



TOWN OF ARLINGTON
MASSACHUSETTS
2009 ANNUAL REPORT

BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIRMAN
DIANE M. MAHON, VICE CHAIRMAN
JOHN W. HURD
ANNIE LACOURT
CLARISSA ROWE

TOWN MANAGER
BRIAN F. SULLIVAN

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BOARD OF SELECTMEN

The Board of Selectmen is pleased to submit to the residents of Arlington our annual report for 2009. The Board is composed of five elected individuals who set policy and oversee the management of the municipal functions of local government.

The Board members remained the same with the re-election of John W. Hurd and Clarissa Rowe. Mr. Hurd brings his tireless talent for constituent services, his love of youth sports, and his strong voice for East Arlington along to his decision-making. Mr. Hurd not only is committed to, but also participates and supports efforts toward the Arlington's Children Center, The Fox Library, sustainable Arlington issues, traffic and parking policies, and Feast of the East celebration. Ms. Rowe brings her working knowledge in support of Arlington's open space preservation, expertise in conservation, and professional skill in transitioning Board of Survey functions from Selectmen responsibilities over to the Redevelopment Board to implement subdivision controls.



Board of Selectmen
(l-r) Clarissa Rowe, John W. Hurd, , Annie LaCourt,
Kevin F. Greeley, Chairman, and Diane Mahon, Vice Chairman

Financial Overview

Arlington under the leadership of this Board, the Finance Committee, the School Committee, and other Town leaders continued the disciplined budget process during the fourth year of the 5-Year Financial Plan. With the drastic financial downturn at the end of 2008, the Town remained strong throughout the 2009 year because of cost savings that had been realized in the budget and by the cost reductions made in the fall of 2008. The Town continues with an AAA bond rating, which allows the Town to borrow money at a reduced rate. Chair Kevin F. Greeley continued the tradition of coordinating the Budget Revenue Task Force Meetings, bringing to the table Arlington's financial leaders from the Board of Selectmen, Finance Committee, School Committee, Town Manager, Deputy Town Manager, Treasurer, Departments heads, Board of Assessors, State Legislators,

and residents. The group met to review options to keep the Town financially healthy and to prioritize services. This work continues in the Spring of 2010 as we continue to experience local aid cuts from the Commonwealth and continued healthcare and special education cost increases.

2009 Selectmen Highlights

Arlington – Nagaokakyo 25th Anniversary

A major highlight for the Board this year was the celebration between two “sisters” – Nagaokako, Japan and Arlington, USA recognizing 25 years of friendship, exchange of cultures, and promises of 25 more years – at least. In the spring, Mayor Yutaka Oda led a friendship delegation of officials and students from Nagaokakyo. He and Chairman Greeley and the BOS planted a blossom tree in the Town garden (near the Dallin Flag Pole), exchanged gifts and words of welcome, thanks, and hopes for a brighter future – together.

In November, Kevin Greeley led a friendship delegation to Nagaokakyo for their recognition of our 25 years together. It was a spectacular, 4-day celebration orchestrated by the Mayor and his staff. According to Greeley, “It seemed like the whole city was aware of our visit and came out to welcome us. We visited the sights of Nagaokakyo – the shrines, the schools, the parks and the city. We met the people of the city at parades, banquets and ceremonies.” Mayor Oda and Chairman Greeley planted a tree in the garden in front of City Hall – symbolizing the roots between the sisters and potential for future growth between us.



Friendship delegation to Nagaokakyo Japan led by Kevin Greeley (fourth from right).



EXECUTIVE SERVICES

Town Day Celebration

This year's Arlington Town Day had continued success as in past years. Resident and vendor participation was tremendous. It was a wonderful day for family activities. There were many highlights of the weekend but the strong community participation that is exhibited yearly displays the greatness of Arlington's spirit. The Board congratulates and thanks the Town Day Committee and in particular the Co-Chairs, Kathleen Darcy and Marie A. Krepelka. The Board also thanks the many businesses and tireless volunteers whose loyalty and hard work make this celebration a success. This celebration is a privately funded Town event.



Thousands gathered in Arlington Center for Town Day 2009

Two Elections in 2009

John W. Hurd and Clarissa Rowe were successful candidates for re-election. There were also four questions on the ballot submitted at the request of the Selectmen: one binding and three non-binding questions.

The first question: the 2008 Annual Town Meeting voted to ask the Legislature to authorize placement of this question on the 2009 annual election ballot, asks the electorate to authorize the Board of Selectmen to issue up to five additional licenses for the sale of all alcoholic beverages to be consumed on the premises in restaurants or function rooms that can seat at least 50 people.

The second question: non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen, asks the electorate on whether to modify the rule of the sale of alcoholic beverages in restaurants that require any sale of alcohol be made in conjunction with the service of food. The vote on this question will be advisory only and will not require the Board to change its rules.

The third question: is a non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen, asks the electorate on whether to pursue authorization for the issuance of two

additional such licenses. The vote on this question will be advisory only and will not require the Board to take any action toward increasing the number of available off-premise licenses.

The fourth question: is a non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen, asks the electorate on whether to pursue authorization to amend the current licenses to sell wine and malt beverages for consumption off the premises licenses to allow the sale of all alcohol beverages. The vote on this question will be advisory only and will not require the Board to take any action toward changing the type of available off-premise licenses.

Alcohol Restaurant and Package Store Updates

The Board of Selectmen, their office, and members of the Police and Health Departments received special liquor board training because of their role as the licensers and enforcers of the liquor laws. More programs offered through the year were:

Responsible Beverage Sales Seminar: for all liquor license holders, managers and sales clerks at restaurants and stores that sell beer, wine, or alcohol. The seminar focused on how to practice responsible and thorough ID checks and how to identify over intoxicated individuals. The presentation provided a basic review of state law and legal case stories.

Compliance checks: checks of establishments were conducted using a minor. These checks were conducted only after establishments were provided with the tools to prevent sales to minors including a seminar and scanning devices that were available to vendors to check IDs.

Partnerships with Cambridge, Somerville, and Medford: Arlington worked with the community substance abuse prevention coalitions in each of these communities to coordinate efforts to ensure seamless prevention of underage alcohol sales.

Acknowledgments

The Board of Selectmen would like to thank the Town Manager, Brian F. Sullivan, all Department Heads, all Committees and Boards, and the entire staff of the Selectmen's office for their tireless and intelligent work on our behalf. We thank Marie Krepelka, Board Administrator, Mary Ann Sullivan, Frances Reidy, and Jean Burg for their outstanding dedication and service to the Town of Arlington.

EXECUTIVE SERVICES

TOWN MANAGER

Finances continue to be the main issue of concern in 2009 and beyond. The current global financial crisis continues to have a profound impact on state and local government revenues. The good news is that the five year financial plan that the Town has been operating under has provided Arlington with several years of fiscal stability and has put us in better shape than many municipalities to weather these difficult financial times. The commitments made as part of the Proposition 2 ½ override in 2005 which are summarized as follows:

- Override funds will be made to last at least five years (FY2006-FY2010). No general override will be sought during this period.
- Healthcare and pension costs will be limited to increases of no more than 7% and 4% respectively.
- Town and school operating budgets will be limited to increases of no more than 4%. Should healthcare costs exceed the 7% limitation, operating budget increases shall be reduced below 4% accordingly.



Town Manager Brian F. Sullivan

Commitments to the plan were fulfilled and the plan worked as designed. In fact, despite the economic crisis and cuts in state aid, the FY2010 budget was fully funded in accordance with the plan, and there was still more than \$1.5 million left in the override stabilization fund to apply to the sixth year, FY2011.

While it was known that at the conclusion of the five year plan the Town would be back to facing difficult financial and budget choices, the economic crisis, spawning a severe recession and high unemployment, has severely exacerbated the Town's financial position. The Town's reserves have plummeted; state aid was cut significantly in FY2009, FY2010, and is expected to be cut again in FY2011.

State Aid Reductions Methodology Unfair

For Arlington, overall local aid is projected to decrease by \$539,155 (3.8%) to a total of \$13,701,410, exclusive of school construction aid. This is less local aid than the Town received in FY1988, some 23 years ago (see chart on next page). During this period Arlington has seen its share of the local aid "pie" cut in half (chart also on next page).

Since FY2002, Arlington has received the fifth largest percentage decrease in local aid out of 351 cities and towns, losing over \$3.6 million through FY2010 (see chart on page 7). Since FY2002, local aid for all municipalities initially dropped by approximately 8%, rebounded through FY2009 to a 20% increase, and then dropped in FY2010 to a cumulative increase of 8% from FY2002. Arlington, on the other hand, has never experienced an increase above FY2002. In fact, in FY2006 Arlington was 15% below FY2002, while the average of all municipalities saw a slight increase. In the current year, FY2010, aid is 16% below FY2002 while the average of all municipalities has seen an increase of 8%.

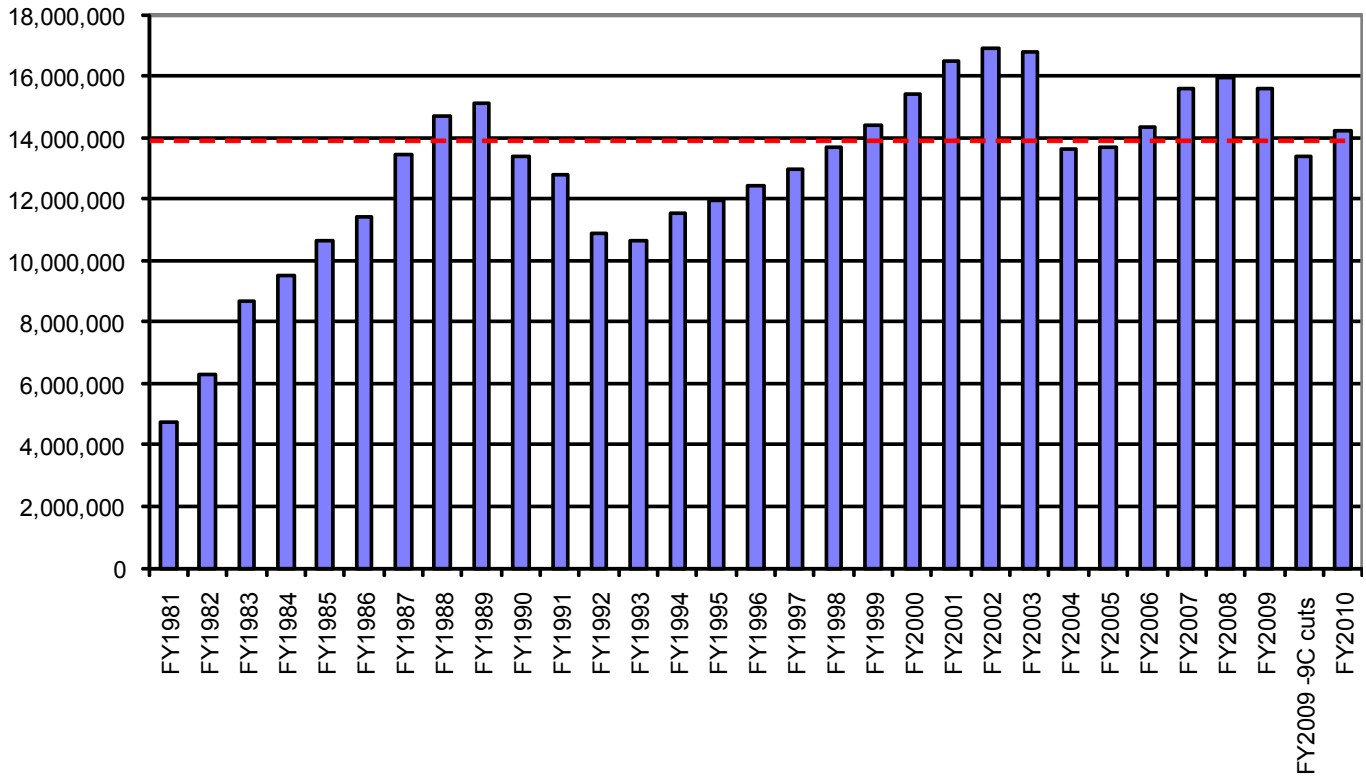
Over the last several years, the distribution formulas used for the cutbacks in state aid—and the subsequent restoration of those cuts—have not been implemented fairly, nor have they recognized the needs of communities like Arlington. The policy has essentially been this: communities with relatively high median income levels and high property values are assumed to have a greater ability to raise revenue locally, and therefore to have less of a need for state aid. The problem is that communities don't have the ability to tax incomes (the state takes all income tax). The only source of revenue available to communities is the property tax, a regressive tax that hurts elderly and lower income residents disproportionately. Without a fair share of state aid, communities like Arlington are faced with the difficult choice of either raising property taxes through overrides, or cutting needed services.

A majority of local aid increases over the last decade has been distributed through the Chapter 70 school aid formula. The formula works to the disadvantage of communities with relatively high incomes and property values. Arlington falls into this category, which means that we are a minimum aid community and are calculated to receive only 17.5% of our school foundation budget (the amount that the state calculates that we should be spending on schools). Some communities receive as much as 85%, with the average targeted at 60%. For FY2011, Arlington will receive the minimum, 17.5%.

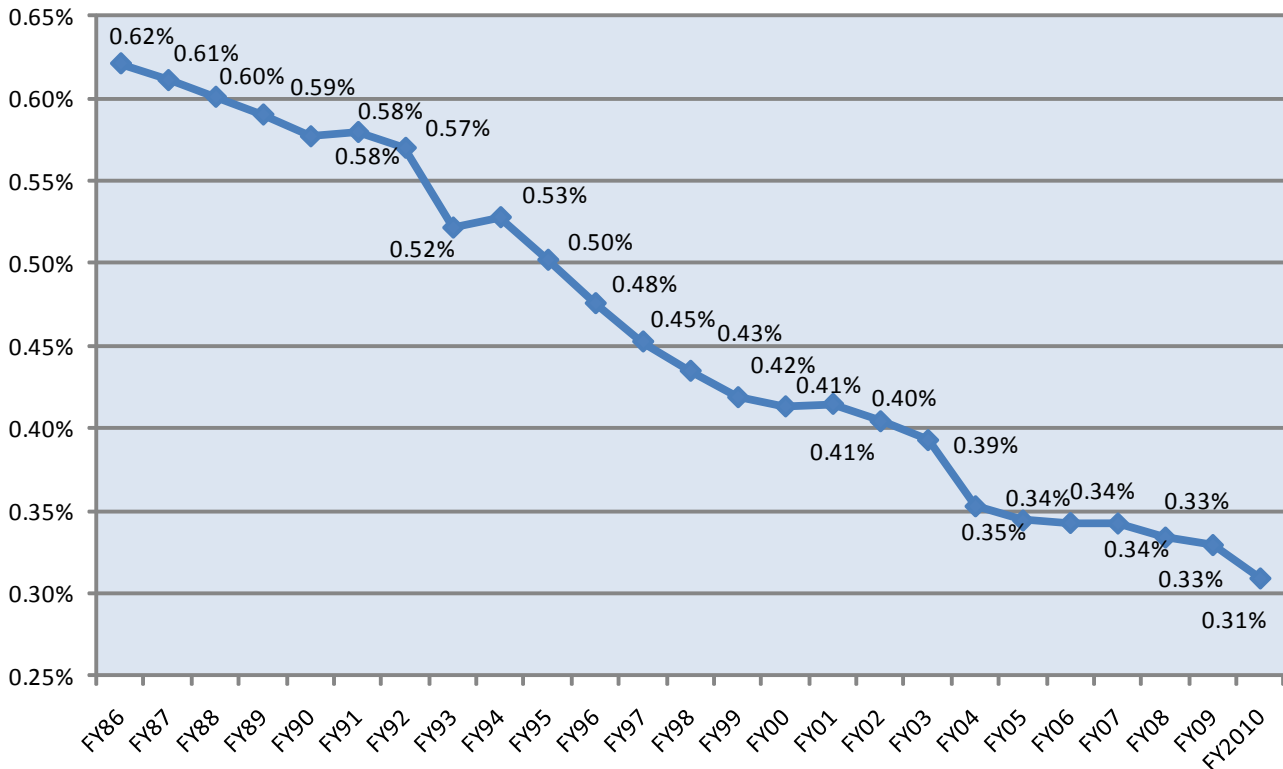
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STATE AID RECEIPTS

(Numbers exclude School Construction and METCO reimbursements)

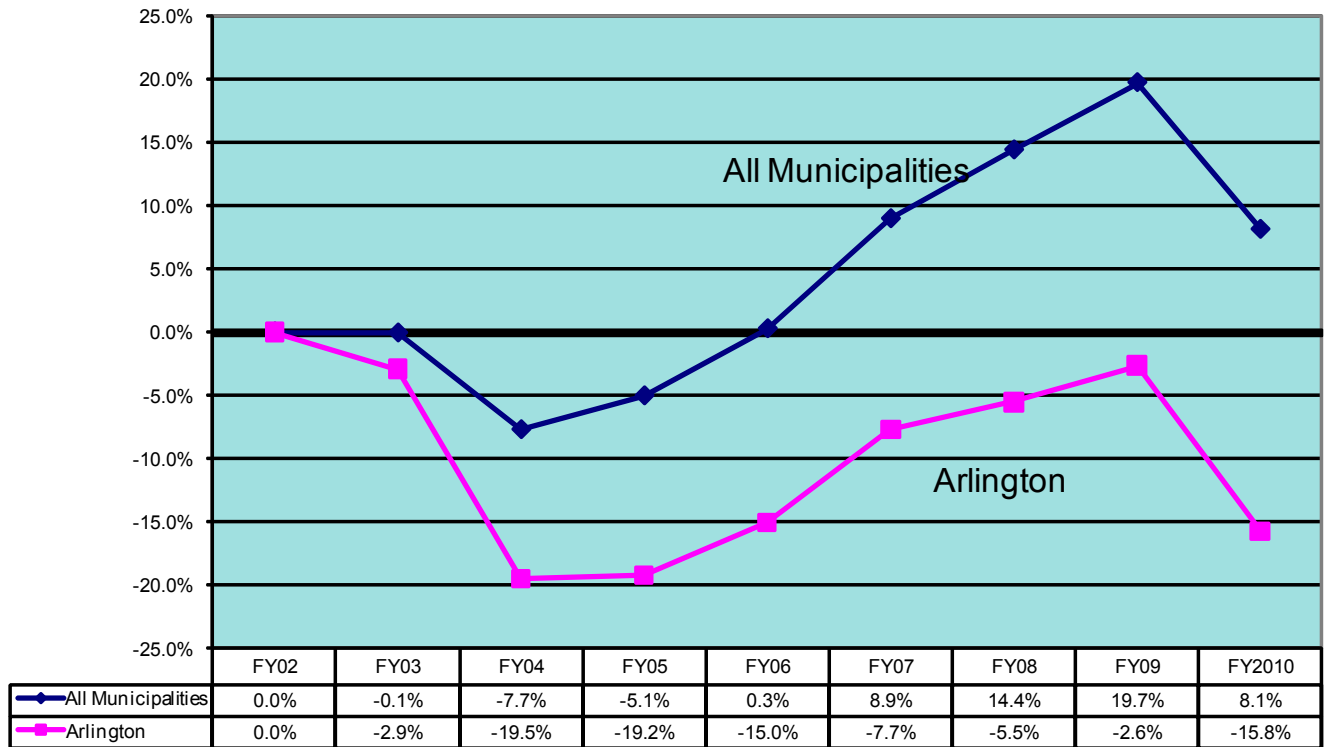


Arlington's Percent of Total State Aid



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**State Aid Cumulative Percent Change
Since Fiscal Year 2002**
(Numbers exclude School Construction and METCO reimbursements)



