple Recycling-Massachusetts (PW17/10) for the curbside collection of used clothing and home goods (referred to as "soft recyclables"). Items included are clothing and textiles, shoes, hats, blankets, pillows, curtains and draperies, small appliances and household electronics. This service is free to both the resident and to the Town and collection will be done on regular trash pick-up days using special plastic bags that will be provided at no charge to residents. If a bag is placed curbside and collected, a new bag will be left at the premises for future use. Across the United States, used textiles account for about 5% of the municipal waste stream or about 82 pounds per person per year. By providing separate collection of these waste products, the Town is able to further reduce our solid waste tonnage for disposal and provide recycling benefits to products that would otherwise end up in the waste stream. An added benefit to this service is that the Town would receive \$20 per ton as revenue for all material collected thereby further reducing our overall waste disposal costs.

The Department of Public Works respectfully requests the Board's approval of both contracts as the next step in the implementation of HPAYT in Brookline.

Sincerely,


Andrew M. Pappastergion
Commissioner of Public Works





TOWN OF BROOKLINE
Massachusetts
DEPARTMENT OF PUBLIC WORKS

Andrew M. Pappastergion
Commissioner

January 5, 2017

Board of Selectmen
Town Hall
Brookline, MA 02445

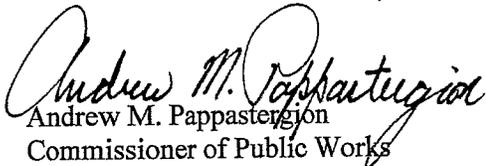
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Sincerely,


Andrew M. Pappastergion
Commissioner of Public Works



D -



simple recycling

FREE CURBSIDE CLOTHING & HOME GOODS RECYCLING PROGRAM

FREE

TURN
KEY

SIMPLE
& EASY

SAVE \$
MAKE \$

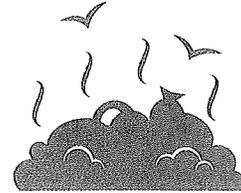
Who is Simple Recycling?

We have over 50 years of experience in clothing & household discard collection

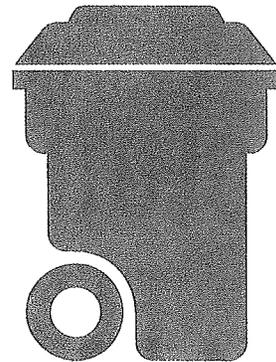
Our sister company manages clothing & household discard donation programs in partnership with non-profit organizations¹

Environmental Impact Facts

Clothing, Appliances, Durables, & Furniture account for 15% of local waste stream



**85% OF TEXTILES
ARE NOT RECYCLED
OR DONATED**



**EPA ESTIMATES
70 LBS./PERSON OF CLOTHING
ARE THROWN AWAY EACH YEAR**

(YOUR CITY'S POPULATION X 70LBS = MILLIONS OF LBS./YEAR)

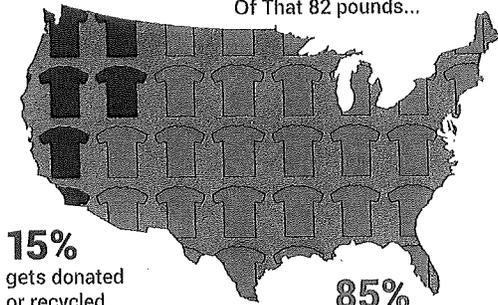
Source:
1. <http://www.wearonaterecycle.org>

THE FACTS ABOUT TEXTILE WASTE

The U.S. generates an average of **25 BILLION POUNDS** of textiles* per year.¹ → That's about **82 POUNDS** per U.S. resident.

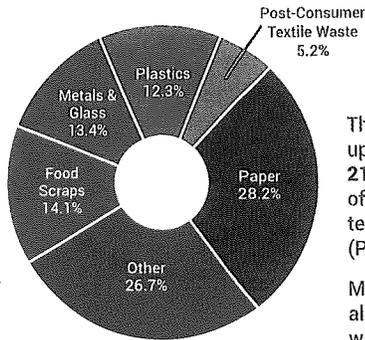
* Textiles include clothing, footwear, accessories, towels, bedding, drapery, etc.

Of That 82 pounds...



15% gets donated or recycled
3.8 billion lbs recovered through donation/recycling; (12 lbs. per person.)

85% goes to our landfills.² (70 lbs. per person)



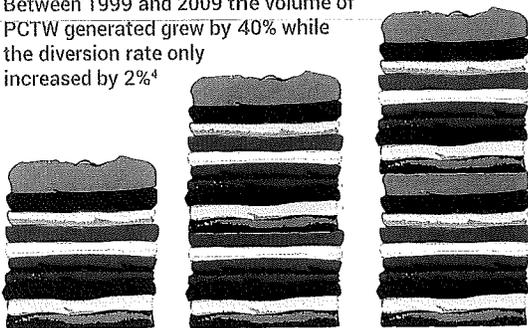
USEPA Municipal Solid Waste Generation

That **85%** adds up to about **21 BILLION POUNDS** of post-consumer textile waste (PCTW) PER YEAR

More than **5.2%** of all municipal solid waste generated in the U.S.³

AND THIS AMOUNT IS GROWING

Between 1999 and 2009 the volume of PCTW generated grew by 40% while the diversion rate only increased by 2%⁴



This Model has been Tested & Proven

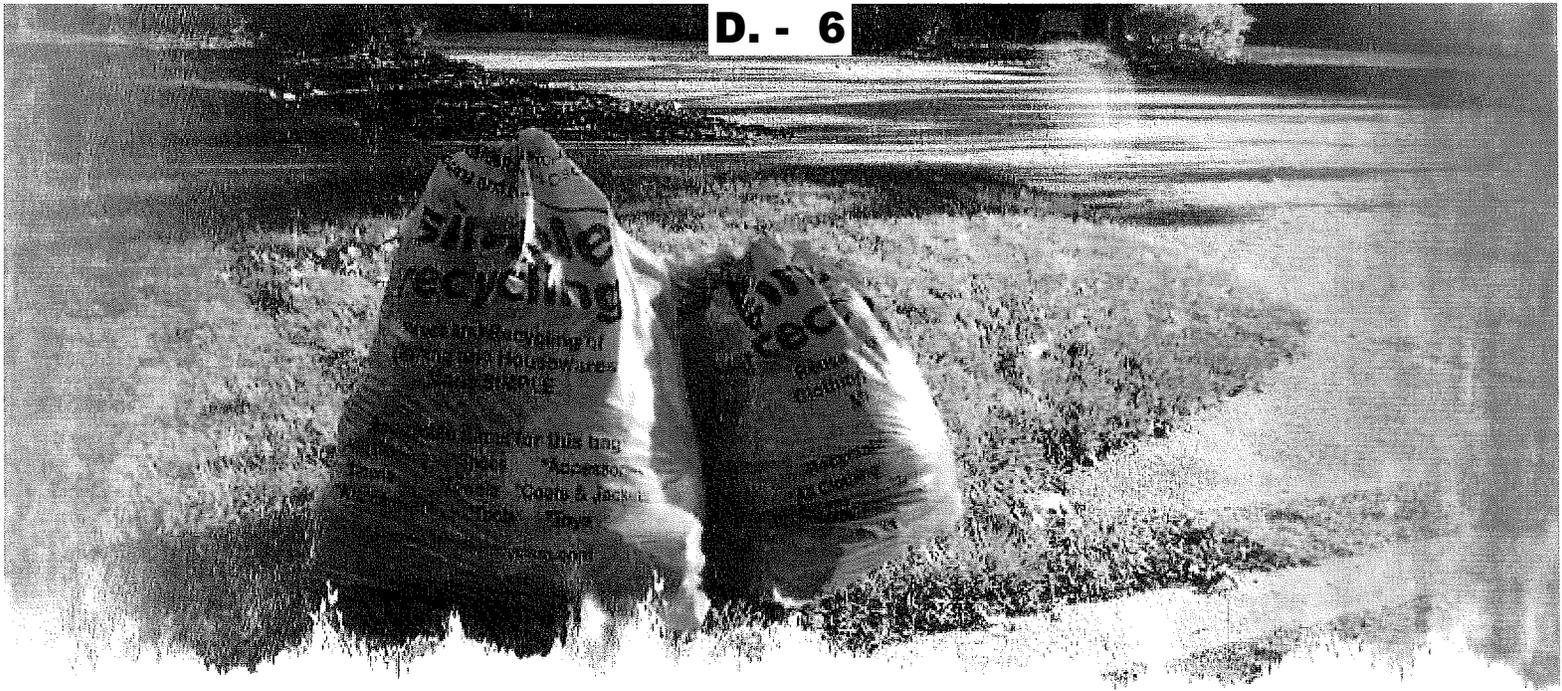
Excerpt from USA Today, April 23, 2013 -

"Clothes recycling is going curbside in more U.S. towns as global prices rise for the used apparel, shoes and linens that Americans often toss in the trash.

