



## **Town of Arlington Select Board**

### **Meeting Agenda**

November 18, 2019

7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

1. To Review and Approve Bond Issue and Related Matters:
  - a. Determination of Maximum Useful Life of Capital Asset Purchases to be Financed;
  - b. Award sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the "Bonds") to Morgan Stanley & Co., LLC at the price of \$70,295,174.82;
  - c. All related documents required to execute the sale.
2. Quarterly Financial Report  
Sandy Pooler, Deputy Town Manager  
Ida Cody, Comptroller

### **CONSENT AGENDA**

3. Vote: Chapter 268A, Section 20(b)(3) Contract Certification
  - a. Paul Flynn
  - b. David GeraMichael Rademacher, Director, Department of Public Works
4. For Approval: Arlington Public Art Youth Banner Initiative on Massachusetts Avenue in Arlington Center, April 2020 - June 2020  
Kaitlin Longmire, Project Coordinator
5. Request: Special (One Day) Beer & Wine License, 11/30/19 @ Robbins Memorial Town Hall for AHS 50th Class Reunion  
Joe Bertagna, Class President

### **PUBLIC HEARINGS**

6. Eversource Petition/Massachusetts Avenue  
Jacqueline Duffy, Supervisor, Rights and Permits  
(all abutters notified)

### **APPOINTMENTS**

7. Equal Opportunity Advisory Committee  
Samantha Ruth Dutra (term to expire 6/30/2022)

8. Historical Commission  
Michael Gervais (term to expire 6/30/2022)
9. Human Rights Commission  
Rajeev Soneja (term to expire 6/30/2022)
10. Park and Recreation Commission  
Scott Walker (term to expire 6/30/2021)  
Leah Broder, Associate Member (no term expiration)  
Sarah Carrier, Associate Member (no term expiration)

#### **LICENSES & PERMITS**

11. For Approval: Food Vendor License  
Mass Convenience, 86 Warren Street, Krishna Khanal

#### **CITIZENS OPEN FORUM**

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

#### **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

12. Initial Report of the Election Modernization Committee  
James O'Connor, Chair, Election Modernization Committee  
Assistant Town Moderator, TMM Precinct 19
13. For Approval: Traffic Rules & Orders  
Designate 40' "No Parking Zone" to accomodate Handicap Parking Sign at 131 Florence Avenue  
Officer Corey Rateau, Traffic and Parking Unit
14. Select Board Policy to Change the Order of Articles in the Annual Town Meeting Warrant  
Daniel J. Dunn, Vice Chair
15. For Approval: Opening of Warrant for Annual Town Meeting 2020

#### **CORRESPONDENCE RECEIVED**

16. Request Study @ Crosswalk Intersection on Summer Street by McLennan Park  
Cori Smith via e-mail
17. Request Study @ Crosswalk on Medford Street at Parallel Street  
David Dybdal, 150 Medford Street
18. Transportation and Climate Initiative (TCI) Gas Tax Proposal  
Laurie Belsito, Legislative Director, MassFiscal.org

#### **NEW BUSINESS**

#### **EXECUTIVE SESSION**

Next Scheduled Meeting of Select Board December 2, 2019



## Town of Arlington, Massachusetts

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### To Review and Approve Bond Issue and Related Matters:

#### Summary:

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- b. Award sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the "Bonds") to Morgan Stanley & Co., LLC at the price of \$70,295,174.82;
- c. All related documents required to execute the sale.

#### ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Bond_Sale.pdf	Memo from Treasurer and Vote of the Board
▣	Reference Material	Ratings_Direct.pdf	Ratings Direct




*Office of the Treasurer & Collector of Taxes*

*Town of Arlington, Massachusetts  
730 Massachusetts Avenue  
Arlington, MA 02476*

*Telephone Number: 781-316-3031  
Facsimile Telephone: 781-316-3039*

**Phyllis L. Marshall**  
**Treasurer & Collector of Taxes**

Memorandum

Date: November 14, 2019  
To: Diane M. Mahon, Select Board Chair  
From: Phyllis L. Marshall, Treasurer – Collector   
Subject: \$66,190,000 General Obligation Municipal Purpose Loan of Bond

The bond for sale November 13, 2019 generated eleven competitive bids for 30 year bond issue. Morgan Stanley & Co., LLC was the winning bidder with an interest rate of 2.69%.

The bond includes \$56.7 million exempt debt for the High School project, \$3 million for refunding of bond anticipation notes (High School feasibility, Community Center Plans) and various projects town-wide for Capital Improvement.

Attached is a copy of the S&P Global Rating affirming their 'AAA' rating and stable outlook to Arlington, MA issued in advance of the sale today. The rating agency noted the very strong economy, strong management, strong budgetary performance, very strong budgetary flexibility and very strong liquidity as positive credit factors.

The proceeds for financing Capital fund recommendations by the Capital Planning Committee in the Report to Town Meeting of 2019, Exhibit III, and voted in Article 58 (5) with the following exceptions. The DPW facility improvements are being finalized and bids will be accepted later this fiscal year. Bonding for the construction phases will proceed within the next year. Playground improvements and Reservoir Improvements (Phase 2) bid results were higher than expected so that the required appropriation needs further consideration. In preparation of the borrowing issue, it was determined that Boiler Replacement at Veterans' Memorial Rink could be deferred for another year.

Also attached for your information are copies of the closing documents for your approval. I respectfully request your favorable consideration and vote for sale of these bonds that will close on December 4, 2019.

Attachments

Cc: Adam Chapdelaine, Town Manager  
Sandy Pooler, Deputy Town Manager  
Marie Krepelka, Board Administrator



## VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Arlington, Massachusetts (the "Town"), certify that at a meeting of the board held November 18, 2019 of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that we hereby determine, in accordance with G.L. c.70B, that the amount of the cost of the Arlington High School project authorized by a vote of the Town passed on April 29, 2019 (Article 1) not being paid by the school facilities grant is \$207,379,169 and we hereby approve of the issuance of notes and bonds in such amount under said G.L. c.70B.

Further Voted: that the maximum useful life of the radio upgrade/replacement program equipment to be financed with a portion of the proceeds of the \$3,795,000 borrowing authorized by the vote of the Town passed April 25, 2018 (Article 30) is hereby determined pursuant to G.L. c.44, §7(1) to be 10 years.

Further Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a portion of the \$44,094,000 borrowing authorized by the vote of the Town passed May 8, 2019 (Article 58) is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
police radio upgrade/replacement	\$967,000	10 Years
street sweeper	\$225,000	10 Years
fire radio replacement	\$205,000	7 Years
4WD truck with sander	\$168,000	7 Years
dump truck with plow	\$125,000	7 Years
voting machines	\$114,000	10 Years

Further Voted: that the sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the "Bonds") to Morgan Stanley & Co., LLC at the price of \$70,295,174.82 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on September 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2020	\$1,060,000	5.00%	2035	\$2,160,000	3.00%
2021	1,550,000	5.00	2036	2,215,000	3.00
2022	1,600,000	5.00	2037	2,275,000	3.00
2023	1,650,000	5.00	2038	2,335,000	3.00
2024	1,705,000	5.00	2039	2,395,000	3.00
2025	1,765,000	5.00	2040	2,450,000	3.00
2026	1,830,000	5.00	2041	2,515,000	3.00
2027	1,890,000	5.00	2042	2,580,000	3.00
2028	1,965,000	5.00	2043	2,650,000	3.00
2029	2,035,000	5.00	2044	2,720,000	3.00
2030	1,975,000	4.00	2045	2,795,000	3.00
2031	2,025,000	2.125	2046	2,875,000	3.00
2032	2,060,000	2.25	2047	2,950,000	3.00
2033	2,100,000	2.50	2048	2,915,000	3.00
2034	2,155,000	3.00	2049	2,995,000	3.00

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 6, 2019 and a final Official Statement dated November 13, 2019 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: November 18, 2019

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Clerk of the Select Board

81618032v.1

# **RatingsDirect®**

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## **Summary:**

# **Arlington, Massachusetts; General Obligation**

### **Primary Credit Analyst:**

Anthony Polanco, Boston + 1 (617) 530 8234; [anthony.polanco@spglobal.com](mailto:anthony.polanco@spglobal.com)

### **Secondary Contact:**

Lauren B Carter, Boston + 1 (212) 438 0376; [lauren.carter@spglobal.com](mailto:lauren.carter@spglobal.com)

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Rationale

Outlook

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## Summary:

# Arlington, Massachusetts; General Obligation

### Credit Profile

US\$70.115 mil GO mun purp loan of 2019 bnds due 09/01/2049

<i>Long Term Rating</i>	AAA/Stable	New
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Arlington GO

<i>Long Term Rating</i>	AAA/Stable	Affirmed
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#### Arlington GO

<i>Unenhanced Rating</i>	AAA(SPUR)/Stable	Affirmed
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Many issues are enhanced by bond insurance.

## Rationale

S&P Global Ratings assigned its 'AAA' rating and stable outlook to Arlington, Mass.' series 2019 general obligation (GO) bonds and affirmed its 'AAA' rating, with a stable outlook, on the town's existing GO debt.

### Security and use of bond proceeds

Under our criteria, titled "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions," published Nov. 19, 2013, on RatingsDirect, we rate Arlington higher than the sovereign because we think the town can maintain better credit characteristics than the nation in a stress scenario due to its predominantly locally derived revenue base and our view that pledged revenue supporting bond debt service is at limited risk of negative sovereign intervention. In 2018, local property taxes generated 71% of general fund revenue, demonstrating a lack of dependence on central government revenue.

Officials intend to use series 2019 bond proceeds to refund existing bond anticipation notes, totaling \$3 million, permanently and finance various projects townwide, including the construction of a new high school.

The town's full-faith-and-credit pledge, subject to Proposition 2 1/2 limitations, secures the bonds. However, we note a large portion of the series 2019 issuance, totaling \$56.7 million for the high-school project, is exempt from Proposition 2 1/2 limitations. We rate the limited-tax GO debt on par with our view of Arlington's general creditworthiness because the ad valorem tax is not derived from a measurably narrower property tax base and there are no resource-fungibility limitations, supporting our view of the town's overall ability and willingness to pay debt service.

### Credit summary

The rating reflects our opinion of Arlington's extremely strong tax base, which continues to grow within the Boston metropolitan statistical area (MSA), supporting continued positive budgetary performance that has led to improved reserves. The town's debt is manageable, in our view, with significant debt plans for a new high school. In our opinion, long-term liabilities will likely remain a credit risk due to low pensions and other postemployment benefits (OPEB). However, we expect the town's favorable tax rate, very strong budgetary flexibility with additional support from a

taxpayer-approved operating override of the commonwealth levy limit, very strong economy, and conservative budgeting somewhat mitigate long-term liability risk.

Additional rating factors include our opinion of Arlington's:

- Very strong economy, with access to a broad and diverse MSA;
- Strong financial management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with a slight operating surplus in the general fund and an operating surplus at the total governmental-fund level in fiscal 2018;
- Very strong budgetary flexibility, with available fund balance in fiscal 2018 at 30% of operating expenditures;
- Very strong liquidity, with total government available cash at 38.2% of total governmental-fund expenditures and 6x governmental debt service, and access to external liquidity we consider strong;
- Very weak debt-and-contingent-liability position, with debt service carrying charges at 6.3% of expenditures and net direct debt that is 87.9% of total governmental-fund revenue, and significant medium-term debt plans and a large pension and OPEB obligation and the lack of a plan to sufficiently address the liability, at least, during the next few fiscal years, but low overall net debt at less than 3% of market value; and
- Strong institutional framework score.

### **Very strong economy**

We consider Arlington's economy very strong. The town, with an estimated population of 44,695, is in Middlesex County in the Boston-Cambridge-Newton MSA, which we consider broad and diverse. The town has a projected per capita effective buying income at 208% of the national level and per capita market value of \$246,413. Overall, market value grew by 13.9% during the past year to \$11 billion in fiscal 2019. County unemployment was 2.7% in 2018.

Arlington is a wealthy, primarily residential community about eight miles north of Boston. Its favorable location in the Boston MSA contributes to the area's desirability, leading to strong tax base appreciation and low unemployment. About 94% of assessed value (AV) is residential and 4.4% is commercial.

Arlington continues to experience modest AV growth. AV increased by 23.6% since fiscal 2014 to \$9.6 billion in fiscal 2018. Management reports the completion of several mixed-use developments during the past two years have led to continued local economic growth, coupled with a healthy real estate market and strong regional economic growth, including the Boston and Cambridge areas. We expect the town's economy, with very strong wealth and income and access to the broad and diverse MSA, will likely remain very strong throughout the two-year outlook period.

### **Strong management**

We view the town's financial management as strong, with good financial policies and practices under our FMA methodology, indicating that financial practices exist in most areas but that governance officials might not formalize or regularly monitor all of them.

Arlington creates its annual budget based on a multiyear analysis and intentionally conservative revenue and expenditure assumptions; this typically yields positive operating results. Management monitors the budget monthly to



identify and address any intrayear budget variances with formal quarterly reports to the finance committee. Arlington appoints oversight committees under its town charter that serve as checks and balances, including a finance committee and three trust commissions--the boards of library trustees, trust fund commissioners, and cemetery--each of which continually review the performance of town funds.

Arlington's long-term financial plan forecasts budget pressure and potential overrides; the plan has links to the town's comprehensive, annually updated, five-year capital improvement program that identifies capital projects and funding. Its formal investment-management policy calls for regular holdings-and-earnings reports to the finance committee. Arlington's basic debt-management policy does not cap capacity. The town's reserve policy mandates a minimum unassigned general fund balance at 5% of expenditures.

### **Strong budgetary performance**

Arlington's budgetary performance is strong, in our opinion. The town had slight surplus operating results in the general fund at 0.7% of expenditures and surplus results across all governmental funds at 4.4% in fiscal 2018.

We adjusted general fund results to account for recurring transfers into nonmajor governmental funds and the water-and-sewer-enterprise fund from the general fund. We also adjusted total governmental-fund results to account for capital-fund expenditures using previously received bond proceeds.

Officials attribute the fiscal 2018 general fund surplus to overall conservative budgeting, which led to higher-than-budgeted local receipts, including motor-vehicle-excise and hotel-and-motel taxes and departmental income, and intergovernmental revenue and commonwealth grants. The town also realized budget savings, including salaries, encumbrances, and health insurance. For fiscal 2019, officials indicate the town ended with balanced financial performance, resulting in increasing free cash. Management, however, elected to draw down about \$2.8 million in its fiscal-stabilization fund, within the general fund, as part of a planned drawdown.

The fiscal 2020, \$179.5 million budget is an 8.6% increase over fiscal 2019, including a \$5.5 million fund-balance appropriation it has done historically. The budget also adds about \$4.7 million toward the fiscal-stabilization fund and roughly \$1 million toward the OPEB trust fund. Officials also approved a \$5.5 million operating override of the commonwealth levy limit in June 2019, beginning with the fiscal 2020 budget. Management indicates budget-to-actual results are currently on target, and it does not currently expect any negative financial performance by fiscal year-end 2020.

Property taxes generated 71% of fiscal 2018 general fund revenue while intergovernmental aid accounted for 13%, which we view as a stable revenue mix. Due to our view of the town's stable revenue profile, very strong collections at more than 99%, and active management with strong budgetary oversight, we expect budgetary performance will likely remain strong through the two-year outlook period. However, we posit pension and OPEB costs could become a budgetary pressure. As long-term liability expenses increase, management is actively making budgetary adjustments to absorb growing expenses. We note that Arlington is funding the actuarially determined contribution and that it maintains a trust fund to prefund OPEB. We also think adjustments to more-conservative assumptions could materially affect annual contributions, pressuring the bottom line, particularly if economic or business conditions weaken.

### **Very strong budgetary flexibility**

Arlington's budgetary flexibility is very strong, in our view, with available fund balance in fiscal 2018 at 30% of operating expenditures, or \$48.9 million. During the past three fiscal years, total available fund balance has remained consistent overall at 31% of expenditures in fiscal 2017 and 30% in fiscal 2016.

Management has maintained very strong budgetary flexibility during the past three fiscal years. For fiscal 2019, although the town experienced positive financial operations, officials indicate they drew down about \$2.8 million in the fiscal-stabilization fund, which is part of unassigned fund balance, as part of a planned drawdown; however, the town's fiscal 2020 budget includes the replenishment of this fund by more than \$4.7 million, according to officials.

The town also approved an operating override of the commonwealth levy limit, totaling about \$5.5 million, which we think provides additional flexibility. Therefore, we expect budgetary flexibility will likely remain very strong. While the town's policy is to maintain a minimum available fund balance equivalent to 5% of the annual operating budget, it has far surpassed that recently.

### **Very strong liquidity**

In our opinion, Arlington's liquidity is very strong, with total government available cash at 38.2% of total governmental-fund expenditures and 6x governmental debt service in fiscal 2018. In our view, the town has strong access to external liquidity if necessary.

The town is a regular market participant that has issued debt frequently during the past several years, demonstrating its strong access to the market. Arlington does not have any variable-rate or direct-purchase debt. Its limited investments are in highly liquid, conservative vehicles. We expect liquidity will likely remain very strong.

### **Very weak debt-and-contingent-liability profile**

In our view, Arlington's debt-and-contingent-liability profile is very weak. Total governmental-fund debt service is 6.3% of total governmental-fund expenditures, and net direct debt is 87.9% of total governmental-fund revenue. Arlington's significant medium-term debt plans negatively affect our view of its debt profile. Overall net debt is low at 1.5% of market value, which is, in our view, a positive credit factor.

Following this issuance, Arlington has roughly \$167 million in total direct debt. Officials currently expect to issue an additional \$130 million during the next two years to three years, including about \$100 million toward a high-school-construction project the town's electorate has approved for Proposition 2 1/2 exclusion. While we recognize this large debt proposal would increase debt and negatively affect debt metrics, we theorize that this debt will likely remain affordable due to a wealthy tax base and that it will likely not materially affect finances due to its commonwealth-levy-limit exclusion. However, if increased debt service were to pressure finances, leading to negative financial performance, we could lower the rating.

In our opinion, Arlington's large pension and OPEB obligation, without a plan in place to address the liability sufficiently during, at least, the next few fiscal years, is a credit weakness. Arlington's combined required pension and actual OPEB contribution totaled 10.2% of total governmental-fund expenditures in fiscal 2018: 6.2% represented required contributions to pension obligations and 4% represented OPEB payments. The town made 100% of its annual required pension contribution in fiscal 2018. The largest pension plan is 55.4% funded.



Pension and OPEB highlights include:

- While the town is managing these costs, we think pension and OPEB liabilities will likely remain a long-term credit concern due to lower funding and our expectation that costs will likely increase.
- Because the town's actuarially determined pension contribution reflects, what we view as, weak assumptions and methodologies, we imagine the risk of unexpected contribution escalations will likely increase. We, however, expect higher contributions will likely remain affordable, at least during the next few fiscal years, due to the strength of the town's revenue base, very strong reserves, and conservative budgeting.
- Arlington funds OPEB on a pay-as-you-go basis, which, due to claims volatility and medical-cost and demographic trends, is likely to lead to escalating costs. Management, however, also contributes to an OPEB trust fund, which has a current balance of \$15.5 million for fiscal 2020, according to the town, or an 8.4% funded ratio.

As of June 30, 2018, Arlington participates in:

- Arlington Contributory Retirement System, which is 55.4% funded with a proportionate share of the town's net pension liability at \$127 million, assuming a 7.25% discount rate as of fiscal 2018; and
- Arlington's defined-benefit postretirement health-care plan, which is 7.9% funded with an OPEB liability of about \$183.7 million.

The system is currently on track for full funding by 2035, five years ahead of the commonwealth-mandated deadline of 2040. We attribute this low funding to numerous years of underfunding, aggressive assumptions, and weak market performance. While the town is currently managing these costs, we speculate it has a limited ability to control pension-liability growth.

Management's OPEB policy is to contribute about \$1 million annually toward the trust. While we view retirement costs as high, we note the town has managed them. It has maintained stable financial performance during the past three fiscal years. In addition, management's willingness and ability to support very strong budgetary flexibility and approve the commonwealth-levy-limit operating override, coupled with very strong economic indicators and strong management, will likely help it withstand notable retirement-cost increases during the next few fiscal years. In our opinion, however, these costs will likely create long-term budgetary pressure, potentially weakening budgetary performance and reserves.

### **Strong institutional framework**

The institutional framework score for Massachusetts municipalities is strong.

## **Outlook**

The stable outlook reflects S&P Global Ratings' opinion Arlington will likely maintain very strong reserves, supported by good financial management practices. In our view, the town's participation in the broad and diverse Boston MSA provides additional rating stability. Therefore, we do not expect to change the rating within the outlook's two-year period.

## **Downside scenario**

However, due to pension and OPEB liabilities and the potential for large future debt issuances, if budgetary performance or flexibility were to weaken, we could lower the rating.

## **Related Research**

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019
- 2019 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at [www.standardandpoors.com](http://www.standardandpoors.com) for further information. Complete ratings information is available to subscribers of RatingsDirect at [www.capitaliq.com](http://www.capitaliq.com). All ratings affected by this rating action can be found on S&P Global Ratings' public website at [www.standardandpoors.com](http://www.standardandpoors.com). Use the Ratings search box located in the left column.

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## Town of Arlington, Massachusetts

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### Quarterly Financial Report

#### Summary:

Sandy Pooler, Deputy Town Manager

Ida Cody, Comptroller

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	First_Quarter_Report_2020.pdf	Reference



**Town of Arlington  
Office of the Town Manager**

**Sanford M. Pooler**  
Deputy Town Manager

730 Massachusetts Avenue  
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TO: Select Board and Finance Committee

FROM: Sandy Pooler, Deputy Town Manager and Ida Cody, Comptroller

DATE: October 30, 2019

RE: Quarterly Budget Update – First Quarter FY2020

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As part of ongoing efforts to increase budget transparency and improve financial oversight, we have developed a new quarterly budget report. It has three parts: (1) explanations of spending and revenue variances from budgets, (2) a summary level report of the General Fund and Enterprise Fund expense and revenue budgets, and (3) a Munis printout of budget activity through the First Quarter. We welcome your feedback on the format and content of this report.

This report presents figures through the First Quarter of Fiscal Year 2020. Generally, spending and revenue are at 25% of budget, unless otherwise noted. We offer descriptions for any variance over 10% and for certain others that merit further explanation.

## **General Fund**

### Expenses

Finance Committee: Expended 12% of budget. Most Finance Committee expenses occur at during and after Annual Town Meeting.

Information Technology: Expended 49% of budget. The department pays many of its Munis and other software license fees at the beginning of the year. Also, the Department paid a buyout of accrued vacation and sick leave for an employee who retired in July. The position is currently vacant, so salary savings will cover the buyout.

Planning: Expended 35% of budget. Salary expenses are high, because of the buyout for accrued vacation and sick leave for an employee who retired in July. Expenses are also high, because of full year software costs paid in July.

Zoning Board of Appeals: Expended 34% of budget. The Department encumbers its entire advertising budget at the beginning of the year.

Parking: Expended 31% of budget. The Department paid a buyout of accrued vacation and sick leave for an employee who retired in July. The position is currently vacant, so salary savings will make the buyout.



Facilities: Expended 43% of budget. The Department encumbered all its energy accounts at the beginning of the year.  
Public Works: Expended 46%. The department encumbered the full amount of the trash collection and disposal contracts.

Veterans: Expended 38%. The Veterans' Agent reports that there were several one-time expenditures for items such as burials or medical costs. Otherwise, spending on payments to veterans has been on pace with prior years and with this year's budget.

Minuteman: Expended 100%. This Minuteman assessment is encumbered at the beginning of the year.

Pension: Expended 100%: the Town's annual pension assessment is made at the beginning of the fiscal year.

### Revenue

All major revenue categories are being collected on schedule. There are some variances due to timing issues.

Motor Vehicle Excise: Collection rate of 5%. Most Motor Vehicle Excise revenue is collected in the 3<sup>rd</sup> Quarter, when the Town receives billing information from the Department of Motor Vehicles for annual excise bills.

Medicaid and Penalties in Lieu of Taxes (PILOT): Collection rates of 0%. Medicaid collection is dependent on the School Department submitting reimbursement information to the Medicaid program for services rendered during the year and receiving payment from Medicaid. These submissions must reflect services rendered, so it is often the case that this revenue comes in later in the year. PILOT payments are scheduled to come in during the second half of the year.

Earnings on Investment: Collection rate of 334%. Investment income is heavily dependent on interest rates as well on the investment strategy of the Treasurer/Collector. Interest rates on investments have risen slightly over the past couple of year and the Treasurer/Collector has improved investment strategies. We have kept the revenue estimate low, at \$65,000, which is in line with investment income during the lowest interest rate year in the past decade.

Fines and Forfeitures: Collection rate of 13%. These fines come primarily from moving violations, a category that has steadily declined in recent years as the Police Department has deployed alternative strategies to traffic enforcement, such as education.

Cemetery Fees: Collection rate of 17%. These revenues can fluctuate during the year. We will continue to monitor them.

### Enterprise Funds

All Enterprise fund expenditures and revenues are on pace to meet their budgets, with some seasonal fluctuations consistent with prior year trends.

#### **Water and Sewer Fund**

Expenses: Expended 39% of budget. All General Fund offsets from this fund occur at the beginning of the fiscal year, making spending seem higher than might be expected.

Revenue: Collection rate of 41%. The General Fund subsidy for MWRA debt also occurs at the beginning of the fiscal year, making revenue seem higher than might be expected.

### **AYCC Fund**

Expenses: Expended 35% of budget.

Revenue: Collection rates of 36%. The \$200,000 General Fund subsidy occurs at the beginning of the fiscal year.

### **COA Transportation Fund**

Expenses: Expended 19% of budget. This expense rate is consistent with season variations in usage of these services.

Revenue: Collection rate of 54%. The \$50,000 General Fund subsidy occurs at the beginning of the fiscal year.

### **Ed Burns Rink Fund**

Expenses: Expended 40% of budget. The Rink encumbers about 10% of its budget early in the year. In addition, the health insurance offset occurs at the beginning of the year.

Revenues: Collection rate of 3%. The vast bulk of Rink revenue comes in the winter months. The 3% collection rate in the 1<sup>st</sup> Quarter is consistent with prior years.

### **Recreation Fund**

Expenses: Expended 44% of budget. The Recreation encumbers about 10% of its budget early in the year. In addition, the health insurance offset occurs at the beginning of the year.

Revenue: Collection rate of 24%. This collection rate is consistent with seasonal activity from prior years.

Year to Date Expenditures and Revenue  
First Quarter, FY2020

Department	Budget	YTD Expended	Encumbered	% Used
Select Board	396,351	99,296	3,780	26%
Town Manager	875,262	201,117	454	23%
Finance Committee	10,650	1,250	0	12%
Comptroller	370,541	84,342	2,768	24%
Assessors	331,971	94,442	361	29%
Treasurer/Collector	838,019	169,484	50,131	26%
Postage	224,148	33,237	6,343	18%
Legal	613,540	122,962	45,219	27%
Human Resources	363,240	86,134	13,358	27%
IT	1,109,518	456,026	87,860	49%
Town Clerk	277,135	59,249	5,747	23%
Elections	118,726	0	9,000	8%
Registrars	72,108	14,014	700	20%
Planning	677,655	235,388	886	35%
ZBA	34,491	7,089	4,517	34%
Redevelopment Board	10,800	0	725	7%
Parking	95,333	28,856	494	31%
Police	8,305,143	2,142,799	98,364	27%
Fire	7,866,146	2,004,797	70,086	26%
Inspections	520,242	119,603	5,345	24%
Facilities	857,093	179,250	190,399	43%
DPW	11,446,803	1,850,486	3,384,985	46%
Health	683,770	160,658	9,754	25%
Council on Aging	324,610	75,256	1,193	24%
Veterans	380,218	82,148	64,215	38%
Library	2,523,118	681,728	60,891	29%
Debt	10,833,956	2,145,138	0	20%
Health Insurance	18,113,286	4,377,149	53,188	24%
Insurance	502,443	347,170	31,650	75%
Minuteman H.S.	5,384,690	1,346,172	4,038,518	100%
Pensions	12,562,340	12,596,474	0	100%
State Assessments	3,403,217	850,133	0	25%
Reserve Fund	1,604,584	0	0	0%
<b>Total Town Departments</b>	<b>91,731,147</b>	<b>30,651,845</b>	<b>8,240,929</b>	<b>42%</b>

Warrant Articles	Budget	YTD Expended	Encumbered	% Used
Arlington Arts and Culture	35,000	2,634	100	8%
Broadway Historic District	5,100	70	0	1%
Commission on Disability	25,000	290	3,456	15%
Design Guidelines	120,000	0	0	0%
Display of Flags	4,500	0	0	0%
Envision Arlington	3,000	210	0	7%
Harry Barber	7,500	0	0	0%
Historical Commission	2,660	440	186	24%
Human Rights Commission	7,500	619	0	8%
LGBTQIA+ Rainbow	4,000	920	0	23%



Year to Date Expenditures and Revenue  
First Quarter, FY2020

<b>Warrant Articles (cont.)</b>	<b>Budget</b>	<b>YTD Expended</b>	<b>Encumbered</b>	<b>% Used</b>
Mugar Legal Defense	27,000	0	0	0%
Open Space Committee	300	70	0	23%
Police Indemnity	10,821	10,821	0	100%
Reclassification	11,360	0	0	0%
Recycling Committee	3,000	0	0	0%
TAC	2,000	91	26	6%
TED	4,275	0	0	0%
Town Day	5,000	0	0	0%
Town Water Bodies	50,000	0	0	0%
Veterans Memorial & Patriots	5,667	820	0	14%
<b>Total Warrant Articles</b>	<b>333,683</b>	<b>16,985</b>	<b>3,768</b>	<b>6%</b>

<b>General Fund Revenue</b>	<b>Budget</b>	<b>YTD Collected</b>	<b>% Collected</b>
Property Tax	133,239,908	31,327,830	24%
Motor Vehicle Excise	5,051,000	273,501	5%
Penalties And Interest	355,000	64,068	18%
Fees	959,000	242,723	25%
Rentals	373,000	103,385	28%
Other Departmental	225,000	61,047	27%
Licenses/Permits	1,705,000	474,594	28%
Medicaid	100,000	0	0%
Pay In Lieu Of Taxes	18,000	0	0%
Hotel/Motel	725,000	300,926	42%
Marijuana Fees	0	1,000	-
Earnings On Investments	65,000	216,794	334%
Fines/Forfeits	30,000	3,765	13%
Cemetery	265,000	46,350	17%
Library Fines & Misc.	0	960	-
Historical Commission	0	200	-
Misc. Non Recurring Revenue	0	1,884	-
<b>Total General Fund Revenue</b>	<b>143,110,908</b>	<b>33,119,028</b>	<b>23%</b>

Year to Date Expenditures and Revenue  
First Quarter, FY2020

**Enterprise Funds**

**Water Sewer Fund**

	<b>Budget</b>	<b>YTD</b>	<b>Encumbered</b>	<b>%</b>
Expenses	22,346,487	8,551,768	101,774	39%
Revenue	22,163,011	9,144,329	0	41%

**AYCC Fund**

	<b>Budget</b>	<b>YTD</b>	<b>Encumbered</b>	<b>%</b>
Expenses	740,358	179,516	80,439	35%
Revenue	740,358	264,270	0	36%

**COA Transportation Fund**

	<b>Budget</b>	<b>YTD</b>	<b>Encumbered</b>	<b>%</b>
Expenses	142,907	22,113	4,721	19%
Revenue	124,900	67,390	0	54%

**Ed Burns Rink Fund**

	<b>Budget</b>	<b>YTD</b>	<b>Encumbered</b>	<b>%</b>
Expenses	656,322	202,989	62,683	40%
Revenue	631,322	21,528	0	3%