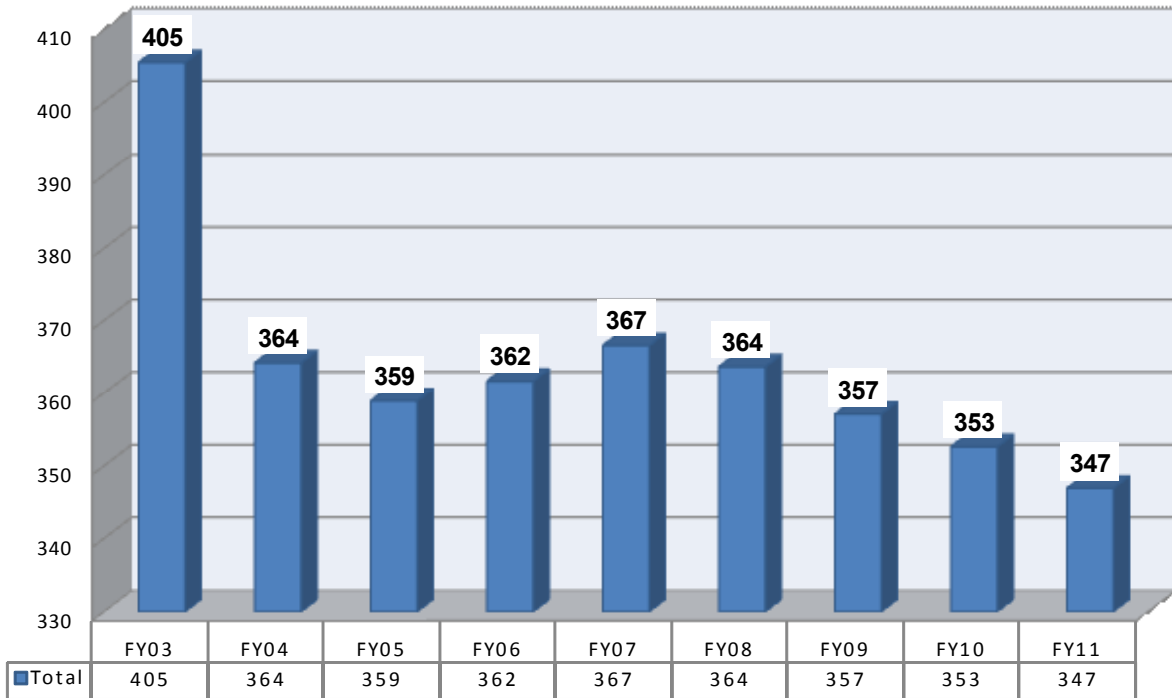
FY2011 Budget Outlook

As the budget process started out, it appeared that Town and School budgets would have to be decreased by 2.5% from the current year. Through various increases in revenues and decreases in some fixed costs, there is now a net revenue increase of \$691,732 available for Town and School operating budgets which allows for a 1% increase. Given the special education cost pressures on the school budget and some state and federal grant/reimbursement reductions, I have recommended moving \$450,000 from the Town budget to the School budget. This results in a School budget increase of \$850,734 (2.2%) and Town budget decrease of \$159,002 (-0.6%).

Due to various fixed cost increases in the Town budgets, the discretionary cuts amount to over \$500,000. The budgets for Arlington's Municipal departments are already at, or near, the bottom of its comparable communities. Consequently, these cuts are particularly painful and will have negative impacts on services. As an example, Arlington is already the lowest staffed police department on a per capita basis in the metropolitan area. That combined with growing gang violence, increases in the volume and lethality of domestic violence cases, the frequency and complexity of identify theft investigations, and other crime and disorder threatening to spill over to Arlington, is a serious concern. Municipal services are labor intensive, thus most of the budgets are for personnel related costs. Personnel levels are a direct reflection of the Town's ability to provide services and thus provide a good insight as to what is happening. The personnel chart on the next page shows the significant reduction that has occurred over the last several years.

EXECUTIVE SERVICES

Town Personnel Trends FY 2003 - FY2011 FTEs



Town Financial Structure and Outlook

Each year, for several years, the Town has had a structural deficit whereby the growth in revenues has not kept pace with the growth in costs necessary to maintain a level-service budget. The result has been a gradual erosion of services. The nature of the Town's structural deficit is illustrated in the chart and table below.

Comparison of Revenue/Expenditures



Typical Annual Growth	
Revenue	
Property Taxes	\$ 2,350,000
Local Receipts	\$ 50,000
State Aid	\$ 300,000
Total Revenue	\$ 2,600,000
Expenditures	
Wage Adjustments	\$ 1,900,000
Health Insurance/Medicare	\$ 1,500,000
Pensions	\$ 300,000
Miscellaneous (utilities capital/debt, special education, other)	\$ 1,000,000
Total Expenditures	\$ 4,600,000
Structural Deficit	\$ (2,000,000)

EXECUTIVE SERVICES

The Town's fiscal condition was exacerbated in FY2003 and FY2004 as a result of state aid reductions in excess of \$3.3 million. After major budget reductions and the depletion of reserves, which carried the Town through FY2005, the Town was facing a deficit of approximately \$4 million in FY2006. The passage of a \$6 million Proposition 2 ½ override in 2005 for FY2006 covered the \$4 million deficit and allowed the Town to put into reserve the remaining \$2 million. One of the key commitments made as part of the Proposition 2 ½ override was that the funds would be made to last five years and that no override would be requested during that time. The current year, FY2010, is the last year of the five-year override plan.

The plan served the Town well. It required tight controls over operating budgets. With these controls appropriately managed, the plan overcame the Town's structural deficit and provided sufficient resources to maintain services for the five year period. The departmental budget increases over this five year period are shown on the right. School department increases were larger than the municipal departments in recognition of some extraordinary special education cost increases.

Operating Budget Increases		
FY 2006 -FY2011		
	<u>Town</u>	<u>School</u>
FY2006	2.9%	6.2%
FY2007	2.8%	3.2%
FY2008	3.9%	4.0%
FY2009	2.0%	3.0%
FY2010	0.9%	2.1%
FY2011	<u>-0.6%</u>	<u>2.2%</u>
Average Increase	2.0%	3.5%

The Town's structural deficit still exists; the override simply provided more than enough funds in the first few years so that the surpluses would be used to fund the deficits of the latter years. After the five years, however, the deficits have reappeared for FY2011. The deficit has been exacerbated by the economic crisis and state aid was cut by \$2.6 million in FY2010, with an anticipated cut of over \$500,000 in FY2011. This total cut of \$3.1 million, when typically the Town would be receiving approximately \$300,000 in increases in each year, results revenue decreases of more than \$3.7 million. This negative factor dwarfs the unanticipated positive factor of having \$1.5 million left over in the override stabilization fund at the conclusion of the five year plan, thus making significant budget cuts unavoidable in FY2011. A turnaround in the economy and state aid increases, together with the reduction in healthcare costs by joining the State's GIC, are the Town's best opportunities for mitigating future budget reductions.

Community Comparisons

There are a number of factors that contribute to Arlington's structural deficit—some common among all municipalities and some relatively unique to Arlington. Double digit increases in employee healthcare costs and energy costs affect all municipalities. Arlington has been penalized by an unfair state aid distribution formula. Statewide, communities are 8% above the FY2002 level while Arlington is still 16% below FY2002.

There are a series of tables on the next two pages that illustrate some of the factors particular to Arlington including the fact that Arlington is a densely populated, fully built-out community (see Tables 1 and 2). Revenue from growth in the tax base ranks last among a group of 20 comparable communities (see Table 3). It is less than two-thirds of the state-wide average. Another indicator of the Town's ability and opportunity to raise revenues is a measure developed by the Department of Revenue called Municipal Revenue Growth Factor (MRGF). It measures a community's ability to raise revenue, taking into consideration a community's tax levy limit, new growth, state aid, and local receipts. As you can see from Table 4, the state-wide average and average of the twenty comparable communities MRGF is 0.75 and 1.1 respectively. Arlington's is a negative 0.67 and third from the bottom of the 20 communities.

Another factor affecting the Town's financial structure is its tax base. The Town's tax base is nearly all residential—the commercial/industrial sector makes up less than 6% of the total. Table 5 shows that Arlington's commercial/industrial tax base ranks it 17th out of 20 comparable communities. The average of these communities is 20.5%, more than triple that of Arlington. This affects not only the Town's ability to raise revenue, it places a heavier tax burden on the residential sector as there is almost no commercial/industrial sector with which to share the tax burden.

Notwithstanding this the tax burden, when measured several different ways, is at or below the average of the 20 comparable communities. In fact, the Town ranks 13th in taxes per capita, and 11th in taxes per household as a percent of median household income. This despite the fact that Arlington's tax levy includes more than \$5 million in MWRA water and sewer debt that only one other community includes on its levy.

A look at how the Town's spending levels impact the Town's financial position shows that the Town's spending per capita is well below the state average and the average of the 20 comparable communities. In overall expenditures per capita, the Town ranks 16th and nearly 10% below the state-wide average (see Tables 9-11). With spending well below the state-wide average and below comparable communities, and with revenue growth opportunities well below the statewide average and at the bottom of comparable communities, it is clear that the structural problem with the Town's finances lies with the revenue side of the equation as opposed to the spending side. Limited growth in the tax base, a tax base almost all residential, coupled with a \$3.3 million reduction in state aid, left the Town in 2005 with only two choices—significant budget cuts with the resulting service reductions or the first Proposition 2 ½ general override since 1991.

EXECUTIVE SERVICES

Table 1	
Municipality	Pop Per Square Mile
1 BROOKLINE	8,085
2 ARLINGTON	7,914
3 WATERTOWN	7,875
4 MEDFORD	6,827
5 MELROSE	5,695
6 SALEM	5,093
7 BELMONT	4,998
8 WINCHESTER	3,492
9 STONEHAM	3,491
10 WEYMOUTH	3,131
11 RANDOLPH	2,987
12 WOBURN	2,910
13 NORWOOD	2,692
14 WELLESLEY	2,676
15 READING	2,321
16 NEEDHAM	2,265
17 NATICK	2,114
18 MILTON	2,008
19 LEXINGTON	1,846
20 CHELMSFORD	1,519
Ave w/o Arlington	3,791
Arlington	7,914

Table 2	
Municipality	Households Per Sq Mile
1 BROOKLINE	3,890
2 ARLINGTON	3,747
3 WATERTOWN	3,652
4 MEDFORD	2,787
5 MELROSE	2,398
6 SALEM	2,244
7 BELMONT	2,142
8 STONEHAM	1,510
9 WEYMOUTH	1,327
10 WINCHESTER	1,309
11 WOBURN	1,215
12 RANDOLPH	1,145
13 NORWOOD	1,140
14 READING	889
15 NATICK	886
16 WELLESLEY	870
17 NEEDHAM	860
18 MILTON	703
19 LEXINGTON	691
20 CHELMSFORD	575
Ave w/o Arlington	1,591
Arlington	3,747

Table 3	
Municipality	New Growth Ave '08-'10
1 NATICK	2.71%
2 LEXINGTON	2.64%
3 NEEDHAM	2.46%
4 NORWOOD	2.25%
5 WELLESLEY	1.87%
6 WOBURN	1.82%
7 SALEM	1.81%
8 MEDFORD	1.61%
9 BROOKLINE	1.53%
10 CHELMSFORD	1.52%
11 MELROSE	1.40%
12 RANDOLPH	1.35%
13 BELMONT	1.34%
14 READING	1.24%
15 WATERTOWN	1.16%
16 WEYMOUTH	1.09%
17 STONEHAM	1.08%
18 MILTON	1.07%
19 WINCHESTER	0.97%
20 ARLINGTON	0.93%
Ave w/o Arlington	1.63%
Arlington	0.93%
State-wide Ave	1.49%

Table 4	
Municipality	FY2010 Municipal Revenue Growth Factor
1 LEXINGTON	4.59
2 WELLESLEY	3.81
3 NEEDHAM	2.89
4 WINCHESTER	2.14
5 CHELMSFORD	1.88
6 WATERTOWN	1.86
7 BROOKLINE	1.75
8 WOBURN	1.13
9 STONEHAM	1.09
10 READING	0.98
11 MILTON	0.86
12 BELMONT	0.72
13 SALEM	0.54
14 RANDOLPH	0.18
15 NORWOOD	-0.18
16 NATICK	-0.38
17 MEDFORD	-0.66
18 ARLINGTON	-0.67
19 WEYMOUTH	-1.09
20 MELROSE	-1.34
Ave w/o Arlington	1.1
Arlington	-0.67
State-Wide Ave	0.75

Table 5	
Municipality	FY2009 Commercial/Industrial % of Total Value
1 WOBURN	51.06
2 NORWOOD	44.44
3 WATERTOWN	32.73
4 SALEM	27.72
5 WEYMOUTH	23.91
6 NATICK	22.71
7 RANDOLPH	22.26
8 MEDFORD	22.23
9 NEEDHAM	22.15
10 LEXINGTON	22.06
11 CHELMSFORD	19.49
12 STONEHAM	17.39
13 BROOKLINE	15.96
14 WELLESLEY	12.68
15 READING	8.56
16 MELROSE	8.49
17 ARLINGTON	6.02
18 BELMONT	5.79
19 MILTON	5.43
20 WINCHESTER	5.23
Ave w/o Arlington	20.5
Arlington	6.0

Table 6	
Municipality	FY2009 Taxes Per Cap
1 LEXINGTON	3843
2 WELLESLEY	3275
3 NEEDHAM	2869
4 WINCHESTER	2848
5 BELMONT	2684
6 BROOKLINE	2683
7 WATERTOWN	2291
8 CHELMSFORD	2183
9 WOBURN	2132
10 MILTON	2087
11 NATICK	2074
12 READING	2055
13 ARLINGTON	1975
14 STONEHAM	1724
15 NORWOOD	1714
16 SALEM	1626
17 MELROSE	1571
18 WEYMOUTH	1492
19 RANDOLPH	1413
20 MEDFORD	1371
Ave w/o Arlington	2,207
Arlington	1,975

EXECUTIVE SERVICES

Table 7	
Municipality	FY2009 Ave Tax Per Household
1 WELLESLEY	9,065
2 LEXINGTON	8,162
3 WINCHESTER	7,379
4 BELMONT	6,052
5 NEEDHAM	6,010
6 MILTON	5,666
7 READING	5,172
8 CHELMSFORD	4,836
9 BROOKLINE	4,483
10 NATICK	4,315
11 ARLINGTON	4,002
12 MELROSE	3,496
13 STONEHAM	3,359
14 WATERTOWN	3,106
15 MEDFORD	3,084
16 WOBURN	2,773
17 RANDOLPH	2,766
18 SALEM	2,627
19 WEYMOUTH	2,523
20 NORWOOD	2,325
Ave w/o Arlington	4589
Arlington	4,002

Table 8	
Municipality	FY2008 Gen Gov Expenditures Per Cap
1 WINCHESTER	371
2 NATICK	194
3 LEXINGTON	167
4 BROOKLINE	165
5 NEEDHAM	165
6 BELMONT	162
7 NORWOOD	146
8 WELLESLEY	138
9 WATERTOWN	120
10 READING	115
11 ARLINGTON	111
12 CHELMSFORD	108
13 SALEM	100
14 MELROSE	93
15 WOBURN	87
16 RANDOLPH	87
17 STONEHAM	85
18 WEYMOUTH	81
19 MILTON	78
20 MEDFORD	63
Ave w/o Arlington	127
Arlington	111
State-wide Ave	137

Table 9	
Municipality	FY2008 Public Safety Exp Per Cap
1 WOBURN	641
2 WEYMOUTH	611
3 NORWOOD	593
4 BROOKLINE	475
5 WATERTOWN	442
6 NEEDHAM	400
7 MEDFORD	396
8 BELMONT	379
9 SALEM	374
10 WELLESLEY	346
11 LEXINGTON	342
12 WINCHESTER	341
13 NATICK	331
14 MILTON	304
15 MELROSE	293
16 ARLINGTON	292
17 READING	276
18 CHELMSFORD	264
19 STONEHAM	208
20 RANDOLPH	158
Ave w/o Arlington	378
Arlington	292
State-wide Ave	388

Table 10	
Municipality	FY2008 Public Works Exp Per Cap
1 NORWOOD	695
2 WINCHESTER	269
3 RANDOLPH	261
4 WATERTOWN	252
5 WELLESLEY	245
6 LEXINGTON	242
7 WOBURN	229
8 READING	219
9 BELMONT	211
10 BROOKLINE	188
11 WEYMOUTH	174
12 CHELMSFORD	172
13 MILTON	167
14 ARLINGTON	162
15 NATICK	159
16 NEEDHAM	156
17 MEDFORD	153
18 STONEHAM	145
19 MELROSE	144
20 SALEM	84
Ave w/o Arlington	219
Arlington	162
State-wide Ave	166

Table 11	
Municipality	FY2009 School Per Pupil Exp
1 BROOKLINE	16,847
2 WATERTOWN	16,277
3 LEXINGTON	15,368
4 SALEM	14,469
5 WELLESLEY	14,330
6 RANDOLPH	14,286
7 WOBURN	13,909
8 MEDFORD	13,269
9 NORWOOD	12,993
10 NEEDHAM	12,955
11 NATICK	12,926
12 WEYMOUTH *	12,034
13 ARLINGTON	11,813
14 BELMONT	11,653
15 MILTON	11,473
16 STONEHAM	11,400
17 WINCHESTER	11,259
18 READING	10,742
19 MELROSE	10,288
20 CHELMSFORD	10,221
Ave w/o Arlington	12,435
Arlington	11,813
State-wide Ave	13,060

Table 12	
Municipality	FY2008 Total Exp Per Cap
1 LEXINGTON	3,506
2 NORWOOD	3,501
3 WELLESLEY	3,496
4 WINCHESTER	3,291
5 NEEDHAM	3,268
6 BROOKLINE	3,240
7 READING	3,206
8 NATICK	3,054
9 CHELMSFORD	2,782
10 WATERTOWN	2,713
11 BELMONT	2,713
12 WOBURN	2,711
13 MILTON	2,638
14 SALEM	2,564
15 STONEHAM	2,450
16 ARLINGTON	2,463
17 RANDOLPH	2,397
18 WEYMOUTH	2,137
19 MELROSE	2,079
20 MEDFORD	1,922
Ave w/o Arlington	2,828
Arlington	2,463
State-wide Ave	2,678

EXECUTIVE SERVICES

Cost Savings/Performance Strategies

The Town has continuously pursued numerous strategies for reducing costs and becoming more productive. Recently the Town has participated in a consortium of about a dozen area communities to pursue regionalization opportunities. Many service and purchasing contracts are being implemented regionally. Additional regionalizing opportunities are being evaluated at the ongoing monthly meetings of this consortium.