Since September, more than a dozen local governments -- in Arizona, Massachusetts, New Jersey, Pennsylvania and Washington State -- have begun curbside pickup of textiles, often in special bags next to bins containing paper and cans."²



Source:
2. <http://www.usatoday.com/story/news/nation/2013/04/20/recycling-clothes-expands-curbside/2092351/>



COST TO YOUR RESIDENTS = \$0
COST TO YOUR CITY = \$0



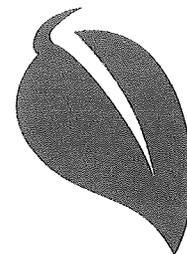
Details & Logistics

Simple Recycling provides:

- Free residential curbside pickup service
- Specially designed recycling collection bags
- All informational materials
- All trucking, pickup expenses & program management
- Local jobs
- All related insurance coverage
- Drop boxes in locations of city's choosing (if desired)

Your city provides:

- Supplemental notification & information to residents

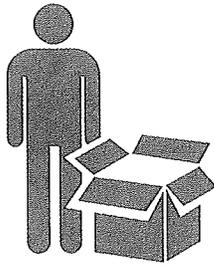


THE LIFE CYCLE OF SECONDHAND CLOTHING



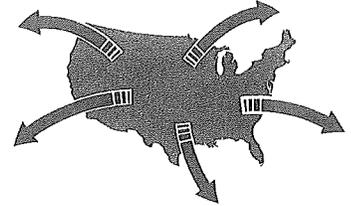
WHAT HAPPENS TO YOUR RECYCLED USED CLOTHING?

Once a resident determines that their clothing, shoes, handbags, or household textiles have reached the end of their useful life, materials are collected by Simple Recycling and collected clothing is sorted and graded for condition.



45%

Reused and Repurposed
Majority exported as secondhand clothing.



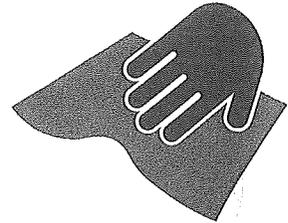
10-20%

Top quality materials are sold to local thrift stores where they create access to low cost clothing and jobs for local residents.



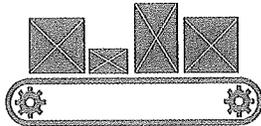
30%

Recycled and Converted
Reclaimed wiping rags are used in various ways as industrial and residential absorbents.



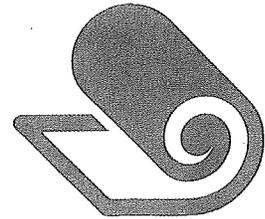
80%

The vast majority of clothing collected is not resaleable in the U.S. so it is further sorted for international export or broken down for raw materials.



20%

Recycled into Fiber
Post-consumer fiber is used to make home insulation, carpet padding, and raw material for the automotive industry.



Only 5% ends up as waste.

Thrift industry employs nearly 100,000 workers in the U.S. with over \$1 billion wages paid. In addition, private sector recyclers create an additional 15,000 to 20,000 jobs nationally.¹

WE MAKE IT SIMPLE TO DRAMATICALLY REDUCE TEXTILE WASTE.

Source:
1. "Textile Recycling in the U.S." Report submitted to SMART by Dr. Jana Hawley PhD, Univ. of Missouri 2009



Textile Recycling Fact Sheet

You and your students are probably used to recycling aluminum, paper, glass, and other items. But did you know that clothing and other textiles can be recycled too? Here are some textile recycling facts to share with your class:

The basics

- The Environmental Protection Agency estimates that the average person throws away **70 pounds** of clothing per year. That adds up to **3.8 billion pounds of unnecessary waste added to our landfills**.
- Clothing and household textiles currently make up **5.2% of the waste in landfills**.
- A textile is any item made from cloth or an artificial fabric like vinyl. Textiles are used for clothing, linens, bedding, upholstery, curtains, carpets, and other items. **Any textile item, even if it's worn, torn, or stained, can be recycled.** You can even recycle a single shoe! Items simply need to be clean and dry.
- Recycling clothing and textiles **decreases the use of natural resources**, such as water used in growing crops and petroleum used in creating new clothing and textiles. It also decreases the need for chemicals used in manufacturing new textiles and the pollution caused by the manufacturing process.

How are recycled textiles used?

- Resold at charities' secondhand clothing stores
- Sent to developing countries
- Turned into wiping cloths, which are used in a variety of industries and businesses (everything from manufacturers to repair shops, construction industries, stores, and maintenance and custodial departments)
- Processed back into fibers and turned into paper, yarn, insulation, carpet padding, and other items

Where can clothing and textiles be recycled?

If your town doesn't accept textiles with other recyclables, donate your items to a local recycling center or charity. **Nearly 100% of donated items are recycled.** The recycling center or charity will determine which items are usable as clothing, which can be sold and turned into wiping rags, and which can be sold and processed back into fibers to make new products. Charities and recyclers generate revenue for their programs, and textiles get a second (or third or fourth) life. To locate a donation center near you, visit www.smartasn.org.



More Textile Recycling Facts

What are specific textiles recycled into?

Here are a few examples:

- Stuffed toys and pillows become car seat stuffing and automobile insulation.
- T-shirts, sheets, towels, and clothing become wiping cloths.
- Denim becomes home insulation.
- Shoe soles become paving material.
- Sweaters and coats become carpet padding.
- Curtains and drapes become stuffing for pillows, sleeping bags, and animal beds.
- Wool sweaters and materials become baseball and softball filling.
- Velvet materials become jewelry box lining.
- Leftover fabric scraps become paper money.

Additional resources

- *Something From Nothing* by Phoebe Gilman (Scholastic, 1992); geared for students from preschool to grade 3, this adaptation of a Yiddish folktale follows a piece of fabric as it goes from a baby blanket to a jacket to a vest to a tie, and so on.
- *The Travels of a T-Shirt in the Global Economy* by Pietra Rivoli (John Wiley, 2005); good source of background information about what happens to used clothing.
- *Salaula: The World of Secondhand Clothing and Zambia* by Karen Tranberg Hansen (University of Chicago Press, 2000); good source of information about the used clothing industry in Africa.

Wastes - Resource Conservation - Common Wastes & Materials



Recent Additions | Contact Us | Search: All EPA This Area

You are here: [EPA Home](#) » [Wastes](#) » [Resource Conservation](#) » [Common Wastes & Materials](#) » [Textiles](#)

Textiles

Fleece, flannel, corduroy, cotton, nylon, denim, wool, and linen. What can you do with these fibers when you're finished wearing them, sleeping on them, or draping them over your windows? One way to benefit both your community and the environment is to donate used textiles to charitable organizations. Most recovered household textiles end up at these organizations, who sell or donate the majority of these products. The remainder go to either a textile recovery facility or the landfill.

Just the Facts

- An estimated 13.1 million tons of textiles were generated in 2011, or 5.2 percent of total municipal solid waste (MSW) generation.
- An estimated 13.9 percent of textiles in clothing and footwear and 17.6 percent of items such as sheets and pillowcases was recovered for export or reprocessing in 2011.
- The recovery rate for all textiles was 15.3 percent in 2011, 2.0 million tons.

Collecting Textiles

Textiles typically are not sorted at the point of collection, but keeping them clean and free from moisture is important. Once clothes get wet, stained, or mildewed, they cannot be sold for reuse. To prevent contamination, many charities offer enclosed drop-off boxes for clothing or other fabrics. Communities with curbside collection for textiles should educate donors on how to properly bag clothing.

Recycling Textiles

Textile recovery facilities separate overly worn or stained clothing into a variety of categories. Based on data from the Council for Textile Recycling, it was estimated that 1.3 million tons of textiles in clothing were recovered for recycling in 2009. Some recovered textiles become wiping and polishing cloths. Cotton can be made into rags or form a component for new high-quality paper. Knitted or woven woollens and similar materials are "pulled" into a fibrous state for reuse by the textile industry in low-grade applications, such as car insulation or seat stuffing. Other types of fabric can be reprocessed into fibers for upholstery, insulation, and even building materials. Buttons and zippers are stripped off for reuse. Very little is left over at the end of the recycling process. The remaining natural materials, such as various grades of cotton, can be composted.

[Top of Page](#)



More Textiles Information

The Secondary Materials and Recycled Textiles (SMART) Association [EXIT DISCUSSION](#) is working to increase the amount of textile waste that can be recovered while developing new uses, products and markets for products derived from pre-consumer and post-consumer textile waste.

The Oklahoma Cooperative Extension Service has created a fact sheet on household textile and apparel recycling (PDF) (4 pp, 1.6MB, about PDF) [EXIT DISCUSSION](#).