**Recreation Fund**

	<b>Budget</b>	<b>YTD</b>	<b>Encumbered</b>	<b>%</b>
Expenses	1,885,697	651,761	182,346	44%
Revenue	1,885,697	456,458	0	24%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
01 5901 TRSF CAPIT	4,222,995	0	4,222,995	4,222,995.00	.00	.00	100.0%
01 5902 TRSF ENTER	5,763,112	8,835	5,771,947	5,780,662.00	.00	-8,715.00	100.2%*
01 5904 TRSF STABL	2,600,001	0	2,600,001	2,600,001.00	.00	.00	100.0%
01 5905 TRSF TRUST	3,111,492	0	3,111,492	3,111,492.00	.00	.00	100.0%
TOTAL GENERAL FUND	15,697,600	8,835	15,706,435	15,715,150.00	.00	-8,715.00	100.1%
0112064 TRANSPORTATION ACTIVITIES							
0112064 5871 STUDY AUTO	2,000	0	2,000	91.14	25.80	1,883.06	5.8%
TOTAL TRANSPORTATION ACTIVITIES	2,000	0	2,000	91.14	25.80	1,883.06	5.8%
0112281 SELECTMEN'S SALARIES							
0112281 5100 SALARIES &	289,831	0	289,831	71,530.25	.00	218,300.75	24.7%
0112281 5156 LONGEVITY	6,370	0	6,370	.00	.00	6,370.00	.0%
TOTAL SELECTMEN'S SALARIES	296,201	0	296,201	71,530.25	.00	224,670.75	24.1%
0112282 SELECTMEN'S EXPENSES							
0112282 5201 ADVERTISIN	1,500	0	1,500	282.12	315.88	902.00	39.9%
0112282 5217 DUES	11,600	0	11,600	11,880.00	.00	-280.00	102.4%*
0112282 5223 OFFICE SUP	6,500	0	6,500	421.96	3,328.04	2,750.00	57.7%
0112282 5299 OTHERWISE	2,550	0	2,550	181.21	135.81	2,232.98	12.4%
TOTAL SELECTMEN'S EXPENSES	22,150	0	22,150	12,765.29	3,779.73	5,604.98	74.7%
0112285 ACCOUNTING AND AUDITING							
0112285 5219 ACCTG & AU	78,000	0	78,000	15,000.00	.00	63,000.00	19.2%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL ACCOUNTING AND AUDITING	78,000	0	78,000	15,000.00	.00	63,000.00	19.2%
0112381 TOWN MANAGER SALARIES							
<a href="#">0112381 5100 SALARIES &amp;</a>	770,996	-36,721	734,275	180,263.81	.00	554,011.19	24.5%
<a href="#">0112381 5156 LONGEVITY</a>	6,635	0	6,635	.00	.00	6,635.00	.0%
<a href="#">0112381 5199 SALARY INC</a>	44,631	0	44,631	8,604.94	.00	36,026.06	19.3%
TOTAL TOWN MANAGER SALARIES	822,262	-36,721	785,541	188,868.75	.00	596,672.25	24.0%
0112382 TOWN MANAGER EXPENSES							
<a href="#">0112382 5210 OUT-OF-STA</a>	3,000	0	3,000	.00	.00	3,000.00	.0%
<a href="#">0112382 5217 DUES/SUBSC</a>	15,800	0	15,800	1,833.54	.00	13,966.46	11.6%
<a href="#">0112382 5220 WEB SITE</a>	21,000	0	21,000	9,324.64	.00	11,675.36	44.4%
<a href="#">0112382 5223 OFFICE SUP</a>	8,000	0	8,000	743.88	454.11	6,802.01	15.0%
<a href="#">0112382 5228 PRINTING</a>	3,500	0	3,500	.00	.00	3,500.00	.0%
<a href="#">0112382 5299 OTHERWISE</a>	1,700	0	1,700	346.00	.00	1,354.00	20.4%
TOTAL TOWN MANAGER EXPENSES	53,000	0	53,000	12,248.06	454.11	40,297.83	24.0%
0112388 TOWN MANAGER							
<a href="#">0112388 5240 BATTLE RD</a>	2,000	0	2,000	.00	.00	2,000.00	.0%
<a href="#">0112388 5871 MUGAR</a>	25,000	0	25,000	.00	.00	25,000.00	.0%
TOTAL TOWN MANAGER	27,000	0	27,000	.00	.00	27,000.00	.0%
0113181 FINANCE COMMITTEE SALARIES							
<a href="#">0113181 5100 SALARIES &amp;</a>	8,150	0	8,150	1,250.01	.00	6,899.99	15.3%
TOTAL FINANCE COMMITTEE SALARIES	8,150	0	8,150	1,250.01	.00	6,899.99	15.3%
0113182 FINANCE COMMITTEE EXPENSES							
<a href="#">0113182 5299 OTHERWISE</a>	2,500	0	2,500	.00	.00	2,500.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL FINANCE COMMITTEE EXPENSES	2,500	0	2,500	.00	.00	2,500.00	.0%
0113481 COMPTROLLER'S SALARIES							
0113481 5100 SALARIES &	330,055	0	330,055	81,771.51	.00	248,283.49	24.8%
0113481 5103 OVERTIME	6,000	0	6,000	.00	.00	6,000.00	.0%
0113481 5156 LONGEVITY	6,286	0	6,286	.00	.00	6,286.00	.0%
0113481 5160 CLEANING	600	0	600	850.00	.00	-250.00	141.7%*
TOTAL COMPTROLLER'S SALARIES	342,941	0	342,941	82,621.51	.00	260,319.49	24.1%
0113482 COMPTROLLER'S EXPENSES							
0113482 5209 IN-STATE T	3,350	0	3,350	.00	.00	3,350.00	.0%
0113482 5210 OUT-OF-STA	4,000	0	4,000	.00	.00	4,000.00	.0%
0113482 5217 DUES	1,000	0	1,000	125.00	45.00	830.00	17.0%
0113482 5218 TRAINING	15,000	0	15,000	.00	.00	15,000.00	.0%
0113482 5223 OFFICE SUP	3,400	0	3,400	1,595.29	2,422.73	-618.02	118.2%
0113482 5224 OTHER SUPP	500	0	500	.00	.00	500.00	.0%
0113482 5236 OTHER PURC	350	0	350	.00	.00	350.00	.0%
0113482 5299 OTHERWISE	0	0	0	.00	300.00	-300.00	100.0%
TOTAL COMPTROLLER'S EXPENSES	27,600	0	27,600	1,720.29	2,767.73	23,111.98	16.3%
0113781 ASSESSORS SALARIES							
0113781 5100 SALARIES &	294,809	0	294,809	72,859.70	.00	221,949.30	24.7%
0113781 5103 OVERTIME	1,000	0	1,000	.00	.00	1,000.00	.0%
0113781 5156 LONGEVITY	1,639	0	1,639	.00	.00	1,639.00	.0%
0113781 5160 CLEANING	1,275	0	1,275	1,275.00	.00	.00	100.0%
TOTAL ASSESSORS SALARIES	298,723	0	298,723	74,134.70	.00	224,588.30	24.8%
0113782 ASSESSORS EXPENSES							
0113782 5206 COMPUTER M	20,500	0	20,500	19,750.00	.00	750.00	96.3%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0113782 5209 TRAVEL:AUT</a>	3,148	0	3,148	225.00	.00	2,923.00	7.1%
<a href="#">0113782 5219 ASSESSORS:</a>	4,500	0	4,500	250.00	.00	4,250.00	5.6%
<a href="#">0113782 5223 OFFICE SUP</a>	3,900	0	3,900	82.67	361.33	3,456.00	11.4%
<a href="#">0113782 5299 OTHERWISE</a>	1,200	0	1,200	.00	.00	1,200.00	.0%
TOTAL ASSESSORS EXPENSES	33,248	0	33,248	20,307.67	361.33	12,579.00	62.2%
0113881 TREASURER/COLLECTOR SALARIES							
<a href="#">0113881 5100 SALARIES &amp;</a>	635,170	0	635,170	145,393.07	.00	489,776.93	22.9%
<a href="#">0113881 5103 OVERTIME</a>	15,000	0	15,000	585.68	.00	14,414.32	3.9%
<a href="#">0113881 5110 DEPTY TAX</a>	15,000	0	15,000	.00	.00	15,000.00	.0%
<a href="#">0113881 5156 LONGEVITY</a>	6,786	0	6,786	.00	.00	6,786.00	.0%
<a href="#">0113881 5160 CLEANING</a>	3,400	0	3,400	3,200.00	.00	200.00	94.1%
TOTAL TREASURER/COLLECTOR SALARIES	675,356	0	675,356	149,178.75	.00	526,177.25	22.1%
0113882 TREASURER/COLLECTOR EXPENSES							
<a href="#">0113882 5201 ADVERTISIN</a>	6,000	0	6,000	.00	1,050.00	4,950.00	17.5%
<a href="#">0113882 5203 REP'S &amp; MA</a>	5,500	0	5,500	5,175.12	.00	324.88	94.1%
<a href="#">0113882 5209 IN-STATE T</a>	3,413	0	3,413	.00	.00	3,413.00	.0%
<a href="#">0113882 5210 OUT OF STA</a>	3,000	0	3,000	720.00	.00	2,280.00	24.0%
<a href="#">0113882 5223 OFFICE SUP</a>	13,000	0	13,000	1,740.71	11,123.33	135.96	99.0%
<a href="#">0113882 5224 OTHER SUPP</a>	10,000	0	10,000	2,433.04	915.40	6,651.56	33.5%
<a href="#">0113882 5244 LEGAL EXP</a>	12,750	0	12,750	3,609.33	1,362.50	7,778.17	39.0%
<a href="#">0113882 5258 BILL PRINT</a>	25,000	0	25,000	1,428.75	8,571.25	15,000.00	40.0%
<a href="#">0113882 5269 BANKING SE</a>	60,000	0	60,000	4,140.69	26,608.81	29,250.50	51.2%
<a href="#">0113882 5290 TAX TAKING</a>	15,000	0	15,000	.00	.00	15,000.00	.0%
<a href="#">0113882 5299 GEN REIMB</a>	2,000	0	2,000	1,058.00	500.00	442.00	77.9%
<a href="#">0113882 5762 INTEREST &amp;</a>	7,000	0	7,000	.00	.00	7,000.00	.0%
TOTAL TREASURER/COLLECTOR EXPENSES	162,663	0	162,663	20,305.64	50,131.29	92,226.07	43.3%
0114081 POSTAGE SALARIES							
<a href="#">0114081 5100 SALARIES &amp;</a>	32,711	0	32,711	8,078.93	.00	24,632.07	24.7%
<a href="#">0114081 5156 LONGEVITY</a>	329	0	329	.00	.00	329.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0114081 5160 CLEANING</a>	225	0	225	.00	.00	225.00	.0%
TOTAL POSTAGE SALARIES	33,265	0	33,265	8,078.93	.00	25,186.07	24.3%
0114082 POSTAGE EXPENSES							
<a href="#">0114082 5203 REP'S &amp; MA</a>	20,507	0	20,507	186.00	558.00	19,763.00	3.6%
<a href="#">0114082 5209 TRAVEL:AUT</a>	2,626	0	2,626	754.00	.00	1,872.00	28.7%
<a href="#">0114082 5223 OFFICE SUP</a>	2,350	0	2,350	1,929.92	3,670.08	-3,250.00	238.3%*
<a href="#">0114082 5225 POSTAGE:SC</a>	40,000	0	40,000	1,500.00	700.00	37,800.00	5.5%
<a href="#">0114082 5226 POSTAGE:TO</a>	125,400	0	125,400	20,788.00	1,415.00	103,197.00	17.7%
TOTAL POSTAGE EXPENSES	190,883	0	190,883	25,157.92	6,343.08	159,382.00	16.5%
0114987 RESERVE FUND							
<a href="#">0114987 5730 RESERVE FU</a>	1,604,584	0	1,604,584	.00	.00	1,604,584.00	.0%
TOTAL RESERVE FUND	1,604,584	0	1,604,584	.00	.00	1,604,584.00	.0%
0115181 LEGAL SALARIES							
<a href="#">0115181 5100 SALARIES &amp;</a>	467,332	0	467,332	117,670.87	.00	349,661.13	25.2%
<a href="#">0115181 5156 LONGEVITY</a>	9,543	0	9,543	.00	.00	9,543.00	.0%
TOTAL LEGAL SALARIES	476,875	0	476,875	117,670.87	.00	359,204.13	24.7%
0115182 LEGAL EXPENSES							
<a href="#">0115182 5244 LEGAL EXPE</a>	136,665	14,174	150,839	5,290.75	45,219.25	100,329.44	33.5%
TOTAL LEGAL EXPENSES	136,665	14,174	150,839	5,290.75	45,219.25	100,329.44	33.5%
0115185 LEGAL WARRANT ARTICLES							
<a href="#">0115185 5502 LEGAL DEFE</a>	0	19,000	19,000	.00	.00	19,000.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LEGAL WARRANT ARTICLES	0	19,000	19,000	.00	.00	19,000.00	.0%
0115188 WORKERS' COMPENSATION RESERVE							
<a href="#">0115188 5502 W/C RES FD</a>	0	119,293	119,293	.00	.00	119,292.71	.0%
TOTAL WORKERS' COMPENSATION RESERVE	0	119,293	119,293	.00	.00	119,292.71	.0%
0115281 PERSONNEL SALARIES							
<a href="#">0115281 5100 SALARIES &amp;</a>	300,557	0	300,557	74,453.64	.00	226,103.36	24.8%
<a href="#">0115281 5156 LONGEVITY</a>	6,233	0	6,233	.00	.00	6,233.00	.0%
TOTAL PERSONNEL SALARIES	306,790	0	306,790	74,453.64	.00	232,336.36	24.3%
0115282 PERSONNEL EXPENSES							
<a href="#">0115282 5209 TRAVEL</a>	250	0	250	.00	.00	250.00	.0%
<a href="#">0115282 5218 TRAINING</a>	50,000	0	50,000	9,529.71	6,000.00	34,470.29	31.1%
<a href="#">0115282 5223 OFFICE SUP</a>	2,500	0	2,500	268.97	2,164.18	66.85	97.3%
<a href="#">0115282 5236 OTHER PURC</a>	3,700	0	3,700	1,881.44	5,193.56	-3,375.00	191.2%*
TOTAL PERSONNEL EXPENSES	56,450	0	56,450	11,680.12	13,357.74	31,412.14	44.4%
0115285 MISCELLANEOUS WARRANT ARTICLES							
<a href="#">0115285 5512 AMEND CLAS</a>	11,360	-11,360	0	.00	.00	.00	.0%
TOTAL MISCELLANEOUS WARRANT ARTICLES	11,360	-11,360	0	.00	.00	.00	.0%
0115287 INDEMNITY:POLICE OFFICERS							
<a href="#">0115287 5706 INDEMNITY:</a>	10,821	0	10,821	10,820.54	.00	.46	100.0%



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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL INDEMNITY:POLICE OFFICERS	10,821	0	10,821	10,820.54	.00	.46	100.0%
0115481 INFORMATION TECHNOLOGY							
0115481 5100 SALARIES &	682,561	0	682,561	239,484.30	.00	443,076.70	35.1%
0115481 5103 OVERTIME	1,000	0	1,000	.00	.00	1,000.00	.0%
0115481 5156 LONGEVITY	15,679	0	15,679	8,115.66	.00	7,563.34	51.8%
0115481 5160 CLEANING	425	0	425	425.00	.00	.00	100.0%
TOTAL INFORMATION TECHNOLOGY	699,665	0	699,665	248,024.96	.00	451,640.04	35.4%
0115482 INFORMATION TECHNOLOGY							
0115482 5204 STRATEGIC	23,000	0	23,000	13,394.06	.00	9,605.94	58.2%
0115482 5206 COMPUTER M	15,000	0	15,000	.00	.00	15,000.00	.0%
0115482 5209 IN-STATE T	5,003	0	5,003	92.80	.00	4,910.20	1.9%
0115482 5215 TELEPHONE:	68,000	0	68,000	16,399.57	42,743.41	8,857.02	87.0%
0115482 5217 DUES/SUBSC	100	0	100	.00	.00	100.00	.0%
0115482 5218 TRAINING	20,000	0	20,000	2,440.00	2,913.75	14,646.25	26.8%
0115482 5219 CONSULTING	32,000	0	32,000	11,294.43	17,755.57	2,950.00	90.8%
0115482 5223 OFFICE SUP	1,500	0	1,500	208.95	691.05	600.00	60.0%
0115482 5224 OTHER SUPP	800	0	800	105.98	.00	694.02	13.2%
0115482 5236 OTHER	350	0	350	781.20	.00	-431.20	223.2%*
0115482 5292 NETWORK MN	12,000	0	12,000	1,884.70	5,858.80	4,256.50	64.5%
0115482 5294 OPERATING	7,000	0	7,000	.00	4,661.35	2,338.65	66.6%
0115482 5297 UNIX HARDW	2,300	0	2,300	.00	.00	2,300.00	.0%
0115482 5301 COMP PAPER	2,300	0	2,300	.00	1,500.00	800.00	65.2%
0115482 5302 COMP SUPP	6,500	0	6,500	2,114.35	4,385.65	.00	100.0%
0115482 5304 PRINTER SU	2,600	0	2,600	.00	1,500.00	1,100.00	57.7%
0115482 5305 SOFTWARE	48,000	0	48,000	11,791.00	2,700.00	33,509.00	30.2%
0115482 5350 COURRIER	400	0	400	.00	.00	400.00	.0%
0115482 5353 MUNIS SUPP	163,000	0	163,000	147,493.58	3,150.00	12,356.42	92.4%
TOTAL INFORMATION TECHNOLOGY	409,853	0	409,853	208,000.62	87,859.58	113,992.80	72.2%
0116181 TOWN CLERK SALARIES							
0116181 5100 SALARIES &	236,576	0	236,576	58,154.70	.00	178,421.30	24.6%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0116181 5103 OVERTIME</a>	3,500	0	3,500	29.21	.00	3,470.79	.8%
<a href="#">0116181 5156 LONGEVITY</a>	7,949	0	7,949	.00	.00	7,949.00	.0%
<a href="#">0116181 5160 CLEANING</a>	850	0	850	425.00	.00	425.00	50.0%
TOTAL TOWN CLERK SALARIES	248,875	0	248,875	58,608.91	.00	190,266.09	23.5%
0116182 TOWN CLERK EXPENSES							
<a href="#">0116182 5201 ADVERTISING</a>	5,500	0	5,500	.00	4,000.00	1,500.00	72.7%
<a href="#">0116182 5203 MAINT &amp; RE</a>	1,000	0	1,000	.00	95.00	905.00	9.5%
<a href="#">0116182 5219 STENOGRAPH</a>	7,500	0	7,500	.00	.00	7,500.00	.0%
<a href="#">0116182 5223 OFFICE SUP</a>	3,500	0	3,500	590.24	1,464.99	1,444.77	58.7%
<a href="#">0116182 5227 BINDING</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0116182 5228 PRINTING:</a>	7,000	0	7,000	.00	.00	7,000.00	.0%
<a href="#">0116182 5299 OTHERWISE</a>	3,260	0	3,260	49.45	186.67	3,023.88	7.2%
TOTAL TOWN CLERK EXPENSES	28,260	0	28,260	639.69	5,746.66	21,873.65	22.6%
0116281 ELECTION SALARIES							
<a href="#">0116281 5100 SALARIES &amp;</a>	94,426	0	94,426	.00	.00	94,426.00	.0%
TOTAL ELECTION SALARIES	94,426	0	94,426	.00	.00	94,426.00	.0%
0116282 ELECTION EXPENSES							
<a href="#">0116282 5208 RENTAL OF</a>	340	0	340	.00	.00	340.00	.0%
<a href="#">0116282 5221 ELECT VOTE</a>	13,000	0	13,000	.00	.00	13,000.00	.0%
<a href="#">0116282 5223 OFFICE SUP</a>	2,060	0	2,060	.00	.00	2,060.00	.0%
<a href="#">0116282 5236 OTHER PURC</a>	8,900	0	8,900	.00	9,000.00	-100.00	101.1%
TOTAL ELECTION EXPENSES	24,300	0	24,300	.00	9,000.00	15,300.00	37.0%
0116381 REGISTRARS SALARIES							
<a href="#">0116381 5100 SALARIES &amp;</a>	55,633	0	55,633	13,589.47	.00	42,043.53	24.4%

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<a href="#">0116381 5103 OVERTIME</a>	2,500	0	2,500	.00	.00	2,500.00	.0%
<a href="#">0116381 5156 LONGEVITY</a>	300	0	300	.00	.00	300.00	.0%
<a href="#">0116381 5160 CLEANING</a>	425	0	425	425.00	.00	.00	100.0%
TOTAL REGISTRARS SALARIES	58,858	0	58,858	14,014.47	.00	44,843.53	23.8%
0116382 REGISTRARS EXPENSES							
<a href="#">0116382 5201 ADVERTISIN</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0116382 5203 REP'S &amp; MA</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0116382 5223 OFFICE SUP</a>	1,850	0	1,850	.00	700.00	1,150.00	37.8%
<a href="#">0116382 5228 PRINTING</a>	9,800	0	9,800	.00	.00	9,800.00	.0%
<a href="#">0116382 5299 OTHERWISE</a>	600	0	600	.00	.00	600.00	.0%
TOTAL REGISTRARS EXPENSES	13,250	0	13,250	.00	700.00	12,550.00	5.3%
0117281 PLANNING SALARIES							
<a href="#">0117281 5100 SALARIES &amp;</a>	649,000	-89,762	559,238	225,486.27	.00	333,751.73	40.3%
<a href="#">0117281 5103 OVERTIME</a>	0	0	0	233.39	.00	-233.39	100.0%*
<a href="#">0117281 5141 CLOTHING</a>	0	0	0	525.00	.00	-525.00	100.0%*
<a href="#">0117281 5160 CLEANING</a>	825	0	825	425.00	.00	400.00	51.5%
TOTAL PLANNING SALARIES	649,825	-89,762	560,063	226,669.66	.00	333,393.34	40.5%
0117282 PLANNING EXPENSES							
<a href="#">0117282 5203 REPS &amp; MAI</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0117282 5209 TRAVEL:AUT</a>	4,910	0	4,910	470.84	129.92	4,309.24	12.2%
<a href="#">0117282 5217 PLANNING:</a>	6,050	0	6,050	1,465.00	.00	4,585.00	24.2%
<a href="#">0117282 5218 TRAINING</a>	4,600	0	4,600	426.46	150.00	4,023.54	12.5%
<a href="#">0117282 5223 OFFICE SUP</a>	4,000	0	4,000	432.49	252.86	3,314.65	17.1%
<a href="#">0117282 5236 CONSERV</a>	1,000	0	1,000	752.00	115.00	133.00	86.7%
<a href="#">0117282 5299 OTHERWISE</a>	2,000	0	2,000	699.99	237.72	1,062.29	46.9%
<a href="#">0117282 5354 TECHNOLOGY</a>	4,770	0	4,770	4,471.30	.00	298.70	93.7%
TOTAL PLANNING EXPENSES	27,830	0	27,830	8,718.08	885.50	18,226.42	34.5%
0117285 MAINT TOWN WATER BODIES							
<a href="#">0117285 5580 WATER BODI</a>	50,000	0	50,000	.00	.00	50,000.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL MAINT TOWN WATER BODIES	50,000	0	50,000	.00	.00	50,000.00	.0%
0117286 OPEN SPACE COMMITTEE							
<a href="#">0117286 5230 ADMIN EXP</a>	300	0	300	70.00	.00	230.00	23.3%
TOTAL OPEN SPACE COMMITTEE	300	0	300	70.00	.00	230.00	23.3%
0117288 ENVISION ARLINGTON							
<a href="#">0117288 5240 ENVISION</a>	3,000	0	3,000	210.00	.00	2,790.00	7.0%
TOTAL ENVISION ARLINGTON	3,000	0	3,000	210.00	.00	2,790.00	7.0%
0117381 ZONING BOARD SALARIES							
<a href="#">0117381 5100 SALARIES &amp;</a>	24,391	0	24,391	6,606.07	.00	17,784.93	27.1%
TOTAL ZONING BOARD SALARIES	24,391	0	24,391	6,606.07	.00	17,784.93	27.1%
0117382 ZONING BOARD EXPENSES							
<a href="#">0117382 5201 ADVERTISIN</a>	9,500	0	9,500	482.52	4,517.48	4,500.00	52.6%
<a href="#">0117382 5223 OFFICE SUP</a>	600	0	600	.00	.00	600.00	.0%
TOTAL ZONING BOARD EXPENSES	10,100	0	10,100	482.52	4,517.48	5,100.00	49.5%
0117687 PLANNING ARTICLE							
<a href="#">0117687 5383 RES DESIGN</a>	50,000	0	50,000	.00	.00	50,000.00	.0%
<a href="#">0117687 5384 SRVS ZONIN</a>	70,000	0	70,000	.00	.00	70,000.00	.0%
TOTAL PLANNING ARTICLE	120,000	0	120,000	.00	.00	120,000.00	.0%
0118282 REDEVELOPMENT BOARD							

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0118282 5201 ADVERTISIN</a>	4,000	0	4,000	.00	725.22	3,274.78	18.1%
<a href="#">0118282 5223 OFFICE SUP</a>	1,500	0	1,500	.00	.00	1,500.00	.0%
<a href="#">0118282 5228 PRINTING</a>	2,400	0	2,400	.00	.00	2,400.00	.0%
<a href="#">0118282 5236 OTHER PURC</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0118282 5299 EXPENSES</a>	2,400	0	2,400	.00	.00	2,400.00	.0%
TOTAL REDEVELOPMENT BOARD	10,800	0	10,800	.00	725.22	10,074.78	6.7%
0119781 PARKING TICKET SALARIES							
<a href="#">0119781 5100 SALARIES &amp;</a>	72,028	0	72,028	26,236.66	.00	45,791.34	36.4%
<a href="#">0119781 5103 OVERTIME</a>	1,000	0	1,000	115.30	.00	884.70	11.5%
<a href="#">0119781 5156 LONGEVITY</a>	1,100	0	1,100	1,555.18	.00	-455.18	141.4%*
<a href="#">0119781 5160 CLEANING</a>	425	0	425	425.00	.00	.00	100.0%
TOTAL PARKING TICKET SALARIES	74,553	0	74,553	28,332.14	.00	46,220.86	38.0%
0119782 PARKING TICKET EXPENSES							
<a href="#">0119782 5228 PRINTING</a>	15,780	0	15,780	.00	.00	15,780.00	.0%
<a href="#">0119782 5236 CONTRACTUA</a>	5,000	0	5,000	524.25	493.75	3,982.00	20.4%
TOTAL PARKING TICKET EXPENSES	20,780	0	20,780	524.25	493.75	19,762.00	4.9%
0121081 POLICE SALARIES							
<a href="#">0121081 5100 SALARIES &amp;</a>	6,496,983	0	6,496,983	1,556,004.94	.00	4,940,978.06	23.9%
<a href="#">0121081 5103 OVERTIME</a>	629,442	0	629,442	236,477.96	.00	392,964.04	37.6%
<a href="#">0121081 51031 BIKEWAY PA</a>	21,018	0	21,018	14,389.20	.00	6,628.80	68.5%
<a href="#">0121081 5105 HOLIDAY PA</a>	222,503	0	222,503	5,349.52	.00	217,153.48	2.4%
<a href="#">0121081 5108 COURT TIME</a>	37,142	0	37,142	2,574.96	.00	34,567.04	6.9%
<a href="#">0121081 5109 ACCRED STI</a>	7,344	0	7,344	.00	.00	7,344.00	.0%
<a href="#">0121081 5112 SCHOOL CRE</a>	5,100	0	5,100	.00	.00	5,100.00	.0%
<a href="#">0121081 5114 INJURY EAR</a>	0	0	0	4,961.21	.00	-4,961.21	100.0%*
<a href="#">0121081 5115 DIFFERENTI</a>	1,821	0	1,821	422.40	.00	1,398.60	23.2%
<a href="#">0121081 5118 DISPATCH</a>	2,809	0	2,809	.00	.00	2,809.00	.0%
<a href="#">0121081 5119 OUT OF GRD</a>	1,561	0	1,561	.00	.00	1,561.00	.0%