Currently we are in discussions with the Towns of Belmont and Lexington about combining the health departments of the three communities. The Metropolitan Area Planning Council (MAPC) is providing technical assistance to determine what, if any, benefits can be derived and what implementation steps are necessary. The Town has also been evaluating the current service delivery methods for various services to determine the most cost effective way to deliver the services. Last year cemetery grounds maintenance was contracted out after such an evaluation. Other areas currently being evaluated include maintenance of Town and school grounds.

The Town has also joined a consortium of six other communities, under the auspices of the International City Manager's Association (ICMA), to gather and compare performance data for various services. It is helpful to not only measure and compare performance data with comparable communities but to compare the year to year progress made by the Town itself in these service areas.

In order to increase productivity in the long run, the Town has to make better and more effective use of technology. This certainly is not unique to Arlington as any organization worldwide that does not keep up with productively enhancements to be gained through the effective use of technology will not be able to compete. One area in which the Town is behind the curve is geographic information systems (GIS). Nearly every department and service involves geographic information. This is clearly an opportunity to enhance productivity with technology. Funding has been included to begin the implementation of GIS.

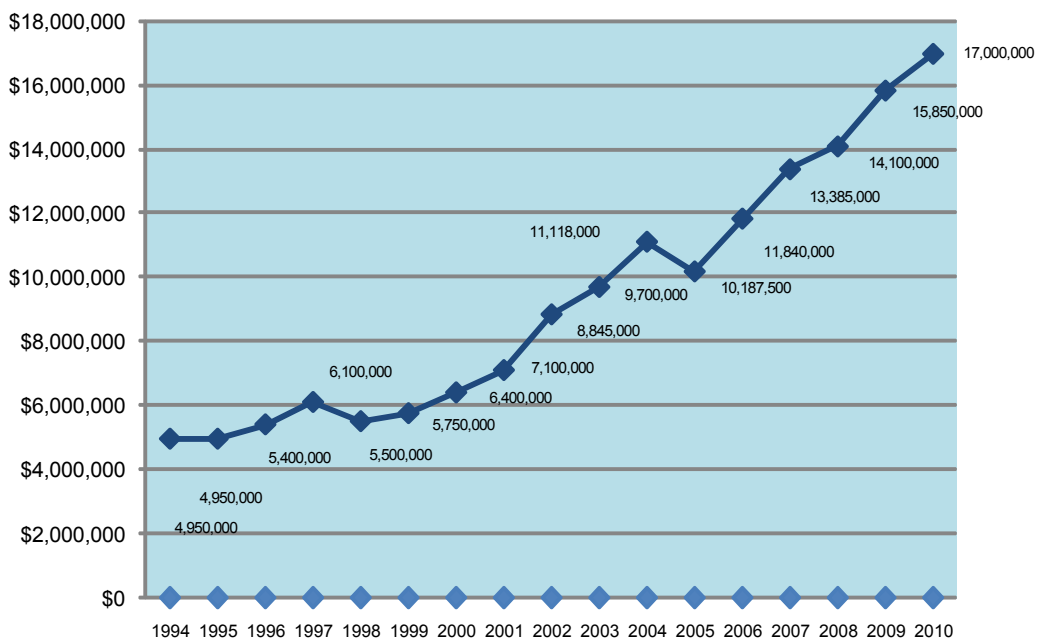
Healthcare

For more than a year the Town has been negotiating with the employee unions, through a coalition bargaining process, to implement some controls over healthcare costs without significantly impacting the quality of the healthcare programs. After exploring all options, it was determined that the only option that retained quality healthcare while at the same time offering substantial savings for the Town and employees was to join the State's healthcare plan known as the GIC. The first year net savings were over \$3.5 million even after the GIC rate increase for July 1. The Town would have realized significant savings that would have gone to retain the jobs (and healthcare) of many employees who would otherwise be laid off. This was truly a win-win situation for everyone.

The Town and leadership of the unions agreed to a deal which the unions agreed to bring back to their memberships for a ratification vote.

Unfortunately for all parties, the leadership of the Teachers union called five days later to say that they had changed their minds and would not bring the issue to their membership for a vote. Because the teachers control 50% of the weighted vote, they alone can and did block the deal. This action sealed the fate of a number of employees whose jobs could have been saved. Not only that, with healthcare costs going up over \$1.3 million, there is no money for any salary increases. All compensation increases are going to healthcare benefit cost increases.

Health Insurance Appropriation



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Collective Bargaining

The Police Ranking officers recently settled their contract for FY2009. They were the last group. They settled for the same wage increase agreed to by all other groups. Both the Ranking Police Officers and Patrolman Unions have settled for a 0% increase in FY2010. Negotiations are ongoing for the rest of the groups. Contracts with all the other employee unions expired this past June 30th. Negotiations are ongoing for agreements through FY2011. Due to a number of factors including the economic crisis forcing drastic budget reductions, an inflation rate at near zero, and healthcare benefits increasing approximately \$1.3 million, no funds are anticipated to be available for cost of living increases in FY2010 or FY2011. The healthcare cost increase is equivalent to a 3% wage increase.

Commercial Development

A vibrant commercial district is at the heart of any healthy community. Arlington is lucky to have three active commercial districts: East Arlington, Arlington Center, and Arlington Heights. A survey conducted by the Arlington Department of Planning and Community Development (Planning Department) a couple years ago found overwhelmingly that residents like commercial uses to be available to them nearby when such uses enhance the quality of life. We can't take for granted that Arlington will always have appealing businesses. Attracting and maintaining vibrancy in Arlington's commercial centers requires active cultivation and management. We need to have a commercial development plan in place so that when key parcels become available we will be ready to engage those businesses that will *enhance* our community. The Town is constantly working to keep its business districts healthy. It's one of the top priority goals set by the Board of Selectmen.

In 2009, a team of consultants, led by Larry Koff & Associates, have been developing a Commercial Development plan focusing on how to bring more vitality and vigor to Arlington's three commercial centers. The study will also analyze specified key potential development sites. Most of the Commercial Development Plan elements have been drafted and reviewed by business and commercial property owners in Town. A draft of the plan will be presented to the public in early in 2010.

The redevelopment of the former Symmes Hospital site saw little progress this year as the credit-lending crisis limited potential buyers that could take over the site. JPI, the entity that controls the site, continued to seek investor/developers to take over the project, to fulfill JPI's obligations, and to develop the site as permitted by the Town. On a bright note, JPI has a developer very interested in the site who is currently working on putting a proposal together.

Massachusetts Avenue Corridor Project

The Town received funding from the Commonwealth of Massachusetts for design and improvements to Massachusetts Avenue in East Arlington, from the Cambridge city line to Pond Lane. This grant came to the Town as a result of longstanding concerns about pedestrian safety on Mass. Ave. The goals of the project are to make Massachusetts Avenue a safer and more attractive street that improves safety and mobility for pedestrians, bicyclists, and transit users; to maintain motorist mobility and create a safer and more orderly traffic flow; and to improve the business environment by enhancing the streetscape and improving parking efficiency.

The project is being managed by the Town Planning Department and Department of Public Works, with guidance from a Project Review Committee made up of Arlington residents and business owners. During 2009 our consultant team conducted extensive traffic analysis and developed a plan that will transform the wide open pavement into a more organized roadway which balances the needs of all users. Three new crosswalks will be added, along with curb extensions to shorten the crossing distance for pedestrians. The Lake Street commercial area will be improved with new trees, benches, bike racks, pedestrian-scale lighting and outdoor seating and dining areas. After a series of public hearings to review the project, the 25% plans are being revised and will be submitted to the Massachusetts Department of Transportation Highway Division for their review. Following additional design, engineering, and public hearings, construction is anticipated in 2012.

Battle Road Scenic Byway

In 2009 the Town joined with Concord, Lexington, and Lincoln to successfully support federal designation of the "Battle Road Scenic Byway," which runs for fifteen miles along or parallel to the old Revolutionary War battle road through the four towns. While clearly a main theme of this Byway is the Revolutionary War, just as important are the themes represented by the literary, environmental, and technological "revolutions" that have occurred along its length. This cooperative effort, administered by the Metropolitan Area Planning Commission (MAPC), with involvement by the Minuteman National Historical Park, the Massachusetts Highway Department, and the four towns, is focusing on preservation and promotion of this historic corridor, while also exploring options for tourism and economic development. Arlington is participating on the main work group, which is working through a number of sub-groups to draft a comprehensive management plan for the Byway. During the year these groups met several times with various groups

EXECUTIVE SERVICES

and the public in each of the towns and will continue to do so in 2010. The final management plan for the Byway will be drafted throughout 2010 with a final plan available early in 2011.

2009 H1N1 Flu & Emergency Preparedness

The H1N1 flu was first detected in the United States in April 2009; the World Health Organization declared in June that a pandemic of H1N1 flu was underway. The vaccine was scarce and the public was anxious. Our Health & Human Services, Police, and Fire departments, along with the Arlington Emergency Management Agency came together, with cooperation from an army of volunteers from the Medical Reserve Corps, to respond to this public health threat.

Throughout the fall, the Health department ran over nineteen clinics, administering 7,193 H1N1 flu, seasonal flu, and pneumonia vaccinations to residents. Over 277 Medical Reserve Corps volunteers assisted and gave over 26,000 hours of service to the Town to vaccinate residents. The Department ran vaccination clinics in each of the 9 public schools in partnership with the school nurses to vaccinate school aged children against the H1N1 flu. Over 2,100 public school children were vaccinated at the school based clinics. The Department used the school based clinics as an opportunity to prepare for future clinics.

A large H1N1 and seasonal flu public clinic was held on December 30 at the high school. Over 2,300 residents were vaccinated in three hours. There were fifty-nine Medical Reserve Corps volunteers running the clinic along with Armstrong Ambulance paramedics, Arlington Public School Nurses, physicians from two pediatric offices in Town, two Arlington Fire Department EMTs, ten Police department detail officers, and the Arlington Emergency Management Agency. This clinic was among the top public clinics in the state for distribution of the vaccine.

The Health department continued to work with the public health emergency preparedness region 4b, which includes all of the health departments in the communities surrounding the City of Boston. In December, Arlington, Belmont, Brookline, Watertown, and Newton came together to offer a public seasonal and H1N1 flu clinic in the Town of Brookline, to test a multi-community response to a large-scale public clinic while offering vaccine to the public. This is the group's seventh regional clinic. The results from the emergency clinics have become a model for other groups of communities as they plan for vaccinating residents.

Prescription Drug Discount Card

The Town of Arlington in collaboration with the National League of Cities (NLC) made available to residents a discount prescription card for uninsured medications. The card, free to all Arlington residents, regardless of age, income or existing health insurance, allows savings, on average, of 20% off the retail price of prescription drugs at participating pharmacies. All Arlington pharmacies are participating in the program and although it is very early in the program, our first report showed an average of 26% savings to residents. We will continue outreach on the program and monitor results in 2010. More information about the program can be found online at arlingtonma.gov/prescriptioncards.

Communications

The Board of Selectmen and I have made improving communications with the public one of our priority goals. This annual report is one such communication vehicle in which we put a great deal of effort to make it informative and attractive. Last year, the Massachusetts Municipal Association awarded the Town's 2008 Annual Report second place for the best Town Report among all the cities and towns in the Commonwealth in our population (over 40K).

Online Communications

A variety of available online communication channels offer tremendous opportunities in reaching vast audiences in an efficient manner. However, multiple communication channels also pose unique challenges in informing the public. Twenty years ago the local newspaper was the main source for reaching a majority of the Town's population. Today, newspapers compete with blogs, social networking sites, and their own online initiatives and their reach continues to shrink. With all these choices there is no single online communication channel that reaches all residents, but we have identified three core online channels that reach the largest segment to invest our limited resources. The three primary online communication channels are: Town of Arlington Notices, Request/Answer Center, the and the Town's main website, arlingtonma.gov.

Town of Arlington Notices

Town of Arlington Notices are official notices sent by the Town to subscribers, via email, 2-4 times per week. This opt-in email distribution list delivers information on Town activities including: public health and public works alerts, election information, and special Town related events. Our web reports can measure the effectiveness of these Notices and how (and if) citizens are engaged by driving them back to the Town site. Notices are a very helpful tool to get the word out quickly, or in advance, to the public. For example, when the Health Department held its first public H1N1

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vaccination clinic on December 30, an email Notice was sent asking residents seeking the vaccine to download a form from the Town's website and bring it to the clinic completed. The form was downloaded 1,300 times and 800 can be immediately attributed to email outreach. An overwhelming majority of attendees arrived at the clinic with completed forms which expedited the process for both the department and those waiting. The clinic vaccinated almost 2,000 persons for H1N1 that day.

In 2009, 918 subscribers were added to the Notices email list - a 64% increase for a total of 2,450 subscribers. Compared to the number of households (19,000) this would represent 13% of households receive this email. We are pleased with the growth, but we would like to see every resident subscribed to Notices as this is a timely and cost-effective communications mechanism to alert residents of Town activities. Residents can subscribe online at arlingtonma.gov/subscriber. Additional email lists are available for specific Town activities, including Recreation, Selectmen, and School Committee Agendas.

Request/Answer Center

The Request/Answer Center is an online customer service center where residents can make requests of Town services (and track them), ask questions, and search an extensive knowledge base, 24 hours a day. 2009 marked the second year for the Request/Answer Center.

In 2009, the service had significant growth with 1,022 new customer registrations, 2,026 Requests created, and 360 Questions submitted. An impressive 107,661 Answers were viewed. This illustrates that users are overwhelmingly getting the information they seek before having to submit a question or make a call to Town Hall. Where every "Answer Viewed" is a potential phone call not made to Town Hall we can make estimates on the value of this service. According to leading industry analysts, phone inquiries cost an estimated \$4.50 each to process. Using this model, and applying it to Answers Viewed only, the value of the service to the Town in 2009 was \$484,474. While it is difficult to tally the total value of all our online services without investing more resources, these preliminary numbers do show that these are cost-effective, valuable services reaching a widespread audience that wants them delivered this way.

Arlingtonma.gov

The Town's main site receives heavy web traffic with a monthly average of 111,820 Page Views, approximately 39,000 visits, and over 26,000 unique visitors in 2009. When comparing 2009 with 2008 the traffic is similar and shows that the site is consistently being utilized and at very large volumes. However our loyalty is going up. In 2008, 54% were new visitors; in 2009 46% were new visitors, an 11% increase in loyal users.

Arlingtonma.gov was again presented with an *E-Government Award with Distinction* status from Common Cause in 2009. The award recognizes municipalities for their efforts in 'open government' for posting all key governance records on their website.

Our award-winning website strives to improve communications and cultivate positive relations with residents. It also strives to maximize technology for efficiencies and we will continue to build upon this valuable Town asset. However, none of the success can be realized without skillful human intervention and collaboration. From the many content contributions from staff, boards, and committees, to residents utilizing the Request/Answer Center, arlingtonma.gov continues to provide accurate and helpful Town information whenever our residents need it.

Honored This Year

Margaret H. "Peg" Spengler

In November, former Governor Michael S. Dukakis helped honor the late Margaret H. "Peg" Spengler at an event hosted at Town Hall. The event included remarks by friends and colleagues and the placement of bronze plaque in the lobby of Town Hall. In addition, the renaming of Robbins Way to Peg Spengler Way to honor her contributions to the Robbins Library over the years. Peg was involved with over 25 boards and committees in her extensive work with the Town. She served as Town Meeting member for over 40 years, was the president of the Arlington League of Women Voters, and was the first women elected to the Board of Selectmen. She led the drive to change the governance of the Town with the adoption of the Town Manager's Act.