[Wastes Home](#)
[Resource Conservation Home](#)

[Common Wastes and Materials Home](#)
[Consumer Electronics](#)
[Household Hazardous Waste](#)

[Paper](#)
[Scrap Tires](#)
[Used Oil](#)

[Information Resources](#)
[Laws & Regulations](#)
[Educational Materials](#)



TOWN (E. - 1) KLINE
APPLICATION FOR A PERMIT TO SELL ALCOHOLIC BEVERAGES ON
TOWN PROPERTY (WINE AND BEER ONLY)

Date December 8, 2016

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

Annual Museum Members' 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 28h day of January, 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: Treasurer 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?
5 cases each wine and beer

2) What is the maximum number of people to attend? 130

3) What is the age group of people to attend? 45

4) Are you charging an admission fee? YES

5) Are you charging for alcoholic beverages? YES

6) Is the event open to the public? YES

7) Are tickets to the event available for purchase? YES

E. - 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. Premier Bartending (781) 223-5001

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
<u>Karen Hasenfus</u>	<u>58 Chester Avenue</u>	<u>Dedham MA</u>	<u>09/29/1954</u>
(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

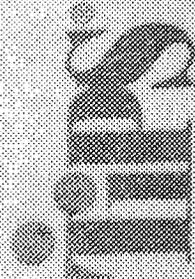
Name Printed

Title (if on the behalf of an Organization)

Address

Telephone number(s)

Email address(es)



eTIPS On Premise 2.0

XXX-XX-XXXX

7/8/2015

SSN:

7/8/2018

Expires:

4030922

XXXXXXXXXX

ID#:

D.O.B.:

Anthony J Pericolosi
1313 Washington St Apt 308
Boston, MA 02118-2153

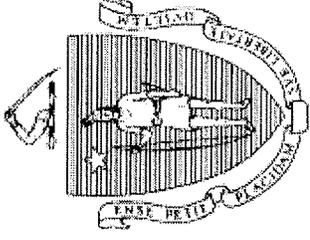
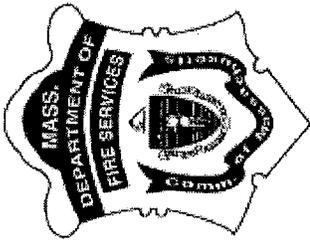
For service visit us online at www.gettips.com

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 #: rO8c40a7pBHVBtU

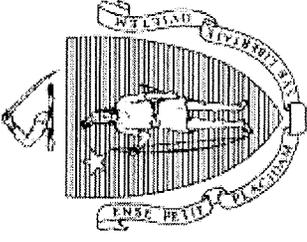
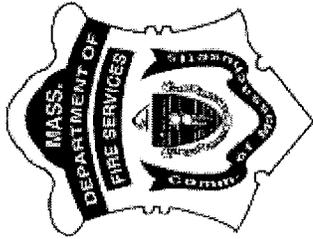
Stephen D. Coan
State Fire Marshal

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



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 License – Sale

Date: January 2nd, 2017

Sir,

Larz Anderson Auto Museum, through Events Manager Karen Hasenfus, has applied for a Temporary Section 14 One Day Wine and Malt Beverages License (sale) for an Annual Museum Member's Party to be held on Saturday, January 28th, 2017 between 530pm and 11pm.

Karen Hasenfus [REDACTED] and/or Sylvia Passley-Harris [REDACTED] 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. A Crowd Manager Certificate was submitted.

This event is open to the public and there is an admission charge for this event. There will be a charge for alcoholic beverages. Organizers are expecting no more than one hundred thirty (130) guests to attend. All alcoholic beverages at this event will be served by bartenders provided by Premier Bartending and Beverage Service. Premier Bartending and Beverage Service employ certified bartenders who will be dispensing the alcoholic beverages and checking guest's identification. Available to the guests will be five cases of both wine and beer.

Premier Bartending and Beverage Service submitted a copy of their bartender's TiPS certification. A copy of their Certificate of Liability specifically listing the Town of Brookline as a named insured has been submitted.



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
APPLICATION FOR A TEMPORARY WINE AND MALT ALCOHOLIC
BEVERAGES SALES LICENSE

Date: 12/13/16

I hereby make application for a TEMPORARY ALCOHOLIC BEVERAGE LICENSE
for the purpose of selling and dispensing WINE AND MALT alcoholic beverages
permitted by law at a

Retirement Celebration

(state whether meeting, banquet, concert, picnic, wedding, etc.)

which is to be held by Trends of Brookline Public Health - to be held at:

(Name of Organization)

Brookline Teen Center - 40 Aspinwall Ave Brookline MA 02446

(Address of Organization)

a Not-for-profit organization, on the 25th day of January, 2017

between the hours of 6-8 pm at the following described place:

[NOTE: Under state law, temporary licensees may not sell alcoholic beverages between
the hours of 2 a.m. and 8 a.m.]

State law permits issuance of a temporary license to sell alcohol only to the responsible
manager of an organization.

The above organization represents and warrants that the following individual is the
organization's responsible manager: 2 Managers

1) Name: Elmon Hendrickson Address: 11 Pierce St Brookline MA 02445

Title: Crowd Manager Date of Birth: 9/15/61

Telephone number(s) (24-hour contact information): 617-730-2214

Email address(es): E.Hendrickson@brooklineMA.gov

2) Patrick Maloney - Crowd Manager - 11 Pierce St Brookline MA 02445 9/22/56 617-730-2303
Complete name and address of officer of the organization applying:

* Name: Cheryl Lefman Title: Officer Address: 11 Pierce St Brookline MA 02445

* Name: Rosalie Hermes Title: Officer Address: 11 Pierce St Brookline MA 02445

* Name: Athony Schmitt Title: Troster Address: 11 Pierce St Brookline MA 02445

* Friends of Brookline Public Health Board Members

1) How many cases or barrels, etc. of malt or wine beverages are to be available for sale?

1 - Case of wine 2 - Cases of beer (MALT)

2) What is the maximum number of people to attend? 100

3) What is the age group of people to attend? 16 - 90 years old

4) Are you charging an admission fee? Yes - Donation

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

Boston's Best Bartending Service Inc - 42 Temple St.
Newburyport MA, 01950 - Certified Server, Thomas Ryan

6) 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. (PLEASE ATTACH DOCUMENTATION PERTAINING TO SUCH CERTIFICATION OR TRAINING.):

Thomas Ryan - Serv Safe Alcohol Cert # 13394521 (Cert Attached)

* *

7) If any attending are under age 21, what method will be used to check I.D. 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?

Entrance Check in table with staff. Persons > 21 years old phoning to consume will be stamped. Persons without a stamp cannot be served alcoholic beverages.

8) Will a police detail or other types of security be provided? Certified Crowd Manager to be present

If "Yes" what type and how many? 1 - Certified Crowd Manager (Certificate Attached)

Note: Police details are arranged for by contacting the Brookline Police Department.

9) If different from the responsible manager identified above, please state the name, address, age, and 24-hour contact information of the official, employee, or representative of the organization who will be physically present at the event and who has been duly authorized by the organization to be responsible for supervising the event to ensure compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and maintenance of order and decorum:

(Name) (Address) (Date of Birth)

Telephone number(s) (24-hour contact information):

Email address(es):

10) Does the organization have a pending application for a liquor license as a common victualler, innholder or club? Is the premises for which a temporary license is sought already the subject of a liquor license? Yes No

* * Stamp to be used

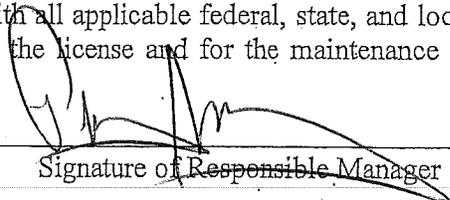


If the answer is yes to either question, please detail: _____

11) Please describe the portion(s) of the premises where the sale, storage and/or furnishing of alcohol will take place, including a specification and description of all indoor and outdoor portions of the premises (e.g., in the case of a function, table areas, bars, dance floors, tented area, etc.): 1. Serving stations inside facility.
1 table will be used for service.

Town Property Use: In the event that the applicant seeks to use a Town property in connection with the event that is the subject of this application, this application must be accompanied by proof that the applicant has secured, and that there is in effect during the period of time for which the license is sought, a general liability policy naming the Town as an 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 organization and its officers, employees, agents and representatives absolve the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's proposed use. By signing this application, the organization agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the use, and agrees to indemnify the Town for any expenses the Town incurs in restoring the property to its condition prior to the use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use.

Certification: I certify that I, as the responsible manager of the organization, have been duly authorized to apply for this license on behalf of the organization, and that I will be responsible for the organization's compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and for the maintenance of order and decorum at the event.



Signature of Responsible Manager

Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Senior Vice President, National Restaurant Association Solutions



ID # 12432430
CARD # 13394521

ServSafe Alcohol® CERTIFICATE



THOMAS RYAN

NAME

3/28/2018

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

NOTE: You can access your score and certification information anytime at [www.servsafe.com](#) with the class number provided on this form.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at 1-800-551-7373 or [www.servsafe.com](#)

©2015 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF National Restaurant Association and the NRAEF logo is a trademark of the National Restaurant Association. M102901 v.14102

Sherman Brown
Senior Vice President, National Restaurant Association Solutions

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

In Alaska you must laminate your card for it to be valid.