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<u>0121081 5156 LONGEVITY</u>	144,725	0	144,725	141,153.48	.00	3,571.52	97.5%
<u>0121081 5160 CLEANING</u>	21,625	0	21,625	23,650.00	.00	-2,025.00	109.4%*
TOTAL POLICE SALARIES	7,592,073	0	7,592,073	1,984,983.67	.00	5,607,089.33	26.1%
0121082 POLICE EXPENSES							
<u>0121082 5202 REPS &amp; MAI</u>	75,000	0	75,000	11,732.08	6,008.12	57,259.80	23.7%
<u>0121082 5207 EQUIPMENT</u>	9,200	0	9,200	.00	.00	9,200.00	.0%
<u>0121082 5211 ELECTRICIT</u>	75,000	0	75,000	17,892.53	7,607.47	49,500.00	34.0%
<u>0121082 5213 AUTO GAS &amp;</u>	75,000	0	75,000	.00	.00	75,000.00	.0%
<u>0121082 5214 HEATING FU</u>	30,000	0	30,000	214.01	29,785.99	.00	100.0%
<u>0121082 5217 DUES:GREAT</u>	26,500	0	26,500	13,164.54	3,470.00	9,865.46	62.8%
<u>0121082 5218 MASS. POLI</u>	54,100	0	54,100	27,006.71	4,255.00	22,838.29	57.8%
<u>0121082 5223 OFFICE SUP</u>	16,000	0	16,000	3,086.94	7,909.61	5,003.45	68.7%
<u>0121082 5224 SUPPLIES:C</u>	2,000	0	2,000	.00	.00	2,000.00	.0%
<u>0121082 5231 PHYSICAL/D</u>	5,000	0	5,000	.00	.00	5,000.00	.0%
<u>0121082 5236 OTHER PURC</u>	4,000	0	4,000	1,692.97	8,114.03	-5,807.00	245.2%*
<u>0121082 5241 UNIFORMS</u>	85,000	0	85,000	7,979.00	4,021.00	73,000.00	14.1%
<u>0121082 52411 UNIFORM AL</u>	3,600	0	3,600	.00	.00	3,600.00	.0%
<u>0121082 5249 REPS &amp; MAI</u>	55,000	0	55,000	15,197.07	10,130.49	29,672.44	46.1%
<u>0121082 5250 CARE OF DO</u>	1,400	0	1,400	1,615.00	.00	-215.00	115.4%*
<u>0121082 5251 TELEPROCES</u>	127,520	0	127,520	45,426.13	12,593.70	69,500.17	45.5%
<u>0121082 5252 SUPPLIES:O</u>	3,000	0	3,000	1,438.92	491.98	1,069.10	64.4%
<u>0121082 5253 REVOLVERS</u>	15,000	0	15,000	.00	.00	15,000.00	.0%
<u>0121082 5254 SUPPLIES:P</u>	2,500	0	2,500	.00	.00	2,500.00	.0%
<u>0121082 5255 POLICE ACC</u>	1,000	0	1,000	.00	.00	1,000.00	.0%
<u>0121082 5256 PSYCHOLOGI</u>	3,000	0	3,000	.00	.00	3,000.00	.0%
<u>0121082 5267 REPS &amp; MAI</u>	8,000	0	8,000	298.50	2,322.46	5,379.04	32.8%
<u>0121082 5268 MAINT POLI</u>	1,000	0	1,000	.00	.00	1,000.00	.0%
<u>0121082 5272 AUX SUPPOR</u>	250	0	250	.00	.00	250.00	.0%
<u>0121082 5299 OTHERWISE</u>	5,000	0	5,000	7,953.43	1,654.44	-4,607.87	192.2%*
<u>0121082 5706 FEES:MEDIC</u>	30,000	0	30,000	3,117.79	.00	26,882.21	10.4%
TOTAL POLICE EXPENSES	713,070	0	713,070	157,815.62	98,364.29	456,890.09	35.9%
0122081 FIRE SALARIES							
<u>0122081 5100 SALARIES &amp;</u>	6,077,874	0	6,077,874	1,395,040.07	.00	4,682,833.93	23.0%
<u>0122081 5103 OVERTIME</u>	473,753	0	473,753	229,987.52	.00	243,765.48	48.5%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0122081 5105 HOLIDAY PA	185,008	0	185,008	16,427.35	.00	168,580.65	8.9%
0122081 5106 VACATION	51,380	0	51,380	.00	.00	51,380.00	.0%
0122081 5107 PERSONAL	47,756	0	47,756	.00	.00	47,756.00	.0%
0122081 5111 DOUBLE TIM	23,177	0	23,177	.00	.00	23,177.00	.0%
0122081 5112 FIRE SVCS:	189,583	0	189,583	160,214.36	.00	29,368.64	84.5%
0122081 5117 EMP PAY	203,255	0	203,255	1,245.00	.00	202,010.00	.6%
0122081 5119 CAPTAINS	9,500	0	9,500	568.54	.00	8,931.46	6.0%
0122081 5156 LONGEVITY	164,710	0	164,710	132,613.61	.00	32,096.39	80.5%
0122081 5160 CLEANING	24,350	0	24,350	23,350.00	.00	1,000.00	95.9%
TOTAL FIRE SALARIES	7,450,346	0	7,450,346	1,959,446.45	.00	5,490,899.55	26.3%
0122082 FIRE EXPENSES							
0122082 5202 REPS & MAI	30,000	0	30,000	2,705.71	6,386.35	20,907.94	30.3%
0122082 520201 FIIRE ALAR	20,000	0	20,000	5,104.55	3,200.00	11,695.45	41.5%
0122082 5203 REPS & MAI	1,000	0	1,000	.00	312.84	687.16	31.3%
0122082 5206 COMPUTER M	20,000	0	20,000	.00	.00	20,000.00	.0%
0122082 5211 ELECTRICIT	55,000	0	55,000	16,270.83	1,208.00	37,521.17	31.8%
0122082 5213 AUTO GAS &	38,400	0	38,400	967.55	178.96	37,253.49	3.0%
0122082 5214 GAS FOR HE	20,000	0	20,000	1,114.11	16,385.89	2,500.00	87.5%
0122082 5217 DUES/SUBSC	3,900	0	3,900	3,045.00	.00	855.00	78.1%
0122082 5218 FIRE TRAIN	12,000	0	12,000	1,050.00	.00	10,950.00	8.8%
0122082 5223 OFFICE SUP	8,000	0	8,000	986.96	4,625.75	2,387.29	70.2%
0122082 5224 SUPPLIES:C	10,000	0	10,000	998.00	2,002.00	7,000.00	30.0%
0122082 5227 OTHER SUPP	1,000	0	1,000	.00	.00	1,000.00	.0%
0122082 5228 FIRE PREV	5,000	0	5,000	.00	.00	5,000.00	.0%
0122082 5236 OTHER PURC	4,500	0	4,500	392.86	2,857.14	1,250.00	72.2%
0122082 5241 UNIFORMS,B	40,400	0	40,400	4,253.41	11,103.52	25,043.07	38.0%
0122082 5249 REPS & MAI	70,000	0	70,000	2,356.81	13,740.77	53,902.42	23.0%
0122082 5252 SUPPLIES:O	5,000	0	5,000	.00	.00	5,000.00	.0%
0122082 5257 HOSPITAL &	25,000	0	25,000	602.96	.00	24,397.04	2.4%
0122082 5262 EMT SUPPLI	30,000	0	30,000	2,486.70	2,616.03	24,897.27	17.0%
0122082 5264 SUPPLIES:C	6,500	0	6,500	582.00	762.20	5,155.80	20.7%
0122082 5267 REPS & MAI	5,000	0	5,000	1,632.48	1,247.52	2,120.00	57.6%
0122082 5299 OTHERWISE	5,100	0	5,100	800.93	3,459.07	840.00	83.5%
TOTAL FIRE EXPENSES	415,800	0	415,800	45,350.86	70,086.04	300,363.10	27.8%
0125181 INSPECTION SALARIES							
0125181 5100 SALARIES &	486,135	0	486,135	118,190.53	.00	367,944.47	24.3%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0125181 5102 S&amp;W TEMP</a>	4,000	0	4,000	.00	170.00	3,830.00	4.3%
<a href="#">0125181 5103 OVERTIME</a>	4,000	0	4,000	.00	.00	4,000.00	.0%
<a href="#">0125181 5141 CLOTHING</a>	750	0	750	.00	.00	750.00	.0%
<a href="#">0125181 5156 LONGEVITY</a>	9,857	0	9,857	.00	.00	9,857.00	.0%
<a href="#">0125181 5160 CLEANING</a>	300	0	300	925.00	.00	-625.00	308.3%*
TOTAL INSPECTION SALARIES	505,042	0	505,042	119,115.53	170.00	385,756.47	23.6%
0125182 INSPECTION EXPENSES							
<a href="#">0125182 5213 AUTO GAS &amp;</a>	2,000	0	2,000	.00	.00	2,000.00	.0%
<a href="#">0125182 5218 TRAINING</a>	2,000	0	2,000	.00	.00	2,000.00	.0%
<a href="#">0125182 5223 OFFICE SUP</a>	3,200	0	3,200	487.24	5,079.94	-2,367.18	174.0%*
<a href="#">0125182 5249 REPS &amp; MAI</a>	4,000	0	4,000	.00	95.00	3,905.00	2.4%
<a href="#">0125182 5382 SRVC</a>	4,000	0	4,000	.00	.00	4,000.00	.0%
TOTAL INSPECTION EXPENSES	15,200	0	15,200	487.24	5,174.94	9,537.82	37.3%
0130182 MINUTEMAN REGIONAL SCHOOL							
<a href="#">0130182 5650 MINUTEMAN</a>	5,384,690	0	5,384,690	1,346,172.00	4,038,518.00	.00	100.0%
TOTAL MINUTEMAN REGIONAL SCHOOL	5,384,690	0	5,384,690	1,346,172.00	4,038,518.00	.00	100.0%
0140181 NATURAL RESOURCES SALARIES							
<a href="#">0140181 5100 SALARIES &amp;</a>	1,032,187	0	1,032,187	219,664.62	.00	812,522.38	21.3%
<a href="#">0140181 5103 OVERTIME</a>	82,000	0	82,000	33,247.53	.00	48,752.47	40.5%
<a href="#">0140181 5111 DOUBLE TIM</a>	22,050	0	22,050	6,267.33	.00	15,782.67	28.4%
<a href="#">0140181 5119 OUT OF GRD</a>	10,250	0	10,250	9,400.10	.00	849.90	91.7%
<a href="#">0140181 5141 CLOTHING</a>	7,750	0	7,750	6,825.00	.00	925.00	88.1%
<a href="#">0140181 5156 LONGEVITY</a>	9,165	0	9,165	796.54	.00	8,368.46	8.7%
TOTAL NATURAL RESOURCES SALARIES	1,163,402	0	1,163,402	276,201.12	.00	887,200.88	23.7%
0140182 NATURAL RESOURCES EXPENSES							
<a href="#">0140182 5202 PROFESSION</a>	330,000	0	330,000	9,544.30	64,194.89	256,260.81	22.3%



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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0140182 5211 ELECTRIC</a>	0	0	0	445.57	1,354.32	-1,799.89	100.0%*
<a href="#">0140182 5218 TRAINING</a>	4,000	0	4,000	744.00	.00	3,256.00	18.6%
<a href="#">0140182 5224 MATERIALS</a>	90,000	0	90,000	10,055.63	11,488.91	68,455.46	23.9%
<a href="#">0140182 5236 OTHER PURC</a>	15,000	0	15,000	.00	.00	15,000.00	.0%
<a href="#">0140182 5289 TREE PLANT</a>	65,000	0	65,000	4,227.52	.00	60,772.48	6.5%
<a href="#">0140182 5290 TREE PEST</a>	30,000	0	30,000	.00	.00	30,000.00	.0%
<a href="#">0140182 529907 SCULPTURE</a>	7,000	0	7,000	.00	.00	7,000.00	.0%
<a href="#">0140182 5832 SM EQUIPM</a>	3,000	0	3,000	.00	.00	3,000.00	.0%
TOTAL NATURAL RESOURCES EXPENSES	544,000	0	544,000	25,017.02	77,038.12	441,944.86	18.8%
0140282 MAINTENANCE TOWN FIELDS							
<a href="#">0140282 5299 MAINT FIEL</a>	50,000	0	50,000	10,045.00	39,955.00	.00	100.0%
TOTAL MAINTENANCE TOWN FIELDS	50,000	0	50,000	10,045.00	39,955.00	.00	100.0%
0141181 TOWN ENGINEER SALARIES							
<a href="#">0141181 5100 SALARIES &amp;</a>	345,500	0	345,500	72,054.39	.00	273,445.61	20.9%
<a href="#">0141181 5103 OVERTIME</a>	3,800	0	3,800	2,133.44	.00	1,666.56	56.1%
<a href="#">0141181 5119 OUT OF GRD</a>	0	0	0	850.17	.00	-850.17	100.0%*
<a href="#">0141181 5141 CLOTHING</a>	1,050	0	1,050	525.00	.00	525.00	50.0%
<a href="#">0141181 5156 LONGEVITY</a>	1,800	0	1,800	.00	.00	1,800.00	.0%
TOTAL TOWN ENGINEER SALARIES	352,150	0	352,150	75,563.00	.00	276,587.00	21.5%
0141182 TOWN ENGINEER EXPENSES							
<a href="#">0141182 5202 PROF SERVI</a>	20,000	0	20,000	690.00	.00	19,310.00	3.5%
<a href="#">0141182 5218 TRAINING</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">0141182 5224 MATERIALS</a>	3,000	0	3,000	.00	.00	3,000.00	.0%
<a href="#">0141182 5355 MOBILITY</a>	60,000	0	60,000	.00	.00	60,000.00	.0%
TOTAL TOWN ENGINEER EXPENSES	83,500	0	83,500	690.00	.00	82,810.00	.8%
0142083 STREET LIGHTING							
<a href="#">0142083 5202 CONTRACT</a>	25,000	0	25,000	.00	15,000.00	10,000.00	60.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0142083 5211 ELECTRICIT</a>	80,000	0	80,000	6,376.69	38,609.33	35,013.98	56.2%
TOTAL STREET LIGHTING	105,000	0	105,000	6,376.69	53,609.33	45,013.98	57.1%
0142084 TRAFFIC SIGNALS							
<a href="#">0142084 5202 CONTRACT</a>	90,000	0	90,000	4,140.36	25,859.64	60,000.00	33.3%
<a href="#">0142084 5211 ELECTRIC</a>	25,000	0	25,000	2,946.30	18,951.44	3,102.26	87.6%
TOTAL TRAFFIC SIGNALS	115,000	0	115,000	7,086.66	44,811.08	63,102.26	45.1%
0142181 PUBLIC WORKS ADMIN SALARIES							
<a href="#">0142181 5100 SALARIES &amp;</a>	463,367	0	463,367	99,846.07	.00	363,520.93	21.5%
<a href="#">0142181 5103 OVERTIME</a>	8,800	0	8,800	44.84	.00	8,755.16	.5%
<a href="#">0142181 5111 DOUBLE TIM</a>	555	0	555	.00	.00	555.00	.0%
<a href="#">0142181 5119 OUT OF GRD</a>	900	0	900	.00	.00	900.00	.0%
<a href="#">0142181 5141 CLOTHING</a>	650	0	650	.00	.00	650.00	.0%
<a href="#">0142181 5156 LONGEVITY</a>	6,420	0	6,420	.00	.00	6,420.00	.0%
<a href="#">0142181 5160 CLEANING</a>	1,025	0	1,025	1,275.00	.00	-250.00	124.4%*
TOTAL PUBLIC WORKS ADMIN SALARIES	481,717	0	481,717	101,165.91	.00	380,551.09	21.0%
0142182 PUBLIC WORKS ADMIN EXPENSES							
<a href="#">0142182 5202 PROF SERVI</a>	5,000	0	5,000	634.95	2,715.12	1,649.93	67.0%
<a href="#">0142182 5209 IN-STATE T</a>	3,600	0	3,600	899.99	.00	2,700.01	25.0%
<a href="#">0142182 5218 TRAINING</a>	1,000	0	1,000	.00	.00	1,000.00	.0%
<a href="#">0142182 5223 PW ADMIN O</a>	11,000	0	11,000	422.69	3,195.14	7,382.17	32.9%
<a href="#">0142182 5224 MATERIALS</a>	0	0	0	229.00	.00	-229.00	100.0%*
TOTAL PUBLIC WORKS ADMIN EXPENSES	20,600	0	20,600	2,186.63	5,910.26	12,503.11	39.3%
0142281 HIGHWAY SALARIES							
<a href="#">0142281 5100 SALARIES &amp;</a>	1,339,571	0	1,339,571	292,150.77	.00	1,047,420.23	21.8%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0142281 5102 S&amp;W TEMP</a>	46,250	0	46,250	33,685.54	.00	12,564.46	72.8%
<a href="#">0142281 5103 OVERTIME</a>	129,150	0	129,150	46,524.14	.00	82,625.86	36.0%
<a href="#">0142281 5111 DOUBLE TIM</a>	12,815	0	12,815	1,580.84	.00	11,234.16	12.3%
<a href="#">0142281 5119 OUT OF GRD</a>	11,400	0	11,400	2,129.67	.00	9,270.33	18.7%
<a href="#">0142281 5141 CLOTHING</a>	10,250	0	10,250	9,975.00	.00	275.00	97.3%
<a href="#">0142281 5156 LONGEVITY</a>	15,769	0	15,769	.00	.00	15,769.00	.0%
TOTAL HIGHWAY SALARIES	1,565,205	0	1,565,205	386,045.96	.00	1,179,159.04	24.7%
0142282 HIGHWAY EXPENSES							
<a href="#">0142282 5202 PROF SERVI</a>	55,500	0	55,500	9,441.12	4,561.38	41,497.50	25.2%
<a href="#">0142282 5211 ENERGY</a>	23,000	0	23,000	4,716.42	8,283.58	10,000.00	56.5%
<a href="#">0142282 5213 FUEL</a>	170,000	0	170,000	.00	.00	170,000.00	.0%
<a href="#">0142282 5214 HEAT: GAS</a>	32,000	0	32,000	387.35	30,612.65	1,000.00	96.9%
<a href="#">0142282 5218 TRAINING</a>	2,500	0	2,500	1,784.00	.00	716.00	71.4%
<a href="#">0142282 5224 MATERIALS</a>	505,000	0	505,000	25,589.52	18,353.99	461,056.49	8.7%
<a href="#">0142282 5270 PAVEMENT</a>	15,000	0	15,000	4,404.80	.00	10,595.20	29.4%
<a href="#">0142282 5832 SM EQUIPM</a>	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL HIGHWAY EXPENSES	808,000	0	808,000	46,323.21	61,811.60	699,865.19	13.4%
0142381 REMOVAL OF SNOW & ICE SALARIES							
<a href="#">0142381 5103 REMOVE SNO</a>	0	0	0	179.88	.00	-179.88	100.0%*
TOTAL REMOVAL OF SNOW & ICE SALARIES	0	0	0	179.88	.00	-179.88	100.0%
0142382 REMOVAL OF SNOW & ICE							
<a href="#">0142382 5279 REMOVE SNO</a>	1,172,013	0	1,172,013	11,845.26	1,598.46	1,158,569.28	1.1%
TOTAL REMOVAL OF SNOW & ICE	1,172,013	0	1,172,013	11,845.26	1,598.46	1,158,569.28	1.1%
0142981 HGWY MOTOR EQUIP REPAIR SALARY							
<a href="#">0142981 5100 SALARIES &amp;</a>	386,381	0	386,381	95,309.59	.00	291,071.41	24.7%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">0142981 5103 OVERTIME</a>	39,975	0	39,975	6,283.71	.00	33,691.29	15.7%
<a href="#">0142981 5111 DOUBLE TIM</a>	2,900	0	2,900	.00	.00	2,900.00	.0%
<a href="#">0142981 5119 OUT OF GRD</a>	3,200	0	3,200	837.92	.00	2,362.08	26.2%
<a href="#">0142981 5141 CLOTHING</a>	2,625	0	2,625	2,625.00	.00	.00	100.0%
<a href="#">0142981 5156 LONGEVITY</a>	4,865	0	4,865	.00	.00	4,865.00	.0%
TOTAL HGWY MOTOR EQUIP REPAIR SALARY	439,946	0	439,946	105,056.22	.00	334,889.78	23.9%
0142982 HGWY MOTOR EQUIP REPAIR EXPEND							
<a href="#">0142982 5202 PROF SERVI</a>	55,000	0	55,000	10,237.21	2,816.50	41,946.29	23.7%
<a href="#">0142982 5218 TRAINING</a>	7,000	0	7,000	.00	.00	7,000.00	.0%
<a href="#">0142982 5224 MATERIALS</a>	125,000	0	125,000	31,547.37	8,325.73	85,126.90	31.9%
TOTAL HGWY MOTOR EQUIP REPAIR EXPEND	187,000	0	187,000	41,784.58	11,142.23	134,073.19	28.3%
0143382 SOLID WASTE							
<a href="#">0143382 5224 REC OTHER SUPP</a>	50,000	0	50,000	10,350.61	51,001.39	-11,352.00	122.7%*
<a href="#">0143382 5242 CURBSIDE C</a>	2,469,675	0	2,469,675	411,612.36	2,058,062.64	.00	100.0%
<a href="#">0143382 5243 YARD WASTE</a>	107,000	0	107,000	14,322.00	92,678.00	.00	100.0%
<a href="#">0143382 5276 RUBBISH DI</a>	948,200	0	948,200	219,736.65	728,839.18	-375.83	100.0%*
<a href="#">0143382 5277 SOLID FILL</a>	180,000	0	180,000	14,863.72	81,136.28	84,000.00	53.3%
<a href="#">0143382 527701 FOOD SCRAP</a>	100,000	0	100,000	.00	.00	100,000.00	.0%
<a href="#">0143382 5500 HAZARD WST</a>	35,000	0	35,000	.00	35,000.00	.00	100.0%
TOTAL SOLID WASTE	3,889,875	0	3,889,875	670,885.34	3,046,717.49	172,272.17	95.6%
0147181 FACILITIES SALARIES							
<a href="#">0147181 5100 SALARIES &amp;</a>	414,243	-104,581	309,662	89,553.65	.00	220,108.35	28.9%
<a href="#">0147181 5103 OVERTIME</a>	43,556	0	43,556	20,392.91	.00	23,163.09	46.8%
<a href="#">0147181 5111 DOUBLE TIM</a>	0	0	0	867.00	.00	-867.00	100.0%*
<a href="#">0147181 5141 CLOTHING</a>	1,450	0	1,450	1,050.00	.00	400.00	72.4%
<a href="#">0147181 5156 LONGEVITY</a>	2,800	0	2,800	.00	.00	2,800.00	.0%
TOTAL FACILITIES SALARIES	462,049	-104,581	357,468	111,863.56	.00	245,604.44	31.3%
0147182 FACILITIES EXPENSES							
<a href="#">0147182 5202 PROFESSION</a>	140,000	0	140,000	17,666.71	79,229.50	43,103.79	69.2%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0147182 5209 IN-STATE T	0	0	0	928.10	.00	-928.10	100.0%*
0147182 5211 ELECTRICIT	45,000	0	45,000	12,219.01	36,505.99	-3,725.00	108.3%*
0147182 5214 HEAT: NATU	45,000	0	45,000	1,157.55	44,642.45	-800.00	101.8%
0147182 5218 TRAINING	10,000	0	10,000	3,540.55	.00	6,459.45	35.4%
0147182 5224 MATERIALS	25,000	0	25,000	8,770.94	14,499.58	1,729.48	93.1%
0147182 5248 MT GILBOA	0	0	0	12,200.00	.00	-12,200.00	100.0%*
0147182 5269 REPS & MAI	80,044	0	80,044	10,903.34	15,521.00	53,619.66	33.0%
0147182 5810 GREEN	20,000	0	20,000	.00	.00	20,000.00	.0%
0147182 5827 PROF/TECH	30,000	0	30,000	.00	.00	30,000.00	.0%
TOTAL FACILITIES EXPENSES	395,044	0	395,044	67,386.20	190,398.52	137,259.28	65.3%
0149181 CEMETERY SALARIES							
0149181 5100 SALARIES &	239,837	0	239,837	55,376.75	.00	184,460.25	23.1%
0149181 5103 OVERTIME	16,400	0	16,400	2,380.24	.00	14,019.76	14.5%
0149181 5111 DOUBLE TIM	2,000	0	2,000	.00	.00	2,000.00	.0%
0149181 5119 OUT OF GRD	2,200	0	2,200	432.06	.00	1,767.94	19.6%
0149181 5141 CLOTHING	1,175	0	1,175	1,050.00	.00	125.00	89.4%
0149181 5156 LONGEVITY	4,983	0	4,983	.00	.00	4,983.00	.0%
0149181 5160 CLEANING	300	0	300	425.00	.00	-125.00	141.7%*
TOTAL CEMETERY SALARIES	266,895	0	266,895	59,664.05	.00	207,230.95	22.4%
0149182 CEMETERY EXPENSES							
0149182 5202 PROF SERVI	170,000	0	170,000	21,856.25	37,310.75	110,833.00	34.8%
0149182 5211 ELECTRICIT	2,500	0	2,500	483.22	2,016.78	.00	100.0%
0149182 5218 TRAINING	500	0	500	.00	.00	500.00	.0%
0149182 5224 MATERIALS	25,000	0	25,000	2,209.76	3,063.44	19,726.80	21.1%
0149182 5261 HEATING FU	4,500	0	4,500	.00	.00	4,500.00	.0%
TOTAL CEMETERY EXPENSES	202,500	0	202,500	24,549.23	42,390.97	135,559.80	33.1%
0150282 SENIOR CITIZEN COMM SVC PROG							
0150282 5299 SR CITZ PR	7,500	0	7,500	.00	.00	7,500.00	.0%
TOTAL SENIOR CITIZEN COMM SVC PROG	7,500	0	7,500	.00	.00	7,500.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
0151281 HEALTH & HUMAN SRVS SALARIES	<hr/>						
0151281 5100 SALARIES &	562,035	0	562,035	122,148.44	.00	439,886.56	21.7%
0151281 5103 OVERTIME	7,500	0	7,500	1,729.82	.00	5,770.18	23.1%
0151281 5156 LONGEVITY	5,035	0	5,035	.00	.00	5,035.00	.0%
TOTAL HEALTH & HUMAN SRVS SALARIES	574,570	0	574,570	123,878.26	.00	450,691.74	21.6%
<hr/>							
0151282 HEALTH & HUMAN SRVS EXPENSE	<hr/>						
0151282 5208 RENTAL OF	37,500	0	37,500	.00	.00	37,500.00	.0%
0151282 5209 TRAVEL:AUT	1,300	0	1,300	270.40	.00	1,029.60	20.8%
0151282 5217 BOARD HEAL	500	0	500	150.00	275.00	75.00	85.0%
0151282 5218 TRAINING	2,500	0	2,500	190.00	1,350.00	960.00	61.6%
0151282 5223 OFFICE SUP	2,000	0	2,000	215.19	1,674.80	110.01	94.5%
0151282 5224 SUPPLIES:V	1,900	0	1,900	.00	.00	1,900.00	.0%
0151282 5271 SUPPLIES:M	4,000	0	4,000	3,756.99	1,454.04	-1,211.03	130.3%*
0151282 5299 OTHERWISE	600	0	600	45.00	.00	555.00	7.5%
0151282 5351 AYHSC	7,500	0	7,500	.00	.00	7,500.00	.0%
0151282 5385 RODENT	30,000	0	30,000	10,752.09	5,000.00	14,247.91	52.5%
0151282 5620 STATE ASSE	21,400	0	21,400	21,400.00	.00	.00	100.0%
TOTAL HEALTH & HUMAN SRVS EXPENSE	109,200	0	109,200	36,779.67	9,753.84	62,666.49	42.6%
<hr/>							
0151283 HEALTH HUMAN SRVS ARTICLE	<hr/>						
0151283 5381 RAINBOW	4,000	0	4,000	920.00	.00	3,080.00	23.0%
TOTAL HEALTH HUMAN SRVS ARTICLE	4,000	0	4,000	920.00	.00	3,080.00	23.0%
<hr/>							
0154181 COUNCIL ON AGING SALARIES	<hr/>						
0154181 5100 SALARIES &	280,976	0	280,976	73,508.03	.00	207,467.97	26.2%
0154181 5156 LONGEVITY	1,509	0	1,509	.00	.00	1,509.00	.0%
0154181 5160 CLEANING	425	0	425	850.00	.00	-425.00	200.0%*
TOTAL COUNCIL ON AGING SALARIES	282,910	0	282,910	74,358.03	.00	208,551.97	26.3%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0154182 COUNCIL ON AGING EXPENSES							
0154182 5208 RENTAL OF	37,500	0	37,500	.00	.00	37,500.00	.0%
0154182 5209 TRAVEL:AUT	1,400	0	1,400	90.61	.00	1,309.39	6.5%
0154182 5223 OFFICE SUP	2,300	0	2,300	807.46	1,192.54	300.00	87.0%
0154182 5228 PRINTING	500	0	500	.00	.00	500.00	.0%
TOTAL COUNCIL ON AGING EXPENSES	41,700	0	41,700	898.07	1,192.54	39,609.39	5.0%
0154381 VETERANS SERVICES SALARIES							
0154381 5100 SALARIES &	74,236	0	74,236	18,349.69	.00	55,886.31	24.7%
0154381 5156 LONGEVITY	714	0	714	.00	.00	714.00	.0%
TOTAL VETERANS SERVICES SALARIES	74,950	0	74,950	18,349.69	.00	56,600.31	24.5%
0154382 VETERANS SERVICES EXPENSES							
0154382 5209 TRAVEL:AUT	2,668	0	2,668	704.08	.00	1,963.92	26.4%
0154382 5218 TRAINING	1,000	0	1,000	.00	.00	1,000.00	.0%
0154382 5223 OFFICE SUP	1,000	0	1,000	80.00	900.00	20.00	98.0%
0154382 5299 OTHERWISE	600	0	600	.00	1,500.00	-900.00	250.0%*
0154382 5710 VETERANS'	300,000	0	300,000	63,013.82	61,815.00	175,171.18	41.6%
TOTAL VETERANS SERVICES EXPENSES	305,268	0	305,268	63,797.90	64,215.00	177,255.10	41.9%
0159282 COMM ON DISABILITY							
0159282 5299 COMM DISAB	25,000	0	25,000	290.00	3,456.00	21,254.00	15.0%
TOTAL COMM ON DISABILITY	25,000	0	25,000	290.00	3,456.00	21,254.00	15.0%
0159382 HUMAN RIGHTS COMMISSION							
0159382 5299 MISC EXP	7,500	0	7,500	619.16	.00	6,880.84	8.3%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL HUMAN RIGHTS COMMISSION	7,500	0	7,500	619.16	.00	6,880.84	8.3%
0161081 LIBRARY SALARIES							
0161081 5100 SALARIES &	1,903,249	-25,200	1,878,049	466,149.12	.00	1,411,899.88	24.8%
0161081 5103 OVERTIME	60,000	0	60,000	6,268.03	.00	53,731.97	10.4%
0161081 5115 DIFFERENTI	1,142	0	1,142	145.73	.00	996.27	12.8%
0161081 5141 CLOTHING	1,775	0	1,775	.00	.00	1,775.00	.0%
0161081 5156 LONGEVITY	14,772	0	14,772	.00	.00	14,772.00	.0%
0161081 5160 CLEANING	3,300	0	3,300	4,675.00	.00	-1,375.00	141.7%*
TOTAL LIBRARY SALARIES	1,984,238	-25,200	1,959,038	477,237.88	.00	1,481,800.12	24.4%
0161082 LIBRARY EXPENSES							
0161082 5202 REPS & MAI	51,500	0	51,500	4,375.97	6,949.15	40,174.88	22.0%
0161082 5203 REPS & MAI	14,700	0	14,700	4,370.31	960.43	9,369.26	36.3%
0161082 5211 ELECTRICIT	120,000	0	120,000	40,460.67	9,539.33	70,000.00	41.7%
0161082 5213 AUTO GAS &	2,400	0	2,400	.00	.00	2,400.00	.0%
0161082 5214 HEATING FU	30,000	0	30,000	262.51	14,737.49	15,000.00	50.0%
0161082 5217 DUES	180	0	180	.00	.00	180.00	.0%
0161082 5223 OFFICE SUP	19,200	0	19,200	4,092.15	4,659.99	10,447.86	45.6%
0161082 5227 BOOKS & SU	190,000	0	190,000	73,779.21	17,214.36	99,006.43	47.9%
0161082 5228 BINDERY: L	1,500	0	1,500	.00	.00	1,500.00	.0%
0161082 5236 OTHER PURC	76,800	0	76,800	70,618.00	.00	6,182.00	92.0%
0161082 5284 SUPPLIES:C	6,000	0	6,000	1,544.62	2,155.38	2,300.00	61.7%
0161082 5285 MICRO FILM	500	0	500	.00	.00	500.00	.0%
0161082 5286 RECORDINGS	18,500	0	18,500	2,961.33	3,538.67	12,000.00	35.1%
0161082 5287 FILMS: LIB	4,400	0	4,400	1,363.47	1,136.53	1,900.00	56.8%
0161082 5299 OTHERWISE	3,200	0	3,200	662.00	.00	2,538.00	20.7%
TOTAL LIBRARY EXPENSES	538,880	0	538,880	204,490.24	60,891.33	273,498.43	49.2%
0164072 HISTORICAL COMMISSION							
0164072 5299 HISTORICAL	2,660	0	2,660	440.34	186.00	2,033.66	23.5%
TOTAL HISTORICAL COMMISSION	2,660	0	2,660	440.34	186.00	2,033.66	23.5%