Alan Hovhaness

In May, composer Alan Hovhaness was honored with the unveiling of a memorial plaque on the grounds of the historic Jefferson Cutter House in Arlington Center. Hovhaness was among the most prolific of 20th century composers and spent his early years in Arlington and attended Arlington High School. The event, attended by local officials, featured musical performances by local and visiting musicians at Town Hall Auditorium.

EXECUTIVE SERVICES

Retirements and New Hires

After 23 years of service to the Town of Arlington, Deputy Town Manager Nancy Galkowski left her role in early 2010 to become Town Manager of Holden, MA, her hometown. Nancy's contributions to the Town are endless, including her role as the principal architect of the annual report which has won top awards many times. She put together numerous operating and capital budgets and worked on a variety of projects that have left a legacy for Arlington residents to enjoy. Nancy set a high standard for quality of work and expected perfection from herself and from all those with whom she worked. She will be missed by all.

Kevin O'Brien retired in 2009 from his position as Director of Planning and Community Development after over two decades of service to the Town. Kevin was instrumental in the conversion of the former landfill site near Reed's Brook into McClennen Park and also guided the complex Symmes Hospital redevelopment project from its inception. His work on planning, zoning, serving the Redevelopment Board, and managing the board properties set a high standard in his profession and in the region. Carol Kowalski was hired in July as the new Director of Planning and Community Development.



Deputy Town Manager Nancy Galkowski holds up a recent award. One of many in her 23 years of service to the Town of Arlington.

Dedicated Team

Arlington is very fortunate to have so many talented citizens willing to volunteer their time to serve the Town in various capacities including Town Meeting and the many active Boards, Committees, and Commissions. Together with our elected leaders, management team, and employees, they make Arlington the special community that it is.

My thanks to the Board of Selectmen for its leadership and support this past year. Special thanks also goes to the Town's department heads who have shown true professionalism during times of tremendous challenge. Deputy Town Manager Nancy Galkowski has been an invaluable asset to me and will be sorely missed. I would also like to thank my office staff, Joan Roman, Eileen Messina, and Domenic Lanzillotti. They are exceptional public employees dedicated to providing the best possible service to each and every person interacting with the Town Manager's Office.



EXECUTIVE SERVICES

STATE OF THE TOWN ADDRESS 2009 25TH ANNIVERSARY NAGAOKAKYO & ARLINGTON – SISTER CITIES APRIL 27, 2009 KEVIN F. GREELEY, CHAIRMAN, BOARD OF SELECTMEN

I am honored to be here this evening to deliver this State of the Town. My 7th time as Chairman – even luckier to be here for this celebration between our 2 cities. My 2nd time as chair – the 10th celebration. For the first couple of minutes Reayko Tanaka will translate for me and she'll come back for the ending.

Tonight we celebrate 25 years of cooperation between our 2 cities. Nagakakyo is a city of about 79,500 people in Southeast Japan. Served as capital of Japan from 784-794. Every 5 years Nagaokakyohave sent a delegation to Arlington.

Mayor Yutaka Oda - Head of the Delegation
Mr. Hiroshi Yagi – Chairman 25-member City Council
Ms. Nobuko Asawa – Chairman – 3 member School Committee
Mr. Toyohiko Yamamoto – City Council Secretarial Dept.
Ms. Ayumi Nakagawa – Staff of School Education Division

Also welcome Mr. Masuru Tsuji – Consulate General of Japan to Boston. There are also 19 students who have traveled here with the delegation – Conichiwa. The delegation generously gifted Arlington with a Japanese Cherry Blossom Tree for our gardens. Mr. Oda and I planted it yesterday. Thank you for joining us for the opening of our annual tradition called State of The Town. Now I'll continue in English.

Let's face it they're the lucky ones who don't have to listen to me. I know that some of you received invitations to this State of The Town for April 27, 2008, the rumors that I intend to stay on the Board are not true. I have no intention of ever going past 2020!

Let's look at these 2 communities:

Nagaokakyo:	Arlington:
Pop: 79,449	43,000
Area: 7.4 Sq. miles	5.5 Sq. miles
40% Forests	
Density: 10,736 per mile	7,818 per mile
Kyoto & Osaka suburb	Boston suburb

Schools:

14,000 students	
10 Elementary	7 Elementary
4 Middle Schools	1 Middle School
2 High Schools	1 High School
1 Private College	
1 Private Jr. College	

Industrial: Offices & Factories of Mitsubishi, Suntory, Panasonic,

Government:

Japan – Emperor – Symbol of the state – but sovereignty rests with the people.
House of Rep– 480 members H. of Councilors
47 Prefectures - each with an elected Governor and a legislature

What is the State of their town – healthy, economically challenged by US Stock Market, Real Estate & Banks – struggling with an aging population.

Board of Selectmen - Town Manager
Town Meeting – 252 members
Superintendant & 7 Member elected School Committee

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What Is The State of our Town?

We are also being challenged by the stock market, real estate values, and banks. But we are in fairly good shape especially as compared to many comparable communities. Through the cooperation of many elected and appointed officials, Town Meeting, Finance Committee, employees, and unions we have stayed true to the Lyons 5-Year Plan and have earned a Triple AAA bond rating as a result.

Here too in Arlington – Sovereignty Rests with the citizens.

The citizens select their Selectmen, School Committee, and Town Meeting Members, with other elected officials and multiple boards and committees.

I believe that it is the Board of Selectmen which has the responsibility to lead this Town.

Leadership is given by followers. I would like to take a moment to recognize a few individuals who each have many followers:

Ms. Clarissa Rowe – Tree Hugger, Immediate Past Chairman.

Ms. Diane Mahon – Vice Chairman; Champion of Town Employees, Cheerleading Coach, Fiercely Loyal to her people. Served as Chair – 4/5/2004 - 4/4/2005

Mr. Jack Hurd – Subcommittee Champion; Transportation, Snow, Housing, Veterans, etc.

Served as Chair – 3/29/1999 – 3/3/2000 & 4/4/2005 –4/3/2006

Ms Annie Lacourt – Data Head, Financial & Technology Warrior

Served as Chair – 4/16/2007 – 4/4/2008

Mr. Brian Sullivan, Town Manager.

These are Arlington's Leaders over the past few years!

Unanimous Vote By The Board of Selectmen.

Mayor Yutaka Oda – Honorary Chair, Arlington Board of Selectman, 4/27/2009

On behalf of the Board of Selectmen I would like to reach out to all of Arlington's stakeholders to continue to work cooperatively.

This year – I believe that we need to focus on some key issues facing the town:

1. We need to formalize and execute the next 5 Year Plan.
2. Continue to stress education, conservation, and participation.
3. Carefully guide the Symmes project through the tough economic storm we current sail in.
4. Re-build Thompson & Stratton – and then start all over again!
5. Grapple with compensation – for elected officials and especially for our excellent employees – who year after year do more for Arlington with less.
- 6 Continue to be a welcoming community for all peoples.

We have sailed through storms before – we can weather them again - together.

To my daughter Katie

To my son Sean

To all young Arlingtonians who will be running things soon enough and to the students of the Nagaokakyo Delegation. Keep this cooperation between our 2 cities alive. Let the 50th celebration be a vision for you. A vision to strive for even more cooperation and make us truly neighbors in a much smaller world community.

This Sister City Anniversary serves as testament that;

We can overcome prejudice.

We can forget our disagreements.

We can learn and appreciate our cultural differences.

We can cooperate and become a Sovereign One World Community.

Nagaokakyo& Arlington: 25 Years, Sisters, Brothers, One, Bansai! Bansai! Bansai! Domo Arrigato, Thank You, God Bless!

CENTRAL MANAGEMENT SERVICES

PERSONNEL DEPARTMENT

The Personnel Department serves all of the employees of the Town that are appointed by the Board of Selectmen, the Town Manager, the Comptroller, the Town Treasurer, the Town Clerk, and the Board of Assessors. The purpose of the Department is to administer the Town's compensation and benefits programs. Additionally, the Department deals with a wide variety of issues relative to quality of life in the workplace and seeks to improve the effectiveness of Town services by recruiting the best employees and reviewing and improving the Departments' organizational structure.

The Department handled over one-hundred personnel transactions relating to a myriad of positions. This includes retirements, resignations, promotions, vacancy postings and advertisements, interviewing, selection, and enrollment of new employees. The Town had twenty-four new hires in the year 2009.

In the beginning of the year the Department focused on a very successful audit of all health and life insurance rolls (of approximately 2,000 active and retired employees) to ensure proper funding of plans. The Department also successfully implemented co-pay changes to the HMOs and contribution level changes as they were bargained with each employee group.

To continue in our efforts to improve the overall health and wellbeing of our workforce the Department contacted area fitness clubs to attain discounts for employees. This resulted in greater utilization of the Town's fitness benefit under our Blue Cross and Harvard Pilgrim plans. We also offered, and continue to offer, Weight Watchers at work for both Town and School employees. In the spring we offered the Go Walking program to all employees. Over 175 employees participated in the program which provides free pedometers and encourages participants to track their miles walked.

In the spring the Department worked under the direction of the Town Manager in the successful recruitment of a new Director of Planning and Community Development to replace Kevin O'Brien (now retired). After an exhaustive search Carol Kowalski was hired. Ms. Kowalski served as Director of Planning for the Town of Reading before coming to Arlington.

In the fall the Personnel Director worked as part of the management team in extensive negotiations with retirees, Town, and school unions on the state-run health insurance plan (GIC). Also in the fall the Department produced its first Personnel Newsletter which was very well received. The Newsletter contains helpful information about benefits and news from other departments as well as information about new hires and retirees. The Department plans to issue the newsletter quarterly.

The Department worked closely with Department Heads to successfully facilitate a number of disciplinary issues and workplace investigations. In order to

better support our supervisors and prevent liability, the Department conducted a number of employee and supervisor trainings including Workplace Harassment and Reasonable Suspicion for Drug and Alcohol Use.

The Director worked closely with the Equal Opportunity Advisory Committee in ensuring compliance to the Town's Bylaws with regard to female and minority participation goals for four construction projects exceeding \$200,000. The Director also worked closely with the Committee on the completion of the update to the Town's Equal Opportunity Plan.

2010 Objectives

The Department of Personnel will continue to search for ways to improve the morale and health of all employees without adding a financial burden to the Town. The Department will also continue to audit our policies and practices to ensure compliance to various collective bargaining agreements and employments laws.

EQUAL OPPORTUNITY

The Town of Arlington has established the following mission statement relative to Equal Opportunity:

"The Town of Arlington recognizes its legal obligation and moral responsibility to provide Equal Employment Opportunity to its employees and potential employees. The Equal Opportunity Advisory Committee, a volunteer committee appointed by the Town Manager, is committed to the Equal Opportunity program to prevent discriminatory employment practices. The Committee assists the Town in implementing its Equal Opportunity Plan which creates the mechanism and sets the standards by which Equal Opportunity will be assured."

The Equal Opportunity Advisory Committee (EOAC) (formerly known as the Affirmative Action Advisory Committee) meets monthly, on the 2nd Wednesday, in the Town Hall Annex. The Committee meetings are open to the public and public attendance is encouraged.

Throughout 2009 the Committee reviewed monthly reports from the Director of Personnel/ Equal Opportunity Officer regarding employment opportunities for the Town. The principal focus of the Committee is to ensure that people of all races and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment here in Arlington. The Committee continues to try to increase the number of minority and female applicants for positions of employment by communicating with the population at large through posting Town positions in publications that serve different minority communities in the area. The Committee continues to strategize about new and inventive ways in which to attract qualified minority applicants.

CENTRAL MANAGEMENT SERVICES

In 2009 the Committee saw the completion of its updated Equal Opportunity Plan, which was signed by the Town Manager in December. The full text of the document is available on the Committee's portion of the Town website at arlingtonma.gov.

The Committee closely monitors minority and female participation in all construction projects of over \$200,000. Communicating with the general contractor at the beginning of such projects is essential. As a result of working cooperatively with the Town's Purchasing Officer, the Committee ensured a greater awareness of the Town Bylaw on construction projects and its requirements with regard to female and minority participation goals. Ongoing and future projects include the completion of the Pheasant Avenue Playground, Water Main Rehabilitation, and Sewer Improvements.

In addition to meeting with the Town's Purchasing Officer, the Committee continues to meet with Town department heads to reinforce the message of the Equal Opportunity Plan, as well as offer their support in enhancing Equal Opportunity initiatives within the Town.

Any person interested in this issue of Equal Opportunity is encouraged to contact the Equal Opportunity Officer at 781-316-3121 or email cmalloy@town.arlington.ma.us.

INFORMATION TECHNOLOGY

Overview

Effective July 2007, the Annual Town Meeting voted to establish a consolidated Town-wide Information Systems and Technology Department under the general supervision of the Town Manager. The functions of the department fall into three broad categories:

Town and School hardware, networking, telecommunications and software infrastructure support;

Town and School administrative applications, implementation, training and support; and

School Academic applications implementation, training and support.

The first two categories shall be under the management of the Town Manager, and the third category shall be under the management of the Superintendent of Schools.

As a result of the restructuring of the Department and based on the ever-growing scope of Information Technology, and the vital role it plays for all of the Town's departments, a new Chief Technology Officer position was created in July 2007.

Initiative Overview

In 2009 the Information Technology department continued to upgrade the Town and School information technology infrastructures, improve the systems performance and security, while accommodating various de-

partmental requests. The Department now supports the Town and School's file system, application, Web sites, database servers, network, adding new equipment as needed and consolidating systems.

Ongoing improvements are being made to the security infrastructure by upgrading anti-virus, anti-spyware and spam protection services. The Department continues to upgrade and reconfigure Network switches and to provide both better performance and greater security. Fifty eight computers, four servers, and 30 printers were installed in Town departments this past year. On the School side, 400 machines were upgraded across three elementary schools and AHS. The desktop standardization project has been completed, with all desktops upgraded to the Windows/PC platform.

2009 Highlights

Network Domain Controller – A more robust Domain Controller was installed this year to enhance the secure single login to system and network resources. The migration of department disk shares will continue through the first quarter of 2010.

Virtualization System Installed – An associated server hardware consolidation is reducing the number of servers from seventeen to ten, simplifying network management and introducing power saving technology, and reducing cooling costs. We have implemented a server virtualization system to further consolidate and reduce time and hardware costs when deploying server resources. Additional consolidations will occur in 2010.

Helpdesk – We continue to build on the uses and effectiveness of our Help Desk tools. We receive and close approximately 500 help requests per month across both the Town and the School Help Desks.

System Hardware and Software Migration – We continue to follow our hardware refresh plan for desktop hardware in the Schools. This year we have completed the desktop upgrades in the Bishop, Hardy, and Pierce Schools, finishing the project to convert desktop hardware to the PC platform across the District.

Imaging Software – Expanded the use of our imaging software to include the School's server environment. The use of imaging software reduces the amount of time and labor needed to rebuild a system and imaging is also one of the key components to our Disaster Recovery Process.

Video Surveillance System – Installed video surveillance security system at AHS. The system is IP based, installed on a separate fiber network, and uses a web-based user interface for viewing.

Upgraded Water Department's Meter System Interface – Work was successfully completed on Water Meter hand-held device software to enhance integration and shorten upload timeframes.

Election/Voting System – Implemented a new voting tabulation and management system to better inte-

CENTRAL MANAGEMENT SERVICES

grate with our AccuVote voting machines.

Email List Server – Created an email list server environment to support Town Committees in their efforts to communicate more effectively with their members and the citizens of the Town of Arlington.

Follet Library Software – Converted all School libraries in the district to the PC platform continuing our effort to standardize on fewer operating systems and hardware platforms.

Email Archiving System – Purchased and installed email archiving and backup system with indexing and search capability to support the Schools email system.

Ning (Outsourced Social Networking Environment) – Connecting teachers, to promote discourse and exchange of teaching and learning practices.

Software Integration Projects – Integrated applications with PowerSchool (Student Information System) for Transportation, Nursing, and Special Education Departments. Successfully completed the integration of the parking ticket handheld devices with the Treasurer's Integrated Collections System. Created integration conduits between Crimereports.com and Police Dept information management system.

Major Upgrades to PowerSchool and Munis – Completed major upgrades to mission critical applications that added features, functionality and for PowerSchool a Web interface.

Production Group – Created and printed approximately 170,000 water, real estate, and excise bills.

Donations Web Site – Developed transaction processing for Health and Human services to enable donors to make contributions via the web using credit cards.

Energy Saving Software - Installed EZ-GPO from Energy Star on all APD district desktops and servers (approx. 1,450) for an estimated annual savings of \$30K-\$40K.

FY2010 Objectives

Continue development and implementation of a multi-year disaster recovery program.

Implement online Point of Sale system at AHS for School Food Services Dept.

Develop and institute an annual security audit program.

Investigate strategies and systems for archiving paper records.

Complete server upgrades and consolidation.

Implement Donations website for Health and Human Services.

Begin implementation of Wireless Automated Water Meter System Town wide.

Standardize Email archiving system with indexing and compression capabilities to reduce the size of stored email and have the ability to easily search through mail if necessary.

Implement Credit Card processing capability on the Town and Treasurer Web site while standardizing the look and feel of both sites.

Standardize email systems across Town and School.

Assess and create plans for upgrading the Town and school's network routing and switching infrastructure.

Create RFP for facility security assessment.

Implement a facilities booking program to coordinate the reservation and use of Town facilities.

Reconfigure and upgrade the Town's network domain structure to provide better network services and reliability.

Upgrade PowerSchool (Student Information System) to enable remote access, via the web, from outside the School's network.

LEGAL DEPARTMENT

The Legal Department commences, prosecutes, and defends all legal actions and other matters on behalf of the Town in all state and federal courts and administrative agencies. The Department functions as a full-service law office, handling nearly all of the Town's litigation in-house. In addition to its litigation function, the Department furnishes legal opinions and advice on a daily basis on matters referred to it by the Board of Selectmen, the Town Manager, the School Department, and Town Department Heads. Additionally, the Department provides legal advice to all Town officials, boards, committees and employees concerning their legal responsibilities and prerogatives, attends meetings, and counsels Town Departments on legal issues related to operational and project-related matters as they arise. The Town Counsel researches, drafts, and prepares warrant articles and votes for Town Meeting. The Department investigates all claims, advises and monitors Town regulatory compliance, and coordinates all legal affairs of local government.