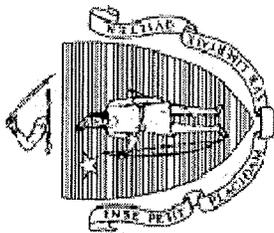


Commonwealth of Massachusetts

Executive Office of Public Safety and Security

Department of Fire Services

Office of the State Fire Marshal



Certificate of Completion

This certifies that

Elmon Hendrickson

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

Date issued: November 16, 2016

Expires: November 16, 2019

Certificate #: PnU07ffZ4XINV0d

Peter Ostroskey

State Fire Marshal



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 Tarpey Insurance Group 442 Water St PO BOX 567 Wakefield MA 01880-4667		CONTACT NAME: Corinne Rescigno PHONE (A/C, No, Ext): (781) 246-2677 FAX (A/C, No): (781) 224-0973 E-MAIL ADDRESS: corinne@tarpeyinsurance.com																						
INSURED Boston's Best Bartending Service, Inc., DBA: 42 Temple Street Newburyport MA 01950		<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A</td> <td>Mt Vernon Fire Insurance Co</td> <td></td> </tr> <tr> <td>INSURER B</td> <td>Safety Indemnity</td> <td>33618</td> </tr> <tr> <td>INSURER C</td> <td>Travelers AR</td> <td></td> </tr> <tr> <td>INSURER D</td> <td>General Star Indemnity</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Mt Vernon Fire Insurance Co		INSURER B	Safety Indemnity	33618	INSURER C	Travelers AR		INSURER D	General Star Indemnity		INSURER E:			INSURER F:		
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INSURER D	General Star Indemnity																							
INSURER E:																								
INSURER F:																								

COVERAGES **CERTIFICATE NUMBER:** 16-17 wc **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	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:		CL2701819	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		6205807	3/2/2016	3/2/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist BI split \$ 20,000
A	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$		XL2557127	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
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	6KUB0494M44416	10/18/2016	10/18/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	LIQUOR LIABILITY		TMA840615B	9/1/2016	9/1/2017	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Event: January 25, 2017
 Guests: 100
 Additional insured: Town of Brookline

CERTIFICATE HOLDER Brookline Teen Center 40 Aspinwall Ave Brookline, MA	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 Rebecca Berube/REBECC



BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

DANIEL C. O'LEARY
CHIEF OF POLICE

To: Chief Daniel O'Leary

From: Lieutenant Derek Hayes

Re: Friends of Brookline Public Health – Retirement Celebration, 01-25-17
One Day License

Date: January 2nd, 2017

Sir,

Friends of Brookline Public Health have applied for a Temporary Wine and Malt Beverages License for a Retirement Celebration scheduled for Wednesday, January 25th, 2017 between 6pm and 8pm. The event will be held at the Brookline Teen Center located at 40 Aspinwall Ave.

Elmon Hendrickson [REDACTED] Phone [REDACTED] will be the responsible manager 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. A Crowd Manager Certificate was submitted.

This event will have available to attendees over the age of 21 years, wine and malt beverages to be served by TIPS certified staff provided by Boston's Best Bartending Service. A copy of the bartender's TIPS certification was provided. Available for sale will be two cases of beer and one case of wine.

I see no reason to deny this application.

Respectfully Submitted,

Lieutenant Derek Hayes





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

(617) 730-2200
FAX: (617) 730-2054
www.BrooklineMA.gov

MELVIN A. KLECKNER
Town Administrator

January 10, 2017

Massachusetts Cultural Facilities Fund Grant Program
Massachusetts Cultural Council
10 St. James Avenue, 3rd floor
Boston, MA 02116-3803

To: Jay Paget, Program Director
Carolyn MacLeod, Program Officer

Subject: Grant Recommendation – Brookline Arts Center, 86 Monmouth Street

Dear Mr. Paget,

We understand that the Brookline Arts Center (BAC) is applying for a matching grant to improve the functionality, accessibility, and capacity of their facility for classes and public events. They will also be investing in the building envelope to preserve the building and maintain its historic structure. The Town of Brookline strongly supports this request.

The BAC has been part of the Brookline community for over fifty years. The BAC is a visual arts center set in a historic fire house providing art classes for all ages. They provide valuable outreach programs by partnering with Brookline Public Housing, Brookline Early Education Program's Parent Child Home Program, Brookline Community Mental Health Center, Brookline High School, Brookline Teen Center, and Brookline Open Studios. The BAC also hosts the Gadsby awards with all 8 Brookline elementary schools participating and exhibiting their work during a community presentation.

With a focus on Art, Artists, and Community the BAC is a valuable cultural asset to the Town of Brookline. The Board of Selectmen is pleased to fully support their efforts to improve their facility.

Sincerely,

Neil Wishinsky
Chairman



TOWN of BROOKLINE
Massachusetts

BUILDING DEPARTMENT

Charles A. Simmons
Director of Public Buildings

January 4th, 2017

Massachusetts Cultural Facilities Fund Grant Program
Massachusetts Cultural Council
10 St. James Avenue, 3rd floor
Boston, MA 02116-3803

To: Jay Paget, Program Director
Carolyn MacLeod, Program Officer

Subject: Grant Recommendation – Brookline Arts Center, 86 Monmouth Street

It is my understanding that the Brookline Arts Center (B.A.C.) will be applying for matching grants with the M.C.C for improvements to the B.A.C.

The Town of Brookline whole-heartedly supports this request.

The B.A.C. has been part of the Brookline community for over fifty years. They presently have a long term lease with the Town through the year 2040. They have committed themselves to a short and long term plan to maintain our building, formerly known as Fire Station no. 3. The B.A.C. is responsible for all maintenance, repairs and capital improvements to the building. Over the years they have met this obligation by such building improvements as painting, electrical upgrades, boiler upgrades, roofing and gutter replacement plus many more modifications to help with the function of their program within the building.

The B.A.C. provides a valuable service to the Town of Brookline with their Arts program. For the local residents this is a great asset.

The Town stands behind the Brookline Arts Center and its endeavors. If you should need any further information, please feel free to contact me.

Sincerely,

Charles A. Simmons
Director of Public Buildings

Cc: Sarah Fujiwara, Executive Director Brookline Arts Center
333 Washington Street, Room 311; Brookline, Massachusetts 02445
Tel: (617) 730-2420 Fax: (617) 730-2187
Email – csimmons@brooklinema.gov
Website – www.brooklinema.gov



TOWN of BROOKLINE
Massachusetts

**FIRE DEPARTMENT
HEADQUARTERS
PUBLIC SAFETY BUILDING**

Keith Flaherty
Acting Chief of Operations

350 Washington Street
PO Box 470557
Brookline MA 02447-0557
Tel:617-730-2272
Fax:617-730-2391
www.brooklinema.gov

Mr. Mel Kleckner
Town Administrator
Board of Selectmen
333 Washington Street
Brookline MA 02445-6853

January 3, 2017

Dear Mel,

On Tuesday, January 10th, I would like to ask the Board to extend a conditional offer of employment to Kyle Ward. The Board has already authorized his hiring in 2016 however Mr. Ward was activated in the National Guard. He will be able to attend the drill academy that will likely be held in early April.

Thank you,

Keith Flaherty
Acting Chief of Operations

Selectmen's Committee on Senior Tax Policy

Name	Affiliation	Skill Set
Ben Franco	BoS	Selectman
Frank Caro	Senior Advocate, TMM Pct. 10	
Harold Peterson	Board of Assessors	Tax Policy
Jeff Kushner	TMM Pct. 14	Financial Analysis
Neil Gordon	AC, TMM Pct. 1	
Sandy Spector	Resident, Senior Tax Work Off Program Participant	Practical Experience
Susan Granoff	Senior Advocate, TMM Pct. 7	

Charge of Selectmen's Committee on Senior Tax Policy

The charge of the committee shall be:

- 1) To evaluate residential property tax relief for low and moderate income senior homeowners. The Committee may accomplish this by:
 - Reviewing information about Brookline's residential taxpayers to understand the current, and possible future, composition of the residential taxpayer base, including the number of low and moderate income senior homeowner taxpayers;
 - Evaluating the effectiveness and adequacy of statutorily available tax relief programs for low and moderate income senior homeowners and, as needed, offering improvements to the implementation of the programs in Brookline;
 - Investigating the efforts of peer Massachusetts communities to provide residential tax assistance to seniors and determining the effectiveness and appropriateness of adoption of similar programs and policies by Brookline; and
 - Considering the creation of innovative programs that could be implemented to assist senior homeowners with low and moderate incomes.
- 2) To develop appropriate policy recommendations, proposals for adjustment to local implementation of statutorily provided residential tax assistance programs for senior residential taxpayers with low or moderate incomes, suggestions for new tax assistance programs that would benefit senior residential taxpayers with low or moderate incomes, and draft of warrant articles necessary to implement the committee's recommendations.
- 3) To provide to the Board of Selectmen by no later than August 3, 2017 a report of the information the committee has gathered and its recommendations.
- 4) In carrying out its charge the committee shall at all times be mindful that granting additional relief to low and moderate income senior homeowners will increase the burden on other groups of taxpayers.

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Town of Brookline

Massachusetts

**Department of Planning and
Community Development**

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442
TTY (617) 730-2327

Alison Steinfeld
Director

To: Board of Selectmen
From: Andy Martineau, Economic Development and Long Term Planner
CC: Alison Steinfeld, Kara Brewton
Date: January 6, 2017
Re: Proposed Coolidge Corner Study Committee

Attached please find for your review a list of recommended members and a proposed charge for the Coolidge Corner Study Committee. The formation of this Selectmen's Committee is being considered in response to two mixed-use redevelopment proposals, including one by Fallon Company related to 1200 Beacon Street (Holiday Inn) and another by Chestnut Hill Realty proposed as an alternative to the Chapter 40B residential development they have proposed for the site of the Waldo and Durgin garages.

Both developers have been invited to present their proposals at a public meeting co-hosted by the Economic Development Advisory Board and Housing Advisory Board on January 9, 2017 at 7:00 pm, Town Hall, Selectmen's Hearing Room.

If appointed, it is anticipated that the Committee would begin meeting in late January.