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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
0165082 BROADWAY HISTORIC DIST							
<hr/>							
<a href="#">0165082 5299 BROADWAY H</a>	5,100	0	5,100	70.00	.00	5,030.00	1.4%
TOTAL BROADWAY HISTORIC DIST	5,100	0	5,100	70.00	.00	5,030.00	1.4%
<hr/>							
0166285 VETS, MEMORIAL & PATRIOTS							
<hr/>							
<a href="#">0166285 5506 VETS, MEMO</a>	5,667	0	5,667	819.97	.00	4,847.03	14.5%
TOTAL VETS, MEMORIAL & PATRIOTS	5,667	0	5,667	819.97	.00	4,847.03	14.5%
<hr/>							
0166385 TOWN DAY							
<hr/>							
<a href="#">0166385 5507 TOWN DAY C</a>	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL TOWN DAY	5,000	0	5,000	.00	.00	5,000.00	.0%
<hr/>							
0166485 DISPLAY OF FLAGS							
<hr/>							
<a href="#">0166485 5509 FLAGS ON G</a>	4,500	0	4,500	.00	.00	4,500.00	.0%
TOTAL DISPLAY OF FLAGS	4,500	0	4,500	.00	.00	4,500.00	.0%
<hr/>							
0167785 ARLINGTON TOURISM & ECON DEV							
<hr/>							
<a href="#">0167785 5299 ATED</a>	4,275	0	4,275	.00	.00	4,275.00	.0%
TOTAL ARLINGTON TOURISM & ECON DEV	4,275	0	4,275	.00	.00	4,275.00	.0%
<hr/>							
0168082 ARLINGTON COM ARTS & CULTURE							
<hr/>							
<a href="#">0168082 5299 ARTS &amp; CUL</a>	35,000	0	35,000	2,633.83	100.00	32,266.17	7.8%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL ARLINGTON COM ARTS & CULTURE	35,000	0	35,000	2,633.83	100.00	32,266.17	7.8%
0169182 RECYCLING COMMITTEE							
<a href="#">0169182 5299 RECYCLING</a>	3,000	0	3,000	.00	.00	3,000.00	.0%
TOTAL RECYCLING COMMITTEE	3,000	0	3,000	.00	.00	3,000.00	.0%
0171087 MATURING TOWN DEBT							
<a href="#">0171087 5760 MATURING T</a>	0	0	0	2,020,000.00	.00	-2,020,000.00	100.0%*
<a href="#">0171087 576004 8/15/09 PR</a>	315,000	0	315,000	.00	.00	315,000.00	.0%
<a href="#">0171087 576006 8/15/10 PR</a>	340,000	0	340,000	.00	.00	340,000.00	.0%
<a href="#">0171087 576007 8/24/11 PR</a>	720,000	0	720,000	.00	.00	720,000.00	.0%
<a href="#">0171087 576008 11/15/12 P</a>	815,000	0	815,000	.00	.00	815,000.00	.0%
<a href="#">0171087 576009 11/1/13 PR</a>	300,000	0	300,000	.00	.00	300,000.00	.0%
<a href="#">0171087 576010 11/4/14 PR</a>	825,000	0	825,000	.00	.00	825,000.00	.0%
<a href="#">0171087 576011 11/13/15 P</a>	935,000	0	935,000	.00	.00	935,000.00	.0%
<a href="#">0171087 576012 11/9/16 PR</a>	1,335,000	0	1,335,000	.00	.00	1,335,000.00	.0%
<a href="#">0171087 576014 12/07/17</a>	1,570,000	0	1,570,000	.00	.00	1,570,000.00	.0%
<a href="#">0171087 576015 12/06/2018</a>	389,800	0	389,800	.00	.00	389,800.00	.0%
<a href="#">0171087 576016 2019</a>	173,268	0	173,268	.00	.00	173,268.00	.0%
<a href="#">0171087 5761 MATURING T</a>	0	0	0	125,137.50	.00	-125,137.50	100.0%*
<a href="#">0171087 576104 8/15/09 IN</a>	4,725	0	4,725	.00	.00	4,725.00	.0%
<a href="#">0171087 576106 8/15/10 IN</a>	100,300	0	100,300	.00	.00	100,300.00	.0%
<a href="#">0171087 576107 8/24/11 I</a>	32,250	0	32,250	.00	.00	32,250.00	.0%
<a href="#">0171087 576108 11/15/15 I</a>	222,325	0	222,325	.00	.00	222,325.00	.0%
<a href="#">0171087 576109 11/1/13 IN</a>	91,912	0	91,912	.00	.00	91,912.00	.0%
<a href="#">0171087 576110 11/4/14 I</a>	217,275	0	217,275	.00	.00	217,275.00	.0%
<a href="#">0171087 576111 11/13/15 I</a>	171,094	0	171,094	.00	.00	171,094.00	.0%
<a href="#">0171087 576112 11/9/16 IN</a>	793,537	0	793,537	.00	.00	793,537.00	.0%
<a href="#">0171087 576114 12/07/2017</a>	1,199,050	0	1,199,050	.00	.00	1,199,050.00	.0%
<a href="#">0171087 576115 12/06/2018</a>	189,876	0	189,876	.00	.00	189,876.00	.0%
<a href="#">0171087 5763 SHORT TERM</a>	93,544	0	93,544	.00	.00	93,544.00	.0%
TOTAL MATURING TOWN DEBT	10,833,956	0	10,833,956	2,145,137.50	.00	8,688,818.50	19.8%
0181086 STATE ASSESSMENTS							
<a href="#">0181086 5611 AIR POLLUT</a>	17,772	0	17,772	4,443.00	.00	13,329.00	25.0%

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<a href="#">0181086 5612 METRO AREA</a>	23,998	0	23,998	6,000.00	.00	17,998.00	25.0%
<a href="#">0181086 5613 RMV NON</a>	33,480	0	33,480	9,882.00	.00	23,598.00	29.5%
<a href="#">0181086 5614 MBTA</a>	3,045,228	0	3,045,228	761,307.00	.00	2,283,921.00	25.0%
<a href="#">0181086 5615 BOST METRO</a>	727	0	727	183.00	.00	544.00	25.2%
<a href="#">0181086 5616 SPEC ED</a>	16,279	0	16,279	4,071.00	.00	12,208.00	25.0%
<a href="#">0181086 5617 SCH CHOICE</a>	61,860	5,376	67,236	16,443.00	.00	50,793.00	24.5%
<a href="#">0181086 5618 CHARTER</a>	203,873	2,140	206,013	47,804.00	.00	158,209.00	23.2%
TOTAL STATE ASSESSMENTS	3,403,217	7,516	3,410,733	850,133.00	.00	2,560,600.00	24.9%
0191281 PENSIONS							
<a href="#">0191281 5101 SALARIES &amp;</a>	0	0	0	47,994.41	.00	-47,994.41	100.0%*
<a href="#">0191281 5707 CONTRIB PN</a>	12,543,872	0	12,543,872	12,543,872.00	.00	.00	100.0%
<a href="#">0191281 5708 NON-CONTRI</a>	18,468	0	18,468	4,608.04	.00	13,859.96	25.0%
TOTAL PENSIONS	12,562,340	0	12,562,340	12,596,474.45	.00	-34,134.45	100.3%
0191487 GROUP HEALTH INSURANCE							
<a href="#">0191487 5245 WCOMP</a>	540,000	0	540,000	105,079.18	17,941.49	416,979.33	22.8%
<a href="#">0191487 5700 MEDICARE</a>	18,000	0	18,000	3,130.05	.00	14,869.95	17.4%
<a href="#">0191487 5703 OPT OUT PR</a>	217,996	0	217,996	53,686.29	.00	164,309.71	24.6%
<a href="#">0191487 5704 INSURANCE:</a>	15,859,137	0	15,859,137	3,905,513.85	9,000.00	11,944,623.15	24.7%
<a href="#">0191487 5705 INSURANCE:</a>	86,230	0	86,230	21,186.00	.00	65,044.00	24.6%
<a href="#">0191487 5706 FEDERAL ME</a>	1,358,923	0	1,358,923	282,799.99	17,000.00	1,059,123.01	22.1%
<a href="#">0191487 5709 FLEXIBLE B</a>	33,000	0	33,000	5,753.60	9,246.40	18,000.00	45.5%
TOTAL GROUP HEALTH INSURANCE	18,113,286	0	18,113,286	4,377,148.96	53,187.89	13,682,949.15	24.5%
0191488 LIABILITY INSURANCE							
<a href="#">0191488 5702 UNEMPLOYME</a>	150,000	0	150,000	1,850.00	28,650.00	119,500.00	20.3%
<a href="#">0191488 5750 INSURANCE:</a>	55,000	0	55,000	53,258.00	3,000.00	-1,258.00	102.3%*
<a href="#">0191488 5751 INSURANCE:</a>	297,443	0	297,443	292,062.00	.00	5,381.00	98.2%
TOTAL LIABILITY INSURANCE	502,443	0	502,443	347,170.00	31,650.00	123,623.00	75.4%
0198981 FUTURE COLLECTIVE BARGAIN							
<a href="#">0198981 5100 FUTURE COL</a>	337,624	283,408	621,032	.00	.00	621,032.00	.0%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL FUTURE COLLECTIVE BARGAIN	337,624	283,408	621,032	.00	.00	621,032.00	.0%
TOTAL GENERAL FUND	108,100,054	184,602	108,284,656	46,384,160.04	8,244,697.18	53,655,798.93	50.4%
TOTAL EXPENSES	108,100,054	184,602	108,284,656	46,384,160.04	8,244,697.18	53,655,798.93	

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
01 GENERAL FUND						
01 4972 TRSFS IN	1,687,482	0	1,687,482	1,645,789.00	41,693.00	97.5%*
01 4974 INDIRECTS	3,521,952	0	3,521,952	3,521,952.00	.00	100.0%*
01 4975 T/I CAP PR	1,203,204	0	1,203,204	1,203,204.00	.00	100.0%*
TOTAL GENERAL FUND	6,412,638	0	6,412,638	6,370,945.00	41,693.00	99.3%
0100070 MISC NON RECURRING RECEIPTS						
0100070 429014 MISC NON R	0	0	0	1,884.43	-1,884.43	100.0%*
TOTAL MISC NON RECURRING RECEIPTS	0	0	0	1,884.43	-1,884.43	100.0%
0100071 TAXES						
0100071 411018 PPT2018	0	0	0	15.85	-15.85	100.0%*
0100071 411019 FY19 PP	0	0	0	-57.25	57.25	100.0%
0100071 411020 FY2020 PP	0	0	0	381,804.47	-381,804.47	100.0%*
0100071 412018 RE2018	0	0	0	79,481.73	-79,481.73	100.0%*
0100071 412019 FY19 RE	0	0	0	159,177.05	-159,177.05	100.0%*
0100071 412020 FY2020 RE	133,239,908	0	133,239,908	30,707,408.35	102,532,499.65	23.0%*
TOTAL TAXES	133,239,908	0	133,239,908	31,327,830.20	101,912,077.80	23.5%
0100072 MOTOR VEHICLE EXCISE						
0100072 415012 12 MVE	0	0	0	57.09	-57.09	100.0%*
0100072 415013 13 MVE	0	0	0	58.84	-58.84	100.0%*
0100072 415014 14 EXCISE	0	0	0	58.83	-58.83	100.0%*
0100072 415015 FY15 MVE	0	0	0	304.59	-304.59	100.0%*
0100072 415016 FY16 MVE	0	0	0	560.12	-560.12	100.0%*
0100072 415017 FY17 MVE	0	0	0	-924.98	924.98	100.0%
0100072 415018 MVE 2018	0	0	0	3,585.22	-3,585.22	100.0%*
0100072 415019 FY19 MVE	0	0	0	269,801.37	-269,801.37	100.0%*
0100072 415020 FY2020 MVX	5,051,000	0	5,051,000	.00	5,051,000.00	.0%*

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL MOTOR VEHICLE EXCISE	5,051,000	0	5,051,000	273,501.08	4,777,498.92	5.4%
0100073 PENALTIES AND INTEREST						
0100073 417000 INT PP	2,000	0	2,000	8.61	1,991.39	.4%*
0100073 417001 DEMAND PP	0	0	0	60.00	-60.00	100.0%*
0100073 417100 INT RE	100,000	0	100,000	34,045.70	65,954.30	34.0%*
0100073 417101 DEMAND RE	0	0	0	2,220.00	-2,220.00	100.0%*
0100073 417200 INT & PENA	90,000	0	90,000	4,941.01	85,058.99	5.5%*
0100073 417300 MVX INT	12,000	0	12,000	3,836.09	8,163.91	32.0%*
0100073 417400 INT ON DEF	30,000	0	30,000	.00	30,000.00	.0%*
0100073 4175 MVX PENALT	90,000	0	90,000	.00	90,000.00	.0%*
0100073 417501 MVX DEMAND	0	0	0	14,801.29	-14,801.29	100.0%*
0100073 417502 MVX WAR	0	0	0	1,133.37	-1,133.37	100.0%*
0100073 417503 MVX SER WA	0	0	0	357.00	-357.00	100.0%*
0100073 4176 MVX NONRWL	16,000	0	16,000	2,427.42	13,572.58	15.2%*
0100073 4178 TAX TAKING	15,000	0	15,000	212.51	14,787.49	1.4%*
0100073 417901 NSF REV	0	0	0	25.00	-25.00	100.0%*
TOTAL PENALTIES AND INTEREST	355,000	0	355,000	64,068.00	290,932.00	18.0%
0100074 FEES						
0100074 4232 PARKING ME	0	0	0	303.60	-303.60	100.0%*
0100074 424100 BOARD OF A	50,000	0	50,000	1,600.00	48,400.00	3.2%*
0100074 428000 ZONING FEE	1,000	0	1,000	.00	1,000.00	.0%*
0100074 428902 FIRE ALARM	5,000	0	5,000	1,000.00	4,000.00	20.0%*
0100074 428904 RE BILLING	70,000	0	70,000	.00	70,000.00	.0%*
0100074 428909 CONSTABLE	1,000	0	1,000	.00	1,000.00	.0%*
0100074 429005 AMBULANCE	424,000	0	424,000	125,855.47	298,144.53	29.7%*
0100074 429009 TWN CLK FE	40,000	0	40,000	19,389.50	20,610.50	48.5%*
0100074 429012 TRASH STCK	6,000	0	6,000	4,094.00	1,906.00	68.2%*
0100074 442001 STREET OPE	11,000	0	11,000	13,600.00	-2,600.00	123.6%*
0100074 442018 FIREARMS	0	0	0	1,418.75	-1,418.75	100.0%*
0100074 477000 HEARING FE	1,000	0	1,000	440.00	560.00	44.0%*
0100074 477002 PARKING VI	350,000	0	350,000	68,135.80	281,864.20	19.5%*
0100074 477004 PARKING LE	0	0	0	606.00	-606.00	100.0%*
0100074 477012 LATE FEE P	0	0	0	6,280.00	-6,280.00	100.0%*
TOTAL FEES	959,000	0	959,000	242,723.12	716,276.88	25.3%

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<hr/>						
0100075 RENTALS						
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0100075 425100 RENTAL RYD	231,000	0	231,000	55,507.50	175,492.50	24.0%*
0100075 425200 DALLIN LIB	45,000	0	45,000	11,279.01	33,720.99	25.1%*
0100075 425301 ARL CHILD	73,000	0	73,000	16,916.49	56,083.51	23.2%*
0100075 425302 ISB RENT	0	0	0	4,387.10	-4,387.10	100.0%*
0100075 425311 PARMENTER	0	0	0	431.60	-431.60	100.0%*
0100075 425321 CAPITAL	0	0	0	863.20	-863.20	100.0%*
0100075 425600 MT GILBOA	24,000	0	24,000	14,000.00	10,000.00	58.3%*
TOTAL RENTALS	373,000	0	373,000	103,384.90	269,615.10	27.7%
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0100076 OTHER DEPARTMENTAL						
<hr/>						
0100076 429000 DETAIL ADM	80,000	0	80,000	34,302.12	45,697.88	42.9%*
0100076 429006 PLANNING D	500	0	500	.00	500.00	.0%*
0100076 429007 OTHER DEPT	94,500	0	94,500	11,227.14	83,272.86	11.9%*
0100076 429017 MUNI LIEN	50,000	0	50,000	15,460.00	34,540.00	30.9%*
0100076 494000 TREAS CASH	0	0	0	57.75	-57.75	100.0%*
TOTAL OTHER DEPARTMENTAL	225,000	0	225,000	61,047.01	163,952.99	27.1%
<hr/>						
0100077 LICENSES/PERMITS						
<hr/>						
0100077 442002 MARRIAGE L	6,000	0	6,000	1,590.00	4,410.00	26.5%*
0100077 442003 OTHER LICE	0	0	0	1,403.00	-1,403.00	100.0%*
0100077 442004 BLDG, PLUM	1,148,500	0	1,148,500	353,515.30	794,984.70	30.8%*
0100077 442005 WIRE PERMI	250,000	0	250,000	51,534.00	198,466.00	20.6%*
0100077 442006 OCCUPANCY	30,000	0	30,000	8,444.00	21,556.00	28.1%*
0100077 442009 TRENCH	8,000	0	8,000	3,750.00	4,250.00	46.9%*
0100077 442012 SEL PARKIN	80,000	0	80,000	35,177.30	44,822.70	44.0%*
0100077 442013 SELECT LIC	6,000	0	6,000	.00	6,000.00	.0%*
0100077 442014 BOH PERMIT	0	0	0	30.00	-30.00	100.0%*
0100077 442017 FIRE PERMT	35,000	0	35,000	12,850.00	22,150.00	36.7%*
0100077 442020 PLAN REV	1,000	0	1,000	375.00	625.00	37.5%*
0100077 442099 SIDEWALK	0	0	0	50.00	-50.00	100.0%*
0100077 442100 COM VICT L	5,000	0	5,000	135.00	4,865.00	2.7%*
0100077 442102 FOOD VEND	1,500	0	1,500	60.00	1,440.00	4.0%*

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<a href="#">0100077 442103 FOOD VEN A</a>	500	0	500	.00	500.00	.0%*
<a href="#">0100077 442104 WINE/MALT</a>	28,000	0	28,000	.00	28,000.00	.0%*
<a href="#">0100077 442105 WINE APP</a>	500	0	500	.00	500.00	.0%*
<a href="#">0100077 442106 ALCOHOL RE</a>	40,000	0	40,000	.00	40,000.00	.0%*
<a href="#">0100077 442107 ALCOHOL FE</a>	500	0	500	.00	500.00	.0%*
<a href="#">0100077 442108 ALCOHOL CL</a>	5,000	0	5,000	.00	5,000.00	.0%*
<a href="#">0100077 442110 ONE DAY AL</a>	1,000	0	1,000	450.00	550.00	45.0%*
<a href="#">0100077 442111 HACKNEY CA</a>	0	0	0	700.00	-700.00	100.0%*
<a href="#">0100077 442116 PUB ENTERT</a>	1,000	0	1,000	48.00	952.00	4.8%*
<a href="#">0100077 442119 CONTRACTOR</a>	4,000	0	4,000	75.00	3,925.00	1.9%*
<a href="#">0100077 442122 BEER STORE</a>	0	0	0	250.00	-250.00	100.0%*
<a href="#">0100077 442123 BEER ST LI</a>	20,000	0	20,000	.00	20,000.00	.0%*
<a href="#">0100077 442200 TOBACCO SA</a>	10,000	0	10,000	.00	10,000.00	.0%*
<a href="#">0100077 442201 TANNING PE</a>	500	0	500	.00	500.00	.0%*
<a href="#">0100077 442205 FOOD 2</a>	16,000	0	16,000	1,275.00	14,725.00	8.0%*
<a href="#">0100077 442209 WASTE HAUL</a>	2,000	0	2,000	.00	2,000.00	.0%*
<a href="#">0100077 442217 COPY FEE</a>	500	0	500	1,222.86	-722.86	244.6%*
<a href="#">0100077 442218 DEMO INSPE</a>	1,000	0	1,000	250.00	750.00	25.0%*
<a href="#">0100077 442219 POOL PERMI</a>	1,000	0	1,000	.00	1,000.00	.0%*
<a href="#">0100077 442221 CAMPS:PERM</a>	0	0	0	110.00	-110.00	100.0%*
<a href="#">0100077 442224 HENS PERMI</a>	2,500	0	2,500	100.00	2,400.00	4.0%*
<a href="#">0100077 442225 VACANT STO</a>	0	0	0	1,200.00	-1,200.00	100.0%*
TOTAL LICENSES/PERMITS	1,705,000	0	1,705,000	474,594.46	1,230,405.54	27.8%
<hr/>						
0100078 SCHOOL						
<a href="#">0100078 433003 MEDICARE/M</a>	100,000	0	100,000	.00	100,000.00	.0%*
TOTAL SCHOOL	100,000	0	100,000	.00	100,000.00	.0%
<hr/>						
0100079 PAY IN LIEU OF TAXES						
<a href="#">0100079 418000 PAYMENTS I</a>	18,000	0	18,000	.00	18,000.00	.0%*
TOTAL PAY IN LIEU OF TAXES	18,000	0	18,000	.00	18,000.00	.0%
<hr/>						
0100080 OTHER EXCISE - HOTEL/MOTEL TAX						
<a href="#">0100080 432020 HOTEL/MOTE</a>	325,000	0	325,000	153,475.92	171,524.08	47.2%*



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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<a href="#">0100080 432024 MA MEALS T</a>	400,000	0	400,000	147,450.07	252,549.93	36.9%*
TOTAL OTHER EXCISE - HOTEL/MOTEL TAX	725,000	0	725,000	300,925.99	424,074.01	41.5%
0112374 FEES						
<a href="#">0112374 424000 MARIJUANA</a>	0	0	0	1,000.00	-1,000.00	100.0%*
TOTAL FEES	0	0	0	1,000.00	-1,000.00	100.0%
0113871 GENERAL FUND-TAX LIEN COLLECTE						
<a href="#">0113871 412200 TAX LIENS</a>	0	0	0	21,588.78	-21,588.78	100.0%*
TOTAL GENERAL FUND-TAX LIEN COLLECTE	0	0	0	21,588.78	-21,588.78	100.0%
0113873 GENERAL FUND-CHERRY SHEET						
<a href="#">0113873 432001 EXEMPTIONS</a>	125,356	0	125,356	-101,601.00	226,957.00	-81.0%*
<a href="#">0113873 432010 LOCAL AID</a>	8,056,055	0	8,056,055	2,014,011.00	6,042,044.00	25.0%*
<a href="#">0113873 432012 SCHOOL AID</a>	13,979,327	0	13,979,327	3,483,746.00	10,495,581.00	24.9%*
<a href="#">0113873 432013 SCHOOL CON</a>	476,523	0	476,523	476,523.00	.00	100.0%*
<a href="#">0113873 432021 REIMB TUIT</a>	14,364	39,941	54,305	10,449.00	43,856.00	19.2%*
<a href="#">0113873 433001 VET'S BENE</a>	206,676	0	206,676	48,265.00	158,411.00	23.4%*
<a href="#">0113873 433003 MEDICARE/M</a>	0	0	0	30.00	-30.00	100.0%*
TOTAL GENERAL FUND-CHERRY SHEET	22,858,301	39,941	22,898,242	5,931,423.00	16,966,819.00	25.9%
0113875 EARNINGS ON INVESTMENTS						
<a href="#">0113875 452001 EARNINGS O</a>	65,000	0	65,000	216,793.50	-151,793.50	333.5%*
TOTAL EARNINGS ON INVESTMENTS	65,000	0	65,000	216,793.50	-151,793.50	333.5%
0113877 FINES/FORFEITS						
<a href="#">0113877 477001 COURT FINE</a>	30,000	0	30,000	3,765.00	26,235.00	12.6%*

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ACCOUNTS FOR: 0100 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL FINES/FORFEITS	30,000	0	30,000	3,765.00	26,235.00	12.6%
0149172 CEMETERY						
<a href="#">0149172 429004 CEMETERY:M</a>	265,000	0	265,000	46,350.00	218,650.00	17.5%*
TOTAL CEMETERY	265,000	0	265,000	46,350.00	218,650.00	17.5%
0161077 LIBRARY FINES & MISC						
<a href="#">0161077 477003 LIBRARY FI</a>	0	0	0	960.13	-960.13	100.0%*
TOTAL LIBRARY FINES & MISC	0	0	0	960.13	-960.13	100.0%
0164072 HISTORICAL COMMISSION						
<a href="#">0164072 428907 HISTORICAL</a>	0	0	0	200.00	-200.00	100.0%*
TOTAL HISTORICAL COMMISSION	0	0	0	200.00	-200.00	100.0%
TOTAL GENERAL FUND	172,381,847	39,941	172,421,788	45,442,984.60	126,978,803.40	26.4%
TOTAL REVENUES	172,381,847	39,941	172,421,788	45,442,984.60	126,978,803.40	

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ACCOUNTS FOR: 6500	WATER SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
650 SEWER ENTERPRISE								
<a href="#">650 412200 TAX LIENS</a>		0	0	0	-1,979.89	.00	1,979.89	100.0%
<a href="#">650 417200 INT &amp; PENAL</a>		0	0	0	-1,003.30	.00	1,003.30	100.0%
<a href="#">650 4972 TRSFS IN</a>		-5,593,112	-26,505	-5,619,617	-5,604,985.00	.00	-14,632.00	99.7%*
TOTAL SEWER ENTERPRISE		-5,593,112	-26,505	-5,619,617	-5,607,968.19	.00	-11,648.81	99.8%
650440 SEWER ENTERPRISE								
<a href="#">650440 422800 PERMITS</a>		0	0	0	-26,770.00	.00	26,770.00	100.0%
TOTAL SEWER ENTERPRISE		0	0	0	-26,770.00	.00	26,770.00	100.0%
650450 SEWER ENTERPRISE								
<a href="#">650450 421000 SEWER USER</a>		-16,199,396	0	-16,199,396	-3,466,857.37	.00	-12,732,538.63	21.4%*
<a href="#">650450 421100 WATER LIEN</a>		-200,462	0	-200,462	-7,960.75	.00	-192,501.25	4.0%*
<a href="#">650450 421900 INTEREST &amp;</a>		-50,054	0	-50,054	-14,874.23	.00	-35,179.77	29.7%*
<a href="#">650450 422900 WATER CONN</a>		-119,987	0	-119,987	-12,950.00	.00	-107,037.00	10.8%*
<a href="#">650450 4800 AMR</a>		0	0	0	-4,793.63	.00	4,793.63	100.0%
<a href="#">650450 484000 FEES</a>		0	0	0	-2,055.00	.00	2,055.00	100.0%
TOTAL SEWER ENTERPRISE		-16,569,899	0	-16,569,899	-3,509,490.98	.00	-13,060,408.02	21.2%
6505002 MWRA SEWER I/I ENGINEERNG								
<a href="#">6505002 5760 MATURING T</a>		408,749	0	408,749	130,000.00	.00	278,749.00	31.8%
<a href="#">6505002 5761 MATURING T</a>		0	0	0	5,850.00	.00	-5,850.00	100.0%*
TOTAL MWRA SEWER I/I ENGINEERNG		408,749	0	408,749	135,850.00	.00	272,899.00	33.2%
6505003 SEWER SYSTEM REHAB CAPITAL								
<a href="#">6505003 5580 SEWER REHA</a>		100,000	0	100,000	.00	1,073.07	98,926.93	1.1%

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ACCOUNTS FOR: 6500 WATER SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL SEWER SYSTEM REHAB CAPITAL	100,000	0	100,000	.00	1,073.07	98,926.93	1.1%
6505006 SEWER COLLECTION SYSTEM							
<a href="#">6505006 5101 LABOR</a>	523,678	0	523,678	518,928.00	.00	4,750.00	99.1%
TOTAL SEWER COLLECTION SYSTEM	523,678	0	523,678	518,928.00	.00	4,750.00	99.1%
6505007 STORM SEWERS COLLECTION SYSTEM							
<a href="#">6505007 5202 PROF SERVI</a>	71,000	0	71,000	.00	.00	71,000.00	.0%
<a href="#">6505007 5224 MATERIALS</a>	5,000	0	5,000	.00	.00	5,000.00	.0%
<a href="#">6505007 5580 REHAB STOR</a>	250,000	0	250,000	17,148.72	5,400.00	227,451.28	9.0%
TOTAL STORM SEWERS COLLECTION SYSTEM	326,000	0	326,000	17,148.72	5,400.00	303,451.28	6.9%
6505011 MWRA ASSESSMENT - SEWER							
<a href="#">6505011 5630 MWRA ASSES</a>	8,952,265	0	8,952,265	2,676,346.50	.00	6,275,918.50	29.9%
TOTAL MWRA ASSESSMENT - SEWER	8,952,265	0	8,952,265	2,676,346.50	.00	6,275,918.50	29.9%
6505013 INDIRECT CHARGES - SEWER							
<a href="#">6505013 5701 WORKERS CO</a>	6,000	0	6,000	6,000.00	.00	.00	100.0%
<a href="#">6505013 5702 UNEMPLOYEM</a>	1,500	0	1,500	1,500.00	.00	.00	100.0%
<a href="#">6505013 5707 RETIREMENT</a>	603,197	0	603,197	603,197.00	.00	.00	100.0%
<a href="#">6505013 5713 HEALTH BEN</a>	284,413	0	284,413	284,413.00	.00	.00	100.0%
<a href="#">6505013 5903 SEWER MAIN</a>	349,688	0	349,688	349,688.00	.00	.00	100.0%
TOTAL INDIRECT CHARGES - SEWER	1,244,798	0	1,244,798	1,244,798.00	.00	.00	100.0%
6505082 SEWER COLLECTION EXPENSES							
<a href="#">6505082 5202 PROF SERVI</a>	70,000	0	70,000	3,710.40	4,389.60	61,900.00	11.6%

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ACCOUNTS FOR: 6500	WATER SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6505082 5211	ELECTRICIT	29,000	0	29,000	2,627.38	14,347.62	12,025.00	58.5%
6505082 5218	TRAINING	2,000	0	2,000	.00	.00	2,000.00	.0%
6505082 5224	MATERIALS	24,000	0	24,000	3,777.97	.00	20,222.03	15.7%
TOTAL SEWER COLLECTION EXPENSES		125,000	0	125,000	10,115.75	18,737.22	96,147.03	23.1%
6505502 WATER DISTRIBUTION SYSTEM								
6505502 5101	WATER DIST	1,062,101	8,835	1,070,936	239,477.23	.00	831,458.77	22.4%
6505502 5102	S&W TEMP	18,750	0	18,750	2,482.50	.00	16,267.50	13.2%
6505502 5103	OVERTIME	183,750	0	183,750	35,456.55	.00	148,293.45	19.3%
6505502 5111	DOUBLE TIM	52,500	0	52,500	11,485.63	.00	41,014.37	21.9%
6505502 5119	OUT OF GRD	6,500	0	6,500	1,841.00	.00	4,659.00	28.3%
6505502 5141	CLOTHING	6,300	0	6,300	5,775.00	.00	525.00	91.7%
6505502 5156	LONGEVITY	9,205	0	9,205	.00	.00	9,205.00	.0%
6505502 5160	CLEANING	21,225	0	21,225	425.00	.00	20,800.00	2.0%
6505502 5260	STIPENDS	425	0	425	5,400.00	.00	-4,975.00	1270.6%*
TOTAL WATER DISTRIBUTION SYSTEM		1,360,756	8,835	1,369,591	302,342.91	.00	1,067,248.09	22.1%
6505503 STORM WATER PLAN REVIEW								
6505503 4840	RECEIPTS	0	0	0	-100.00	.00	100.00	100.0%
TOTAL STORM WATER PLAN REVIEW		0	0	0	-100.00	.00	100.00	100.0%
6505504 WATER/SEWER PROPERTIES								
6505504 5101	MAINT WATE	523,678	0	523,678	518,928.00	.00	4,750.00	99.1%
TOTAL WATER/SEWER PROPERTIES		523,678	0	523,678	518,928.00	.00	4,750.00	99.1%
6505506 REHAB WATER SYSTEM CAPITAL								
6505506 5580	REHAB WATE	100,000	0	100,000	.00	.00	100,000.00	.0%
TOTAL REHAB WATER SYSTEM CAPITAL		100,000	0	100,000	.00	.00	100,000.00	.0%