As a corporation, the Town is constantly involved in contractual and other legal arrangements with public and private agencies in the purchase of properties and materials, the rendering of services, and awarding of grants. The Legal Department prepares applications, contracts, leases, deeds, and other legal instruments to effectuate these arrangements. Additionally, the Department drafts, reviews, and approves a wide range of other legal instruments including licenses, releases, easements, and a multitude of other documents required for the orderly accomplishment of the Town's increasingly complex daily legal issues.

The Department manages and directs the Town of Arlington's Workers' Compensation Self-Insurance program. Through the timely processing of claims and the attentive investigation of accidents, the De-

CENTRAL MANAGEMENT SERVICES

partment aims to protect workers from the economic consequences of injury, promote safe work environments, assist injured employees in both their medical recovery and return to work, and seeks overall to limit the Town's liability consistent with the fair treatment of injured workers. In coordination with participating network pharmacies, the Department manages an in-house prescription program with the goal of maximizing generic substitutions, providing greater control authorization for drugs outside our formulary design, reducing costs to the Town commencing at the point of fill and eliminating "first-fill" out-of-pocket prescription expense to the injured employee. Additionally, the Department coordinates return-to-work programs and procedures to assist those injured employees in a safe and expedited integration back into the work force following an industrial injury. The Department also prepares and litigates all contested Workers' Compensation cases before the Department of Industrial Accidents as well as reviewing and responding to any pending legislation affecting the Town's Workers' Compensation program.

The Department oversees line-of-duty injury claims administration for all police and fire personnel. The Department is responsible for providing complete claims management for any injured on-duty uniformed employee of the police and fire divisions consistent with appropriate provisions of law, fairness to affected employees, and prudent financial practices.

The Department appeared regularly in the courts of the Commonwealth for hearings on motions, including many significant dispositive motions and successful hearings and trials. The Department provided representation to the Town in several arbitrations and administrative agency proceedings with successful conclusions.

Future Activities

The Legal Department will be working with other Town departments in an effort to recover various amounts owed to the Town.

The Department will be working with the Town's management team to develop requested legal and policy positions in a variety of substantive areas.

The Legal Department, in conjunction with outside counsel, is involved in adjudicatory hearings before the Federal Environmental Protection Agency and the State Department of Environmental Protection in order to eliminate the Somerville and Cambridge combined sewer outflows into Alewife Brook, which when activated have caused considerable flooding of untreated effluent near many homes in East Arlington. The goal of the Town's involvement is to convince these agencies and municipalities to undertake substantive and immediate actions to mitigate the unhealthful effects such overflows have on certain Arlington neighborhoods.

The Legal Department will also review all existing Policies and Practices of the Board of Selectmen

and make recommendations on streamlining and making them more effective and up to date. This includes the issuance in September 2009 of a revised policy on alcohol for restaurants. In conjunction with the Cable Advisory Committee the Legal Department provided assistance to the Board of Selectmen in its capacity as the Town's cable licensing authority under Federal and State law in regard to the renewal of RCN's cable license. This included an extension of RCN's existing license.

FINANCIAL MANAGEMENT SERVICES

FINANCE COMMITTEE

During 2009 Chairman Alan Tosti led the Finance Committee (FinCom) assisted by vice-chairs Richard C. Fanning, Charles Foskett, and Alan Jones. Peter B. Howard served as secretary. The FinCom has twenty-one positions, one for each precinct. The appointing authority (Moderator, Trust Fund Commissioners Chair, and FinCom Chair) acted to reappoint all members whose terms had been completed and to fill all but one vacant position.

In January the FinCom began its yearly effort to develop a comprehensive balanced FY2010 budget recommendation for the Annual Town Meeting, which begins in April. At least one of the Finance Committee subcommittees reviewed each departmental budget with the department head. The school budget subcommittee attended School Committee meetings in order to gain an understanding of the school budget. Hearings were held on all Warrant Articles requiring an appropriation or having a financial impact. Twenty-one full committee meetings were held which, when combined with numerous subcommittee meetings, made for a busy winter and spring schedule.

Because of the recession budget decisions were more difficult than usual. In the fall the governor reduced State aid to Arlington by \$2.6 million. The Town was able to absorb the shortfall with a hiring freeze, by reducing the pension budget to the minimum required by the State, and with a \$100,000 reduction in the school budget. The State was unable to provide a firm estimate of the revenue the Town could expect in FY2010 until after Town Meeting began. Consequently the Town Meeting acted on all non-financial articles and then adjourned. Relying on the best information available during the adjournment, the FinCom worked with the Town Manager and the Superintendent of Schools to craft a budget. The FinCom Report was provided to Town Meeting Members before the Meeting reconvened in early June.

Eventually the legislature approved most of the governor's proposals to help local governments. At a Special Meeting in the fall Town Meeting Members accepted two new local option taxes (meals & hotel). A third option, to join the State health insurance plan, would have reduced this expense significantly, but required agreement with the employee unions. No agreement was reached.

The Finance Committee also continued to monitor other ongoing activities that could have a large financial impact through regular reports by Town officials. The Superintendent of Schools again provided a detailed budget description document for the operating budget as well as updates on the school renovation projects. The Minuteman Tech assessment again decreased as the superintendent continued to adjust the school's offerings. FY2010 is the last year of the Five-

Year Plan, funded largely by the \$6M override voted in 2005. Though this plan was a big step toward stabilizing the Town's finances, long term financial issues remain. One critical issue is the level of State aid. Arlington is one of very few municipalities in the State for which the state has failed to restore local aid to FY2002 levels. Other ongoing issues include funding for the final round of school renovations, the renovation of the Town's fire stations, the increasing costs of health insurance and pensions, and funding the liability for Town employee retiree pension and health insurance. The Finance Committee will continue to work with other Town officials and citizens to deal with these issues and will keep the Town Meeting informed of the Town's progress.

OFFICE OF THE TREASURER & COLLECTOR OF TAXES

Mission Statement

The Office of Treasurer & Collector of Taxes is responsible for the collecting and custodianship of all funds and receipts belonging to the Town of Arlington.



Stephen J. Gilligan, Treasurer & Collector of Taxes

Overview

The Office of the Treasurer & Collector of Taxes consists of four divisions under the Treasurer/Collector. The four divisions are: Treasury, Collector, Payroll, and Postal. The Treasurer also serves as Parking Clerk.

The Town Treasurer and Collector of Taxes is responsible for managing and directing the tax collection process, receiving all monies from Town departments, securing and depositing Town monies, and for managing, planning, and directing the Town's financial policies relating to cash management, investment management, and debt management in accordance with Massachusetts General Laws. The Treasurer serves as Custodian of Funds for all Town monies. The Treasurer performs his fiduciary responsibility by developing investment and borrowing strategies based on financial best practices, consultations with financial advisors and investment institutions, and participating in government

FINANCIAL MANAGEMENT SERVICES

finance officer's seminars and conferences, as well as being an active member of the Massachusetts Collectors & Treasurers Association, and the national Government Finance Officers Association. Mr. Gilligan is a Member of the Board of the New England States Government Finance Officers Association.

Program Description

The Treasurer/Collectors office is responsible for the proper handling and management of all monies belonging to the Town. Included within these responsibilities are the following:

- Responsible for the billing and collecting of all Real Estate, Personal Property, Motor Vehicle Excise, Parking, Water & Sewer accounts, and collecting all Town and School Department(s) receivables. Payments are received directly in the Treasurer's Office, through the mails, via on-line electronic checking transactions, and lock-box.
- Receiving and reconciling all deposits from all departments and authorities that charge fees and/or receive monies. Supports and assists all departments in the collection of delinquent accounts.
- Enable School, Recreation, and Human Services departments to make deposits directly into our depository bank.
- Responsible for deposits and investment of all Town funds.
- Determine cash flow to meet vendor and payroll warrants.
- Supervise and direct all short and long-term borrowings. Strategic goal is to maintain "AAA" Bond Rating.
- Manage the relationship with finance professionals providing custodial, investment and banking services.
- Manage and administer all phases of the Arlington Citizens Scholarship Foundation/ Dollars For Scholars Program.
- Provide quality customer service to all Town

residents in the performance of the above-described duties.

2009 Highlights

- Recovered \$1,135,154 from State Street Global Advisors (SSgA). These funds were due the Town of Arlington's trust fund portfolio and stabilization funds. Of that amount, \$693,850 will be apportioned to the individual charitable accounts (trust funds) of the Trust Fund portfolio and \$441,304 to the appropriate stabilization accounts.
- Attained a top rating of Triple-A ("AAA") from Standard & Poor's rating agency for the fourth consecutive borrowing. Arlington is a member of a group of less than 20 communities in Massachusetts attaining this highest designation.
- Successful borrowing of \$5,262,000 at 2.3684% in tax-exempt Urban Renewal Bonds (Symmes site), and \$3,482,000 at 2.2069% in General Obligation Bonds, in Fiscal year 2010, both with a "AAA" rating from Standard and Poor's.
- Managed a successful Request For Information (RFI) project, for Investment Advisory services, which included completely researching Government Finance Officers Association recommended practices and guidelines, internally writing the RFI document and selecting a top rated investment firm, Boston Advisors, to serve as the Town's investment advisor and investment manager.
- Treasurer's Office continues to achieve one of the best commitment-to-collection ratios of real estate and personal property taxes of any community in Massachusetts by developing internal collection procedures with a focus on end-of-fiscal-year results.
- Continue to issue all Real Estate, Motor Excise, Parking, and Water & Sewer bills, accurately and on time.

Office of Treasurer & Collector of Taxes	Performance Metrics Over 5 Years				
	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009
Real Estate Bills Processed	60,000	60,000	60,000	60,000	59,988
Motor Excise Bills Processed	40,000	40,000	40,000	40,000	35,507
Water & Sewer Bills Processed	25,000	25,000	25,000	25,000	24,817
Liens - Revenue from Water & Sewer Delinquencies	\$51,127	\$68,675	\$104,758	\$126,419	\$140,465
Lien Certificates Processed	1,451	1,323	2,211	1,603	1,170
Revenue from Lien Certificates	\$36,500	\$33,075	\$39,600	\$29,250	\$57,873

Bills processed excludes subsequent delinquent bills and notices.

FINANCIAL MANAGEMENT SERVICES

Performance / Workload Indicators

- Issuing, processing, and collecting 59,988 Real Estate bills, 35,507 Motor Excise bills, and 24,817 Water & Sewer bills, plus subsequent delinquency bills and notices during the year. Total bills issued: 120,312 (excluding delinquent bills and notices). All bills mailed on time, meeting legal mandates.
- Advertise delinquent Real Estate accounts within the same fiscal year.
- Lien certificates Processed: 1,451-FY05; 1,323-FY06; 1,584 -FY 07; 1,170 -FY 08; 1,603 -FY09.
- Revenue from lien certificates: \$36,500 -FY05; \$33,075 -FY06; \$39,600 -FY07; \$29,250 -FY08; \$57,873 -FY09. Increased Municipal Lien Certificate fee from \$25 to \$50.
- Lien all delinquent water accounts onto real estate bills annually. Total annual amounts:
- FY05 - \$51,127, FY06 - \$68,675, FY07 - \$104,758, FY08 - \$126, 419, and FY09 - \$140,465. Utilizing management best practices enables the Treasurer's office to reduce these amounts to less than 2% of the annual Water & Sewer amounts committed.
- Preparation of financial material for annual Town audits.

Budget Statement/Future Outlook

The Treasurer's Office continues to scrutinize its current budget for any potential savings, while being mindful of the critical importance to maintain resources sufficient to collect and/or process over \$100 million in Town revenues.

The Office continues to achieve one of the best commitment-to-collection ratios of real estate and personal property taxes of any community in Massachusetts.

Given the current economy interest income revenue will be significantly lower than previous years.

2010 Initiatives & Objectives

- Issue a Banking Services RFP for Town banking and transaction services. Release and response planned for 4QFY10.
- Requested Disaster Recovery planning with the Town Manager in FY2009, for operations continuity. Agreement reached that the Treasurer's Office would be implemented first and used as a template for Town departments.
- The Treasurer's office continues to work with the IT department to ensure the applications programs and information technology requirements of the Treasurer's Office are managed effectively.

- Requested IT department review the long-term viability of the Town's billing, collection, and cash management system.
- Requested IT department analyze interoperability issues with specific applications.

COMPTROLLER/TELEPHONE

The Comptroller's Office is responsible for the Town's books of account and financial records, verifying appropriations for all purchase orders, processing invoices for payment, approval of all payrolls and other warrants, balancing monthly appropriation reports, and other financial reporting as governed by Federal and State governments. The Comptroller is responsible for the direct management and supervision of the Telephone department.

The Telephone department is responsible for the operations of the Town and School phone system, including maintaining the two PBX's and voicemail systems.

Major Accomplishments for 2009

Closed books on a timely basis and had Town audit and free cash certified by September 9th.

Added 6 VOIP phones to the system.

Implemented laser purchase orders and distributed the printing of purchase orders.

Consolidated journal entries with the School Department.

Performance Metrics				
	2009	2008	2007	2006
General Ledger Entries	101,989	99,138	91,349	91,274
Purchase Orders Processed	5,150	5,381	5,452	5,334
Accounts Payable Batches Processed	1,000	1,007	982	905

FY2010 Objectives

- Research the feasibility of electronically distributing purchase orders and payroll direct deposit.
- Hire a telecommunication consultant to review the Town's phone system and make recommendations for future operations of the phone system.
- Review and enhance Town quarterly report to the Selectmen.
- Consolidate some of the Town/School financial operations.

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

In 2009 the Board of Assessors completed their re-inspection program by Patriot Properties Inc. to meet the requirements of the Department of Revenue, in compliance with Massachusetts General Law (MGL).

The Board of Assessors committed 15,647 real estate and personal property tax bills to the Tax Collector for collection for Fiscal Year 2010. These bills raised a total of \$83,471,036 in property and personal property taxes. The total assessed value of all taxable real estate and personal property for Fiscal Year 2010 was \$6,892,736,257, which resulted in a tax rate of \$12.11 per thousand dollars of assessed value. The board also committed over 40,000 automobile excise tax bills for collection of an estimated income of \$3,775,000.

At the annual election held in April, Mary Winstanley O'Connor, Esquire, and Kevin P. Feeley, Esquire, were re-elected for a three-year term to the Board of Assessors. At the organizational meeting of the Board of Assessors, James F. Doherty, MAA, was elected Chairman and Kevin P. Feeley, Esquire, was elected Vice Chairman.

The Board would like to thank all taxpayers for their cooperation and the Assessing Office staff for their continued support and for a job well done in 2009.

Tax Abatement Overlay

State law requires that the Assessors put aside funds from each tax levy in a reserve that is called an Overlay. This account is established in anticipation that a certain percentage of the tax levy may end up being abated. Individual tax abatements are paid out of this fund. The final amount of the overlay account is determined by the Assessors and added to the tax rate without appropriation. It is usually set at anywhere from 1% to 2.5% of the tax levy. In revaluation years, which occur every three years, the overlay account is usually set at a higher amount in anticipation of an increased number of abatements. FY2010, a revaluation year, the overlay account is set at \$1,153,427. Any surplus left in an overlay account is appropriated by Town Meeting in much the same manner as free cash. Below is a chart showing the disposition of Overlay funds for the last three years. Prior to FY2007, the reserve balance from all prior fiscal years is \$100,095.