COOLIDGE CORNER STUDY COMMITTEE CHARGE

Committee Charge

The charge of the Coolidge Corner Study Committee (CCSC) is to review and analyze existing conditions, zoning, parking requirements, design guidelines, shadow studies, and other land use planning tools that affect the parcels located at 1200 Beacon Street ("Holiday Inn"), and 8-10 Waldo Street, 10-18 Pleasant Street and 16 John Street ("Waldo/Durgin").

The CCSC is to report back to the Selectmen at least one month prior to the close of the fall 2017 Town Meeting warrant, with recommendations, which may include potential zoning amendments that would permit appropriate mixed-use redevelopment projects, while mitigating impacts on adjacent neighborhoods.

The CCSC shall review and analyze the redevelopment potential of the parcels ("the Sites") referenced above, including the mixed-use proposals to be presented at a January 9, 2017 meeting between the Economic Development Advisory Board (EDAB) and Housing Advisory Board (HAB). The proposals will be presented by Fallon Company ("Fallon") related to the Holiday Inn site and by Chestnut Hill Realty ("CHR") as an alternative to their proposed Chapter 40B residential development related to the Waldo/Durgin site.

The Sites are two of the largest in the Coolidge Corner Commercial District and are both located on prominent corner lots. Any redevelopment at either of the Sites will have a significant impact on the surrounding neighborhoods. Therefore, the CCSC shall engage with Fallon and CHR ("the Developers") to review and gather information with respect to the Sites and their proposals ("the Projects"), as they may be modified including, but not necessarily limited to:

- Conceptual building massing
- Public realm enhancement and Open Space creation/connectivity
- Environmentally friendly design elements and materials
- Existing zoning
- Legal considerations
- Locations, size, and design of parking facilities
- Physical and economic conditions
- Financial feasibility
- Feasibility of uses including those proposed by the Developers
- Historic preservation
- Transportation
- Synergy with other potential mixed-use redevelopments in the district
- Public benefits proffered to the Town
- Net fiscal impact to the Town

In addition, the CCSC shall review and analyze the connectivity and synergy of the Sites and the Projects with the Beacon Street and Harvard Street roadways, existing uses within the Coolidge Corner commercial district and the character of the surrounding neighborhoods.

COOLIDGE CORNER STUDY COMMITTEE CHARGE

Authorization

The CCSC shall be authorized to work with the Planning Director, Alison Steinfeld and/or her designee(s), members of EDAB, HAB as well as Town Counsel, and designated Selectmen regarding proposed terms for a Memorandum of Agreement with either Developer to address design, financial, operational, environmental and other matters relative to their respective projects and the Sites so that the net results benefit both the Town and the Developers. The Committee shall also solicit feedback from the general public during its deliberations.

The CCSC should be mindful of the design work typically undertaken by the Planning Board and their designated Project Review Team or Design Advisory Team that would follow any zoning change recommendations.

Goal

The CCSC will have a goal of presenting its findings to the Board of Selectmen, Planning Board, EDAB, HAB and the Zoning Bylaw Committee and submitting its final report and recommendations to the Selectmen at least one month prior to the close of the fall 2017 Annual Town Meeting warrant in order that its recommendations for any zoning amendments, design guidelines, and related agreements, are timely filed and/or approved, and appropriate plans are in place to address mitigation of any adverse impacts on adjacent neighborhoods and commercial areas.

Name	Affiliation	Skill Set
Alan Christ	EDAB, TMM	Architect
Amy Anthony	Neighbor	Planner
Anne Meyers	EDAB	Development
Catherine Donaher	Neighbor	Planner
Derrick Choi	EDAB	Architect
Frank Caro	Neighbor, TMM	
Jonathan Cutler	TMM	Architect
Kathy Murphy	Neighbor	Attorney
Ken Lewis	EDAB, TMM	RE Finance
Lauren Bernard	Neighbor, TMM	
Linda Hamlin	Planning Board	Architect
Linda Olson Pehlke	Neighbor, TMM	Planner
Maura Toomey	Neighbor, TMM	
Neil Wishinsky	BOS	Selectmen
Peter Kleiner	2012 Waldo/Durgin Comm, Preservation Comm	Preservation Arch
Roger Blood	HAB, TMM	Affordable Housing
Sergio Modigliani	Neighbor, former PB	Architect
Steve Kanes	AC, former Planning Board	Attorney

**Charge to the Kent/Station Street Parking Lot
Affordable, Age-Restricted Housing Committee**

The Committee will develop a proposal for suitable Air Rights development of Affordable Senior Housing over the Kent/Station Street Parking Lot, with retention of the public parking on the site.

In this process the Committee will:

1. Assemble available information and data relevant to the potential for such development of the site including, without limitation, environmental conditions, history, zoning limitations, and any legal/title considerations.
2. Consult with Town Counsel to learn about the legal issues associated with Air Rights developments and to find a process or processes by which such development might occur.
3. Recommend criteria by which any proposal for the development of the site as affordable senior housing could be evaluated, including, without limitation, design objectives, ownership structure, project funding options, neighborhood concerns, parking and traffic considerations, affordability goals, age restrictions, open space, streetscape improvements, and carbon footprint and sustainability goals for energy usage.

In formulating its recommendations, the Committee shall hold public hearings as necessary, with a minimum of one. The Committee will report to the Board of Selectmen by or before August 30, 2017. If then authorized by the Board of Selectmen, the Committee may oversee the draft of a Request for Proposals for other mechanism for the soliciting of development proposals and to review and rank any proposals that are received or it may assist the Town's Housing Advisory Board in carrying out these functions.

ARTICLE 34

THIRTY FOURTH ARTICLE

Submitted by: Henry Winkelman, Kenneth Goldstein

TO SEE IF THE TOWN WILL ADOPT THE FOLLOWING RESOLUTION:

Whereas, the Town of Brookline has committed to taking meaningful actions toward becoming a more age-friendly community;

Whereas, the aging of the baby boom population cohort has created a need for a substantial expansion of Brookline’s supply of housing for seniors;

Whereas, Brookline’s need for more affordable housing for seniors with low and moderate incomes is already acute;

Whereas, senior citizens benefit from living within walking distance of public transit, services, shopping, and cultural resources;

Whereas, Brookline Village is a pedestrian friendly location that meets the living needs of seniors, including those who do not own an automobile;

Whereas, the Town’s municipally-owned parking lots offer an opportunity for attractive air rights development of senior housing, including for low and moderate income households; and

Whereas, the public process leading to the Town’s Housing Production Plan identified Town-owned municipal parking lots, including the Town-owned site situated between Station and Kent Streets in Brookline Village as a suitable location for affordable senior housing development;

THEREFORE, be it resolved, that Town Meeting urges the Board of Selectmen, the Planning Board and the Housing Advisory Board to pursue a suitable air rights development of age-restricted affordable, mixed-income housing over the existing Town-owned parking lot in Brookline Village situated between Kent and Station Streets across from the Brookline Village MBTA station (Parcel No. 140-05-00);

And act on anything relative thereto.

PETITIONER’S ARTICLE DESCRIPTION

Article 34 is a non-binding Resolution submitted by petition that asks the Board of Selectmen, the Planning Board and the Housing Advisory Board to pursue the required steps to pursue on behalf of the Town an appropriate development of affordable or

November 17, 2016 Special Town Meeting

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mixed-income senior housing. This development will utilize the available air rights over the existing Town-owned Kent-Station Street parking lot. The development will front onto Kent Street and Station Streets, opposite the Brookline Village MBTA station.

In 2012, Brookline made a multi-year commitment to becoming a more age-friendly community by joining the World Health Organization's Age-Friendly City initiative. Brookline was the first municipality in New England to join the initiative.

As set forth in the Resolution's preamble, the growing number of 'baby-boomer' retirees in Brookline is increasing an already-acute need for senior housing in Brookline. Aging baby boomers are the most rapidly growing segment of Brookline's population. According to analysis of U.S. Census data by the Brookline Community Foundation, the cohort between 55 and 65 years of age grew in numbers by 40 percent in the past decade. The need for affordable housing for seniors of low and moderate incomes is particularly acute. According to the Brookline Community Foundation's analysis of U.S. Census data, a majority of senior renters (over 60 percent) are rated as housing cost-burdened because they pay more than 30 percent of their income for housing. (Half of Brookline seniors are renters.) There are approximately 1,200 senior-headed rental households in Brookline that are housing cost-burdened.

An extensive process of public engagement between Town officials and citizens in the first half of 2016 acknowledged the Town's need for more age-restricted senior housing as well as the suitability of Town-owned parking lots near commercial areas for potential creation of senior housing using air rights above the existing parking facilities.

The Kent-Station Street location, with its proximity to public transit, shopping, eating facilities, and Town government offices was identified as a good example of locations having a positive potential for the creation of more age-restricted housing, including affordable rental housing units.

SELECTMEN'S RECOMMENDATION

Article 34 is a non-binding Resolution submitted by petition that seeks to compel the Board of Selectmen, Planning Board and the Housing Advisory Board to pursue the development of a senior citizen restricted affordable housing project over the current Town owned parking lot at Kent and Station Streets. The proposal would retain the existing municipal parking capacity at this location by building the housing project over the lot using "air rights".