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ACCOUNTS FOR: 6500	WATER SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6505509 WATER I/I WRIGHT,THESDA,JAMES								
<a href="#">6505509 5760</a>	<a href="#">MATURING T</a>	830,600	0	830,600	205,600.00	.00	625,000.00	24.8%
	TOTAL WATER I/I WRIGHT,THESDA,JAMES	830,600	0	830,600	205,600.00	.00	625,000.00	24.8%
6505511 MWRA ASSESSMENT - WATER								
<a href="#">6505511 5630</a>	<a href="#">MWRA ASSES</a>	5,390,060	0	5,390,060	1,628,499.90	.00	3,761,560.10	30.2%
	TOTAL MWRA ASSESSMENT - WATER	5,390,060	0	5,390,060	1,628,499.90	.00	3,761,560.10	30.2%
6505513 INDIRECT CHARGES - WATER								
<a href="#">6505513 5701</a>	<a href="#">WORKERS CO</a>	1,000	0	1,000	1,000.00	.00	.00	100.0%
<a href="#">6505513 5702</a>	<a href="#">UNEMPLOYME</a>	1,000	0	1,000	1,000.00	.00	.00	100.0%
<a href="#">6505513 5707</a>	<a href="#">RETIREMENT</a>	603,197	0	603,197	603,197.00	.00	.00	100.0%
<a href="#">6505513 5713</a>	<a href="#">HEALTH BEN</a>	284,413	0	284,413	284,413.00	.00	.00	100.0%
<a href="#">6505513 5903</a>	<a href="#">INDIRECT</a>	349,688	0	349,688	349,688.00	.00	.00	100.0%
	TOTAL INDIRECT CHARGES - WATER	1,239,298	0	1,239,298	1,239,298.00	.00	.00	100.0%
6505514 WATER/SEWER PROPERTIES								
<a href="#">6505514 5211</a>	<a href="#">ELECTRICIT</a>	28,600	0	28,600	4,716.42	8,283.58	15,600.00	45.5%
<a href="#">6505514 5214</a>	<a href="#">NATURAL GA</a>	35,000	0	35,000	387.38	30,612.62	4,000.00	88.6%
<a href="#">6505514 5530</a>	<a href="#">GREAT MEAD</a>	4,000	0	4,000	512.04	1,536.11	1,951.85	51.2%
	TOTAL WATER/SEWER PROPERTIES	67,600	0	67,600	5,615.84	40,432.31	21,551.85	68.1%
6505516 WATER MAINT CAPITAL OUTLAY								
<a href="#">6505516 5760</a>	<a href="#">MATURING T</a>	238,050	0	238,050	.00	.00	238,050.00	.0%
	TOTAL WATER MAINT CAPITAL OUTLAY	238,050	0	238,050	.00	.00	238,050.00	.0%

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ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
6500 WATER SEWER ENTERPRISE FUND	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USED
<hr/>							
6505519 WATER MAINT CAPITAL OUTLAY							
<hr/>							
<a href="#">6505519 583010 AUTH HYDRANT</a>	100,000	0	100,000	433.28	.00	99,566.72	.4%
TOTAL WATER MAINT CAPITAL OUTLAY	100,000	0	100,000	433.28	.00	99,566.72	.4%
<hr/>							
6505520 WATER MAINT CAPITAL OUTLAY							
<hr/>							
<a href="#">6505520 5890 AUTH SM EQUIP</a>	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL WATER MAINT CAPITAL OUTLAY	5,000	0	5,000	.00	.00	5,000.00	.0%
<hr/>							
6505522 WATER CAPITAL JET TRUCK							
<hr/>							
<a href="#">6505522 5850 TRUCK</a>	457,000	0	457,000	.00	.00	457,000.00	.0%
TOTAL WATER CAPITAL JET TRUCK	457,000	0	457,000	.00	.00	457,000.00	.0%
<hr/>							
6505582 WATER DISTRIBUTION							
<hr/>							
<a href="#">6505582 5202 PROF SERVI</a>	121,200	0	121,200	25,298.00	15,022.00	80,880.00	33.3%
<a href="#">6505582 5218 TRAINING</a>	5,000	0	5,000	1,013.00	3,450.00	537.00	89.3%
<a href="#">6505582 5224 MATERIALS</a>	227,755	0	227,755	21,552.33	17,659.53	188,543.14	17.2%
TOTAL WATER DISTRIBUTION	353,955	0	353,955	47,863.33	36,131.53	269,960.14	23.7%
TOTAL WATER SEWER ENTERPRISE FUND	183,476	-17,670	165,806	-592,560.94	101,774.13	656,592.81	-296.0%
TOTAL REVENUES	-22,163,011	-26,505	-22,189,516	-9,144,329.17	.00	-13,045,186.83	
TOTAL EXPENSES	22,346,487	8,835	22,355,322	8,551,768.23	101,774.13	13,701,779.64	

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ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
6550 ARLINGTON YOUTH COUNSEL CENTER	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
655 YOUTH SERVICES							
655 4330 STATE REV	-160,000	0	-160,000	-32,000.00	.00	-128,000.00	20.0%*
655 4387 INTER CONT	-40,000	0	-40,000	-16,364.00	.00	-23,636.00	40.9%*
655 4388 INTER CDBG	-10,000	0	-10,000	.00	.00	-10,000.00	.0%*
655 4389 CLIENT FEE	-69,000	0	-69,000	-11,647.66	.00	-57,352.34	16.9%*
655 4390 MED INS RE	-341,358	0	-341,358	-83,016.81	.00	-258,341.19	24.3%*
655 4972 TRSFS IN	-120,000	0	-120,000	-121,242.00	.00	1,242.00	101.0%
655 5101 SALARIES &	445,333	0	445,333	107,679.13	.00	337,653.87	24.2%
655 5156 LONGEVITY	1,900	0	1,900	.00	.00	1,900.00	.0%
655 5160 CLEANING	425	0	425	425.00	.00	.00	100.0%
655 5223 OFFICE SUP	4,200	0	4,200	899.54	600.46	2,700.00	35.7%
655 5230 BILLING	32,000	0	32,000	7,171.65	13,125.68	11,702.67	63.4%
655 523000 FEE CLINIC	250,000	0	250,000	44,472.00	64,528.00	141,000.00	43.6%
655 523010 PROF LIC	500	0	500	.00	.00	500.00	.0%
655 5299 OTHERWISE	6,000	0	6,000	18,868.19	2,185.11	-15,053.30	350.9%*
TOTAL YOUTH SERVICES	0	0	0	-84,754.96	80,439.25	4,315.71	100.0%
TOTAL ARLINGTON YOUTH COUNSEL CENTER	0	0	0	-84,754.96	80,439.25	4,315.71	100.0%
TOTAL REVENUES	-740,358	0	-740,358	-264,270.47	.00	-476,087.53	
TOTAL EXPENSES	740,358	0	740,358	179,515.51	80,439.25	480,403.24	



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ACCOUNTS FOR:  
6560 COA TRANSPORTATION

ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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656 COA TRANSPORTATION ENT

656 4260 COA TRANSP	-3,000	0	-3,000	.00	.00	-3,000.00	.0%*
656 426001 SENIOR CT	-5,000	0	-5,000	-1,696.00	.00	-3,304.00	33.9%*
656 426002 MED TRANS	-1,600	0	-1,600	-194.00	.00	-1,406.00	12.1%*
656 426003 MEDICAL	-1,800	0	-1,800	-980.00	.00	-820.00	54.4%*
656 4261 DART FEES	-6,000	0	-6,000	-1,520.00	.00	-4,480.00	25.3%*
656 4290 CDBG REVEN	-36,500	0	-36,500	.00	.00	-36,500.00	.0%*
656 4830 MISC DONAT	-21,000	0	-21,000	-13,000.00	.00	-8,000.00	61.9%*
656 4972 TRSFS RE	-50,000	0	-50,000	-50,000.00	.00	.00	100.0%
656 5100 SALARIES &	113,407	0	113,407	18,868.97	.00	94,538.03	16.6%
656 5213 AUTO GAS &	500	0	500	.00	.00	500.00	.0%
656 5299 EXPENSES	9,000	0	9,000	1,364.66	600.64	7,034.70	21.8%
656 5300 TAXI EXPEN	20,000	0	20,000	1,879.50	4,120.50	14,000.00	30.0%
TOTAL COA TRANSPORTATION ENT	18,007	0	18,007	-45,276.87	4,721.14	58,562.73	-225.2%
TOTAL COA TRANSPORTATION	18,007	0	18,007	-45,276.87	4,721.14	58,562.73	-225.2%
TOTAL REVENUES	-124,900	0	-124,900	-67,390.00	.00	-57,510.00	
TOTAL EXPENSES	142,907	0	142,907	22,113.13	4,721.14	116,072.73	

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ACCOUNTS FOR:  
6570 ED BURNS ARENA

ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
657 428901 RINK	-490,572	0	-490,572	-16,855.00	.00	-473,717.00 3.4%*
657 428902 ADM SKATE	-55,000	0	-55,000	-48.00	.00	-54,952.00 .1%*
657 428903 PASSES	-7,500	0	-7,500	-180.00	.00	-7,320.00 2.4%*
657 428904 SKATES	-17,000	0	-17,000	-5.00	.00	-16,995.00 .0%*
657 428905 CONCESSION	-25,000	0	-25,000	.00	.00	-25,000.00 .0%*
657 428906 VENDING	-8,000	0	-8,000	-217.32	.00	-7,782.68 2.7%*
657 428907 MARKETING	-8,500	0	-8,500	.00	.00	-8,500.00 .0%*
657 428908 SKATE	-3,500	0	-3,500	-21.00	.00	-3,479.00 .6%*
657 428942 ADM STICK	-14,000	0	-14,000	-1,102.00	.00	-12,898.00 7.9%*
657 428944 non ice re	-2,250	0	-2,250	.00	.00	-2,250.00 .0%*
657 4972 TRSFS IN	0	0	0	-3,100.00	.00	3,100.00 100.0%
657 5101 SALARIES &	189,043	0	189,043	38,103.40	.00	150,939.60 20.2%
657 5102 SALARIES &	78,000	0	78,000	3,841.99	.00	74,158.01 4.9%
657 5103 OVERTIME	7,500	0	7,500	.00	.00	7,500.00 .0%
657 5141 CLOTHING	525	0	525	525.00	.00	.00 100.0%
657 5156 LONGEVITY	610	0	610	.00	.00	610.00 .0%
657 5203 EQUIP.BLDG	46,500	0	46,500	20,835.43	14,007.15	11,657.42 74.9%
657 5206 REFRIGERAT	7,500	0	7,500	.00	.00	7,500.00 .0%
657 5208 DCR LEASE	13,100	0	13,100	.00	.00	13,100.00 .0%
657 5211 ELECTRICIT	98,000	0	98,000	17,058.58	42,491.24	38,450.18 60.8%
657 5213 AUTO:GAS	800	0	800	.00	.00	800.00 .0%
657 5214 HEATING FU	40,000	0	40,000	1,462.50	3,537.50	35,000.00 12.5%
657 5215 TELEPHONE:	960	0	960	.00	.00	960.00 .0%
657 5223 OFFICE SUP	500	0	500	.00	.00	500.00 .0%
657 5233 SECURITY	5,909	0	5,909	.00	.00	5,909.00 .0%
657 5236 MARKETING	2,000	0	2,000	.00	.00	2,000.00 .0%
657 5241 CLOTHING	750	0	750	.00	.00	750.00 .0%
657 5269 REPS & MAI	25,000	0	25,000	.00	.00	25,000.00 .0%
657 5290 CONCESSION	19,000	0	19,000	537.23	2,647.21	15,815.56 16.8%
657 5706 HEALTH INS	19,347	0	19,347	19,347.00	.00	.00 100.0%
657 5871 CAPITAL	101,278	0	101,278	.00	.00	101,278.00 .0%
657 5911 TRSF GEN F	0	0	0	101,278.00	.00	-101,278.00 100.0%*
TOTAL ED BURNS ARENA	25,000	0	25,000	181,460.81	62,683.10	-219,143.91 976.6%
TOTAL ED BURNS ARENA	25,000	0	25,000	181,460.81	62,683.10	-219,143.91 976.6%
TOTAL REVENUES	-631,322	0	-631,322	-21,528.32	.00	-609,793.68
TOTAL EXPENSES	656,322	0	656,322	202,989.13	62,683.10	390,649.77

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ACCOUNTS FOR: 6580 RECREATION ENTERPRISE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
658 RECREATION ENTERPRISE							
658 4270 CC ACTIV	0	0	0	-389,301.27	.00	389,301.27	100.0%
658 4289 OTHER DEPT	0	0	0	-9,545.75	.00	9,545.75	100.0%
658 428909 KID CARE	-512,697	0	-512,697	.00	.00	-512,697.00	.0%*
658 428910 SUMMER PRO	-300,000	0	-300,000	-1,675.00	.00	-298,325.00	.6%*
658 428911 RESERVOIR	-150,000	0	-150,000	-44,846.05	.00	-105,153.95	29.9%*
658 428915 CONCESSION	-10,000	0	-10,000	-9,200.00	.00	-800.00	92.0%*
658 428920 SEASONAL	-900,000	0	-900,000	-555.00	.00	-899,445.00	.1%*
658 4330 STATE REV	-13,000	0	-13,000	.00	.00	-13,000.00	.0%*
658 4972 TRSFS IN	0	0	0	-1,335.00	.00	1,335.00	100.0%
658 5101 SALARIES &	457,587	0	457,587	91,438.06	.00	366,148.94	20.0%
658 5102 SEASONAL	178,000	0	178,000	14,681.32	.00	163,318.68	8.2%
658 510211 SUMMER	220,000	0	220,000	200,920.41	.00	19,079.59	91.3%
658 5103 OVERTIME	5,000	0	5,000	374.38	.00	4,625.62	7.5%
658 5156 LONGEVITY	1,158	0	1,158	.00	.00	1,158.00	.0%
658 5160 CLEANING	850	0	850	.00	.00	850.00	.0%
658 5203 EQUIP, BLD	0	0	0	259.08	.00	-259.08	100.0%*
658 5211 ELECTRICIT	31,000	0	31,000	14,241.74	40,386.88	-23,628.62	176.2%
658 5215 TELEPHONE:	3,000	0	3,000	239.94	1,260.06	1,500.00	50.0%
658 5217 DUES/SUBSC	4,000	0	4,000	100.00	.00	3,900.00	2.5%
658 5223 OFFICE SUP	2,200	0	2,200	677.06	1,822.94	-300.00	113.6%
658 5224 CONTR SRVC	475,000	0	475,000	138,963.60	79,809.40	256,227.00	46.1%
658 5230 TRANSPORTA	55,000	0	55,000	23,867.50	16,132.50	15,000.00	72.7%
658 5240 SEASONAL	50,000	0	50,000	6,711.29	415.35	42,873.36	14.3%
658 5258 PRINTING &	22,000	0	22,000	5,594.10	.00	16,405.90	25.4%
658 5281 TRAVEL: AU	1,000	0	1,000	.00	.00	1,000.00	.0%
658 528909 KID CARE	35,000	0	35,000	646.00	2,889.00	31,465.00	10.1%
658 528910 SUMMER	32,000	0	32,000	28,379.84	10,055.69	-6,435.53	120.1%*
658 528911 RESERVOIR	30,000	0	30,000	21,540.71	10,190.57	-1,731.28	105.8%
658 528913 RENT MAINT	125,000	0	125,000	7,172.85	15,027.15	102,800.00	17.8%
658 528915 CONCESSION	6,500	0	6,500	3,251.72	1,905.96	1,342.32	79.3%
658 5299 FEES	52,000	0	52,000	9,644.73	1,000.00	41,355.27	20.5%
658 5706 HEALTH INS	73,402	0	73,402	73,402.00	.00	.00	100.0%
658 5830 VAN	1,000	0	1,000	.00	.00	1,000.00	.0%
658 5831 MECHANICAL	25,000	0	25,000	9,655.00	1,450.00	13,895.00	44.4%
TOTAL RECREATION ENTERPRISE	0	0	0	195,303.26	182,345.50	-377,648.76	100.0%
TOTAL RECREATION ENTERPRISE	0	0	0	195,303.26	182,345.50	-377,648.76	100.0%
TOTAL REVENUES	-1,885,697	0	-1,885,697	-456,458.07	.00	-1,429,238.93	
TOTAL EXPENSES	1,885,697	0	1,885,697	651,761.33	182,345.50	1,051,590.17	



## Town of Arlington, Massachusetts

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### **Vote: Chapter 268A, Section 20(b)(3) Contract Certification**

#### **Summary:**

a. Paul Flynn

b. David Gera

Michael Rademacher, Director, Department of Public Works

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	Chapter_268A.pdf	Reference



## **Arlington Fire Department Town of Arlington**

### **Fire Prevention Division**

411 Mass Ave, Arlington, MA 02474  
Phone: (781) 316-3801 Fax: (781) 316-3808  
Email: kkelley@town.arlington.ma.us

*Kevin M Kelley  
Fire Chief*

MEMO TO: Michael Rademacher, Director of Public Works  
FROM: Kevin M. Kelley, Fire Chief  
DATE: October 8, 2019  
SUBJECT: Fire Department employees plowing for DPW

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I am aware and do not oppose Firefighters Dave Gera and Paul Flynn plowing for the Town, as a private contractor, while off duty from his Firefighter schedule.

DEPARTMENT OF PUBLIC WORKS

51 Grove Street  
Arlington, Massachusetts 02476  
Fax (781) 316-3109



*Town of Arlington*

October 9, 2019

Town Clerk

Town of Arlington  
730 Massachusetts Avenue  
Arlington, MA 02476

RE: Chapter 268A, Section 20(b), (3) Certification

To Whom It May Concern:

On behalf of the Town of Arlington, Department of Public Works, I have offered part-time work as a Snow and Ice Contractor to Paul Flynn who is currently employed full-time as a Firefighter with the Town of Arlington, Fire Department. The duties of a Snow and Ice Contractor are outside Paul's regular duties with Arlington Fire Department and will be done outside of his/her regular working hours. The Department of Public Works will compensate him for not more than 500 hours per year. I hereby certify that the contract for a Snow and Ice Contractor has been publicly noticed or-if applicable-competitively bid, and that the Department of Public Works does not have sufficient staff available to perform the duties of a Snow and Ice contractor.

By their signatures below, members of the Select Board approve the exemption of Paul Flynn from G.L.c. 268A, & 20(a), for the purposes of the contract described herein.

Signed,

A blue ink signature of Michael Rademacher, written over a horizontal line.

*Michael Rademacher, Director of DPW*

Approved by Select Board,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

DEPARTMENT OF PUBLIC WORKS

51 Grove Street  
Arlington, Massachusetts 02476  
Fax (781) 316-3109



*Town of Arlington*

October 9, 2019

Town Clerk

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RE: Chapter 268A, Section 20(b), (3) Certification

To Whom It May Concern:

On behalf of the Town of Arlington, Department of Public Works, I have offered part-time work as a Snow and Ice Contractor to David Gera who is currently employed full-time as a Firefighter with the Town of Arlington, Fire Department. The duties of a Snow and Ice Contractor are outside David's regular duties with Arlington Fire Department and will be done outside of his/her regular working hours. The Department of Public Works will compensate him for not more than 500 hours per year. I hereby certify that the contract for a Snow and Ice Contractor has been publicly noticed or-if applicable-competitively bid, and that the Department of Public Works does not have sufficient staff available to perform the duties of a Snow and Ice contractor.

By their signatures below, members of the Select Board approve the exemption of David Gera from G.L.c. 268A, & 20(a), for the purposes of the contract described herein.

Signed,

  
\_\_\_\_\_  
Michael Rademacher, Director of DPW

Approved by Select Board,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_



## **Town of Arlington, Massachusetts**

---

**For Approval: Arlington Public Art Youth Banner Initiative on Massachusetts Avenue in Arlington Center, April 2020 - June 2020**

**Summary:**

Kaitlin Longmire, Project Coordinator

**ATTACHMENTS:**

	Type	File Name	Description
▣	Reference Material	ACAC_Youth_Banner_Permit_Request_2019.pdf	Banner Request
▣	Reference Material	Sample_Banners.pdf	Sample Banners
▣	Reference Material	Mass_Ave_Poles_Youth_Banner.pdf	Banner Locations



**TOWN OF ARLINGTON  
TEMPORARY BANNER PERMIT APPLICATION**

**Applicant and Sponsoring Organization Information**

Name of Organization / Sponsor: Arlington Commission for Arts and Culture - Public Art Committee  
Address: 730 Massachusetts Ave. City: Arlington State: MA Zip: 02474  
Applicant Name: Kaitlin Longmire Tel#: 401-487-7136  
E-mail: Arlingtonyouthbanners@gmail.com

**Banner Information**

Event Name: Youth Banner Initiative Event Date(s): Spring 2020  
Request Installation Date: April 2020 Date Removed: June 2020  
Requested Location: Street (specify): Mass Ave, Arlington Center  
Other (specify): Previous map provided to DPW, attached  
Banner Message: Arlington Public Art, made possible by Grace James Foundation  
Banner Material: Vinyl

**Required Attachments**

Banner Design, Color, Wording and Dimensions  
Banner Location Site Map



After banner has been approved at a Select Board Meeting, you are responsible for having the banner made and getting it out to the Public Works Department a week prior to the installation date. They are located at 51 Grove Street, 781-316-3100.

Approved by the Select Board



Date Approved: \_\_\_\_\_

























## **Town of Arlington, Massachusetts**

---

**Request: Special (One Day) Beer & Wine License, 11/30/19 @ Robbins Memorial Town Hall for AHS 50th Class Reunion**

**Summary:**

Joe Bertagna, Class President

**ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	AHS_Reunion.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

**SPECIAL ALCOHOL LICENSE APPLICATION**

Name of Applicant:

Joe Bertagna, AHS 50th Class Reunion

Address, phone & e-mail contact information:

7 Concord St., Gloucester Ma 01930

Name & address of Organization for which license is sought:

same

Does this Organization hold nonprofit status under the IRS Code? \_\_\_\_ Yes   X   No

Name of Responsible Manager of Organization (if different from above):

Tom Carroll, Menotomy Tavern

Address, phone & e-mail contact information:

25 Mass. Avenue, Arlington, Ma. 781-808-1383 eventsmenotomygrill@gmail.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?   X   If so, please give date(s) of Special Licenses and/or applications and title of event(s).

October 2019 - AHS Cocktail Party

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

one time event

24-Hour contact number for Responsible Manager of Alcohol Event date:

781-808-1383

Title of Event:

AHS 50th Class Reunion

Date/time of Event:

Saturday, November 30, 2019 6:30 - 10:30 pm

Location of Event:

Arlington Town Hall

Location/Event Coordinator:

Patsy Kraemer/Vicki Rose

Method(s) of invitation/publicity for Event:

invitation

Number of people expected to attend:

125

Expected admission/ticket prices:

\$85, \$95 at door

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$5 beer and wine, \$0 for non-alcoholic

Will persons under age 21 be on premises?

no

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartender will check ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

**OFFICE USE ONLY**

*For Police Chief, Operations Commander, or designee:*

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

*Ofc. Corey T. Radeau*  
Ofc. COREY T. RADEAU

Date 11-13-19

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

buffet dinner/appetizers/dessert, sodas/waters

Who will be responsible for serving alcoholic beverages at the Event?

Menotomy Grill and Tavern bartenders

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS Certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

ATTACHED

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc))

Horizon Imports, Norwood

Date of Delivery:

Saturday, 11/30/2019

Alcohol Serving Time (s):

6:30 pm - 10:30 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Menotomy Tavern will take back excess alcohol

Date of Pick-Up:

N/A

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

**Please submit this completed form and filing fee to the Board of Selectmen  
at least 21 days before your Event. Failure to provide complete  
information may delay the processing of your application.**

**I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:**

Signature: \_\_\_\_\_

Printed name Joe Bertagna

Printed title & Organization name: AHS 50th Reunion  
Committee

Email: jbertagna@comcast.net



**ROBBINS MEMORIAL TOWN HALL AUDITORIUM**  
**730 Massachusetts Avenue, Arlington, Ma. 02476**

7 November 2019

**SECURITY PLAN FOR AHS 50TH REUNION PARTY**

A group of Arlington High School graduates are planning a 50th Class Reunion Party. They expect 125 people to attend. The party will be held at the Arlington Town Hall on Saturday, November 30, 2019, 6:30 pm - 11:00 pm.

Menotomy Grill and Tavern will supply the food and the bartending service for the event. A One-Day Permit has been submitted to the Selectmen's Office.

Advance tickets will be sold for the evening event at \$85 each; and tickets will be sold at the door for \$95. There will be a cash bar at the event, beer and wine sold at \$5 per serving.

Patsy Kraemer will be the event coordinator for the event. Greg Stathopoulos will be the custodian for the event. A committee of 8 volunteers from the sponsoring group is planning the event and will assist in staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



Space to leave this window

# Certificate of Completion

This Certificate of Completion of

eTIPS On Premise 3.0

For coursework completed on December 9, 2016  
provided by Health Communications, Inc.  
is hereby granted to:

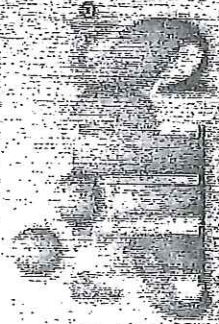
Christine Janko

Certification to be sent to:

Menotomy Grill & Tavern

25 Massachusetts Ave

Arlington MA, 02474-8602 USA



HEALTH COMMUNICATIONS, INC.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/29/2019

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 have **ADDITIONAL INSURED** provisions or 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).

<b>PRODUCER</b> Quinn Group Insurance Agency, Inc. 223 Massachusetts Ave.  Arlington MA 02474		<b>CONTACT NAME:</b> Ted Ward <b>PHONE (A/C, No, Ext):</b> (781) 483-3248 <b>FAX (A/C, No):</b> (781) 641-3223 <b>E-MAIL ADDRESS:</b> ted@quinngroupins.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Norfolk And Dedham Group PL	
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:** CL19102913041**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			R1842832A	10/05/2019	10/05/2020	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 3,000,000
	OTHER:						Liquor Liability	\$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b>			R1842832A	10/05/2019	10/05/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			U1808334A	10/05/2019	10/05/2020	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE	\$ 1,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> CLAIMS-MADE						\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			WE188367A	10/05/2019	10/05/2020	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

EVENT ON NOVEMBER 14, 2019

**CERTIFICATE HOLDER****CANCELLATION**Town of Arlington  
51 Grove Street

Arlington

MA 02476

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

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## Town of Arlington, Massachusetts

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### Eversource Petition/Massachusetts Avenue

#### Summary:

Jacqueline Duffy, Supervisor, Rights and Permits  
(all abutters notified)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Engineering_recommendations.pdf	Engineering Recommendations
▢	Reference Material	Eversource_Mass._Ave..pdf	Eversource Reference



Engineering Division

## TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET  
ARLINGTON, MA 02476

Phone: 781-316-3320

Fax: 781-316-3281

**Type:** Grant of Location Recommendations

**Date:** October 17, 2019

**Applicant:** Eversource

**Site/Project Location:** 905 Mass Ave. (in front of parking lot for 905 Mass Ave.)

The Engineering Division has reviewed the attached petition by Eversource for consideration of a Grant of Location for the installation of conduit as indicated on the enclosed plan, "Plan of Massachusetts Ave., Arlington - Proposed Conduit Location", dated October 18, 2019. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Select Board should the Grant of Location be approved for this submittal.

### Additional Conditions

1. Notification shall be provided to the immediate abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing the abutters to forward any questions and/or concerns regarding the project to the contractor or Eversource, and shall include the appropriate contact information.
2. The proposed conduit installation shall be located/installed so as not to impede future right of way improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation, etc.), and where possible shall be located in the nearest proximity as possible with other Eversource infrastructure.
3. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path shall be provided.
4. Please be aware that there may be on-site utility infrastructure that is not shown on the plan and may be encountered in the field, including but not limited to traffic signal conduit/appurtenances. If a conflict occurs between the proposed conduit installation and existing Town-Owned utility infrastructure, the Town Engineer shall be contacted directly to discuss an appropriate resolution.
5. It is the sole responsibility of the contractor to ensure that any Town-Owned and/or private utilities, if located within limits of this work, should be properly marked and protected during construction activities.
6. The installation of the conduit will require additional permitting (Trench Permit and/or Street Occupancy Permit) through the Town of Arlington Engineering Division prior to the start of construction.
7. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division. If any existing sidewalk is proposed to be removed, it shall be removed and replaced in full-width and in accordance with all current ADA, MAAB, & Town of Arlington Standards/Regulations.
8. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices. A pre-construction meeting is recommended to coordinate with other on-going projects in Town.

9. An as-built plan indicating location of new conduit, structures and equipment shall be provided to the Arlington Engineering Division following installation.
10. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw wattles. It will be the sole responsibility of the contractor/Eversource to remove any sediment that enters the Town drainage system as a result of this work.
11. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines. All materials & equipment should be located no closer than 50' to an intersection where practical and avoid disruption of vehicle sight lines.

SELECTMEN'S OFFICE  
ARLINGTON, MA 02476

2019 OCT 21 AM 10:24

**EVERSOURCE**  
101 Linwood Street  
Somerville, MA 02143

October 9, 2019

Town of Arlington  
Board of Selectmen/Town Hall  
720 Massachusetts Avenue  
Arlington, MA 02476

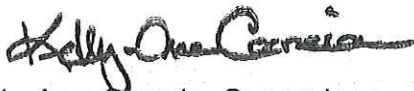
Dear Members of the Board:

The NSTAR Electric Company d/b/a Eversource Energy respectfully requests a Grant of Location for the installation of approximately 25 feet of conduit in Massachusetts Avenue, Arlington.

This work is necessary to supply power to the electric vehicle charging station.

If you have any questions or concerns, please call Jacqueline Duffy at 617-629-3204.

Very truly yours,



Kelly-Ann Correia, Supervisor  
Rights and Permits

KC/jc

**PETITION OF NSTAR ELECTRIC COMPANY, d/b/a EVERSOURCE ENERGY  
FOR LOCATION FOR CONDUITS AND MANHOLES**

To the **BOARD OF SELECTMEN** of the Town of Arlington, Massachusetts:


Respectfully represents **NSTAR ELECTRIC COMPANY, d/b/a Eversource Energy**  
a company incorporated for the transmission of electricity for lighting, heating or power, that  
it desires to construct a line for such transmission under the public way or ways hereinafter  
specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by  
law, the Board of Selectmen may by Order grant to your petitioner permission to construct,  
and a location for, such a line of conduits and manholes with the necessary wires and cables  
therein, said conduits and manholes to be located substantially as shown on the plan made  
by **A. DeBenedictis**, dated **October 07, 2019** and filed herewith, under the following  
public way or ways of said Town:

**Massachusetts Avenue – Easterly from MH19266, approximately 100 feet northwest  
of Highland Avenue, to install approximately 25 feet –  
conduit.**

**W.O. #2334378**

**NSTAR ELECTRIC COMPANY  
d/b/a Eversource Energy**

By:   
Kelly-Ann Correia, Supervisor  
Rights and Permits

Dated this 9th day of October, 2019

Town of Arlington, Massachusetts

Received and filed \_\_\_\_\_, 2019

\_\_\_\_\_



**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES**

Town of Arlington, Massachusetts October 09, 2019

WHEREAS, **NSTAR ELECTRIC COMPANY, d/b/a Eversource Energy** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

**Massachusetts Avenue – Easterly from MH19266, approximately 100 feet northwest of Highland Avenue, to install approximately 25 feet – conduit.**

**W.O. #2334378**

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on a plan made by A. DeBenedictis dated October 07, 2019 on file with said petition.
2. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1 \_\_\_\_\_  
2 \_\_\_\_\_ Board of Selectmen  
3 \_\_\_\_\_ the Town of  
4 \_\_\_\_\_ Arlington  
5 \_\_\_\_\_

**CERTIFICATE**

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019 in said Town.

1 \_\_\_\_\_  
2 \_\_\_\_\_ Board of Selectmen  
3 \_\_\_\_\_ the Town of  
4 \_\_\_\_\_ Arlington  
5 \_\_\_\_\_

**CERTIFICATE**

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the Town of Arlington, Massachusetts, duly adopted on the \_\_\_\_\_ day of \_\_\_\_\_ 2019 and recorded with the records of location Orders of said Town, Book \_\_\_\_\_ Page \_\_\_\_\_ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: \_\_\_\_\_

Clerk of the Town of Arlington, Massachusetts





## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 31, 2019

Kelly Ann Correia, Supervisor  
Rights and Permits  
Eversource  
101 Linwood Street  
Somerville, MA 02143

Re: Massachusetts Avenue, W.O. #2334378

Dear Ms. Correia:

A Public Hearing has been scheduled in conjunction with the above-captioned matter on Monday, November 18<sup>th</sup>, 7:15 p.m., **rescheduled from November 4<sup>th</sup>**, Select Board Chambers, Town Hall, 730 Massachusetts Avenue, Arlington.