FINANCIAL MANAGEMENT SERVICES

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Tax Abatement Overlay Funds			
	FY2009	FY2008	FY2007
Overlay Amount	\$566,772	\$651,772	\$1,194,924
Abatements & Exemptions To-Date	\$487,858	\$498,800	\$382,311
Declared Surplus to General Fund	\$0	\$65,401	\$775,000
Reserved for Additional Liability	\$79,050	\$87,569	\$37,612

Valuation and Tax Levy			
Fiscal Year	Total Assessed Valuation	Tax Levy	Tax Rate*
2010	\$6,892,736,257	\$83,471,036	\$12.11
2009	\$6,790,772,343	\$80,946,006	\$11.92
2008	\$6,883,264,284	\$78,813,376	\$11.45
2007	\$7,011,721,520	\$76,778,350	\$10.95
2006	\$6,483,756,733	\$73,578,994	\$11.34
2005	\$6,007,309,836	\$65,719,969	\$10.94
2004	\$5,990,614,666	\$63,740,140	\$10.64
2003	\$4,500,135,559	\$61,246,845	\$13.61
2002	\$4,266,984,229	\$59,097,731	\$13.85
2001	\$4,239,775,439	\$55,838,267	\$13.17
2000	\$3,063,254,230	\$54,097,069	\$17.66
1999	\$3,504,316,820	\$52,443,515	\$17.17
1998	\$2,955,114,603	\$49,439,067	\$16.73

* Tax rate expressed in per thousand dollars of assessed value

Percent of Tax Levy by Class					
Class	Type	Fiscal Year			
		2010	2009	2008	2007
I	Residential	94.0546		94.3933	
II	Open Space	.000	.000	.000	.000
III	Commercial	4.2661	4.4889	4.2688	4.1305
IV	Industrial	.3042	.3208	.3158	.3107
V	Personal Property	1.3751	1.2071	1.0221	.9278
Total		100.00	100.00	100.00	100.00

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Tax Rate Components FY2006 - FY2010					
	2006	2007	2008	2009	2010
Levy Base	\$9.04	\$9.54	\$10.09	\$10.58	\$10.78
2 1/2%	\$0.23	\$0.24	\$0.25	\$0.26	\$0.27
Growth	\$0.13	\$0.13	\$0.09	\$0.09	\$0.11
Override		\$0.00	\$0.00	\$0.00	\$0.00
Water/Sewer Debt Exclusion	\$0.84	\$0.80	\$0.81	\$0.82	\$0.81
School Dept Exclusion	\$0.18	\$0.25	\$0.21	\$0.16	\$0.15
Tax Rate *	\$11.34	\$10.95	\$11.45	\$11.92	\$12.11

**Tax Rate =((Amount To Be Raised)/(Total Taxable Assessed Value))*1000*

Details of Tax Rate Calculation					
	2006	2007	2008	2009	2010
Max Levy Prior FY	\$58,597,089	\$66,906,029	\$69,465,927	\$71,842,588	\$74,281,565
2.50%	\$1,464,927	\$1,672,651	\$1,736,648	\$1,796,065	\$1,857,039
Growth	\$844,013	\$887,247	\$640,013	\$642,912	\$726,955
Override	\$6,000,000	\$0	\$0	\$0	\$0
Maximum Levy	\$66,906,029	\$69,465,927	\$71,842,588	\$74,281,565	\$76,865,559
Levy Inc %	17.96%	3.83%	3.42%	3.39%	3.48%
Levy Inc \$	\$10,185,485	\$2,559,897	\$4,936,559	\$4,815,638	\$2,583,994
Water/Sewer Debt Exclusion	\$5,475,486	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
Debt Exclusion	\$1,197,479	\$1,755,952	\$1,436,024	\$1,119,201	\$1,025,542
Max to be Raised	\$73,578,994	\$76,814,991	\$78,871,724	\$80,993,878	\$83,484,213
Actual Raised	\$73,525,801	\$76,778,350	\$78,813,376	\$80,946,006	\$83,471,036
Excess Levy	\$53,193	\$36,641	\$58,348	\$47,872	\$13,177
Total Taxable Assessed Value	\$6,483,756,733	\$7,011,721,520	\$6,883,264,284	\$6,790,772,343	\$6,892,736,257
Total Avg. % Increase	8.23%	8.14%	-1.83%	-1.34%	1.50%
Tax Rate	\$11.34	\$10.95	\$11.45	\$11.92	\$12.11
Penny on Tax Table	\$64,838	\$70,117	\$68,833	\$67,908	\$68,927
Avg. Assessed Val Single Family	\$444,515	\$486,431	\$475,289	\$465,952	\$477,218
Avg. Taxes Single Family	\$5,041	\$5,326	\$5,442	\$5,554	\$5,779

** All numbers subject to rounding and final DOR Certification.*

FINANCIAL MANAGEMENT SERVICES

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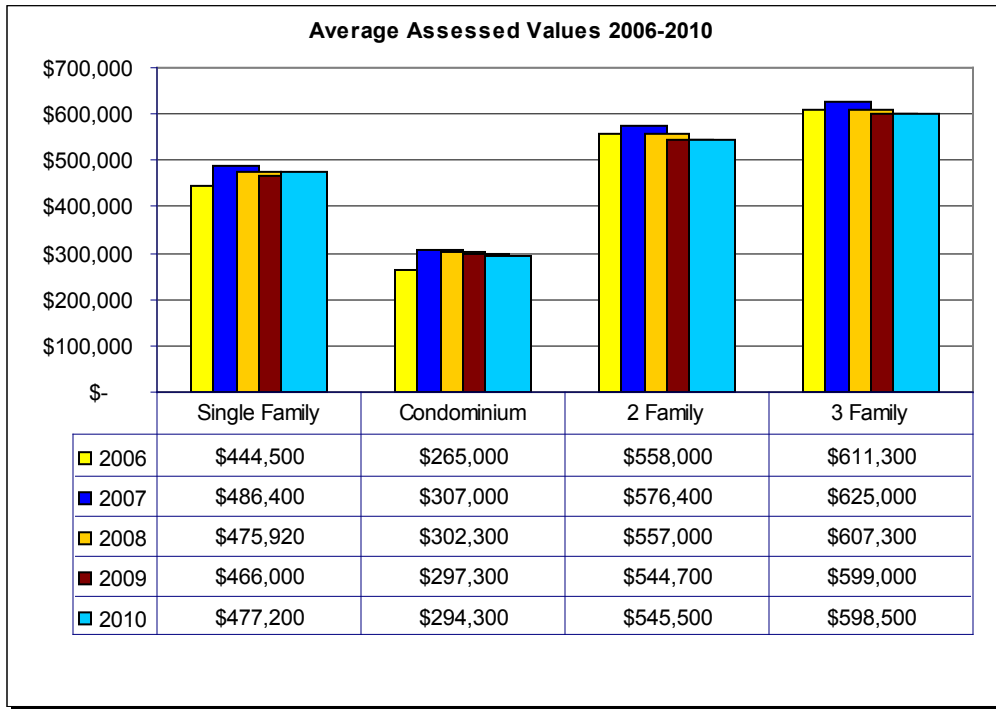
Summary of Revaluation by State Class Code FY2010 vs FY2009					
Property Type	FY2010		FY2009		FY10 vs FY09
	Parcels	Assessed Value	Parcels	Assessed Value	Percent (+/-)
Residential		6,482,861,607		6,382,182,512	1.58%
Open Space		0.00		0.00	
Commercial		293,960,550		304,834,211	-3.57%
Industrial		20,969,800		21,787,300	-3.75%
Total Real Est	14,650	6,797,791,957	14,594	6,708,804,023	1.33%
Personal Prop	669	94,783,100	425	81,968,320	15.63%
Total Real & PP	15,319	6,892,575,057	15,019	6,790,772,343	1.50%
Exempt	331	422,236,000	333	422,236,000	
Grand Total	15,650	7,314,811,057	15,352	7,213,008,343	

Summary Details									
Property Type	FY2010					FY2009			FY10 vs FY09
	Parcels	Assessed Value	Avg. Assessed Value	Parcels (+/-)	Avg. Assessed Value (+/-)	Parcels	Assessed Value	Avg. Assessed Value	Percent (+/-)
Single Family	7,978	3,807,210,300	477,214	11	11,261	7,967	3,712,241,500	465,952	2.56%
Condominium	3,033	892,498,700	294,263	93	-3,048	2,940	874,094,700	297,311	2.11%
Misc	13	9,639,100	741,469	1	-4,622	12	8,953,100	746,092	7.66%
2 Family	2,433	1,327,263,560	545,526	-41	790	2,474	1,347,675,260	544,735	-1.51%
3 Family	215	128,672,000	598,474	-1	-485	216	129,375,300	598,960	-0.54%
Apartments	147	255,910,000	1,740,884	0	46,427	147	249,085,300	1,694,458	2.74%
Res Land	337	24,890,600	73,859	-6	672	343	25,103,200	73,187	-0.85%
Open Space	0					0			
Commercial	389	255,873,300	657,772	1	-31,039	388	267,258,500	688,811	-4.26%
Industrial	23	20,969,800	911,730	0	-35,543	23	21,787,300	947,274	-3.75%
Ch Land	0	0	0	0		0	0	0	
Ch Land	0	0	0	0		0	0	0	
Ch Land	3	4,139,397	1,379,799	1	-628,783	2	4,017,163	2,008,582	3.04%
Mixed Use(Res)	79	36,777,347	895,256	-3	51,198	82	35,654,152	844,057	2.19%
Mixed Use(Com)	0	33,947,853		0		0	33,558,548		
Per Prop	425	4,531,010	10,661	169	4,695	256	1,527,270	5,966	196.67%
Per Prop	228	6,449,880	28,289	75	-835	153	4,455,940	29,124	44.75%
Per Prop	0	0		0		0	0		
Per Prop	2	44,204,750	22,102,375	0	553,720	2	43,097,310		2.57%
Per Prop	7	30,536,900	4,362,414	0	1,058,829	7	23,125,100	3,303,586	32.05%
Per Prop	2	7,123,600	3,561,800	0	66,850	2	6,989,900	3,494,950	1.91%
Per Prop	5	1,936,960	387,392	0	-167,168	5	2,772,800	554,560	-30.14%
Total	15,319	6,892,575,057				15,019	6,790,772,343		1.50%

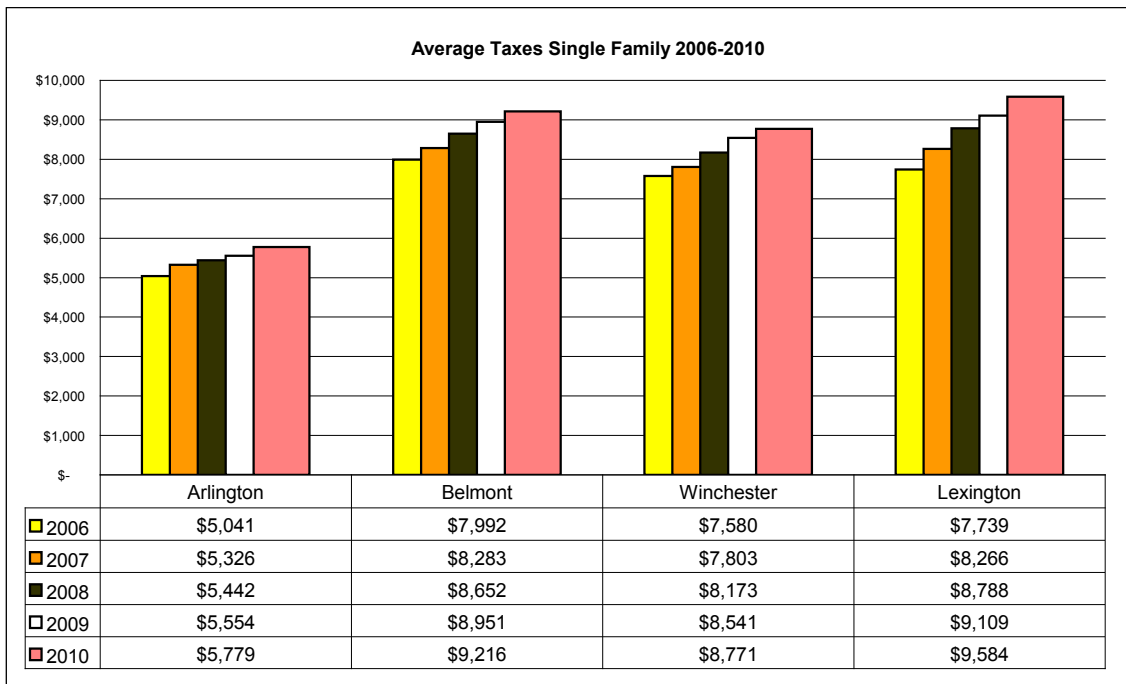
FINANCIAL MANAGEMENT

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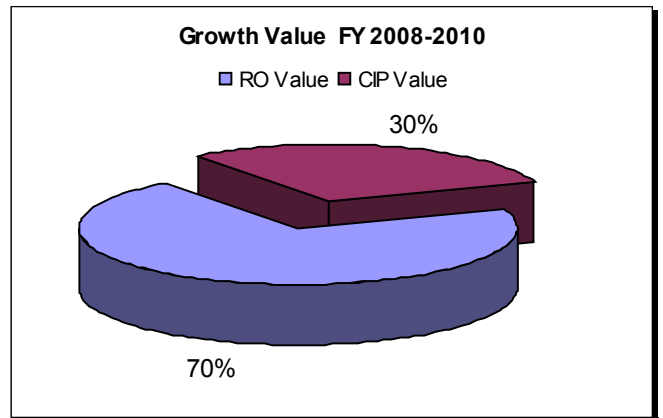
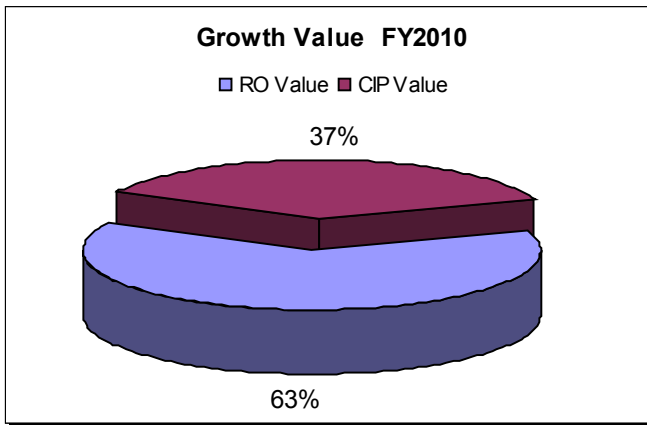
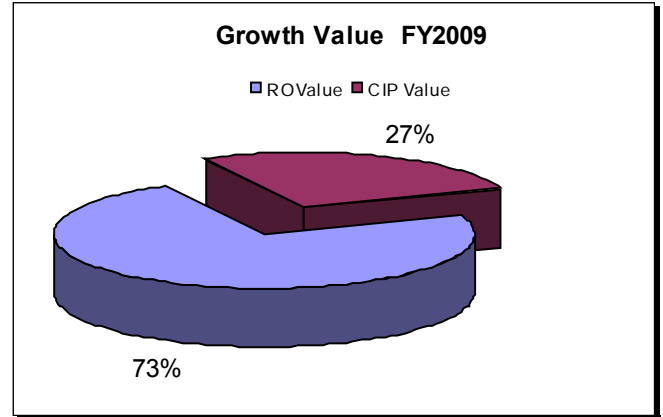
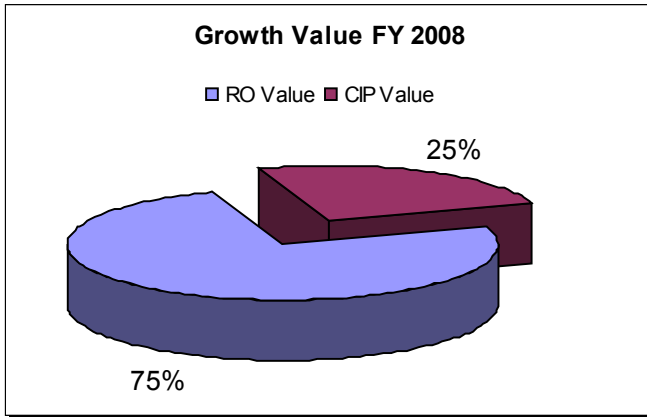


FINANCIAL MANAGEMENT



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ASSESSMENT DATA



Fiscal Year 2008 - 2010 Growth Valuation RO & CIP			
	RO Value	CIP Value	Total Growth Value
2008	44,065,700	14,382,980	58,448,680
2009	40,919,200	15,230,260	56,149,460
2010	38,507,400	22,478,790	60,986,190
Total	123,492,300	52,092,030	175,584,330

FINANCIAL MANAGEMENT SERVICES

Recapitulation of the Fiscal Year 2010 Tax Rate

\$12.11 / \$1,000 of Assessed Value

DEBITS

Appropriations	\$119,939,016
Court Judgments	\$44,999
Cherry Sheet Offset	\$61,490
Revenue Deficits	\$117,065
State and County Charges	\$2,640,512
Snow and Ice Deficit	\$1,308,709
Allowance for Abatements & Exemptions	\$1,153,427

Total Debits

\$125,265,218

CREDITS

State Receipts	\$15,832,818
Local Receipts	\$20,117,856
Free Cash	\$1,497,907
Other Available Funds	\$1,103,225
Overlay Surplus	\$3,242,376

Total Credits

\$41,794,182

Amount to be Raised by Taxation

\$83,471,036

Town Property Valuation

\$6,892,736,257

Setting the Tax Rate: Divide the **Amount to be Raised by Taxation** by the **Town Property Valuation**, then multiply by 1,000

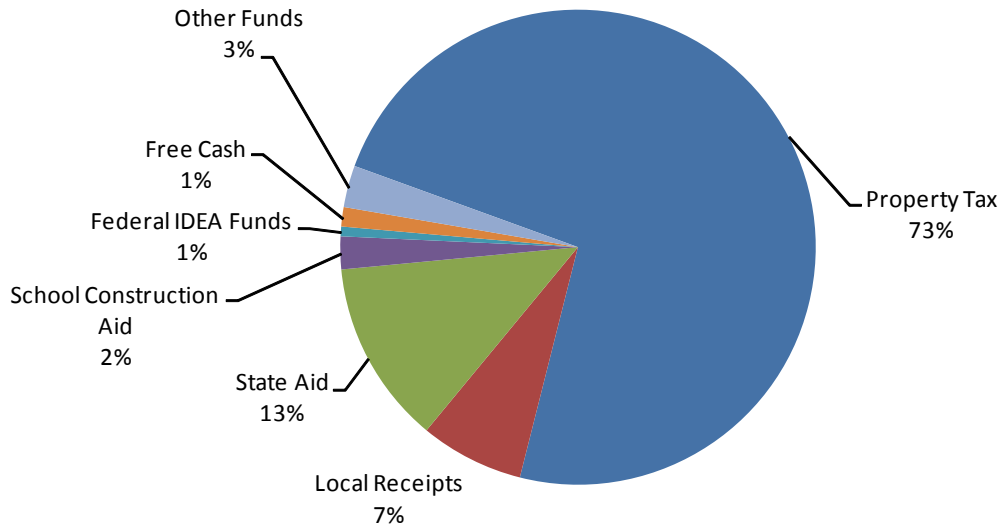
$$(\$83,471,036 \div \$6,892,736,257) \times 1,000 = \$12.11$$

Source: Tax Rate Recapitulation Sheet

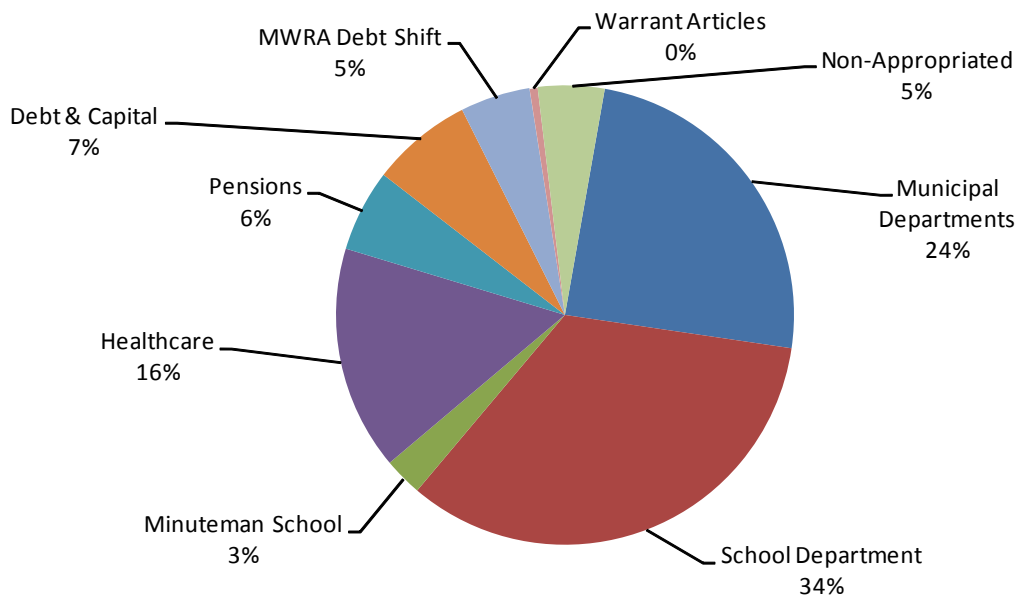
FINANCIAL MANAGEMENT SERVICES

FISCAL YEAR 2010

Revenues



Expenditures



FINANCIAL MANAGEMENT SERVICES

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Arlington, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of and for the fiscal year ended June 30, 2009 (except for the Arlington Contributory Retirement System which is as of and for the year ended December 31, 2008), which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Arlington, Massachusetts' management. Our responsibility is to express opinions on these financial statements based on our audit.