The Board of Selectmen agrees with the demonstrated need to develop additional affordable senior housing in Brookline as documented in the recent Housing Production Plan. The Board also believes that the use of municipally owned property can be a cost effective and productive way to develop affordable housing, as was demonstrated at the

new Olmstead development on Town owned land on Fisher Hill. There is some concern that the identification of a single Town owned parcel (the Kent and Station Street lot) limits the consideration of the best possible site for the project, especially given that the Town is planning to conduct a comprehensive "Strategic Asset" study of all municipally owned property and facilities. However, an effort by the Advisory Committee to expand the potential sites for this housing development to include Town owned properties in North Brookline was rejected by the Town Moderator as being beyond the scope of the original Warrant Article. The Board is also sensitive to the demands of staff in the Planning and Community Development department, who are currently consumed with multiple Chapter 40B housing development proposals and involved in the planning for the 9th Elementary School. For this reason, and because of the complexity of planning an air rights development with a private partner, it is expected that this study would be contracted for with a Selectmen's Committee, possibly with an outside consultant. It is anticipated that this study would be funded from the Affordable Housing Trust Fund.

At their meeting on October 25, 2106, the Board voted unanimously to recommend FAVORABLE ACTION on Article 34 with a minor amendment. Under the Therefore clause, the Board voted to substitute the words "develop a proposal" for the word "pursue", to read as follows;

THEREFORE, be it resolved, that Town Meeting urges the Board of Selectmen, the Planning Board and the Housing Advisory Board to develop a proposal for a suitable air rights development of age-restricted affordable, mixed-income housing over the existing Town-owned parking lot in Brookline Village situated between Kent and Station Streets across from the Brookline Village MBTA station (Parcel No. 140-05-00).

The full motion is as follows:

VOTED: THAT THE TOWN WILL ADOPT THE FOLLOWING RESOLUTION:

Whereas, the Town of Brookline has committed to taking meaningful actions toward becoming a more age-friendly community;

Whereas, the aging of the baby boom population cohort has created a need for a substantial expansion of Brookline's supply of housing for seniors;

Whereas, Brookline's need for more affordable housing for seniors with low and moderate incomes is already acute;

Whereas, senior citizens benefit from living within walking distance of public transit, services, shopping, and cultural resources;

Whereas, Brookline Village is a pedestrian friendly location that meets the living needs of seniors, including those who do not own an automobile;

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Whereas, the Town’s municipally-owned parking lots offer an opportunity for attractive air rights development of senior housing, including for low and moderate income households; and

Whereas, the public process leading to the Town’s Housing Production Plan identified Town-owned municipal parking lots, including the Town-owned site situated between Station and Kent Streets in Brookline Village as a suitable location for affordable senior housing development;

THEREFORE, be it resolved, that Town Meeting urges the Board of Selectmen, the Planning Board and the Housing Advisory Board to develop a proposal for a suitable air rights development of age-restricted affordable, mixed-income housing over the existing Town-owned parking lot in Brookline Village situated between Kent and Station Streets across from the Brookline Village MBTA station (Parcel No. 140-05-00);

ADVISORY COMMITTEE’S RECOMMENDATION

SUMMARY:

Article 34 is a resolution placed on the Warrant by citizen’s petition. It asks the Selectmen, Planning Board, and Housing Advisory Board to pursue development of affordable senior housing above the Town-owned parking lot between Station Street and Kent Street in Brookline Village. Many members of the Advisory Committee supported this general concept in principle, but members also questioned whether the Station/Kent site was the best location for affordable senior housing. The Advisory Committee was aware of the concerns of neighbors and the density of the area near the Station/Kent parking lot. The Advisory Committee thus initially voted to recommend an amended resolution that would have asked that all of the Town-owned parking lots in North Brookline be considered as part of an attempt to identify a possible site for affordable senior housing. The amended resolution also urged that Brookline’s Strategic Asset Plan, currently in preparation, be taken into account. The Moderator, however, ruled that the amendment was beyond the scope of the Warrant, so the Advisory Committee reconsidered Article 34.

The Advisory Committee was almost evenly divided and voted 10–9–2 to recommend NO ACTION on Article 34.

BACKGROUND:

The current need for additional senior housing in Brookline is substantial. The Brookline Housing Authority currently has a waiting list of 1,400 seniors, and it is typical of communities across the country. Over the next 20 years, the number of Americans over the age of 65 (40 million) will double, and the need for appropriate housing will become even more acute unless communities work to develop additional homes suitable for seniors. Brookline’s rising housing costs present a special problem. According to the petitioners, over 60% of senior renters in Brookline are paying too high a percentage of their income—they are “housing cost-burdened.”

Ideally, senior housing should be located in or near a walkable commercial area and near public transportation. But in an urban area, the availability of affordable land for senior housing is limited. The petitioners who are offering Article 34 have looked beyond Brookline to see what solutions other communities have developed. One solution has been the use of air rights for land owned by local government, since the land is already controlled by the municipality or county. The supermarket and hotel over the Massachusetts Turnpike in Newton and a long stretch of that highway in downtown Boston are obvious examples of the use of air rights over public land being used for buildings in the Boston area. And of course the Marriott Hotel on Webster Street is on land leased from the Town, although it is not an air rights project.

Other urban communities, including four in Los Angeles County and at least one in Toronto have done the same thing as a way to find land for senior housing. The projects the petitioners identified have public parking at grade and parking for residents on a second level, with affordable senior housing above. The petitioners have assessed the various Town-owned parking lots and identified the lot between Station Street and Kent Street as a suitable site.

DISCUSSION:

The Station Street site was acquired by the Town by taking two houses. Since the Town has control over the land, it can require that the housing built on the site be affordable permanently, something that cannot be guaranteed with affordable units developed under Chapter 40B. The petitioners' concept would provide public parking that would be accessed from Station Street at grade, and resident parking and housing above. Services for seniors would be integrated into the operation of the building and also would be available to other seniors living in the area. The petitioners' concept calls for the availability of public parking to be visible from the Station St. side, and the existing pedestrian access from the Brookline Village MBTA station to Kent Street would be preserved.

As it was originally drafted, Article 34 asks the Board of Selectmen, Planning Board and Housing Advisory Board to consider an air rights development with the characteristics noted above. The next steps in the proposed process are uncertain, but Town Counsel is studying the concept. The petitioners hope that a committee would be formed to provide oversight over the development of a Request for Proposal (RFP) from appropriate developers, and they would prefer the selection of the Brookline Improvement Coalition, Inc. or some other non-profit developer. Development could be contracted out and supervised by Housing Advisory Board (which has taken a "straw vote" of 6-0 in favor of the Article). But the Town cannot designate a developer without issuing an RFP to which any developer could respond.

The Department of Planning and Community Development objected to the designation of a specific Town-owned site by the proposed RFP, because the Town is currently looking for a consultant to complete a Strategic Asset Plan that will include all Town-owned sites. The Housing Production Plan references the Station/Kent site, and the proponents

November 17, 2016 Special Town Meeting

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have a strong sense of urgency regarding what they see as a housing crisis. They would like to transmit that sense of urgency to the Town.

An RFP would presumably ask developers to conform to certain criteria that could include setback and height restriction in order to answer the concerns of abutters. The Advisory Committee became aware of concerns conveyed by Town Meeting members from Precincts 4, 5 and 6 about the open-ended nature of the proposal and the absence of a schematic. The petitioners, however, believe that debating the specifics in advance of an RFP is premature. Thus they were not prepared to offer a schematic, nor did they present one to the Advisory Committee

The petitioners were pressed on why they focused on this one site rather than suggest a study that would cover all of the potential sites in North Brookline, but they insisted that the Station Street lot was the ideal site because the elevation difference between Station Street and Kent Street made it an ideal location to provide for both public parking and resident parking.

The concept is an interesting one in that it would reduce the headroom for 40B housing that is not restricted to seniors. And 40B developments are typically only 20 to 25% affordable. But there was opposition to the idea of focusing on a specific site rather than looking more broadly at all Town-owned sites that might be appropriate for a project involving the use of air rights.

Initially the Advisory Committee voted 14–5–1 for an amended resolution that would broaden the Article by opening the study up to all Town-owned parking lots in North Brookline. That recommendation reflected concerns that an air rights development over the Station/Kent parking lot would have an adverse effect on Brookline Village—especially the immediate abutters who depend on the open space provided by the parking lot for light and air. Some members of the Committee were concerned that the process should not begin with a Town Meeting vote to focus on a single site. The Committee also hoped that any study would be conducted “in alignment” with the Town’s Strategic Asset Plan, if that plan is available in time.

The amended resolution initially recommended by the Advisory Committee was rejected by the Moderator because it was deemed to be outside the scope of the original Warrant Article, which only referred to the Station/Kent parking lot.

The Advisory thus reconsidered Article 34. After a lengthy debate in which members recognized the need for affordable senior housing, but also questioned whether the Station/Kent site was the best location and whether the process should begin with Town Meeting’s consideration of a resolution that focused on that site, the Advisory Committee narrowly voted to recommend No Action.

RECOMMENDATION:

The Advisory Committee, by a vote of 10–9–2 recommends NO ACTION on Article 34.

DRAFT

**Charge to the DICR Commission to Review/Recommend Police Department Policies
Relating to Compliance with Federal Immigration Programs**

At their meeting on January 4, 2016, the Board of Selectmen considered the Police Department's current policies and practices relating to the Town's compliance with federal immigration programs, especially the United States Immigration and Customs Enforcement (ICE) Priority Enforcement Program (formerly referred to as the Secure Communities Initiative). The Board voted to formally refer this matter to the Diversity, Inclusion and Community Relations Commission for its review and recommendation.