The abutters have been notified. Please call our office to confirm the date and time with either Fran, Ashley or Lauren.

Thank you.

Very truly yours,  
SELECT BOARD

*Marie A. Krepelka*

Marie A. Krepelka  
Board Administrator

MAK:fr

## NOTICE TO ABUTTERS

October 31, 2019

Dear Abutter:

You are hereby notified that a public hearing will be held at the **Office of the Select Board, Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts**, on the **18<sup>th</sup> of November at 7:15 p.m., rescheduled from November 4th** upon the Petition of **NStar Electric d/b/a Eversource Energy** for permission to construct, and a location for, such a line of conduits and manholes, with the necessary wires and cables therein, said conduits and manholes to be located substantially as shown on the plan made by A. DeBenedictis, dated October 7, 2019 and filed herewith, under the following public way or ways of said Town:

**W.O. #2334378**

**Massachusetts Avenue: Easterly from MH19266, approximately 100 feet northwest of Highland Avenue, to install approximately 25 feet-conduit.**

By:   
Board Administrator



FRAGER ALBERT S ETAL/  
MARBURY REALTY TRUST  
PO BOX 6500  
AHOLD FINANCIAL SVC  
CARLISLE, PA 17013

KELJIKIAN MALCOLM/JEAN  
1542 MASS AVENUE  
ARLINGTON, MA 02476

JK HOLDINGS LLC  
8 A WARREN RD  
WOBBURN, MA 01801

TARLIN LLOYD ETAL  
MARBURY REALTY TRUST  
PO BOX 6500  
AHOLD FINANCIAL SVC  
CARLISLE, PA 17013

B.F. ARLINGTON  
220 MASS AVE  
ARLINGTON, MA 02474

KELJIKIAN MALCOLM/JEAN  
1542 MASS AVE  
ARLINGTON, MA 02476

LESHIN JONAH B &  
NADKARNI DAHLIA S  
900 MASS AVE  
ARLINGTON, MA 02476

HIGHLAND COURT REALTY  
376 MASS AVENUE  
ARLINGTON, MA 02474

THE STOP&SHOP SUPERMRKT  
TARLIN LLOYD D ETAL TRS  
P.O. BOX 6500  
AHOLD FINANCIAL SVC  
CARLISLE, PA 17013

ALEXANDER ARTHUR  
ARTHUR P ALEXANDER REV  
P.O. BOX 442  
WESTON, MA 02493

KEMPF JAMES G &  
MESMER MELINDA M  
900A MASS AVENUE UNIT 900A  
ARLINGTON, MA 02476

918-920 MASSACHUSETTS  
P.O. BOX 806  
CARLISLE, MA 01741

TOULOPOULOS JOHN &  
TRS/TOULOPOULOS REALTY  
931 MASS AVENUE  
ARLINGTON, MA 02476



## Town of Arlington, Massachusetts

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### Equal Opportunity Advisory Committee

#### Summary:

Samantha Ruth Dutra (term to expire 6/30/2022)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	S._Dutra_appt..pdf	S. Dutra reference



**Town of Arlington  
Office of the Town Manager**

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

**MEMORANDUM**

DATE: November 12, 2019

TO: Board Members

SUBJECT: Appointment to the Equal Opportunity Advisory Committee

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This memo is to request the Board's approval of my appointment of Samantha Ruth Dutra, Arlington, MA, to the Equal Opportunity Advisory Committee, with a term expiration date of 6/30/2022.

  
Town Manager

2019

## **Samantha Ruth Dutra**

• Arlington, MA 02476 •

Dear Town Moderator and Human Resources,

Please accept this letter and resume as application for the position of Equal Opportunity Committee Member. With a background in clinical practice, scholarship, leadership, management and service as well as experience in diverse and various aspects of politics, higher education, clinical practice and research, I believe my qualifications are an excellent fit with the requirements for this position.

I am currently a student in the Van Loan School at Endicott College for the Doctorate in Education of Higher Education and Leadership, with graduation date of May 2020. I have been an instructor both online and on ground at Middlesex Community College, Endicott College Van Loan School, Lasell University, Fitchburg State University and Bay State College. I currently teach online for Bay State College of Boston, MA. In addition to this, I am the Professional Development Coordinator for the New England College Personnel Association. In my recent role as Assistant to the Dean of Students at Middlesex Community College, as apart of my requirements for doctoral studies, I have assisted with The Massachusetts Inclusive Concurrent Enrollment Initiative (MAICEI) grant pilot study. In this role I fulfilled many other leadership and management duties including but not limited to completion and execution of a compleelty online training too for faculty regarding best practices of instructing students with various disabilities. In these modules included comprehensive training on institutional resources, the law and Title IX as well as other pertinent policies.

My recent political interests include my position of elected town meeting member for Arlington, as well as member of the league for women voters of Arlington, observer of the Redevelopment Board meetings. I also have participated in many endeavors on capitol hill during representative meetings to voice concerns about the Medicare issues, opioid crisis and community impact.

I have graduated with my Masters in Education, specializing in mental health and addictions counseling from Cambridge College. This educational preparation has enhanced the versed knowledge I acquired in my work experience. I have, conjointly, 12 years of experience in successfully counseling a versatile population, handling a case load of up to 60 clients, and in employee training and supervision - in both counseling and research environments. I had worked in an agency setting for over 7 years. I also provide the licensure supervision to those therapists working towards their licensure. In addition to this, I have been employed as an assistant faculty member for several years by Cambridge College, assisting the Chair of Human Services and Chair of Juvenile Justice. Currently, I am in private practice in Arlington, Massachusetts.

Throughout my career, I have naturally sought out multiplying levels of responsibility, which harbored the advancement of my leadership skills. I was honored to be selected as a guest presenter to speak at the 21<sup>st</sup> annual conference with the Association for Nontraditional Students in Higher Education (ANTSHE) at Johnson Smith University in North Carolina. I was also selected to present my dissertation results at Harvard University for the International Journal of Arts and Sciences at their annual conference in May 2020. I also have had the liberty to train and supervise other employees in organizational/ customer service, counseling and research techniques. As a leader in many educational and professional roles, I direct both by example and by facilitating a desire to learn and establishing positive, respectively beneficial working relationships in the process. Additionally, I have been frequently recognized for producing work of top-notch quality, working effectively and efficiently within timelines - always with



the goal of making a positive impact on the agency and its clients/consumers. A few of the institutions I have worked within include Boston Medical Center, Tufts Medical Center, Department of Mental Health and Department of Development Disabilities.

Through teaching, research and leading, I apply an integrated and transformational approach. This includes the use of technology, various visual modules and interactive discussion boards. I am currently a member and routine presenter at Massachusetts Mental Health Counselors Association (MaMHCA). I was recently awarded the President's Award by MaMHCA. Attached is my CV. Please let me know if further information is needed. Thank you sincerely for your time and consideration.

Sincerely, Samantha R. Dutra, MEd, LMHC, NCC, MaCCS, Doctorate Student

# **Samantha Ruth Dutra, MEd, LMHC, NCC, MaCCS**

Arlington, MA 02476 •

## **PROFESSIONAL PROFILE**

I am a licensed mental health counselor, doctoral student, grants manager and faculty member. I engage in research, publishing and presenting on various mental health, cultural competency, diversity and higher education related topics. Some of my interests include: Autism Spectrum Disorders (ASD) within the higher education setting, feminist theory, group theory, effectiveness of disability support services in the college setting as well as domestic violence. I am currently seeking employment at a college setting as faculty member, leader, director and/ or administrator in the fields of human services, psychology, criminology, leadership, advancement, diversity/ inclusiveness, sociology or mental health.

## **CURRENT POSITIONS**

### **Samantha Dutra, LLC, Arlington, MA**

Private Practice, Licensed Mental Health Counselor and Licensure Supervisor (MaCCS), [www.samanthadutralle.com](http://www.samanthadutralle.com)  
April 2018-Present

### **New England College Personnel Association (NECPA) New England**

Professional Development Coordinator, January 2019-Present

### **Bay State College, Boston, MA**

Professor of Sociology, Online Professor of Sociology and Psychology, January 2018-Present

## **EDUCATION**

<b>Endicott College, Doctorate in Education: Higher Education and Leadership</b>	<b>09/2017-Expected May 2020</b>
<b>Harvard University Certificate: Improving Your Business Through a Culture of Health</b>	<b>09/2019- Expected 12/2019</b>
<b>Lasell College Certificate: Online Classroom Creation &amp; Instruction</b>	<b>12/2018</b>
<b>Cambridge College, Master's Program Counseling Psychology MEd, LMHC</b>	<b>05/2010</b>

## **RESEARCH AND TEACHING INTERESTS**

Global Sociology, Criminology	Feminist Psychology	Group Theory and Domestic Violence
Autism Spectrum Disorders	Clinical Supervision	Higher Education Administration

## **CONFERENCE PRESENTATIONS**

Dutra, S. (2017). Domestic Violence 101. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2018). Advanced Domestic Violence. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2018). Supervising Clinicians in Domestic Violence Cases. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2018). Curriculum and Syllabi Development: Accommodating Mental Health and Learning Disorders. *Association for Nontraditional Students in Higher Education (ANTSHE)*. 21<sup>st</sup> Conference. Johnson Smith University, Charlotte: NC.

Dutra, S. (2018). Curriculum and Syllabi Development: Accommodating Mental Health and Learning Disorders. *New England Doctoral Student Conference (NEDSC)*. Rivier University, Nashua: NH.

Dutra, S. (2018). Supervising Clinicians in Trauma Based Cases. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2018). The Importance of Student Access: Exploring the Relationship Between Graduation Rates, Retention Rates and Students with Disabilities Across Generations. *New England College Personnel Association (NECPA). 1<sup>st</sup> Summit. University of New Hampshire*, Durham: NH.

Dutra, S. (2018). The Importance of Student Access: Exploring the Relationship Between Graduation Rates, Retention Rates and Students with Disabilities. *Association for Continuing Higher Education (ACHE)*, Newport: RI.

Dutra, S. (2018). Best Practices for Supporting College Students with Learning Disabilities in the Classroom. *Learning Disabilities Worldwide*. Electronic Poster

Dutra, S. (2018). Domestic Violence 101. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2019). Best Practices for Supporting College Students with Learning Disabilities in the Classroom. *New England Doctoral Student Conference (NEDSC). Rivier University*, Nashua: NH.

Dutra, S. (2019). Advanced Domestic Violence. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2019). Supervising Clinicians in Domestic Violence Cases. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2019). Teen Screen Addiction. *Umass Boston Lecture Series on Drug and Alcohol Addiction*

Dutra, S. (2019). Supervising Clinicians in Trauma Based Cases. *Massachusetts Mental Health Counselors Association (MaMHCA)*, Foxboro: MA.

Dutra, S. (2019). Best Practices: Supporting Students with Physical Disabilities. *New England Faculty Development Consortium at Holy Cross College*, Worcester: MA.

Dutra, S. (2020). College Faculty Perceptions of Instructional Strategies that are Effective for Students with Dyslexia. *International Journal of Arts and Sciences at Harvard University*, Cambridge: MA.

## **POLITICS & GOVERNANCE**

- **Town of Arlington, Elected Town Meeting Member for 20<sup>th</sup> Precinct.** Vote on various town related articles, submit amendments, revise statements, submit articles for the betterment of the town. 2019-Present
- **League of Women Voters, Chair and Board Member for Arlington, MA. Monitor of Redevelopment Board** meetings. Monitor and report based on potential ethical issues. 2019-Present

## **TEACHING, MANAGEMENT, ADMINISTRATION & SUPERVISING**

**Middlesex Community College, Bedford, MA**

Assistant to Dean. Administrative Apprenticeship, Doctoral studies. Created and executed a multi-tier online training for faculty regarding instructing students across disabilities. Assisted in a pilot project funded by The Massachusetts Inclusive Concurrent Enrollment Initiative (MAICEI). This grant would aim to assist in filling gaps of students with intellectual disabilities succeed in college. Completed various research related tasks. 2019

**Samantha Dutra, LLC, Arlington, MA**

Private Practice. Provide certified licensure supervision services to graduated master level mental health counselor,  
[www.samanthadutrallc.com](http://www.samanthadutrallc.com), 2018-Present

**Lasell College, Newton, MA**

Professor of Psychology, September 2018

**Fitchburg State University, Fitchburg, MA**

Professor of Psychology, September 2018

**Endicott College, Beverly, MA**

Lecturer, Van Loan School, teaching and designing courses, January 2018-2019

**Bay State College, Boston, MA**

Lecturer, teaching and designing courses, January 2018-Present

**South Bay Community Services, Malden, MA**

Clinical Licensure Supervisor, supervise group and individual therapists working towards clinical licensure. Review clinical cases with specific interests in ethical and moral dilemmas, boundary issues as well as safety and crisis intervention, maintain ethical and legal protocols, update on licensure compliances, March 2017- October 2018

**Middlesex Community College, Bedford, MA**

Part Time Faculty, Transition Program, teaching and designing courses, curriculum and protocol review, January 2014-May 2018

**Cambridge College, Cambridge, MA**

Assistant Faculty, provided internship placement to students, built affiliations with potential internship sites, assisted in the development of curriculum, 2012-2013

**Massachusetts Mental Health Counselors Association (MaMHCA), Foxboro, MA**

Grants Manager/ supervisor, taught and supervised undergraduate student in grant writing and research, manage all fundraising and grant opportunities, assist and lead in annual and quarterly reports, 2016-2018

**HIGHER EDUCATION CLASSES TAUGHT ONLINE/ CAMPUS**

Human Lifespan Development

Psychology 101

Introduction to Sociology

Introduction to Psychological Sciences

Diversity 300

Personality Psychology 200

Domestic Violence 101

Vulnerable Populations and Quality of Life

American Diversity

Sociology of Deviance

Business/ Office Support 1 & 2

**RESEARCH**

**Tufts New England Medical Center/ Newton Public Schools, Newton and Boston, MA**

Research assistant, trained researchers on software systems and protocol (Brain Train and Play Attention), analyzed data, administered tests to children with ADHD in the Newton public school system, 2009-2010

**Boston Medical Facility** Lab of Developmental Cognitive Neuroscience, Boston, MA

Research Assistant, documented client information in SPSS, created graphs, set up experimental tests, processed data, processed and compiled charts, organized data and created researched based writing for conferences, 2009

**City of Newton**, Newton, MA

Grant researcher and writer, Researched and coordinated with potential philanthropists and funding opportunities, wrote grants and assisted in all executive functions pertaining to obtaining grants for schools within the Newton district, 2009

## **CLINICAL & COUNSELING**

**Samantha Dutra, LLC**, Arlington, MA

Private Practice. Provide individual therapy services and certified licensure supervision services, maintain budget, ethical and legal compliances and protocols with boards and revenue, [www.samanthadutralc.com](http://www.samanthadutralc.com), 2018-Present

**South Bay Community Services**, Lowell and Malden, MA

Supervisor and Licensed Mental Health Counselor, provided diagnosis, clinical treatment and assessment to patients in school, home or office settings. Led two groups, 4 times a year named Women and Healthy Relationships, collaborated with collaterals, conducted presentations to various organizations, Supervised master level clinicians working towards licensure, 2010-2018

**BetterHelp.com**

Independent contractor, Licensed Mental Health Counselor, 2015-2018

**APEX Consulting Behavior-Management**, Boston, MA

Behavior coach, implemented behavior management protocols, administered treatments and analyzed results and documentation, April 2010- August 2010

**Department of Mental Health, Edinburg Center**, Waltham, MA

Outreach Coordinator, case manager, provided case management to DMH/ DDS clients, compiled and analyzed client documents which included goal setting and progress, 2007-2009

**The Interactive Learning Center Developing Cognitive Skills**, Lexington and Weston, MA

Therapist, conducted visual and spatial behavioral and cognitive treatment, 2009-2011

**Hamilton House Addictions Half Way House**, Dorchester, MA

Addictions Counselor, Provided individual and group counseling, completed clinical assessments, discharges, intakes and interviews, May 2010-August 2010/ facilitated groups 2011-2012

**High Point Addictions Treatment Center**, Brockton, MA

Case Manager/Group Facilitator/ Group/ Individual Mental Health Counselor- Provided case management, individual therapy, wrote daily notes, lead groups, completed bio-psych-socials assessments and discharges, and retrieved client's health insurance information, 2008-2009

**Dorchester Correctional Facility**, Dorchester, MA

Group and Individual Counselor- Provided counseling and served as a mentor to adolescent residents in a high-risk lock down jail, 2008 – 2009

## **SERVICE AND PROFESSIONAL AFFILIATIONS**

- **Town of Arlington, Elected Town Meeting Member for 20<sup>th</sup> Precinct.** Vote on various town related articles, submit amendments, revise statements, submit articles for the betterment of the town. 2019-Present
- **New England College Personnel Association (NECPA), *New England***  
Professional Development Coordinator, board member and chair member: attend board meetings, set up events including summit, annual conference and other events related to higher education 2018-Present

- **American College Personnel Association (ACPA)** 2018-Present
- **Learning Disabilities Worldwide, Inc. Conference Committee** 2018-Present
- **SamanthaDutra, LLC** [www.samanthadutralle.com](http://www.samanthadutralle.com) 2018-Present
- **The International Association of HealthCare Professionals** 2018-Present
- **Complete College America** 2018-Present
- **Emerge: Certificate of Training**, Cambridge, MA  
Batterer's Counselor: An Introductory Training, Massachusetts Department of Public Health, 2017-Present
- **Massachusetts Mental Health Counselors Association (MAHMCA)**, Foxboro, MA  
Member, Grants Director, board and chair member/ presenter: attend board meetings, assist at conferences and institutions related to MAMHCA, write, research grants, present on mental health related topics, 2014-Present as Member
- **Massachusetts Mental Health Counselors Association (MAHMCA)**, Foxboro, MA Capital Planning  
Committee Member. Assist with budget, 5-year strategic plan as well as implementation and assessment with board members.
- **American Mental Health Counselors Association (AMHCA)**, DC  
State Chapter Liaison, connect state chapter to national chapter, 2016-Present
- **National Board for Certified Counselors (NBCC)**, Greensboro, NC, 2015-Present
- **Psychology Today Profile**, 2017-Present
- **Board of Registration of Allied Mental Health and Human Services Professionals**, Boston, MA, 2013-Present
- **Domestic Violence Task Force**, Lowell, MA  
Task Force Coordinator, developed domestic violence events, conferences, attended task meetings, 2014-2015

## COMMUNITY AFFILIATIONS

- **Town of Arlington**, Arlington, MA  
Elected Town Meeting Member, 20<sup>th</sup> Precinct, 2019- Present
- **League of Women Voters**, Arlington, MA  
Member, 2019-Present
- **Saint Agnes Parish**, Arlington, MA  
Choir member, 2016-Present
- **Saint Patrick's Church**, Watertown, MA  
Editor and writer, develop/ create welcome packets, 2015-2016
- **Sons of Italy**, Watertown, MA  
Community member, 2015-Present
- **Big Sister/Big Brother Foundation**, Boston, MA  
Mentor to children, 2008-2010



- **Newton Wellesley Hospital, Newton, MA**  
Patient Coordinator, assisted nurses with patients in Occupational Therapy/Recovery Unit, 2006-2007

## LICENSURES

<i>National Certified Counselor, NCC</i>	<i>current</i>
<i>Licensed Mental Health Clinician, LMHC</i>	<i>current</i>
<i>CPH and Associates Independent Professional and Clinical Liability Insurance</i>	<i>current</i>
<i>CANS</i>	<i>current</i>
<i>Licensed Relator Salesperson</i>	<i>inactive</i>
<i>MTEL: Communication and Literacy skills, reading and writing</i>	<i>current</i>
<i>Licensed Addictions Counselor, LADC/CADAC</i>	<i>eligible</i>
<i>MaCCS, Massachusetts Certified Clinical Supervisor</i>	<i>current</i>

## INVITED TALKS/ GROUP PUBLISHED WRITING

### **Watertown and Waltham Unitarian Church, Watertown and Waltham, MA**

Dutra, S. (2008-2009). Effects of Mental Illness on Executive Functioning Among Women.

### **Boston Medical Center, Boston, MA**

Dutra, S., Plesa-Skwerer, D., et. al (2009). 12th International IAHAIO Conference on Human-Animal Interactions 1-4 Stockholm.

### **Bridgette Crossing Teen Shelter, Lowell, MA**

Dutra, S. (2011). Abusive Relationships within Teen Culture.

### **Healthy Families, Lowell, MA**

Dutra, S. (2012). Key Concepts in Healthy Relationships: Overcoming Trauma from Abusive Relationships.

Dutra, S. (2012). Marketing and Executing Groups on Healthy Relationships.

### **Lowell Treatment Center, Psychiatric Adult Inpatient Unit, Lowell, MA**

Dutra, S. (2014). Group Outcomes: Healthy Relationships Women's Group.

### **Center for Hope and Healing, Lowell, MA**

Dutra, S. (2014). Group Outcomes: Healthy Relationships Women's Group.

### **Arbour Counseling Services, Outpatient Center, Lowell, MA**

Dutra, S. (2015). Group Outcomes: Healthy Relationships Women's Group.

### **South Bay Community Services, Lowell, MA**

Dutra, S. (2012). Feminist Principles as a Treatment Modality in Clinical Practice.

Dutra, S. (2012-2016). Group Outcomes: Healthy Relationships Women's Group.

Dutra, S. (2015). Prevalence of Alcohol Use Among Women Effectuated by Domestic Violence.

Dutra, S. (2016). Play and Expressive Therapies: Application and Outcomes.

Dutra, S. (2017). Safety Planning: Strategies for Mental Health Providers.

**Middlesex Community College, Bedford, MA**

Dutra, S. (2018). The Four-Part Apology. Transition Program.

Dutra, S. (2018). Curriculum and Syllabi Development: Accommodating Mental Health and Learning Disorders. Transition Program

## **RECENT TRAININGS AND CONFERENCES ATTENDED:**

### **Massachusetts Mental Health Counselors Association (MaMHCA)**

Working with Blended Families

Domestic Violence 101

Private Practice

Supervision of Crisis Interventions

Ethical Foundations and Principles in Supervision

A Framework for Supervision

Supervision of Domestic Violence Cases

Domestic Violence Advanced Practices

Psychopharmacology in Supervision Cases

Annual Conference on Psychopharmacology

Supervision and Documentation

Supervision of Expressive Therapies

Use and Administration of Narcan

Supervision of Trauma

### **Lesley University**

Play and Art Therapy Annual Award Ceremony Conference

### **PESI**

Treatment and Neuropsychology of/ Pathology of Anxiety Disorders

Disarming the Narcissistic and Disorders

Sexual issues and boundaries

### **South Bay Community Services**

Dialectical Behavioral Therapy (DBT) Skills

Compliance, HIPPA, Using the DSM V for Current Treatment Providers

Cultural Competency

Code of Conduct and Ethics in High Risk Cases

Mandated and Crisis Reporting and Human Rights

Opioid Addiction Practice

Family Systems Principles

Cognitive Behavioral Therapy: Working with a Diverse Population

### **Mayor Warren City of Newton, MA**

Domestic Violence Awareness Month, Motivational Interviewing,

### **Asperger's/ Autism Network (AANE)**

Annual Conference Practices with Autism Spectrum Disorders (ASD)

### **Emerge- Counseling Abusers**

An Introductory Training, Massachusetts Department of Public Health

## **SKILLS AND TECHNIQUES**

Supervisory and leadership skill set, multi-tasker in higher education, clinical practice and advising  
Evaluating and creating curriculum to match student and university needs  
Research and evaluation of data using software such as SPSS, excel, access and other data base systems  
Reviewing, collaborating, applying philanthropic opportunities & budgeting as the Grants Manager

## ACCOLADES

The International Association of HealthCare Professionals. World Wide Leaders in Healthcare- Top Healthcare Provider, 2018

America Mental Health Counselors Association (AMHCA) – National Award: Massachusetts, Best Chapter Award, 2017

Massachusetts Mental Health Counselors Association (MaMHCA)- State Award: President's Award, 2017

## INDIVIDUAL PUBLISHED WORK:

Dutra, S., Williams, M., Weeks, J., Handley, B. & Handley, J. (2017). The Giving Common: Boston Foundation. Published grant for the Massachusetts Mental Health Counselors Association.  
<https://givingcommon.guidestar.org/Login.aspx>

Dutra, S. (2018). New England College Personnel Association. (NECPA). Newsletter regarding annual conference.

Dutra, S. (2016, 2017, 2018, 2019). Massachusetts Mental Health Counselors Association. (MaMHCA) Newsletter. Various articles regarding mental health counselors, issues in mental health.

Dutra, S. (2018). Curriculum and Syllabi Development: Accommodating Mental Health and Learning Disorders, *The Nontrad Journal*, Association for Nontraditional Students in Higher Education (ANTSHE), October, 2018 Edition.

Dutra, S. (December/ January Issue 2018-2019). Interview with Halley Sutton. Disability Compliance for Higher Education.

Dutra, S. (2019). International Association for Health Care Professionals. World Wide Leaders in Healthcare. Profile featured, *Health News Today*, Retrieved from: <https://pressrelease.healthcare/samantha-ruth-dutra-med-lmhc-ncc-maccs-mental-health-counselor-with-her-private-practice.html>

Dutra, S. Literature Researcher in Celli, L., Young, N., & Mumby, M. (2019). Educating the Experienced. Challenges and Best practices in Adult Learning. Atwood Publishing. ISBN 1891859870

Dutra, S. (2018). (in progress) The Importance of Student Access: Exploring the Relationship Between Graduation Rates, Retention Rates and Students with Disabilities. *About Campus*

## REFERENCES

Nancy Sleger  
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[brunop@middlesex.mass.edu](mailto:brunop@middlesex.mass.edu)

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 30, 2019

Samantha Ruth Dutra

Arlington, MA 02476

Re: Appointment: Equal Opportunity Advisory Committee

Dear Ms. Dutra:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:ls





## Town of Arlington, Massachusetts

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### Historical Commission

#### Summary:

Michael Gervais (term to expire 6/30/2022)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	M._Gervais_appointment.pdf	M. Gervais reference



**Town of Arlington  
Office of the Town Manager**

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
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E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

**MEMORANDUM**

DATE: November 12, 2019  
TO: Board Members  
SUBJECT: Appointment to the Historical Commission

---

This memo is to request the Board's approval of my appointment of Michael A. Gervais, Arlington, MA, to the Historical Commission, with a term expiration of 6/30/2022.

  
Town Manager

**Synopsis**

As a developer, designer, and seller of real estate, I have renovated and restored many homes in Arlington. I work consistently to maintain the integrity of the original house structure and style. Maintaining the character of Arlington's housing stock, churches and public buildings is crucial to preserving the unique character of our historic town. I believe my varied expertise, which also includes several years in banking and customer relations, would make me a valuable addition to the Arlington Historical Commission.

**Properties I have owned and worked on in Arlington**

129 Lake St = saved from demolition and restored back to a single family home  
13-15 Surry Rd = Renovated without changing the exterior character  
1263 Mass Ave = Cleaned a neglected property, and renovated without changing the exterior  
10 Day St. = Renovated & expanded  
304 Washington St = Renovated & expanded  
155-157 Westminster Ave = Renovated without changing the exterior character  
144 Hillside Ave = Renovated a neglected property, adding exterior period character  
54 Hibbert St = Renovated without changing the exterior  
25 Reed St = Renovated without changing the exterior  
13 Aerial St = Renovated, updating the exterior  
15 Wachusett Ave = Renovated without changing the exterior

**Properties of clients I worked on in Arlington**

82 Hutchinson Rd = new construction designed to be a sympathetic addition to an established neighborhood  
7-9 Pelham Tr = Renovated, updating the exterior to period  
31 Hopkins Rd = Renovated without changing the exterior  
1 Windmill Ln = Minor renovations without changing the exterior  
8 Maynard St = Minor renovations without changing the exterior  
6 Knowles Farm Rd = Minor renovations without changing the exterior  
26 Yerxa Rd = Renovated, updating the exterior  
80 Franklin Rd = Renovated, without changing the exterior  
157 Lowell St = Renovated, updating the exterior

**Prior Community Service****Board Member:**

- Baltimore City Commission on HIV/AIDS Prevention & Treatment 2005-2010
- Maryland State Health Professional Boards & Commissions 2008-2010
- Charles Village Benefits District 1999-2007
- Chase Brexton Health Services 2000-2006
- Albany Youth Council 1996-1998

**Committee Member:**

- Committee Member: Christopher and Dianna Reeves Foundation 1998-2001
- American Heart Association 1993-1998
- Susan B. Komen Race For the Cure 1997
- Baltimore Office of Promotion and the Arts 1995, 2000
- Worlds AIDS Day 2006, 2008, 2009

**Awards:**

- Community Service 1997, 2001 Baltimore MD
- Business Leader 2005 Washington DC
- Addy 2000 Baltimore MD
- Mother Teresa award of excellence 1986 Saratoga Springs NY
- Mary E Seton award of excellence Morrisville NY

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
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TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

November 5, 2019

Michael Gervais

Arlington, MA 02476

Re: Appointment: Historical Commission

Dear Mr. Gervais:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley, or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



## Town of Arlington, Massachusetts

---

### Human Rights Commission

#### Summary:

Rajeev Soneja (term to expire 6/30/2022)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	R._Soneja_appt..pdf	R. Soneja reference



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: November 12, 2019  
TO: Board Members  
SUBJECT: Appointment to the Human Rights Commission

---

This memo is to request the Board's approval of my appointment of Rajeev Soneja, Arlington, MA, to the Human Rights Commission, with a term expiration of 6/30/2022.

  
Town Manager



Rajeev Soneja

Arlington

September 24, 2019

To,  
**Christine Bongiorno,**  
**Director of Health and Human Services**  
**Arlington**

Ms Bongiorno,

I write to you with an intent to apply for the open position on Arlington's Human Rights Commission. I have attached my resume that lists my background as well as my life as a resident in this town.

I believe that my life experiences of having grown up in a diverse, cosmopolitan city with experiences of having lived in different countries provide my perspective and insight into the human conditions which may help address issues that arise due to prejudice and discrimination faced by marginalized people. As defined by the town's bylaw, these may be based upon but not limited to, their race, ethnicity, gender expression or identity, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status.

As an immigrant to this country and naturalized citizen of the US, I have developed an understanding of how intricately a sense of an individual's identity and self-worth is connected to their connection to their fellow community members. If I can help address any issues that can resolve matters concerning bigotry or intolerance, I would consider myself very fortunate and capable to do so. Please accept this letter as a consideration for this position.

Thank you.  
Sincerely  
-Rajeev Soneja

# **Rajeev Soneja**

## **Arlington MA**

---

### **About Me**

I work as a software engineer for a global financial services company headquartered in New York City. I have been employed at this firm for 21 years, since my arrival in the US in 1998. My prior professional experience includes working for a British telecommunications firm in the United Kingdom for 3 years, and marketing and software companies in India after graduation. I speak 3 languages – Hindi, Sindhi and English with a passing understanding of Marathi.

### **Background**

I completed my bachelor's degree in Industrial Electronics from PVPIT, Sangli in the state of Maharashtra in India. My early schooling was in my hometown Bombay, now called Mumbai, in Maharashtra. India is the world's largest democracy, comprising of many differing cultures, religions, ethnic backgrounds and indigenous communities. All these communities are well-represented in my hometown of Bombay. I attended a college that allowed me to room and study with people from all parts of the country with differing socio-economic backgrounds. This enabled me to develop a perspective that is accommodating to and empathetic for diverse opinions and viewpoints.