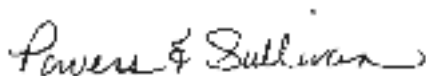
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of June 30, 2009 (except for the Arlington Contributory Retirement System which is as of December 31, 2008), and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 11, 2009, on our consideration of the Town of Arlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and the schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, other post-employment benefits schedule of funding progress and other post-employment benefits actuarial methods and assumptions, located after the notes to the basic financial statements, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America.

We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.



Wakefield, Massachusetts, November 11, 2009

FINANCIAL MANAGEMENT SERVICES

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Arlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2009. We encourage readers to consider the information presented in this report.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Arlington's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements.

Government-wide financial statements

The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business. The *statement of net assets* presents information on all assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, property and natural resources, community development, human services, library, culture and recreation, claims and judgments, and interest.

The business-type activities include the activities of the water and sewer department, youth services, Council on Aging, Veterans' Rink and the recreation department.

Fund financial statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Arlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison schedule is reported following the notes to the basic financial statements as required supplementary information.

FINANCIAL MANAGEMENT SERVICES

Proprietary funds

The Town maintains one type of propriety fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer, youth services, Council on Aging, Veterans' Rink and recreation department activities.

Fiduciary funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for propriety funds.

Notes to the basic financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$111.9 million at the close of fiscal year 2009.

The largest portion of the Town's net assets, \$87.2 million, 78%, reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the net assets \$8.7 million, 8% represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$16 million, 14% may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental Activities

	<u>Balance at June 30, 2009</u>	<u>Balance at June 30, 2008</u>	<u>Increase (Decrease)</u>
Assets:			
Current assets.....	\$ 48,995,314	\$ 54,812,295	\$ (5,816,981)
Noncurrent assets (excluding capital).....	20,359,711	22,875,430	(2,515,719)
Capital assets.....	115,212,571	117,137,287	(1,924,716)
Total assets.....	184,567,596	194,825,012	(10,257,416)
Liabilities:			
Current liabilities (excluding debt).....	12,894,340	13,732,013	(837,673)
Noncurrent liabilities (excluding debt).....	6,156,651	2,597,274	3,559,377
Current debt.....	5,810,000	5,502,000	308,000
Noncurrent debt.....	47,785,000	49,720,000	(1,935,000)
Total liabilities.....	72,645,991	71,551,287	1,094,704
Net Assets:			
Capital assets net of related debt.....	87,212,587	89,599,804	(2,387,217)
Restricted.....	8,734,994	10,210,306	(1,475,312)
Unrestricted.....	15,974,024	23,463,615	(7,489,591)
Total net assets.....	\$ 111,921,605	\$ 123,273,725	\$ (11,352,120)

FINANCIAL MANAGEMENT SERVICES

At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

The governmental activities net assets decreased by \$11.4 million during the current fiscal year. The primary reasons for this decrease were the recognition of the other post-employment benefit obligation of approximately \$3.7 million; a \$3.1 million transfer from the general government to the other post-employment benefits trust fund which is reported as a Fiduciary Fund and, accordingly, is not included in the Government-Wide financial statements; a decrease in the operation of the general fund, which included a budgeted use of reserves of \$2.7 million and a current year snow and ice deficit of \$1.3 million; and a decrease of approximately \$3 million in the operations of the Town's special revenue and permanent funds, which represents the timing of receipts and expenditures of funds on Town programs as well as decreases in the market value of investments for the permanent funds.

Governmental Activities

	June 30, 2009	June 30, 2008	Increase (Decrease)
Program revenues:			
Charges for services.....	\$ 9,047,461	\$ 8,077,564	\$ 969,897
Operating grants and contributions.....	27,903,309	26,472,486	1,430,823
Capital grants and contributions.....	1,261,570	-	1,261,570
General revenues:			
Real estate and personal property taxes.....	80,231,602	78,126,629	2,104,973
Tax liens.....	195,242	219,611	(24,369)
Motor vehicle and other excise taxes.....	3,775,636	3,951,799	(176,163)
Hotel/motel tax.....	136,490	123,522	12,968
Penalties and interest on taxes.....	172,006	186,195	(14,189)
Nonrestricted grants and contributions.....	8,937,673	9,756,787	(819,114)
Unrestricted investment income.....	(1,541,229)	(250,463)	(1,290,766)
Miscellaneous revenues.....	10,967	23,969	(13,002)
Total revenues.....	130,130,727	126,688,099	3,442,628
Expenses:			
General government.....	10,522,085	9,674,926	847,159
Public safety.....	22,816,248	19,974,263	2,841,985
Education.....	77,464,198	70,688,522	6,775,676
Public works.....	10,631,214	9,788,561	842,653
Property and natural resources.....	2,044,335	2,624,450	(580,115)
Community and economic development.....	4,268,507	4,169,059	99,448
Human services.....	1,376,459	1,294,867	81,592
Library.....	3,187,101	2,916,575	270,526
Culture and recreation.....	897,563	216,814	680,749
Claims and judgments.....	25,000	106,500	(81,500)
Interest.....	1,910,994	2,217,666	(306,672)
Total expenses.....	135,143,704	123,672,203	11,471,501
Transfers.....	(6,339,143)	(6,021,497)	(317,646)
Change in net assets.....	\$ (11,352,120)	\$ (3,005,601)	\$ (8,346,519)

FINANCIAL MANAGEMENT SERVICES

Business-Type Activities

	Balance at June 30, 2009	Balance at June 30, 2008	Increase (Decrease)
Assets:			
Current assets.....	\$ 11,851,727	\$ 9,997,123	\$ 1,854,604
Capital assets.....	12,376,160	11,166,218	1,209,942
Total assets.....	24,227,887	21,163,341	3,064,546
Liabilities:			
Current liabilities (excluding debt).....	335,988	360,124	(24,136)
Noncurrent liabilities (excluding debt).....	316,950	39,000	277,950
Current debt.....	869,598	624,060	245,538
Noncurrent debt.....	4,697,839	3,412,247	1,285,592
Total liabilities.....	6,220,375	4,435,431	1,784,944
Net Assets:			
Capital assets net of related debt.....	8,515,544	7,129,911	1,385,633
Unrestricted.....	9,491,968	9,597,999	(106,031)
Total net assets.....	\$ 18,007,512	\$ 16,727,910	\$ 1,279,602

There was a net increase of \$1.3 million in net assets reported in connection with the Town's business-type activities. Additionally, the water and sewer enterprise fund was subsidized by the general fund in fiscal year 2009 by approximately \$5.6 million to offset a portion of the costs associated with the repayment of debt to the Massachusetts Water Resources Authority. The majority of the increase (\$965,000) is a result of the operating activities of the water and sewer enterprise fund, which includes the subsidy from the general fund. The business-type activities also recognized their share of the current cost and amortization of the unfunded other post-employment benefit obligation of approximately \$276,000.

Business-Type Activities

	June 30, 2009	June 30, 2008	Increase (Decrease)
Program revenues:			
Charges for services.....	\$ 10,838,013	\$ 10,917,691	\$ (79,678)
Operating grants and contributions.....	267,723	164,234	103,489
General revenues:			
Unrestricted investment income.....	55,196	93,272	(38,076)
Total revenues.....	11,160,932	11,175,197	(14,265)
Expenses:			
Water and Sewer.....	14,510,909	13,863,832	647,077
Youth Services.....	523,919	471,096	52,823
Council on Aging.....	103,857	95,907	7,950
Veterans' Rink.....	519,886	452,795	67,091
Recreation.....	561,902	546,685	15,217
Total expenses.....	16,220,473	15,430,315	790,158
Transfers.....	6,339,143	6,021,497	317,646
Change in net assets.....	\$ 1,279,602	\$ 1,766,379	\$ (486,777)

FINANCIAL MANAGEMENT SERVICES

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds

The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$32.2 million, a decrease of \$6.8 million from the prior year. Of this decrease, \$5 million was the result of the operations in the general fund.

The general fund budgeted to use \$2.7 million of reserves, of which \$2.2 million was from available funds "free cash" and \$500,000 in prior reserves released by the board of assessors "overlay surplus" to balance the fiscal year 2009 budget. The state fiscal stabilization fund grant of \$655,099 remained in the general fund as a budgeted revenue and appropriation in accordance with the grant instructions from the commonwealth. This contributed to a deficit revenue variance, and a positive appropriation variance of \$655,099. Not including the impact of the state fiscal stabilization fund activity, the actual result of operations collected approximately \$620,000 less than budgeted and departmental budgets expended \$545,000 more than budgeted. The appropriation deficits in public works and claims and judgments stem from approximately \$1.3 million and \$25,000 for snow and ice deficits and court judgment payments which are allowed to be expended without appropriation and raised on the subsequent tax recapitulation sheet. Additionally, transfers in exceeded the final budget by \$117,000 to recognize a transfer for funds received in prior years in another fund that were transferred to the general fund in fiscal year 2009 when the error was identified.

The Town's stabilization major fund is used to account for activities of the Town's three stabilization funds. The first is the Town's stabilization fund, which had a year end balance of \$2.5 million. This fund can be used for general or capital purposes with Town Meeting's approval. The second is the Tip Fee Stabilization fund. This fund was initially created with proceeds from the sale of recycled materials and the sale of excess tonnage capacity at the facility of Wheelabrator North Andover, Inc., and other receipts arising from the sale of disposal of solid waste. This fund had a year end balance of \$2.6 million which can be used for any lawful purpose with the approval of Town meeting. The third stabilization fund is referred to as the Town's fiscal stability stabilization fund which was created after a 2005 tax override to stabilize future Town budgets. The Town's fiscal stability stabilization fund, which is used exclusively for the general fund, had a year end balance of \$4.1 million. Of this amount, \$2.7 million was voted during fiscal year 2009 to balance the Town's fiscal year 2010 operating budget. Please refer to Notes 8, 9 and 10 for additional information on the Town's stabilization funds.

The state fiscal stabilization major fund is used to account for the Town's use of the federal state fiscal stabilization program which was awarded to Governors to help stabilize State and local budgets in order to minimize and avoid reductions in education and other essential services. The Governor cut state Chapter 70 funding by 10% and replaced the amount with federal amounts. During fiscal year 2009, the Town received and spent \$655 thousand of state fiscal stabilization funds.

The Town's capital borrowing major fund had an ending fund balance of \$4.8 million, an increase of \$947,000 from the prior year. During fiscal year 2009, the Town recognized \$3.9 million in bond proceeds in this major fund which represents long-term borrowing used to finance various capital projects from the Town's capital improvement plan. Current expenditures in this fund totaled \$2.7 million.

Of the remainder of the change in fund balance, a \$1.8 million decrease relates to activities in other non-major governmental funds, which recognized \$1.2 million in transfers in, \$356,000 in transfers out, \$14.2 million in revenues, \$17 million in expenditures, and \$130,000 in bond premiums. Approximately \$1.7 million of the decrease is in the Town's non-major special revenue funds, and includes a \$150,000 transfer from the Cemetery Perpetual Care fund voted to fund the operating budget. The nonmajor special revenue funds also recognized a \$912,000 decrease in the value of investments. Another \$1.3 million of the decrease took place in the Town's permanent funds, and includes net decreases in the value of the trust fund investments of approximately \$708,000. The nonmajor capital projects funds

FINANCIAL MANAGEMENT SERVICES

increased by approximately \$256,000 which is the net result of capital expenditures of approximately \$619,000, and net transfers in from the general fund of approximately \$863,000.

General Fund Budgetary Highlights

The net difference between the original general fund budgeted appropriations and the final budget of approximately \$110.6 million is due to a Special Town Meeting vote to reduce the Town's budget by \$920 thousand in response to mid-year state budget reductions which reduced the state's annual payments to the Town (referred to as 9c cuts). The budget reductions were made in general government, pension benefits, education, public works, liability insurance, and health insurance.

Subsequently, the state reduced the fourth quarter payment to the Town by an additional \$655 thousand. This reduction was offset by federal state fiscal stabilization funds which are recorded as a major governmental fund. This reduction was not voted as a budget reduction in the general fund. The expenditures were reclassified to the state fiscal stabilization major governmental fund to be recorded against the federal grant revenue, and the intergovernmental revenue was under-budget by the \$655 thousand, and the education expenditures in the general fund were less than the appropriation by the same amount, resulting in no net impact on the general fund's results of operations.

Other changes between the original and final budget were primarily comprised of reserve fund transfers and reclassifications from appropriations for collective bargaining. Both the reserve fund and collective bargaining appropriations are initially budgeted under general government. The budgets are adjusted as transfers are approved and as bargaining agreements are settled.

Additionally, actual revenues were less than budgeted for real estate and personal property taxes, excise taxes, other intergovernmental revenues, departmental and other revenues, and investment income. This resulted in a net revenue variance of \$620 thousand in addition to the \$655 thousand from the state budget reductions that were offset by grant funds.

Public works expenditures exceeded appropriations by approximately \$1.3 million, due to expenditures for snow and ice removal exceeding the appropriation. The Town is allowed to exceed the budget related to snow and ice removal and to raise the difference in the subsequent year's tax levy. Claims and judgment payments of \$25,000 were made, as allowed, without appropriation. This amount will also be raised in the subsequent year's tax levy. Transfers in exceeded the budget by approximately \$117 thousand, which reflects an unbudgeted transfer from the capital projects nonmajor funds.

Other Post Employment Benefits (OPEB)

In 2006 the Arlington Town Meeting formed the Other Post Employment Benefits Committee. The committee's charge is to make recommendations on the potential funding mechanisms for the post employment medical benefits unfunded liability as required in Statement No. 45 of the Governmental Accounting Standards Board, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions (GASB 45).

The Town has been partially funding this liability in an internally created healthcare trust fund established by Chapter 12 of the Acts of 1998. During fiscal year 2009, in compliance with GASB 45, the Town transferred the balance of the healthcare trust fund, as well as all new appropriations for the same purpose, into a newly created Other Post-Employment Benefits (OPEB) Trust Fund, as established by Chapter 161 of the Acts of 2005, which is under the supervision and management of the Town's contributory retirement board. The Town Treasurer is the custodian of the OPEB Trust Fund.

The Town began capturing revenues to fund the OPEB liability in 1997. At that time, the Town established a policy of appropriating the difference in the non-contributory pension appropriation and \$500,000. The Town has subsequently appropriated Medicare Part D reimbursements, as well as certain increases in the share of retiree HMO contributions to be transferred to this fund.

Fiscal year 2009 is the initial year that the Town has implemented GASB 45. An actuarial study determined that Arlington's total Actuarial Accrued Liability as of January 1, 2008, at a 5.25% partially funded discount rate, totaled \$142,348,809. As of June 30, 2009, the Town has recognized a liability for other post-employment liabilities based on its Annual Required Contribution (ARC) in the amount of \$3,966,939. The ARC amounted to \$12,728,760 and the Town contributed \$8,761,821 through a combination of benefit payments and pre-fundings to the OPEB Trust Fund in

FINANCIAL MANAGEMENT SERVICES

the amounts of \$5,699,655 and \$3,062,166, respectively. The assets set aside in trust for future benefits amounted to \$2,594,771 at fiscal year end.

The Town of Arlington is serious about addressing this liability within its financial ability and the OPEB Committee will continue to monitor this liability and explore possible additional funding sources.

Capital Asset and Debt Administration

The Town Manager is responsible for submitting a five-year capital-planning program for all departments to the Board of Selectmen each year. The Capital Planning Committee was created to advise and make recommendations regarding the Capital Plan. Annually the first year of the Capital Plan is submitted to the Town Meeting as the Capital Budget for appropriation. The Capital Plan is reviewed and revised each year to make changes in priorities and to add an additional year to the planning process.

The goal of the Capital Planning Program is to provide a means of planning for the maintenance and/or improvement of the capital assets and infrastructure of the Town of Arlington. To that end, the policy is that approximately 5% of the projected revenue of the town is dedicated to capital expenditures including prior and future debt issuances. Generally this allows for an annual cash expenditure of \$600,000 and a new borrowing of \$1 million. The Town's outstanding long-term debt related to the general government, as of June 30, 2009, was \$47,100,000, for various CIP related projects.

The maintenance of the infrastructure and the capital assets of the Town are of vital importance to the delivery of the quality services that the Town has been known for. To this end, the Capital Planning Committee is dedicated to accomplishing the following objectives:

- To review, plan, and coordinate capital improvements so as to promote a systematic, organized replacement and acquisition schedule
- To insure that, given limited resources, the capital needs of the community are met
- To present a sound financial package so as to stabilize and level out the debt of the Town. It should assure timely planning for the most economical method of financing capital improvements
- To insure wider community participation in the planning of projects and to reduce the pressure to fund a project which may not present as great a need as another project
- To promote a more effective administration and coordination of capital projects to reduce scheduling problems, and conflicting or overlapping projects not only among local departments but also among other local and state agencies and private enterprises such as the gas and electric companies.