Please find attached a packet of information that includes;

- 1) Town Meeting Resolutions from 1985 and 2006 relating to Brookline's "Sanctuary Town" status.
- 2.) The Brookline Police Department's current policies and practices relating to compliance with the Secure Communities Initiative.
- 3.) A copy of a presentation on ICE's Priority Enforcement Program.
- 3.) Copies of resolutions, ordinances or other policies from the cities of Boston, Cambridge, Newton and Somerville and the town of Amherst.
- 4.) A memorandum from the Police Department comparing the Town of Brookline's procedures with other communities.

The Board is asking that the Commission and its staff will review the above materials, engage in other relevant research, gather input from stakeholders and other interested parties, and prepare findings and recommendations to the Board of Selectmen. Please be prepared to make a preliminary report to the Board on this work no later than February 27, 2017.

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Stephanie Orsini

From: Nancy Daly <daly.nan@gmail.com>
Sent: Friday, January 06, 2017 1:18 PM
To: Stephanie Orsini
Subject: Tobacco Control Committee Membership

Stephanie,

I would like the Board to vote on adding Michael F. Chou to the Tobacco Control Committee. Michael, who attended our last meeting is a Lecturer in Genetics and Director of Human Subjects Research for the Personal Genome Project at Harvard Medical School. He is interested in joining our Committee and I think he would be an asset.

Contact info: mchou@genetics.med.harvard.edu
office 617-432-6510 cell 917-757-1184

Thanks,
Nancy Daly



Massachusetts Housing Finance Agency
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 | FAX: 617.854.1091
VP: 866.758.1435 | www.masshousing.com

November 15, 2016

VIA CERTIFIED MAIL

Neil Wishinsky, Chairman
Brookline Board of Selectmen
333 Washington Street
Brookline, MA 02445

Re: Proposed 40B – Babcock Place
Brookline, MA
MH ID No. 893

Dear Mr. Wishinsky:

MassHousing is currently reviewing an application for Site Approval submitted by Babcock Place, LLC (“The Applicant”). The proposed development will consist of 62 rental apartment units on a 21,486 sf site at 134 and 138 Babcock Street in Brookline. Of the 62 units, 16 will be made available to low to moderate-income residents.

The site approval process is offered to project sponsors who intend to apply for a comprehensive permit under Chapter 40B. MassHousing’s review involves an evaluation of the site, the design concept, the financial feasibility of the proposal, and the appropriateness of the proposal in relation to local housing needs and strategies. As part of our review, we are soliciting comments from the local community and we would appreciate your input. You also may wish to include in your response, issues or concerns raised by other town boards, officials or other interested parties. Pursuant to the Massachusetts General Laws Chapter 40B regulations (760 CMR 56.00) your comments may include information regarding municipal actions previously taken to meet affordable housing needs such as inclusionary zoning, multifamily districts adopted under G.L. c.40A and overlay districts adopted under G.L. c.40R. Your comments will be considered as part of our review.

We have been informed by Babcock Place, LLC that the Town has received a copy of the Site Approval Application and plans for Babcock Place. Please inform us of any issues that have been raised or are anticipated in the Town’s review of this application. We request that you submit your comments to this office within 30 days so we may process this application in a timely manner.

During the course of its review, MassHousing will conduct a site visit, which Local Boards, as defined in 760 CMR 56.02, may attend. The site visit for Babcock Place has been scheduled for Monday, November 21st at 10:30 a.m. Please notify me promptly if any representatives of your office or if other Local Boards plan to attend the scheduled site visit.

Please note that if and when an application is submitted for a comprehensive permit, assistance is available to Brookline Zoning Board of Appeals (ZBA) to review the permit application. The Massachusetts Housing Partnership's (MHP) *Ch. 40B Technical Assistance Program* administers grants to municipalities for up to \$15,000 to engage qualified third-party consultants to work with the town's ZBA in reviewing the Chapter 40B proposal. For more information about MHP's technical assistance grant visit MHP's web site, www.mhp.net/40B or e-mail MHP at pcrean@mhp.net.

If you have any questions, please do not hesitate to telephone me at (617) 854-1098.

Thank you for your assistance.

Sincerely,



Katy Lacy
Comprehensive Permit Program

cc: Jesse Geller, Chairman, Zoning Board of Appeals
Alison Steinfeld, Director, Department of Planning and Community Development

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Stephanie Orsini

From: Alison Steinfeld
Sent: Friday, January 06, 2017 9:22 AM
To: Stephanie Orsini
Subject: FW: Brookline- Babcock Place PEL

Stephanie--

Here is the State's extension for submission of BOS comments on Babcock Place.

From: Katherine Lacy [<mailto:KLacy@masshousing.com>]
Sent: Friday, December 09, 2016 2:49 PM
To: Alison Steinfeld
Subject: RE: Brookline- Babcock Place PEL

Alison I apologize for the delay on responding. I have been waiting for Greg to get back to me, because anything more than 30 days requires me to go to a higher level .

We would like to get comments by the 20th of January.

Thanks, Katy

From: Alison Steinfeld [<mailto:asteinfeld@brooklinema.gov>]
Sent: Tuesday, November 22, 2016 1:34 PM
To: Katherine Lacy
Subject: RE: Brookline- Babcock Place PEL

Hi, Katherine-

Thank you for offering additional time. In light of the holidays, could we have an extension to January 27th? Thanks.

Have a good Thanksgiving.

Alison

From: Katherine Lacy [<mailto:KLacy@masshousing.com>]
Sent: Wednesday, November 16, 2016 3:49 PM
To: Alison Steinfeld
Subject: RE: Brookline- Babcock Place PEL

Here you go. But please do not hesitate to ask for additional time to comment.

Katy

From: Alison Steinfeld [<mailto:asteinfeld@brooklinema.gov>]
Sent: Wednesday, November 16, 2016 3:43 PM
To: Katherine Lacy
Subject: Brookline- Babcock Place PEL

Hi, Katy-

The last thing I want to do is rush you, but I'm just checking to see if you have sent a formal letter to the Town requesting comments on the PEL application. If so, could you resend it? If not, PLEASE take your time!

Alison

DRAFT—January 6, 2017

Katherine Lacy, AICP
Comprehensive Permit Program
Massachusetts Housing Finance Agency
One Beacon Street
Boston, MA 02108

RE: 134-138 Babcock Street
Brookline Response to Notice of Application for C. 40B Site Eligibility Letter

Dear Ms. Lacy:

Thank you for providing an opportunity to the Town of Brookline to submit comments on the application for Site Approval submitted by Babcock Place LLC to develop a residential project under M. G. L. Chapter 40B at 134-138 Babcock Street, Brookline. We also appreciate your willingness to grant the Town an extension in order to provide the Board of Selectman time to engage Brookline residents and business owners. As you are certainly well aware, the Town is simultaneously reviewing several 40B Comprehensive Permit applications at various stages of the process, the majority of which are in close proximity to the Babcock Street proposal.

In regards to the Babcock Place PEL Submission, the applicant is proposing to demolish two structures, including a total of six residential units, to construct a five -story building containing 62 apartments. The Applicant has proposed 31 parking spaces on the ground floor and residential units on floors two through five.

The Board of Selectmen has requested comments from municipal departments, boards and commissions and held a public hearing on January 10, 2017 to solicit input from interested parties in the town. Since there was insufficient time for a comprehensive review and additional information is still needed before the review can be completed, a more intensive evaluation will be conducted during the Comprehensive Permit process if a Project Eligibility Letter (PEL) is issued and the applicant submits a Comprehensive Permit application.

While the Board fully anticipates that municipal departments, boards and commissions may identify other issues following a detailed review of the additional information, and the Board of Appeals may seek peer review on some of these issues, the Board of Selectmen is submitting the following preliminary general comments on the proposal and its location.

The Town of Brookline supports the provision of affordable housing and has focused significant resources to expand housing opportunities for vulnerable populations. Attached is a summary of recent efforts by the Town to retain, improve and expand the availability of affordable housing. Also attached is a memorandum from Brookline's Housing Advisory Board.

The location of this project, approximately half a mile from the heart of Coolidge Corner, meets most of the tenets of SMART growth. The site is proximate to rapid transit on Beacon Street to the south and Commonwealth Avenue to the north. However, the proposal requires the razing of buildings which are currently sited on two separate lots. The lot at 134 Babcock is a high style attractive *circa* 1899 Colonial Revival containing four apartments and the lot at 138 Babcock is a two-family Colonial Revival built *circa* 1900. The loss and displacement of the residents of these six residential units and demolition of these historically significant structures is antithetical to the overriding sustainable development principle of "concentrate[ing] development and mixed uses" by "encourag[ing] remediation and reuse of existing sites, structures, and infrastructure..."¹

The lot at 134 Babcock Street is zoned in an M-1.5 Apartment House Zoning District, and thus on those grounds, the Town supports a more intense residential use at this site than currently exists. If an as-of-right proposal on this lot with more than six units was developed, it would be required under the Town's inclusionary housing by-law to provide 15% affordable units.

The Board of Selectman urges the Applicant to identify, examine and seek to mitigate any and all negative impacts to the general area including properties on both Babcock and Stedman Streets. Some of the Board's specific recommendations are as follows:

The Applicant should take advantage of their opportunity to develop a transition property on Babcock Street. The property line at the north side (right) of 134 Babcock Street marks the border between the M-1.5 (Apartment House) Zoning District to a T-5 (Two-Family and Attached Single Family) Zoning District. The existing two-family home is successful at delineating between these two zoning districts due to setbacks. The existing house is set back further from the street than the larger apartment building to the left. This creates the opportunity for 140 Babcock Street to be relatively closer to the street and therefore more pronounced.