### **Residency in Arlington**

I have been a resident of Arlington since 2005, having become a homeowner in East Arlington with my spouse. I have a child who has been part of the Arlington public school system for the past 7 years and our family has formed roots and thrived in this community. I have involved myself within the community, volunteering for school activities at the elementary school level. Over the past 4 years, I have been a coach of teams at the Arlington soccer club, allowing me to make connections with children and parents across the different parts of the town. In the past year I have also been very involved with the Envision Arlington's Diversity Task Group - a very active and vibrant group that has enabled me to learn about various issues related to diversity and how best to help develop a resilient and diverse community. I have also been part of setting up the nascent Diversity and Inclusion parent groups at the various schools and with them helped organize a very well received event at Brackett elementary to help courageous conversations about race with children.

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

November 4, 2019

Rajeev Soneja

Arlington, MA 02474

Re: Appointment: Human Rights Commission

Dear Rajeev:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:ls



## Town of Arlington, Massachusetts

---

### Park and Recreation Commission

#### Summary:

Scott Walker (term to expire 6/30/2021)

Leah Broder, Associate Member (no term expiration)

Sarah Carrier, Associate Member (no term expiration)

#### ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	S._Walker_appt.pdf	S. Walker reference
▣	Reference Material	L._Broder_appt.pdf	L. Broder reference
▣	Reference Material	S._Carrier_appt.pdf	S. Carrier reference



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
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Phone (781) 316-3010  
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E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: November 12, 2019  
TO: Board Members  
SUBJECT: Appointment to the Park and Recreation Commission

---

This memo is to request the Board's approval of my appointment of Scott Walker, Arlington, MA, to the Park and Recreation Commission, with a term expiration of 6/30/2021.

  
Town Manager

# J SCOTT WALKER

Arlington MA 02476

jswalker@gmail.com

301-111-1111

## PROFILE

Senior Architectural Designer, LEED AP.

As a professional, creative and considerate designer with over 15 years of experience, I have worked with retail, workplace, restaurant, hospitality, and academic clients. I support projects through all phases of design and construction, from feasibility through construction administration, including permitting and bid evaluation. I'm comfortable communicating with all project stakeholders; clients, OPMs, general and sub-contractors, engineering consultants, and product reps. I'm hoping for the opportunity to contribute to my community by serving on the Arlington Park and Recreation Commission.

## EDUCATION

Bachelor of Arts, Geology – College of Wooster, Wooster OH

1998

Master of Architecture – Boston Architectural College

2009

## EXPERIENCE

Bergmeyer Associates, Inc – Boston, MA

2006 – Present

*Senior Architectural Designer*

Responsible for project scheduling, construction documents, consultant coordination, bidding consultation, permitting, and construction administration for a variety of project types and scales. Primary point of contact for consultants, designers, GCs, and clients throughout projects. Participate in client meetings and presentations, as well as prospective project interviews/presentations.

Chermayeff, Sollogub & Poole, Inc. – Boston, MA

2004 – 2006

*Designer & Model-Builder*

Completed architectural, exhibit, and case-work drawings and construction documents for workplace, museums and aquariums. Built 1/2"-scale Sintra model armatures for clay rock-work to be used as on-site construction documents for habitat fabrication. Designed and created proposals and marketing materials.

Perry, Dean, Rogers & Partners – Boston, MA

2003

*Construction Administrator, Archivist*

Managed construction administration for multiple projects. Maintained and updated archived documents and files. Built schematic and presentation models. Compiled and edited as-built record drawings.

Cap Gemini Ernst & Young Consulting – Chicago, IL & Cambridge, MA

1999 – 2002

*Independent Contractor & Knowledge Worker*

Facilitated "Fortune 500" clients through accelerated problem-solving workshops. Created websites, executive summaries, and multi-media work products.

## CERTIFICATIONS

LEED Accredited Professional, Green Building Certification Institute (GBCI), USGBC  
Architectural Licensure – *Currently seeking*

## PROFICIENCY

AutoDesk Revit, AutoCAD, Adobe Photoshop & InDesign, MS Office Suite, Excel

## INTERESTS

Reading, biking, golfing, running, home improvement, community involvement



## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 29, 2019

Scott Walker

Arlington, MA 02476

Re: Appointment: Park and Recreation Commission

Dear Mr. Walker:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:ls



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
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E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: November 12, 2019

TO: Board Members

SUBJECT: Appointment as an Associate to the Park and Recreation Commission

---

This memo is to request the Board's approval of my appointment of Leah Broder, Arlington, MA, as an Associate Member to the Park and Recreation Commission.

  
Town Manager

July 15, 2019

Adam Chapdelaine, Town Manager  
730 Massachusetts Ave.  
Arlington, MA 02476

Dear Mr. Chapdelaine,

I am applying for the position of Parks and Recreation Commissioner based on my deep commitment to improving the built environment in our Town. As a landscape practitioner with over 15 years of experience designing and building parks and public landscapes, I have a wealth of practical knowledge about the realities of conceptualizing, designing, building, and maintaining parks. I will contribute this knowledge and insight to the Parks and Recreation Commission.

We live in a time when parks must be considered not only as venues for active recreation, but also as critical components of ecological and social value. My interest in becoming a Parks and Rec Commissioner is focused on three primary areas

1. Growing our tree canopy to reduce the urban heat island effect and improve climate resiliency
2. Improving parks for underserved populations, particularly the aging/elderly and those with disabilities
3. Finding ways to support and improve school campus grounds, and to consider them as a piece of our networked open space

I have a proven track record managing complex landscape projects for large institutions. My design insights will be a valuable contribution to the Parks Commission, as I think critically and strategically about individual park projects as well as about our Town's park inventory as a networked whole. I can be a liaison with design teams, utilizing my professional experience to communicate the Town's goals and priorities to ensure designers realize our shared vision. My construction experience will serve the commission to review budgets, technical details, and even work in the field.

As a resident of Arlington for the past five years, and mother of two elementary school boys at Thompson, I have a demonstrated commitment to improving our open spaces. This year at Thompson School I designed a Native Pollinator Garden and Outdoor Classroom. Through community organizing I facilitated the purchase and installation of the garden by securing donations of plants, materials, time and services from a wide range of individuals and organizations.

As a tree steward I have worked with a volunteer arborist as well as with our core group of tree stewards to tend the trees on the Thompson campus and to observe and report on damage to street trees during construction. I have met with the Tree Committee and learned firsthand about the challenges facing our tree canopy. I will share my knowledge of soils and construction best practices to foster a more sustainable approach to species selection, planting practices, and tree care in order to grow a robust canopy for Arlington Parks.

For the past year I have been a leader, with Phil Bokovoy, of the Friends of North Union Park. Through our organizing and advocacy, we are thrilled that the project has received funding and I am well situated to serve the Commission through its design, contract award, and construction.

As an advisory group member of Arlington Public Art I have been involved in the current PATHWAYS project, working with curator Cecily Miller to develop programming to engage the public with art along the Minuteman Bikeway. I am also working with Adria on fundraising for APA. The incorporation of art into our Parks is a brilliant way to draw new park visitors and expand our user groups.

**LEAH BRODER** MLA, ASLA

| Arlington, Massachusetts 02474 |

# LEAH BRODER MLA, ASLA

Arlington, Massachusetts |

## EDUCATION

Harvard University Graduate School of Design (GSD) *Master of Landscape Architecture*  
Harvard Presidential Instructional Technology Fellowship  
Community Service Fellowship  
California College of the Arts *Bachelor of Fine Arts with High Honors*  
All College Honors in Fine Arts  
Wesleyan University *Undergraduate Studies*

## PRACTICE

Enterprise Green Communities Boston, Massachusetts *Technical Advisor* 2018-present  
Update of sustainable building certification criteria for affordable housing used in 43 states and D.C.  
Reed Hilderbrand Cambridge, Massachusetts *Senior Associate* 2011-2012, 2014-2018  
The Alamo Comprehensive Interpretive Plan San Antonio, Texas  
Repentance Park Baton Rouge, Louisiana  
West Campus Commons Framework Study, MIT Cambridge, Massachusetts  
L Block Urban Design Tampa, Florida  
Crown Commons, Duke University Durham, North Carolina  
Abele Quad, Duke University Durham, North Carolina  
Rubenstein Arts Center, Duke University Durham, North Carolina  
Keohane New Dormitory, Duke University Durham, North Carolina  
East Quadrangle Renewal Plan, Duke University Durham, North Carolina  
Events Pavillion, Duke University Durham, North Carolina  
Woods Bagot Abu Dhabi & Dubai, United Arab Emirates *Consulting Lead Landscape Architect* 2012-2013  
Dubai Design District Dubai, UAE  
Emirates Nuclear Energy Corporation Housing Baraka, UAE  
Abu Dhabi Islamic Bank Headquarters Abu Dhabi, UAE  
TBG Partners Abu Dhabi & Dubai, UAE *Consulting Director & Lead Landscape Architect* 2013-2014  
SWA Los Angeles, California *Landscape Designer & Project Manager* 2005-2008  
New Terrain for Chongming Island Shanghai, CHINA  
Gubei Gold Street Shanghai, CHINA  
Kunming Eco-Communities Longview Neighborhood Kunming, CHINA  
Algabas Almaty, KAZAKHSTAN  
San Bernardino Valley College Campus Masterplan San Bernardino, California  
Giant Interactive Headquarters Shanghai, P.R. CHINA  
Municipal Department of Urbanism Girona, SPAIN *Landscape Design Intern* 2003  
High-Speed Train Open Space Plan Girona, SPAIN  
Harvard GSD Cambridge, Massachusetts *Researcher & Content Developer & Web Designer* 2005  
*E\*vue: Emergent Vegetation of the The Urban Ecosystem*

## AWARDS

Honor Award in General Design 2018 American Society of Landscape Architects (ASLA)  
Excellence in Landscape Architecture General Design 2018 Society for College and University Planning  
Merit Award 2014 ASLA Louisiana Chapter  
Merit Award 2014 ASLA Southern California Chapter  
Award for Public Space 2013 International Downtown Association  
Award of Excellence 2012 ASLA Southern California Chapter  
Honor Award 2012 ASLA  
Quality of Life Award 2012 ASLA Southern California  
Best Open Space in China 2012 Ideal Space Book  
Analysis and Planning Award of Honor 2008 ASLA  
Studio Works 2003 Harvard Graduate School of Design

## CIVIC ENGAGEMENT

Thompson Elementary School Arlington, Massachusetts  
Native Pollinator Garden & Outdoor Classroom *Pro Bono Landscape Design and Installation*  
Campus Trees *Volunteer Tree Steward*  
Eco-Week Curriculum and Activities *Green Team Coordinator*  
North Union Park Arlington, Massachusetts *Friends Group Advisory Member*  
Arlington Public Art Arlington, Massachusetts *Advisory Group and Committee Member*

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 29, 2019

Leah Broder

Arlington, MA 02474

Re: Appointment: Associate Member to Park and Recreation Commission

Dear Ms. Broder:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:ls



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: November 12, 2019

TO: Board Members

SUBJECT: Appointment as an Associate to the Park and Recreation Commission

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This memo is to request the Board's approval of my appointment of Sarah Carrier, Arlington, MA, as an Associate Member to the Park and Recreation Commission.

  
Town Manager



# SARAH CARRIER

## EDUCATION / ACADEMIC HONORS

---

### HARVARD UNIVERSITY GRADUATE SCHOOL OF DESIGN / CAMBRIDGE, MA

Master of Landscape Architecture, 2008

Urban Forestry studio project selected for ASLA Research Award of Excellence, 2008

Design Juror, Career Discovery Program, Summer 2008

Federal Home Loan Bank of Boston, Affordable Housing Development Competition, Second Place, 2008

Landscape Architecture studio project published in Studio Works 11, 2007

Penny White Award for independent research, 2007

Community Service Fellowship recipient, 2006

### HARVARD UNIVERSITY LANDSCAPE INSTITUTE / CAMBRIDGE, MA

Landscape History and Preservation Student, 2003-2004

Completed coursework in Drafting, Planting Design and Historic Landscape Restoration

### CLARK UNIVERSITY / WORCESTER, MA

BA, Environmental Studies and Geography, 1999

Graduated Gamma Theta Upsilon, Geography Honor Society

## CURRENT PROJECTS / PROFESSIONAL EXPERIENCE

---

### PLAYGROUND ARCHITECTS / ARLINGTON, MA

Owner / Designer / CPSI, 2017 – Current

Provide conceptual design for innovative playgrounds and playground equipment

Review playground plans and equipment drawings for play value and safety compliance

Inspect playgrounds, playground equipment and playful installations for safety and conduct risk benefit analysis

Work with community groups, schools, and governmental agencies to build consensus and create plans for playgrounds and other playful environments

Recent clients include Boston Parks & Recreation, Learning Environments For Tomorrow (a project of the Harvard Graduate School of Education in collaboration with the Harvard Graduate School of Design), Studio Ludo, & Groundview

### OTTO WOODWORK / ARLINGTON, MA

Owner / Designer, 2011 – Current (part-time project)

Design modern wood furniture, cabinetry and home goods and for sale at local markets and online

Designed logo and brand identity and market products to wholesale and retail consumers

Assist in manufacturing and finishing wood products and currently automating production of smaller products

### GORIC PLAYGROUNDS / BELMONT, MA

Playground Design Consultant / CPSI, 2015 – 2017

Made playground equipment selection proposals for landscape architects, school and public officials

Created project quotes, answered questions regarding equipment, maintenance, pricing and availability

Conducted market research, identified new leads and made sales presentations across New England

Attended trade shows and conferences to make new contacts and maintain up to date knowledge of the field

Reviewed custom designs and playground plans by landscape architects and artists for ASTM compliance

Represented European playground equipment manufacturers including Carve, Kaiser & Kühne Freizeitgeräte, Eibe, Kinderland Emsland Spielgeräte, Wiegand, Conlastic/ Linie-m and Kraiburg Relastec Euroflex

### STUDIOMLA / BROOKLINE, MA

Playscape Designer, 2014 – 2015

Designed playgrounds including customized and custom site-specific play structures

Researched, prepared and presented playground equipment options to clients

Prepared landscape plans, construction documents and design details

#### PLAYSCAPES / ARLINGTON, MA

Social Media Editor, 2013 – 2015 (worked remotely)

Initiated and maintained Playscapes Facebook and Pinterest sites which attracted nearly 8,000 followers  
Researched, wrote and edited online content about innovative playgrounds and playground design trends

#### CAMBRIDGE HEALTHY PARKS AND PLAYGROUNDS COMMITTEE AND CAMBRIDGE ARTS COUNCIL

Advisory Committee Member and Exhibition Design, 2011 – 2014

Assisted in design of the 'Let the Public Play' exhibit at the Cambridge Arts Council gallery

Designed and built a 16' long magnetic ball run which covered one wall of the CAC gallery

Constructed a play sculpture which was part of 'Let the Public Play' exhibit and Boston Design Week

#### PLACES ASSOCIATES / LITTLETON, MA

Landscape Designer, 2012 – 2013

Designed playgrounds including customized and custom play structures

Prepared landscape plans, construction documents and design details for schools and playgrounds

Assisted in construction administration

#### WESTON AND SAMPSON / PEABODY, MA

Landscape Designer, 2010 – 2011 (temporary position)

Prepared design drawings, construction documents and specifications for playgrounds and public parks

Created plans and presentations for public meetings and proposals

#### MATERIALS COLLECTION / FRANCES LOEB LIBRARY / HARVARD GRADUATE SCHOOL OF DESIGN / CAMBRIDGE, MA

Researcher, 2007- 2008 (temporary position with ongoing research project)

Identified and acquired new materials for the collection and wrote descriptions for the database and blog

Designed and built a long-term outdoor weathering installation that tests the durability of eleven different species of wood known for rot resistance and dimensional stability

#### REED HILDERBRAND ASSOCIATES / WATERTOWN, MA

Landscape Architect Intern, 2007 (temporary position)

Developed planting and schematic designs for public, institutional and private landscapes

Prepared and assembled detail drawings and created office detail design standards

Participated in construction observation and design layout

#### OLMSTED CENTER FOR LANDSCAPE PRESERVATION / NATIONAL PARK SERVICE BROOKLINE, MA

Landscape Architect Intern, 2004-2005 (temporary position)

Maintained the National Park Service Historic Plant Nursery and guided plant replacement strategies for National Historic Sites across the Northeast and Mid-Atlantic

Assessed existing conditions of National Historic Sites using National Register of Historic Places criteria

Wrote and edited preservation plans and portions of Cultural Landscape Reports

#### APPALACHIAN MOUNTAIN CLUB / BOSTON, MA

Program Coordinator, 2001-2004

Coordinated networking events and marketing and branding strategies for a woodworkers and manufacturers

Facilitated community organizing and mapping program for northern New England craft based business owners

Assisted in strategic planning, board development, and membership recruitment campaign

#### ARNOLD ARBORETUM / HARVARD UNIVERSITY / JAMAICA PLAIN, MA

Education and Outreach Assistant, 1999-2000

Researched woody plant characteristics for the Schoolyard Arboretum program

Developed resource and membership database for the Institute for Cultural Landscape Studies

#### COMPUTER SKILLS

Adobe Creative Suite, AutoCAD, MS Office Suite

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 29, 2019

Sarah Carrier

Arlington, MA 02476

Re: Appointment: Associate Member to Park and Recreation Commission

Dear Ms. Carrier:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, November 18th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with Fran, Ashley or Lauren at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:ls



## Town of Arlington, Massachusetts

---

### For Approval: Food Vendor License

#### Summary:

Mass Convenience, 86 Warren Street, Krishna Khanal

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Mass_Convenience_Inspection_Reports.pdf	Inspection Reports
▢	Reference Material	Mass_Convenience_FV_Application.pdf	Food Vendor Application

## LICENSE APPLICATION REPORT

Type of License: Food Vendor License

Name of Applicant: Krishna Khanal d/b/a Mass Convenience

Address: 86 Warren Street

The following Departments have **no objections** to the issuance of said license:

- Police \_\_\_\_\_
- Fire \_\_\_\_\_
- Health \_\_\_\_\_
- Building \_\_\_\_\_
- Planning \_\_\_\_\_

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police \_\_\_\_\_x\_\_\_\_\_
- Fire \_\_\_\_\_x\_\_\_\_\_
- Health \_\_\_\_\_x\_\_\_\_\_
- Building \_\_\_\_\_x\_\_\_\_\_
- Planning \_\_\_\_\_x\_\_\_\_\_

The following Departments have **objections** to the issuance of said license:  
(see attached)

- Police \_\_\_\_\_
- Fire \_\_\_\_\_
- Health \_\_\_\_\_
- Building \_\_\_\_\_
- Planning \_\_\_\_\_

# ARLINGTON POLICE DEPARTMENT

**Juliann Flaherty**  
Acting Chief of Police



POLICE HEADQUARTERS  
112 Mystic Street  
Telephone 781-316-3900

*Town of Arlington*  
MASSACHUSETTS 02474

November 4, 2019

On Monday, November 4, 2019 at 2:30 PM, I called and spoke with Krishna Khanal regarding this application for a Food Vendor License for the Mass Convenience, located at 86 Warren St. Khanal stated that he is going to be the new owner and there will be no changes to the business. Khanal stated that he has been working there for 7 years and now will be running the day to day operations.

I advised Khanal that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Food Vendor License for the Mass Convenience.

Respectfully Submitted,

Detective Edward DeFrancisco

---

## APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 11-14-19

*"Proactive and Proud"*



## Arlington Fire Department Town of Arlington

Administrative Office  
411 Massachusetts Ave, Arlington, MA 02474  
Phone: (781) 316-3803 Fax: (781) 316-3808  
Email: rmelly@town.arlington.ma.us

Ryan Melly  
Deputy Fire Chief

### Checklist for food sales ownership conversion.

- All exit signs and emergency lights must be tested and in good working order
- FACP **must** have annual test paperwork on hand and be free of trouble and alarm signals
- Sprinkler system (if present) shall have current inspection tag
- All extinguishers must be hung with signs and a current inspection tag
- "K" extinguisher mounted and tagged in the kitchen area if using fat to cook
- All exits and exit paths must be in proper working order and free from storage
- No storage of excess combustibles allowed inside building or near exit ways
- Hoods must have current inspection/cleaning sticker attached
- Kitchen extinguishing systems must have current inspection tags
- If Ansul or Sprinklers present FACP must report to monitoring company
- Address must be clearly visible from the street
- Electrical panels must be accessible from floor to ceiling for the entire width
- Call for inspection after all has been completed 781-316-3803

---

### APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 11-14-19





Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health  
27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170  
Fax: (781) 316-3175

**MEMO**

To: Select Board  
From: Kylee Sullivan, Health Compliance Officer  
Date: November 13, 2019  
RE: Board of Health Comments for Select Board Meeting on November 18, 2019

---

Please accept the following as comments from the Office of the Board of Health:

**Mass Convenience: 86 Warren Street  
Food Vendor License**

- The change in ownership for this Establishment has submitted a modified plan review application to the Health Department for review. A new permit will not be issued until plans are approved and a final pre-operational inspection has been conducted to ensure compliance with the Food Code.

---

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: \_\_\_\_\_

Date: 11-14-19

**OFFICE OF THE SELET BOARD  
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Select Board by, November 12, 2019  
**ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.**

Location: 86 Warren Street  
Applicant's Name: Krishna Khanal  
D/B/A: Mass Convenience  
Telephone: 781-316-0361  
Department: Sent Via E-mail

Date: 10/29/2019

**MEETING DATE: November 18, 2019**

Inspected By:

**RE: FOOD VENDOR LICENSE**

Police  
Fire  
Board of Health  
**Building**  
Planning

**INSPECTION REPORT SECTION:**

**Building**

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

**Plumbing**

The Inspector of Plumbing and Gasfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

**Electrical**

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 11-14-19

**OFFICE OF THE SELECT BOARD  
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Select Board by November 12, 2019  
**ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.**

Location: 86 Warren Street  
Applicant's Name: Krishna Khanal  
D/B/A: Mass Convenience  
Telephone: 781-316-0361  
Department: Sent Interoffice Mail &E-mail Date: 11/8/2019

---

**MEETING DATE: November 18, 2019**

Inspected By:

**RE: FOOD VENDOR LICENSE**

Police

Fire

Board of Health

Building

**Planning**---Ali Carter, Economic Development Coordinator

**INSPECTION REPORT SECTION:**

The application is for a food vendor license for Mass Convenience. This business is located in a B2 Neighborhood Business zoning district and is an appropriate use for the neighborhood. The application is for a change of ownership but all other aspects of the business remain unchanged.


The Department has no objection to the issuance of a food vendor license to this business.

Any changes in signage, including signs in the window, and changes to the façade of the building may be subject to review by this Department. The Applicant is reminded that all signs, including re-lettering of the existing signs require a permit issued by the Building Department. Other provisions of the Zoning Bylaw may apply as determined by the Building Inspector.

---

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: \_\_\_\_\_

Date: 11-14-19



**OFFICE OF THE SELECT BOARD**

730 Massachusetts Avenue  
Town of Arlington  
Massachusetts 02476-4908

(781) 316-3020  
(781) 316-3029 fax

**\$60.00 Filing Fee**

Inspections Dept. at 51 Grove St. must review completed application before returning to this office.

**APPLICATION**

*To the Licensing Authorities of the Town of Arlington*

The Undersigned hereby makes application for a

- ☐ COMMON VICTUALLER LICENSE (Eat In)  
☒ **FOOD VENDOR LICENSE (Take Out Only)**

Location 8C Warren St. Arlington, MA 02474

Name of Applicant Krishna R. Khanal

Corporate Name (if applicable) AK Mass Convenience LLC

D/B/A Mass Convenience

Date 10-18-19

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

- A. It is understood that the Board is not required to grant the license.
- B. no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Select Board, and, furthermore, any work done is done at the applicant's risk, and
- C. in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Select Board a thirty day notice of his intention to sell same before such application will be acted upon by the Select Board.
- D. That the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Print Name Krishna R. Khanal

Signature Name KRKhanal

Phone (Home) \_\_\_\_\_ (Business) 781-316-0341

Email KRKhanal@yahoo.com

(KRKHANAL@yahoo.com)

Note: (A) If a corporation, state full names and addresses of principal officers.  
(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

\_\_\_\_\_  
\_\_\_\_\_  
Name Krishna L. Kharel Name \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

DESCRIPTION OF APPLICANT

DESCRIPTION OF APPLICANT

Born in the U.S., Yes No Born in the U.S., Yes \_\_\_\_\_ No \_\_\_\_\_  
Born Where \_\_\_\_\_ Born Where \_\_\_\_\_  
Date of Naturalization \_\_\_\_\_ Date of Naturalization \_\_\_\_\_  
Male or Female \_\_\_\_\_ Male or Female \_\_\_\_\_  
Date of birth \_\_\_\_\_ Date of birth \_\_\_\_\_  
Photo *1 inch by 1 inch*



*The Establishment shall operate as:*

Sole Ownership / Partnership / Total Number of Partners \_\_\_\_\_

Corporation Based in \_\_\_\_\_

**(Once approved, please go to Clerk's Office for Business Certificate)**

*Corporate Information Required:*

President Krishna Kharel

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

Name

Address

Zip

## APPLICANT'S RESUME

### *Food Business Experience of Applicant*

From 2013 to UNTIL NOW  
Employee KRISHNA KHANAL D/B/A MASS CONVENIENCE  
Sole Owner \_\_\_\_\_ Location 86 Warren St.  
Partnership \_\_\_\_\_ Type Food \_\_\_\_\_  
Corporation \_\_\_\_\_ Number of Employees \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_  
Employee \_\_\_\_\_ D/B/A \_\_\_\_\_  
Sole Owner \_\_\_\_\_ Location \_\_\_\_\_  
Partnership \_\_\_\_\_ Type Food \_\_\_\_\_  
Corporation \_\_\_\_\_ Number of Employees \_\_\_\_\_

List any other information that you feel will assist in the review of this application.

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INFORMATION RELATIVE TO APPLICATION

Breakfast  
Yes \_\_\_ No ☒

Lunch  
Yes \_\_\_ No ☒

Dinner  
Yes \_\_\_ No ☒

Do you own the property? Yes \_\_\_ No ☒ Tenant at Will \_\_\_ Lease 4 (years)

Hours of Operation:

Day Mon throu Sunday Hours 6:30am - 8:00p.m.

Day \_\_\_\_\_ Hours \_\_\_\_\_

Day \_\_\_\_\_ Hours \_\_\_\_\_

Floor Space 500 Sq. Ft.

Seating Capacity (if any) N/A

Parking Capacity (if any) N/A spaces

Number of Employees 1

List Cooking Facilities (and implements)

None

Will a food scale be in use for sale of items to the public? Yes \_\_\_ No ☒

Will catering services be provided by you? Yes \_\_\_ No ☒

*The following items must be submitted with the application:*

- |  |                          |
|--|--------------------------|
| 1. Layout Plan of Facility & Fixtures                | Date Received _____      |
| 2. Site Plan (obtained at Bldg. Dept., 51 Grove St.) | Date Received _____      |
| 3. Outside Facade and Sign Plan (dimensions, color)  | Date Received _____      |
| 4. Menu  | Date Received <u>N/A</u> |
| 5. Maintenance Program                               | Date Received _____      |

If the facilities are not yet completed, provide estimated cost of work to be done \$ \_\_\_\_\_

EXISTING BUSINESS

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Select Board for approval:

Date \_\_\_\_\_ Time \_\_\_\_\_

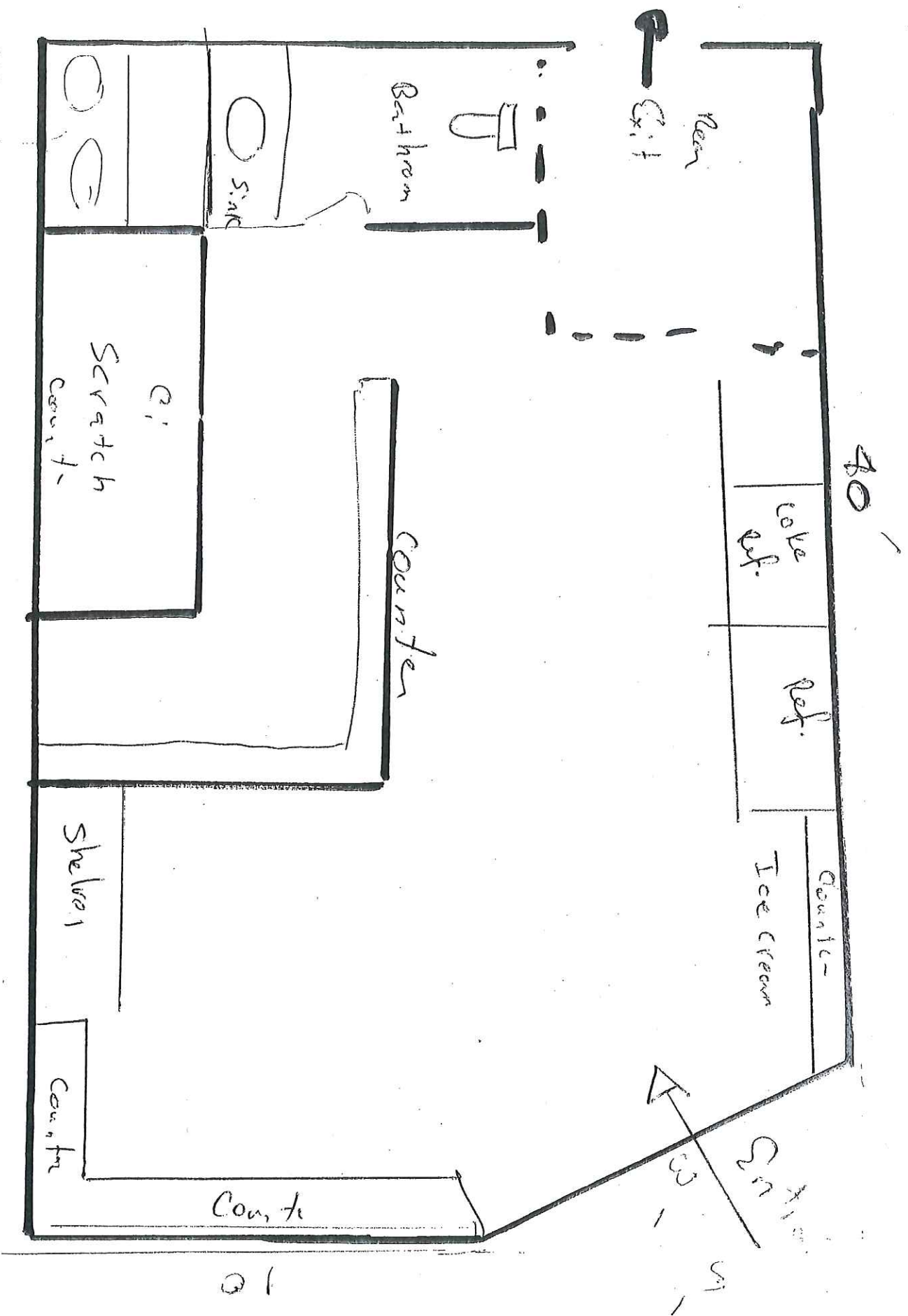
Board Action: Approved Yes \_\_\_ No \_\_\_