Transition to adjoining sites is important to the Town, as well as to the State:

Generally, a Project is developed in the context of single family dwellings and introduces a different form of housing into the neighborhood...it is important to mitigate the height and scale of the buildings to adjoining site... **it is particularly important to consider the predominate building types, setbacks and roof lines of the existing context.**²

¹ "Smart Growth / Smart Energy Toolkit - Introduction to Smart Growth / Smart Energy." Smart Growth / Smart Energy Toolkit - Introduction to Smart Growth / Smart Energy. Accessed November 30, 2016. http://www.mass.gov/envir/smart_growth_toolkit/pages/intro-to-SG.html.

² Ibid.
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The existing setback conditions along Babcock Street help to create a harmonious cadence along the streetscape and their relationships signal a transition between the denser apartment buildings and less dense residential neighborhood. **With new development, these relationships are important to maintain to help integrate the new more intensive use into the existing neighborhood.**

In regards to the proposed setbacks of the building, the shallow front yard setback is not appropriate. It is inconsistent with the existing streetscape and setback of the properties on this block. In addition, the setback will not sufficiently accommodate landscaping that could help to buffer the visual impact of this more intensive land use.

The rear property line (towards Stedman Street) acts as a divider between the multi-family neighborhood and single and two-family neighborhood. The developer should work to create a better transition from the adjacent apartment building, single and two family homes surrounding the property.



IMAGE 1: STREETSCAPE VIEW

The loss of southern exposure to the abutting properties as a result of the proposed building is of particular concern. For example, as proposed, the project will wrap around an existing two-family house at 140 Babcock Street (see image 2). Although a shadow study on what impact the proposal will have on the property at 140 Babcock has yet to be submitted, the rendering clearly supports the conclusion that light will be effectively cut off to the side and rear of the adjacent home. Not only will the project overshadow this house, it will virtually envelope it.

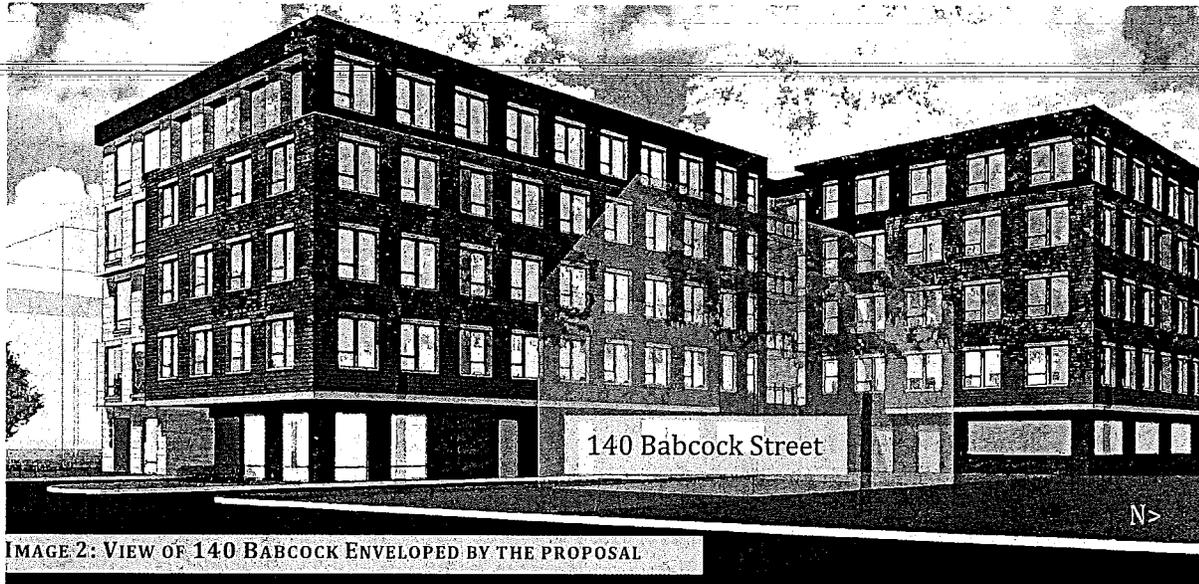


IMAGE 2: VIEW OF 140 BABCOCK ENVELOPED BY THE PROPOSAL

Additionally, the renderings and plans submitted omit any information discussing the significant grade change between the proposal and 2 ½ single and two-family homes that directly abut the proposal on Stedman Street (see image 3). This grade change magnifies how the proposed height will be experienced for these homes, in particular the amount of sun exposure that will be lost. There are also outstanding questions regarding the grade at the front and sides of the property.

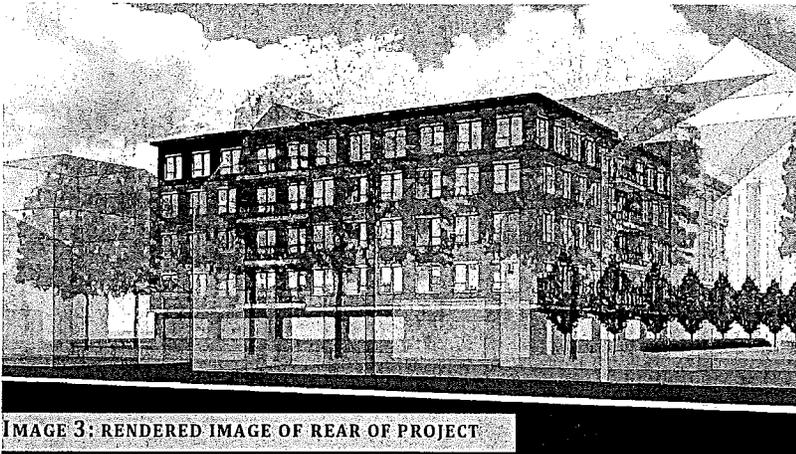


IMAGE 3: RENDERED IMAGE OF REAR OF PROJECT

The Applicant needs to identify ways to minimize the massing and height of the proposed building to relate better to the immediate neighboring properties as well as the area as a whole. **“Massing should take into account the pattern of the existing street frontage.”**³ Reducing the size of the building—including both the height and footprint—would help mitigate the impact to the

abutting properties access to light and air. These considerations would also help shape the project to better meet the 40B subsidizing agencies’ stated commitment “to ensure that affordable housing developments adhere to high standards of site and building design that enhance the quality of life of residents and the communities in which they reside.”

³ The Cecil Group, Inc. (2011, January), *Handbook: Approach to Chapter 40B Design Reviews*. Retrieved from mass.gov: <http://www.mass.gov/hed/docs/dhcd/cd/handbook-ch40b/handbook-approachtoch40b-designreview.pdf>. Pg. 4

As currently proposed, the project does not provide for any usable open space for residents. At an absolute minimum, a rooftop landscaped courtyard should be considered. A preferable approach from the perspective of the Board of Selectmen and undoubtedly the tenants is to reduce the size of the building footprint to allow for at-grade usable open space.

The Board of Selectmen strongly recommends that, in order to facilitate and expedite the Town's review of a Comprehensive Permit application, the applicant address the above issues and submit the following information prior to or as part of an application to the Town's Board of Appeals:

- a 3D model showing the proposed and abutting buildings, including proposed materials
- a site plan showing abutting buildings with setbacks of the proposed building to its property lines and to abutting buildings
- renderings depicting accurate proportions and grade changes (those submitted are not accurate and do not reflect the existing grade change or retaining wall at the rear)
- site sections showing proposed building and abutting buildings
- a traffic and parking circulation study, including the impact that this project will have on the availability of existing on-street parking in the immediate area. The study should also expressly address the potential safety concerns associated with the proximity of the garage entrance and exit to the Babcock Street sidewalk.
- topographical maps of the site with two-foot contour lines of the site
- a staking on the lot of the building's footprint to illustrate its size and setbacks
- a shadow study, showing the impact on all abutting structures including 140 Babcock Street and the rear abutters on Stedman Street
- a storm water and drainage report
- a waiver list in tabular form

All materials provided, including those identified above, should reflect accurate representations of the existing and proposed grade.

The Board also recommends that the applicant meet with the Fire Chief as soon as possible in order to identify and address any fire safety issues.

Finally, the Board of Selectmen respectfully requests that MassHousing encourage the developer to work with the Town to achieve an improved project – one that has a much higher ratio of parking to number of bedrooms and one that does not overwhelm the adjacent lower building to its right or the abutting properties on all sides of the proposed building. The Board of Selectmen would also encourage MassHousing to challenge the developer to find creative design solutions that respect the surrounding neighborhood. Anything less would be a loss of an important opportunity to harmoniously integrate diverse housing opportunities into the streetscape and Town. Hopefully, MassHousing will condition site eligibility approval, if any, on the applicant's cooperative engagement with the Town.

If a PEL is issued, the Town looks forward to working with the developer and its architectural team to refine the proposal during the review. Town staff is available to meet with the applicant prior to any formal process in order to answer any questions or expand on the comments above.

Thank you for your consideration.

Sincerely,

Neil A. Wishinsky, Chairman

Enclosures