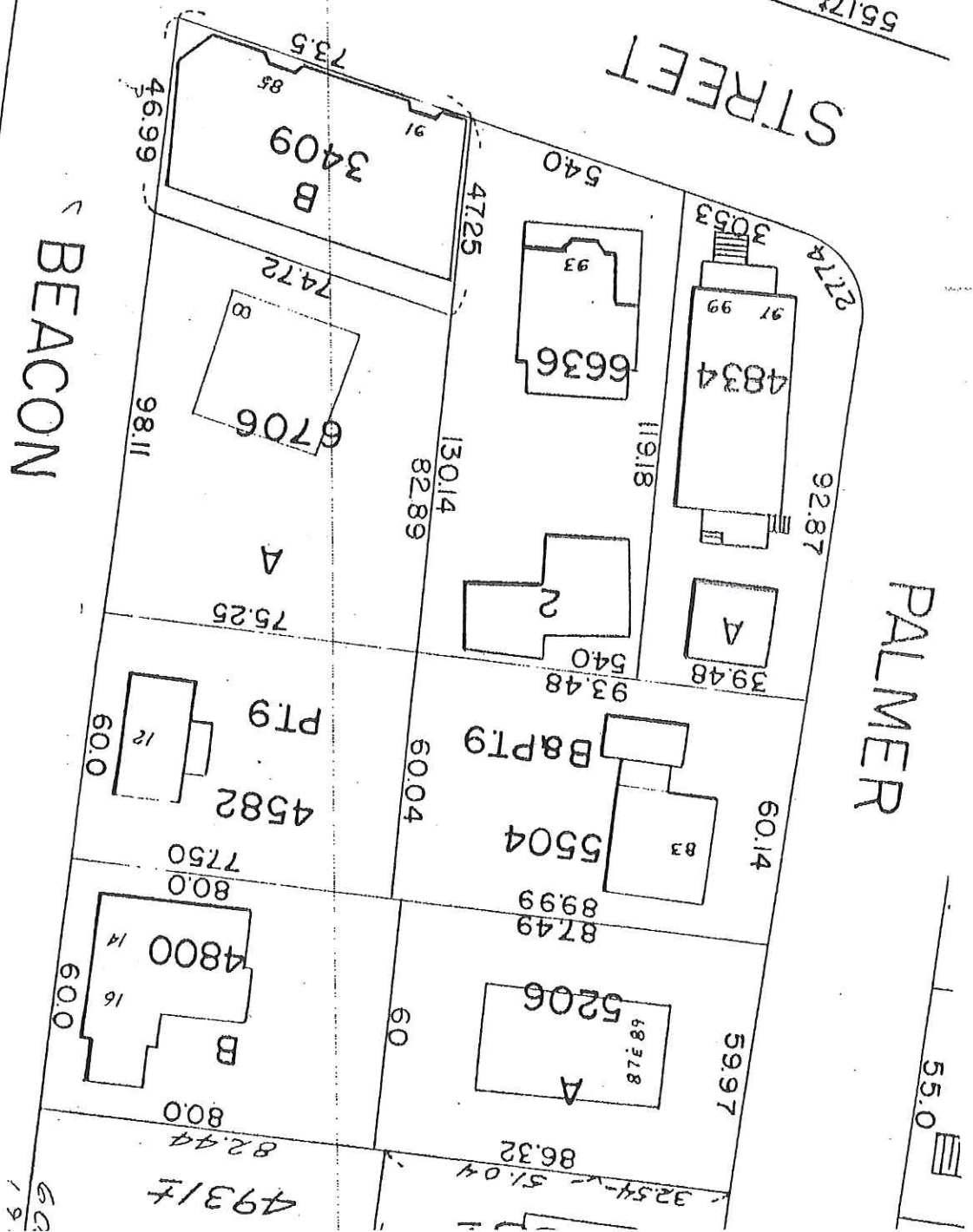
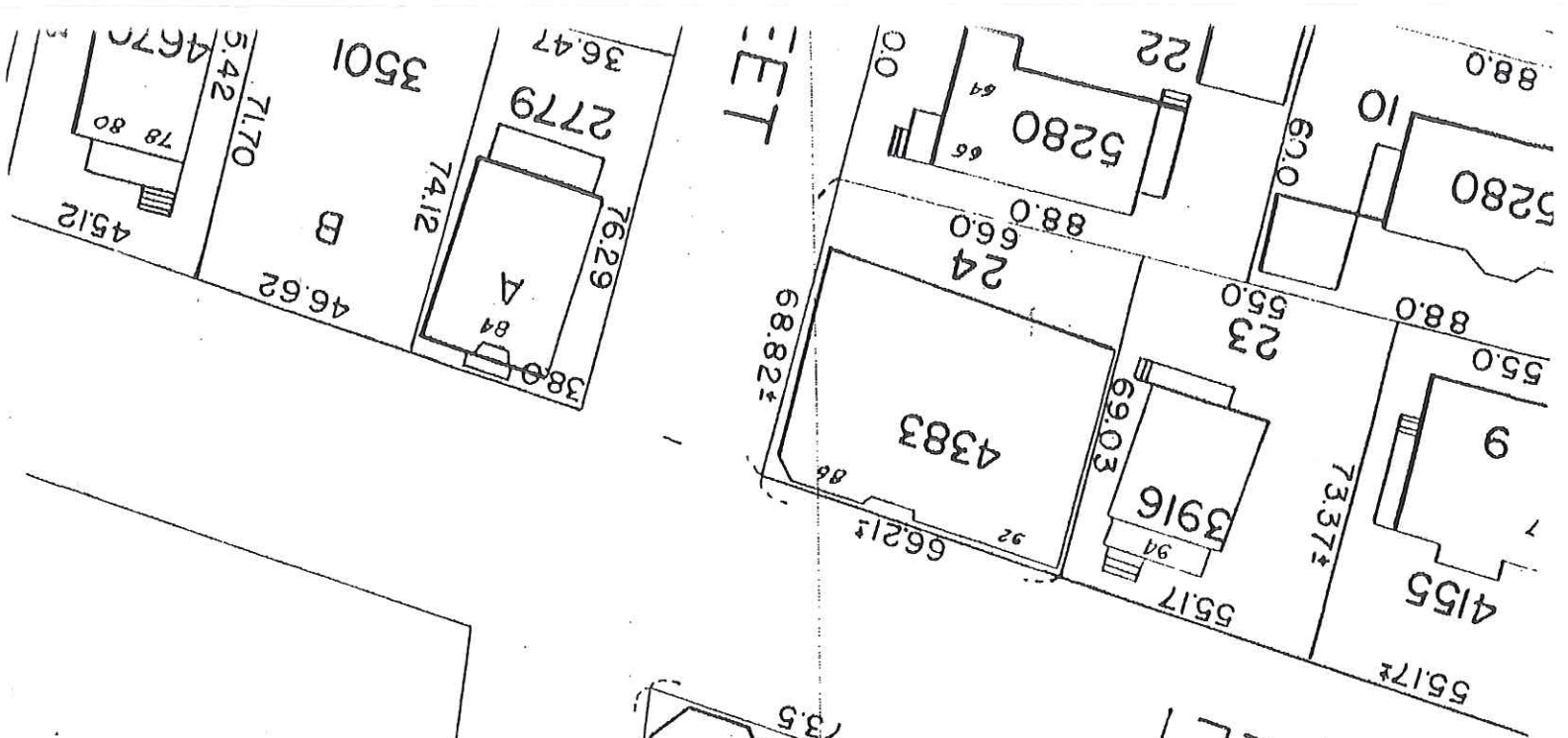


Mass Convenience  
86 Warren Street



THIS -  
UNUSUAL





# **MASS CONVENIENCE LOTTERY - ATM - GROCERY**

**24" X 96" STORE FRONT ALUMINUM SIGN & MOLDING  
COLOR GREEN & RED LETTERS SIZE :5.5"**



**FALCON GRAPHICS  
617-306-7748  
Fax: 781-646-4419  
825 Mass. Ave. Arlington MA 02476**





FALCON GRAPHICS  
617-306-7748  
Fax: 781-646-4419  
225 Mass. Ave. Arlington MA 02475

## Maintenance Plan

### Exterior:

\*N/A

\*Exterior signs will be cleaned by the store owner as needed.

\*Will be no parking lot but side walk will be cleaned as needed by the store owner.

### Interior:

\*N/A

\*We serve all the prepacked food stuff. Foods will not prepared at the location but check the expiration dates regularly.

\*No seating. Bathroom and floor cleaned regularly.

\*A list of contractors will be kept in the office for various repairs and maintenance job as needed.





## Town of Arlington, Massachusetts

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### Initial Report of the Election Modernization Committee

#### Summary:

James O'Connor, Chair, Election Modernization Committee  
Assistant Town Moderator, TMM Precinct 19

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	EMC_Initial_Report.pdf	Report

**Initial Report of the  
Election Modernization Committee  
September 19, 2019**

The Election Modernization Committee held its first meeting at 7:30pm on August 29th, 2019 in the Lyons Meeting Room at Town Hall. The committee unanimously appointed James O'Connor as Chair and Greg Dennis as Clerk.

The committee discussed a range of potential improvements to voting and elections in Arlington and drafted the following rough prioritization of topics to explore in greater depth at future meetings. The topics listed below are areas for future *study*; none have been recommended for implementation at this stage.

1. Early voting policies and practices

Since 2016, Massachusetts has required cities and towns to offer early voting times for the biennial general election in November, but leaves some discretion left to local election officials as to the days and hours of those times. The committee will investigate whether the discretionary early voting times could be further codified and whether early voting could be offered for town elections, too.

2. Ranked Choice Voting and alternative voting methods

Many municipalities in Massachusetts and around the country are implementing Ranked Choice Voting and other alternative voting methods to bring more voices and choices to their voters. The committee will study which method is best-suited for Arlington town elections.

3. Structure of Town Meeting races

When there are vacancies in Town Meeting seats, there can be confusion due to the simultaneous election of members with different term lengths. Some towns address this by consolidating the race for all open Town Meeting seats in a precinct, regardless of term length, into a single consolidated race, where the longest terms are won by the highest vote-getters. We will study the possibility of doing the same in Arlington.

4. Designated election administrator

The responsibilities for election administration are currently distributed across multiple town bodies, each individually responsible and capable, but nevertheless no single individual is in charge of administering the election. The committee will study whether electoral functions should be consolidated under a designated election administrator.

5. Public engagement in elections

Local elections routinely experience very low voter turnout. The committee will explore new ways to boost voter registration and to inform voters of upcoming elections, particularly among low-turnout voting populations.

#### 6. Status of voting equipment and deployment

The committee is aware that our outdated optical scan voting machines are being replaced with a newer model. There are two models of machine authorized for purchase in Massachusetts, and we would like to learn which of the two was procured and how that decision was made. We will also seek a timetable for the completion of the purchase, staff training, and final deployment of the new equipment.

#### 7. Online voting

Online voting is uncommon in the US, in part because computer security experts believe that votes cast over the internet would be vulnerable to fraud or hacking. Federal law provides for an exception for overseas and military voters, who are allowed to email their ballot to their local town clerk, but in doing so sacrifice the privacy of their ballot. The committee will study whether an online voting solution might be appropriate for military and overseas voting or for low-stakes voting situations, such as non-binding advisory ballot questions.

#### 8. Polling locations and accessibility

Seemingly every election cycle is met with some complaints about polling locations. The criticism usually centers on the distance to the polling place from the precinct, the accessibility of the location by foot or public transit, and the availability of parking at the location. The committee will solicit complaints and suggestions about existing polling places and explore potential improvements to their location and accessibility.

James M. O'Connor



## **Town of Arlington, Massachusetts**

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### **For Approval: Traffic Rules & Orders**

#### **Summary:**

Designate 40' "No Parking Zone" to accomodate Handicap Parking Sign at 131 Florence Avenue  
Officer Corey Rateau, Traffic and Parking Unit

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	HP_and_Overnight_Parking_Request_- _131_Florence.docx	Memorandum from Officer Rateau

# ARLINGTON POLICE DEPARTMENT

ACTING CHIEF OF POLICE  
Juliann Flaherty



*Town of Arlington*  
MASSACHUSETTS 02474

POLICE HEADQUARTERS  
112 Mystic Street  
Telephone 781-316-3900  
Facsimile 781-316-3919

## MEMORANDUM

TO: Marie Krepelka  
Board Administrator

FROM: Officer Corey P. Rateau  
Traffic and Parking Unit

DATE: November 13, 2019

RE: Handicap/Overnight Parking @ 131 Florence Avenue

At your request, the Traffic and Parking Unit has looked into the petition submitted by Mr. LaRocca to have a handicap parking sign posted in front of his residence at 131 Florence Avenue. This request would also extend overnight parking privileges when the handicap placard is in use. We have no objection to the installation of the sign as well as the extended overnight courtesy with the following stipulations:

- That Mr. LaRocca is advised that the sign is not for his exclusive use and anyone properly displaying and using a handicap placard may park in the space.
- That the space may not be utilized during declared snow emergencies or any other parking ban implemented by the Town.
- That the Select Board is notified if the sign becomes no longer necessary so that it may be removed
- That the handicap parking sign be located 40 feet from the intersection of Wachusett Avenue and Mr. LaRocca is required to park before the sign. There have been past complaints of Mr. LaRocca parking his vehicle too close to the intersection and when doing so a hazard to the normal traffic flow at this four-way stop intersection is created (obstructing the view of the intersection, impeding turning traffic, and inhibiting the safety of the many young pedestrians walking to and from the Dallin School). This stipulation would still place the front of Mr. LaRocca's vehicle at the front of the gated entrance to his residence
- That the Traffic Rules and Orders be amended to designate this subsequent 40 foot buffer as a "No Parking Zone" at all times and to have the corresponding signage installed. The necessity of this buffer zone should be reviewed after the handicap space is no longer needed.

*"Proactive and Proud"*

## ARLINGTON POLICE DEPARTMENT

I will coordinate with DPW regarding proper signage and locations if this request is approved by the Board.

Please let me know if any further assistance with this matter is needed.

CPR

Cc: Juliann Flaherty  
Acting Chief of Police

Adam Chapdelaine  
Town Manager

Captain Paul Conroy  
Support Services Commander

Lt. Richard Pedrini  
OIC / Traffic, Details, and Licensing

Deputy Ryan Melly  
Arlington Fire Operations

***"Proactive and Proud"***





## Town of Arlington, Massachusetts

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### Select Board Policy to Change the Order of Articles in the Annual Town Meeting Warrant

#### Summary:

Daniel J. Dunn, Vice Chair

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Moderator_Letter_to_Select_Board_11_14_19.pdf	Town Moderator Letter



# Town of Arlington

John D. Leone, Moderator  
51 Irving St., Arlington, Massachusetts 02476

Telephone: (781)-648-2345  
(781)-641-3546  
Facsimile: (781)-648-2544  
JLeone@town.arlington.ma.us

November 14, 2019

Town of Arlington  
Attn: Select Board  
730 Massachusetts Avenue  
Arlington, MA. 02476

RE: Agenda item 14, November 18, 2019

Dear Select Board:

Please forgive me for not appearing in person. I have reviewed your Agenda for November 18, 2019 and in regard to Agenda item 14, *Select Board Policy to Change the Order of Articles in the Annual Town Meeting Warrant*, please note that I am in favor of reordering the Warrant.

The current order, which has the Zoning Article in the beginning, is difficult as the Town Meeting Members have not had a chance to fully digest the often-complicated Articles and we end up with confusing discussions and amendments. The Town would be better served by a reordering of the Warrant.

I would request that the Moderator be invited to participate in the revised Warrant Ordering system prior to the Board setting it policy.

If you have any questions, please feel free to contact me at your convenience.

Sincerely

John D. Leone



## Town of Arlington, Massachusetts

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**For Approval: Opening of Warrant for Annual Town Meeting 2020**

**ATTACHMENTS:**

	Type	File Name	Description
▣	Reference Material	OPENING_OF_WARRANT_FOR_ATM.doc	Opening of the Warrant for ATM 2020
▣	Reference Material	ATM_TOWN_MEETING_BYLAWS.docx	By-laws

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

### OPENING OF WARRANT FOR ANNUAL TOWN MEETING

At their meeting of Monday, November 18, 2019 at 7:15 p.m. the Select Board voted to open the Warrant for the Annual Town Meeting. The Annual Town Meeting will take place on Monday, April 27, 2020 at 8:00 p.m. in the Arlington Town Hall. The Warrant will open Tuesday, December 3, 2019 at 8:00 a.m. and will remain open until 12:00/Noon on Friday, January 31, 2020.

_____	<b>SELECT BOARD</b>
_____	<b>OF THE</b>
_____	<b>TOWN</b>
_____	<b>OF</b>
_____	<b>ARLINGTON</b>

A true copy.  
Attest:

\_\_\_\_\_  
Constable, Town of Arlington

Date: \_\_\_\_\_

## **TOWN MEETING BYLAWS:**

### **ARTICLE 1: TOWN MEETINGS**

#### **Section 1. Date of Annual Meeting and Adjournment**

ART. 93, ATM, 5/23/88; ART. 12, ATM, 5/9/94

The Annual Town Meeting for the purposes of conducting the regular Town Election of Town officers including Town meeting members, and for the submission of questions to the voters of the Town, if required to be submitted thereat, shall be held annually on the first Saturday of April unless the Selectmen vote not later than February 1 to establish another date in order to better suit the public convenience for reasons it shall determine including, but not limited to, conflicts with the observance of religious holidays. Said election shall be considered part of the Annual Town Meeting held in that year. All articles in the warrant for any regular Town meeting to be acted upon and determined otherwise than by ballot shall be considered at a Town meeting to be held annually on the fourth Monday in April, at eight o'clock in the evening.

#### **Section 2. Call of Meetings**

(ART. 21, ATM – 04/29/96) (ART. 7, ATM –04/28/03) (ART. 21, ATM – 05/11/11)

The Selectmen shall, before calling a Town Meeting, post a notice of their intention to do so in each municipal and school building in the Town at least five days before opening the Warrant calling the meeting. The Warrant for any Annual Town Meeting shall open not later than the first week of December nor shall it be closed earlier than the last Friday of the following January. Furthermore, the Selectmen shall make a written request to the Town's licensed cable television provider to place notice of the opening of the Warrant on a cable channel designated for community notices. Additionally, the Selectmen shall make a written request to one local newspaper to inform residents of the opening of the Warrant.

A copy of the warrant for a meeting shall be posted in each municipal and school building at least seven days before the day of the Annual Meeting, fourteen days before a Special Town Meeting, and a copy left at every dwelling house in the Town previous to the day of meeting. A copy of the warrant for any state election shall be sent to every dwelling house only to the extent required by the General Laws. The Town Clerk shall cause notice of such meeting to be published in at least one local newspaper.



## Town of Arlington, Massachusetts

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### Request Study @ Crosswalk Intersection on Summer Street by McLennan Park

#### Summary:

Cori Smith via e-mail

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	C._Smith_CR.docx	Correspondence from C. Smith



From: Cori Smith <

To: mkrepelka@town.arlington.ma.us, ddunn@town.arlington.ma.us, jcurro@town.arlington.ma.us, dmahon@town.arlington.ma.us, jhurd@town.arlington.ma.us, sdecourcey@town.arlington.ma.us

Date: Sat, 26 Oct 2019 10:28:05 -0400

Subject: Re: Crosswalk sign request

Good morning,

Thank you for being so proactive about the crosswalk board/sign on Summer Street across from McLennan last year. It was great to have it there and we all felt like it worked wonders.

I wrote to the Town Manager this morning that this sign has been removed.

I'm currently watching families trying to cross a very busy summer street, there are at least 50 cars here and cars are speeding right through the crosswalk.

I wanted to let you know as well. I don't know what happened to it. For some reason the drivers just don't seem to see the crosswalk here, or acknowledge the people in the crosswalk.

Perhaps the sign was hit, but this lends to the fact that this is a very dangerous intersection. I'm thinking better to have a sign hit than a person or a child.

Is it possible to have the sign put back in the spring? Or can I request a study done of this intersection to see what might be improved?

Thank you so much for all you do, I hope I'm not coming off as complaining, I truly just want to prevent an accident.

Have a great weekend,

Sincerely,

Cori Smith

> On Sep 6, 2018, at 8:00 AM, Cori Smith < wrote:

>

> Good morning,

> I'm writing to request a "state law yield to walkers" crosswalk sign in the middle of the crosswalk on Summer St across from McClennan Park.

>

> Many children use this crosswalk daily, especially now that it's soccer season again. I can't tell you how many times I wait at the crosswalk (fully visible to drivers) and multiple cars pass through without stopping. I am most nervous for the children crossing who are not as visible as me. Summer St can be very dangerous.

>

> Thank you for considering.

> Sincerely,

> Cori Smith



## Town of Arlington, Massachusetts

---

### Request Study @ Crosswalk on Medford Street at Parallel Street

#### Summary:

David Dybdal, 150 Medford Street

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	D._Dybdal_CR.pdf	Reference

**From:** David Dybdal <  
**To:** mkrepelka@town.arlington.ma.us  
**Cc:** "Garballey, Sean - Rep. (HOU)" <Sean.Garballey@mahouse.gov>  
**Date:** 10/28/2019 03:07 PM  
**Subject:** Request regarding dangerous intersection

---

Hello Administrator Krepelka,

My name is David Dybdal, and I am an Arlington resident living at 150 Medford Street in Arlington, MA.

I am writing to inform you of an extremely dangerous crosswalk at the intersection of Medford St (Route 60) and Parallel Street (Maynard St) which is a crosswalk where many young children from the neighborhood cross Route 60 to go to play in the park, and to go to school.

Often traffic conditions are such that cars are moving rapidly along Route 60 (e.g., there are frequently accidents/truck turn-overs in the rotary just adjacent to this area); and to make matter worse, sometimes traffic on Route 60 may be slowed or backed up in one direction and moving very rapidly in the other.

Recently, my 10 year old son was crossing Route 60 in the Maynard St. crosswalk when traffic was backed up and moving very slowly on his side of the street. As he proceeded to cross to the other side of the street, a car moving very rapidly from the the opposite direction could not see him because the traffic on my son's side of the street obstructed its view. This car was moving too rapidly to stop in time, so it had to swerve out of the way so as not to hit my son (my wife was watching this from our upstairs balcony area).

Furthermore, many young children from our neighborhood (triangulated between Medford St, Mystic Ave, and the Arlington Cemetery) use this crosswalk to get to Parallel park where they can play, or to walk to and from our district's local school, the Thompson School.

Given these conditions, I believe it would make good sense to do something to make this intersection safer. My sense is that it would be best to install a pedestrian light such that pedestrians could press a button to give a red light signal to stop traffic and cross safely.

Any assistance or advice you might give as to how we might go about advocating for this would be greatly appreciated.

Thank you for your time and consideration in this regard.

Sincerely,  
David Dybdal

David Dybdal, MD, PhD

PS. I am also cc'ing Representative Garballey, with whom I have had some initial conversations regarding this topic



## Town of Arlington, Massachusetts

---

### Transportation and Climate Initiative (TCI) Gas Tax Proposal

#### Summary:

Laurie Belsito, Legislative Director, MassFiscal.org

#### ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	TCI_Gas_Tax_Proposal.pdf	Reference



Selectman Diane Mahon  
Town Hall  
730 Massachusetts Ave  
Arlington, MA 02476-4906

November 6, 2019

Dear Selectman Mahon,

While the Massachusetts Fiscal Alliance applauds Governor Charlie Baker and his administration's efforts to reduce pollution in the transportation sector, we have serious concerns with the direction in which the Transportation and Climate Initiative (TCI) is taking our state. Simply put, TCI is a backdoor attempt to raise the gasoline tax without forcing the legislature to take a vote on it.

While taxpayers are the most obvious victims of this situation, individual legislators are greatly affected as well. Rank and file members are being stripped of their prerogatives and denied an opportunity to carry out the duty they were elected to perform. Taxpayers and constituents deserve more.

Secretary of Energy and Environmental Affairs Kathleen Theoharides claims the difference between TCI and a gas tax is the point of regulation. This is irrelevant to consumers who will soon be paying more at the pump for this regressive tax scheme. State Rep. William Straus, House Chairman of the Transportation Committee, recently eluded to TCI as a gas tax, saying "All states raise their gas tax the same amount at the same time and agree not to call it a gas tax, but I think the public is smarter than that."

This raises the concern that such a far-reaching tax could be implemented without explicit legislative approval process. In an October 1 story, the Boston Globe reported that, "...state officials said they likely have authority under the 2008 Global Warming Solutions Act to implement the agreement without such a vote." We would argue that authorization, cast on a voice vote over 10 years ago, with no knowledge of today's proposal, is not sufficient to enact such a significant piece of policy.

Make no mistake: this is a very slippery slope for Massachusetts. Although this is still in the early stages, lawmakers from other states in the TCI agreement are seeking legislative approval. Governor Baker's administration, whether legally required or not, should also act in good faith and seek legislative approval. As an elected municipal official, your voice carries considerable weight with your local legislative delegation. We ask that you reach out and implore them to demand a vote on the TCI gas tax proposal.

There must be an open and transparent legislative process on the details of the agreement.

Sincerely,

A handwritten signature in blue ink that reads "Laurie Belsito". The signature is fluid and cursive, with the first name "Laurie" being more prominent than the last name "Belsito".

Laurie Belsito  
Legislative Director





# Massachusetts Governor Charlie Baker Leads Regional Initiative That Would Raise Gas Prices Across A Dozen States

October 31, 2019

By: Patrick Gleason

The national average price of regular gas stands at \$2.65 per gallon, according to the AAA Fuel Gauge Survey, which is 22 cents per gallon cheaper than at this time last year. This good news for motorists comes with some bad news, which is that powerful politicians are now working to reverse the downward trajectory of gas prices across a heavily-populated swath of the U.S.

The bad news for drivers across northeastern and mid-Atlantic states is that Massachusetts Governor Charlie Baker (R) is leading a coalition of officials from his and 11 other states whose goal is to institute a regional cap-and-trade program that would apply to emissions from cars and trucks. This effort is referred to as the Transportation Climate Initiative (TCI).

If implemented in accordance with the TCI framework released earlier this month, this cap and trade scheme could raise the cost of gas for individuals and families across Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, Connecticut, Delaware, Massachusetts, and Maryland.

According to Paul Craney, spokesman for the Massachusetts Fiscal Alliance, the Transportation Climate Initiative would impose what is effectively a regressive tax increase on drivers:

“The Transportation Climate Initiative (TCI) is the latest attempt by Beacon Hill politicians to rebrand an increase in the state gas tax,” Craney wrote in an October 15 op-ed. “Remember...T-C-I is nothing more than political doublespeak for T-A-X. It’s a backdoor attempt to institute a carbon tax without a vote by our lawmakers.”

Most states that are party to the TCI are seeking legislative approval to enact this regional cap-and-tax scheme, but Governor Baker is looking to do it by executive order in the Bay State. “According to the Massachusetts state constitution, all state taxes must originate from the House,” Craney writes. “Governor Baker does not have authority to unilaterally raise taxes. Even if the Governor doesn’t want to describe the TCI as a tax, in order to justify bypassing legislative approval, the Governor would be wise to take this before the State House and Senate...such an important piece of the legislation should require buy in by the elected representatives of our state government.”

*(Over, Please)*

Others think implementation of the TCI via executive order will pass legal muster in Massachusetts, but that does not mean that the net effect on consumers is different from that of a statutory tax hike requiring statehouse authorization.

“Gov. Charlie Baker’s Transportation Climate Initiative looks a lot like a tax, but in legal terms it’s not,” Commonwealth Magazine reported this month. “The expectation of policymakers is that the cost of the allowances will be passed along to drivers at the gas pump, incentivizing them to use less, and the allowance money will be divvied up among the states and used to support public transit and deal with climate change.”

Some opponents of the TCI, such as small businesses that would be harmed by the increased energy costs, point to the adverse effects produced by similar cap and trade programs in other parts of the country.

“Reducing emissions is a laudable goal, but in California, where a similar program was launched, gas prices went up by 12 to 14 cents a gallon and are over 4 dollars today,” said Christopher Carlozzi, the Massachusetts director for the National Federation of Independent Businesses, a small business advocacy association with thousands of members. “Small businesses need their gas-powered vehicles to travel to job sites, to respond to service calls, and to make deliveries—it’s not like they can use public transportation to do that.”

There are lawmakers who recognize that their constituents are smart enough to recognize the TCI for what it is, an effective gas tax hike. Representative William Straus, co-chair of the Massachusetts House Transportation Committee, describe the TCI framework thusly:

“All states raise their gas tax the same amount at the same time and agree not to call it a gas tax, but I think the public is smarter than that.”

Unlike gas tax revenue, which is supposed to be used primarily for road funding but is too often siphoned for non-road spending, the added costs derived from imposition of the TCI would allow politicians to take more money from the bank accounts of drivers and funnel it to non-road projects.

Gas tax hikes and carbon taxes have repeatedly been rejected by voters in both blue and red states, as well as other countries. This might explain why Governor Baker wants to leave elected officials out of this effort to raise gas prices. While it’s unclear what actions TCI states will take next to proceed with implementation, it’s clear that this issue won’t be going away any time soon.

*Patrick Gleason is the Vice President of State Affairs at Americans for Tax Reform.*





## **Don't be Fooled: TCI is a T-A-X**

### **Transportation Climate Initiative is another tax on you**

By Paul Diego Craney | October 15, 2019 | *The Lowell Sun*

The Transportation Climate Initiative is the latest attempt by Beacon Hill politicians to rebrand an increase in the state gas tax. Remember, despite what Boston officials tell you, T-C-I is nothing more than political doublespeak for T-A-X. It's a backdoor attempt to institute a carbon tax without a vote by our lawmakers.

Massachusetts is one of 12 states in the TCI collaboration, trying to replicate California and Quebec by putting a price on carbon in the transportation sector. The participating states are: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and Virginia.

It was just revealed last week that they plan to carry out their policy design through a "cap-and-trade" system for motor fuel carbon emissions, or as most working people will see it, a gas tax. The gas tax would apply to gas and diesel fuels but exempt jet and boat fuel. The exact amount of the increase has yet to be disclosed. The public should expect to hear more on that in December.

According to the TCI website, one of the primary health benefits they will project in their modeling will be the increase in "biking and walking associated" with the implementation of TCI for "residents of TCI jurisdictions." If you read between the lines, their aim is clear. They want to make fuel so expensive that taxpayers will be forced to walk and bike to work. But don't worry, it will benefit your health. Let's hope we don't have a cold winter!

The TCI website goes into more detail on what their end goals are. For instance, they talk about environmental justice, "addressing equality needs and concerns," and they tell states that they "may choose to pursue complementary policies and programs to further enable green house gas emissions reductions from transportation." That's a direct and clear warning to any Massachusetts taxpayer, employer and resident.

Secretary of Energy and Environmental Affairs Kathleen Theoharides claims the difference between TCI and a gas tax is the point of regulation. She doesn't believe it's a tax and doesn't think she needs legislative approval. This is irrelevant to consumers who will soon be paying more at the pump to support increased government spending. For normal people, this is a tax. Luckily, some on Beacon Hill are more transparent regarding the scheme. State Rep. William Straus, the House chairman of the Transportation Committee, recently described TCI as a gas tax, saying "All states raise their gas tax the same amount at the same time and agree not to call it a gas tax, but I think the public is smarter than that."

*(Over, Please)*

According to the Massachusetts state constitution, all state taxes must originate from the House. Gov. Charlie Baker does not have authority to unilaterally raise taxes. Even if the governor doesn't want to describe the TCI as a tax, in order to justify bypassing legislative approval, the governor would be wise to take this before the State House and Senate. Legal authority or not, Baker has a moral obligation to seek legislative approval before asking every resident who drives a gas or diesel powered vehicle to spend much more at the pump. In our view, such an important piece of the legislation should require buy in by the elected representatives of our state government.

Make no mistake: this is a very slippery slope for Massachusetts. Although this is still in the early stages, lawmakers from other states in the TCI agreement are seeking legislative approval. The Baker administration, whether legally required or not, should also act in good faith and seek legislative approval. There must be an open and transparent legislative process on the details of the agreement.

*Paul Diego Craney is the spokesman of Massachusetts Fiscal Alliance.*



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## **Town of Arlington, Massachusetts**

**NEW BUSINESS**



## **Town of Arlington, Massachusetts**

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**Next Scheduled Meeting of Select Board December 2, 2019**