In reviewing the requests of the operating departments the committee uses the following criteria for evaluation:

- Imminent threat to the health and safety of citizens/property.
- Maintenance of operations/necessary expenditure. This does not include ordinary maintenance but rather maintaining a current service level through improvement of a capital asset. These may be major expenditures that will avoid costly replacement in the future.
- Requirement of State or Federal Law/regulation.
- Improvement of infrastructure.
- Improvement of productivity.
- Alleviation of an overtaxed/overburdened situation.

The relationship of the project to other Town projects and needs is also considered in the review and prioritization. The Town is a member of the Massachusetts Water Resources Authority (MWRA), which assesses member communities annually for their proportionate share of the MWRA's debt service. The Town has also adopted Chapter 59 Section 21C Paragraph N of the Massachusetts General Law, which allows for the shifting of the debt service for water and sewer to the tax rate above the limits of Proposition 2 ½. The Town shifted \$5.6 million in fiscal year 2009 from the MWRA assessment to the property taxes. During fiscal year 2009, the Town issued an additional \$2,155,190 in MWRA sewer bonds.

The Town of Arlington passed a debt exclusion vote to raise the funds necessary to purchase the Symmes Site, home of the former Symmes Hospital, in March of 2001. The Town Meeting then formed the broadly representative

FINANCIAL MANAGEMENT SERVICES

Symmes Advisory Committee (SAC) to assist with redevelopment plans and to ensure that the plans were consistent with community goals and desires. On January 7, 2002, the Arlington Redevelopment Board (ARB) adopted the Symmes Arlington Conservation and Improvement Project (the Plan) as an urban renewal project in accordance with the procedures and requirements of Massachusetts General Law, chapter 121B. The plan was subsequently approved by the Town Meeting and by the Commonwealth's Department of Housing and Community Development (DHCD). The Town Meeting voted at a Special Town Meeting on January 12, 2002 to appropriate up to \$14,000,000 to purchase and maintain the old Symmes Hospital property until Town Meeting could vote how to utilize the property in the best interest of the Town. The ARB acquired the Site in April 2002. During fiscal year 2004, the Arlington Redevelopment Board issued requests for proposals, and in February, 2004 chose E.A. Fish Associates to purchase and redevelop the property. The terms of the sale have been amended several times, most significantly as a result of a settlement the developer made with residents who appealed the developer's special permit to construct the residential portion of the project. The property sale was postponed and eventually closed in June of 2008. Town Meeting voted to devote all funds, including tax receipts, to repaying the debt on the project. Net expenditures totaled \$12.2 million at the time of closing on the property sale. The site is schedule to be redeveloped to accommodate 200 residential units and a medical office building with more than half the land area remaining in open space all according to the urban renewal plan adopted by Town Meeting. Please refer to note 14 for further information on this project.

The Town of Arlington is in the process of renovating/replacing its middle school as well as all of its 7 elementary schools. To date six schools have been completed, and two are in the design stage. Funding for the schools is from debt exclusion and is predicated on a 63% reimbursement from the State's School Building Assistance program which is administered by the Massachusetts School Building Authority (MSBA). Four of the schools have begun receiving the state reimbursement and one received the state's share of the cost subsequent to year end.

The Town through its water/sewer enterprise funds appropriates money each year for rehabilitation of its infrastructure (water/sewer lines). Also the Town appropriates money in the Capital Plan for roadway construction, which is added to the Chapter 90 money that the Town receives each year from the Commonwealth of Massachusetts.

Please refer to the notes to the financial statements for further discussion of the major capital and debt activity.

Requests for Information

This financial report is designed to provide a general overview of the Town of Arlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Comptroller, 869 Massachusetts Avenue, Arlington, Massachusetts 02174.

HEALTH & HUMAN SERVICES

Health and Human Services

The Arlington Department of Health and Human Services is the agency that oversees the Health Department, Council on Aging, Arlington Youth Consultation Center, and the Veterans' Services Office. The agency also coordinates the activities of the following boards: Board of Health, Board of Youth Services, Council on Aging, Disability Commission, and the Human Rights Commission. Additionally, the agency works with the Food Pantry, Fair Housing, Widows Trust Fund Commission, Youth Health and Safety Coalition, and the Health and Human Services Charitable Corporation.

The mission of the Department of Health and Human Services is to provide a safety net for Arlington residents experiencing difficulties in their lives and also to promote a healthy environment for all residents.

During 2009 the Department of Health and Human Services continued to collect donations from generous residents, businesses, and agencies to provide support for needy residents in the form of assistance funds. These include the fuel assistance fund, food pantry, and general assistance funds.



Health Department Board of Health

The three-member Board of Health meets on a regular basis and addresses environmental health concerns, reviews policy, and conducts public hearings. In 2009 the Board of Health met six times and conducted: four housing code hearings, three tobacco sales violation hearings, and six food code hearings, which resulted in closure of one food establishment for fourteen days. The Board granted one variance. Dr. Marie Walsh Condon joined the Board of Health and serves as the Medical Doctor on the Board.

The Board of Health is required by state statutes and regulations to perform many important and crucial duties relative to the protection of public health and safety, the control of disease, the promotion of safe and sanitary living conditions, and the protection of the environment from damage and pollution. These mandated requirements are conducted by staff in the Health Department Office which is at 27 Maple Street in the Arlington Multipurpose Senior Center, located behind Town Hall.

Environmental Health Permitting and Inspections

Staff annually permit, and regularly inspect restaurants, tobacco retailers, tanning establishments, body art establishments, pools, the ice-skating rink, and the bathing beach. Inspectors from the Department also follow up on numerous resident complaints related to any health issue within the community, ranging from trash and dumpster complaints to housing code violations. The Environmental Health Division is comprised of a full-time lead inspector and two part-time inspectors. The Department also contracts with two food safety consultants to conduct a portion of mandated food establishment inspections.

Permits Issued	2009	2008	2007
Food	250	230	220
Tobacco	26	31	30
Massage Therapist	0*	70*	95
Massage Establishment	0*	40*	47
Waste Hauler	13	13	13
Funeral Director	5	6	6
Tanning Establishment	2	2	2
Public Pool	8	8	8
Public Beach	1	1	1
Ice Rink	1	1	1
Body Art Establishment	1	1	1
Total Permits Issued	307	403	424

Inspection Type	2009	2008	2007
Food Establishment	426	449	359
Tobacco Compliance Check	0	62	60
Housing	43	48	52
Massage Establishment	0*	0*	80
Demolition Inspection	23	16	24
Nuisance Inspection	291	250	300
Total Inspections	783	825	875

*The Massachusetts Division of Professional Licensure assumed responsibility of licensing and inspecting massage therapy establishments in 2008.

Food Protection

The Department conducted 426 food inspections ranging from risk-based categories one through four. The Department assigns each establishment that serves food to a risk-based category. A food establishment that sells packaged food, such as a convenience store, is considered low risk, is assigned to a category one, and is inspected one time per year. A food establishment that serves food to a fragile population, such as a nursing home, is considered a high risk and would be placed in a category four, which is inspected four times per year. The Department investigated ten food complaints, held four administrative hearings to discuss food safety, and had ten establishment closures. In addition, seven new food establishments were opened in 2009.

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Type of Food Permit Issued	2009	2008
Food Establishment Permits	180	180
Mobile Food Permits	7	8
Residential Kitchen Permits	6	6
Farmers Market Permits	16	12
Temporary Event Food Permit	54	24

Housing

The Department conducted forty three inspections of rental housing units in 2009 in accordance with 105 Code of Massachusetts Regulations 410.000, Massachusetts Housing Code. When a housing inspection is requested by a resident, an inspector conducts an inspection and may cite a landlord for violations of the housing code. The landlord is then ordered to repair violations. Violations documented in 2009 included: improper heating, cross metering of electricity, chronic dampness, leaking plumbing fixtures, lead paint determinations, unsanitary living conditions, structural integrity, insect and rodent infestations, and many more.

The Department condemned four properties for uninhabitable conditions due to a lack of running water, electricity, excessive debris, and hoarding. The Department worked closely with the Council on Aging and Minuteman Senior Services to assist residents of these properties with alternate housing and services.

The condition of collecting excessive debris and belongings is called hoarding. Department inspectors attended training in 2008 on how to address residents with hoarding tendencies. Many hoarding units that are inspected are unsafe due to the amount of debris and the danger to first responders, occupants, and the general public. Additionally, materials that are close to heating units or stoves could catch fire. Studies show that 1-2% of the general population has hoarding tendencies. The Department conducted training for police and fire officials to coordinate responses to cases of hoarding. Although only one home was condemned, the Department was involved in four cases in which the properties were observed in "hoarding" type conditions.

Emergency Preparedness

The Department continued to work with the public health emergency preparedness region 4b, which includes all of the health departments in the communities surrounding the City of Boston. In December, Arlington, Belmont, Brookline, Watertown, and Newton came together to offer a public seasonal and H1N1 flu clinic in the Town of Brookline, to test a multi-community response to a large-scale public clinic while offering vaccine to the public. This is the group's seventh regional clinic. The results from the emergency clinics have become a model for other groups of communities as they plan for vaccinating residents.

Arlington Medical Reserve Corps



The Department conducted a massive recruitment effort in September to bring in hundreds of new volunteers into the Medical Reserve Corps (MRC). Arlington residents, both medical and non-medical professionals enlisted to assist the Town in the event of an emergency event. The recruitment event occurred just as the federal push to vaccinate the entire public against the novel H1N1 2009 influenza virus became a public health priority. Throughout the fall, the Department ran over nineteen clinics, administering 7,193 H1N1 flu, seasonal flu, and pneumonia vaccinations to residents. Over 277 Medical Reserve Corps volunteers assisted and gave over 26,000 hours of service to the Town to vaccinate residents.

Additionally, Region 4b provided free emergency preparedness training to all MRC volunteers, including Incident Command classes as well as CPR and home preparedness classes.

Public Health Nursing

Communicable Disease Surveillance

To protect the community against the spread of contagious illnesses, a rigorous communicable disease tracking system is in place. Arlington continued to work with the Massachusetts Department of Public Health (MDPH) in 2009 in conducting online disease reporting through the Massachusetts Virtual Epidemiology Network (MAVEN). State law requires that doctors, hospitals, and laboratories report contagious diseases including diseases such as tuberculosis, whooping cough, and salmonella. When a doctor diagnoses a resident with a contagious disease the public health nurse is mandated to conduct an investigation to determine if further control measures are needed. The illness is then recorded and reviewed to identify and respond to any possible outbreaks. The new online reporting system has streamlined disease investigation and has assisted the MDPH with early detection of contagious disease trends beyond community boundaries.

During the year, 104 communicable diseases were monitored. The Health Department vaccinated all Town employees, while school nurses vaccinated all school staff against both seasonal and H1N1 flu. Throughout the fall, the Department ran over nineteen clinics and administering 7,193 H1N1 flu, seasonal flu, and pneumonia vaccinations to residents. Over 277 Medical Reserve Corps volunteers assisted and gave over 26,000 hours of service to the town to vaccinate residents. The Department ran vaccination clinics in each

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Communicable Diseases Monitored	2009	2008	2007
Amebiasis	2	0	0
Babesiosis	0	0	1
Campylobacter Enteritis	10	6	11
Chicken pox	0	5	0
Cryptosporidiosis	0	1	0
Enterovirus	2	0	0
Giardia	1	5	11
Haemophilis Influenzae	0	0	1
Hepatitis A	1	0	1
Hepatitis B	3 chronic	2 chronic	12
Hepatitis C	15 chronic	6 chronic	11
Influenza	33	-	-
Legionellosis	0	0	1
Lyme Disease	8	11	19
Meningitis	0	0	2 viral
Norovirus	0	4	1
Pertussis	5	3	15
Salmonella	13	12	6
Shigatoxin	0	0	0
Shigellosis	3	3	1
Strep pneumonia invasive	6	4	6
Group A strep	0	1	1
Group B strep	1	2	1
Tuberculosis		4	3
Tuberculosis contacts		25	4
Vibrio sp.	1	0	0
West Nile Virus	0	0	1
Yersiniosis	0	2	0
Total	104	96	123

of the 9 public schools in partnership with the school nurses to vaccinate school aged children against the H1N1 flu. Over 2,100 public school children were vaccinated at the school based clinics. The Department used the school based clinics as an opportunity to prepare for future clinics. At each school-based clinic, a floor plan, organizational chart, and press release was developed. The Emergency Management Director also participated in the effort by providing support.

Over 200 school children were vaccinated against H1N1 flu at the Bishop School Clinic in under one hour. Nine nurse stations were open to vaccinate children using both injections and mist formulations of the vaccine.

A large H1N1 and seasonal flu public clinic was held on December 30 at the high school. Over 2,300 residents were vaccinated in three hours. There were fifty-nine Medical Reserve Corps volunteers running the clinic along with Armstrong Ambulance paramedics, Arlington Public School Nurses, physicians from two pediatric offices in Town, two Arlington Fire Department EMTs, ten Police department detail officers, and the Arlington Emergency Management Agency. This clinic was among the top public clinics in the state for distribution of the vaccine.

Flu Prevention Initiatives	2009	2008
Number of vaccination clinics held	19 clinics	15 clinics
Number of Residents vaccinated at clinics	7193 persons	1600 persons
Number of administrative volunteers that assisted	166	49 volunteers
Number of Nurse volunteers that assisted	111 nurses	27 nurses



Weights and Measures

To ensure compliance with the Consumer and Merchant Protection Act, the Sealer of Weights and Measures conducts inspections of all scales, scanners, and dispensing equipment in Town. This includes retail stores, gas stations, oil trucks, and food establishments. The Sealer responds to all consumer complaints to ensure fairness and accuracy.

As merchants are inspected annually, compliance with standards and accuracy of merchant measuring devices has increased steadily. The Sealer of Weights and Measures determines the amount of savings by computing the amount of fuel pumped each year from a particular measuring device such as a gas pump.

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Arlington Youth Health and Safety Coalition

The Arlington Youth Health and Safety Coalition (AYHSC) is a group of concerned community members, organizations and public agencies, and representatives from local and state government united in their goal of preventing and reducing underage drinking and substance abuse in Arlington. To this end, AYHSC employs multiple strategies to influence positive, community-wide change.



AYHSC operates within the Department of Health and Human Services out of the Office of the Board of Health. AYHSC employs one full-time staff person, the Coalition Director, and two part-time staff, the Coalition Coordinator and the Diversion Program Coordinator. In addition, the Coalition receives in-kind personnel support from other Town employees including the School Resource Officer and the Director of Health and Human Services.

As a grant recipient of the Drug Free Communities Program (DFC), AYHSC received \$125,000 in federal funding in 2009, the first in a five-year grant cycle. During its first year as a DFC grantee, AYHSC generated more than the required 100% in matching funds for the federal award, largely through in-kind support. In addition, AYHSC was allocated \$100,000 in state funding through a one-time MA Bureau of Substance Abuse Services (BSAS) earmark. With the financial backing of the DFC program and BSAS, and the in-kind support of Town agencies, AYHSC activated a comprehensive strategic plan to restrict youth access to alcohol and other drugs, and to change permissive community attitudes towards underage drinking and substance abuse.

2009 Highlights

- Hosted its 3rd Annual Community Forum featuring co-authors of *From Binge to Blackout*, including a panel of local specialists and law enforcement officials.

- Created the Arlington Youth Council to facilitate young people's involvement in preventing youth substance abuse in Town. The Council implemented:
 - "Friday Night Lights," a large-scale, substance-free event for teens.
 - "Sticker Shock" a campaign to raise awareness about the minimum drinking age law.
- Coordinated Alcohol Awareness and Responsible Sales Seminars for the Arlington Liquor Licensing Board, Law Enforcement, and alcohol retailers.
- Collaborated with the Police Department to conduct alcohol sales compliance checks and a reverse sting operation called "Cops in Shops."
- Organized two unwanted medication collection events to help community members rid their homes of commonly abused medications.
- Partnered with the Police, Recreation, and Health and Human Services departments to offer a free, four-day summer program to 100 Arlington youth.
- Trained 11 community members to facilitate Guiding Good Choices a parenting program to improve family management and communication and to reduce risk factors for youth substance abuse.
- Partnered with Calvary Church to pilot Guiding Good Choices in Arlington.
- Wrote a monthly column in the Arlington Advocate.
- Funded Coalition volunteers to attend trainings about youth risk behaviors, mental health and substance abuse, and community-based prevention strategies.

Members and community affiliates of AYHSC include: individual community members, the Departments of Health and Human Services, Police, Recreation and Public Works, Arlington Public Schools, Board of Selectmen, Board of Youth Services, MA Department of Children and Families, Arlington Boys and Girls Club, Arlington Advocate, Arlington Community Media Inc, Calvary and Highrock Churches, Law Enforcement Dimensions, Arlington Youth Council, Arlington SADD club, and State Representatives William N. Brownberger and Sean Garballey.

HEALTH & HUMAN SERVICES

Council on Aging

The Council on Aging (COA), a division of the Department of Health and Human Services, provides advocacy and support services to help Arlington seniors live dignified and independent lives. The Council's primary responsibilities include: identify the needs of the community's elder population, design, promote, or implement services to address such needs, and to coordinate existing services in the community. The COA carries out locally the programs of the Massachusetts Executive Office of Elder Affairs and coordinates with public and private agencies and providers in the area.

Services and Programs

The Council on Aging has a wide range of services and programs for Arlington elders and their families. These include support and advocacy, social services, wellness services, and various modes of transportation. The agency gets frequent calls for transportation to the Senior Center and also to medical appointments. There are also many seasonal requests for service through the LINKS Program (Linking Neighborhood Kids with Seniors), SHINE Program (Serving Health Information Needs of Elders), Tax Assistance Program, and for property tax exemption assistance. The COA Social Worker receives many calls that inquire about transportation for cancer-related medical appointments and housing option questions.

Information and Referral

As private-sector options become more costly or less available, seniors are turning more and more to the public sector for necessary support. The Council on Aging Information & Referral service is seeing an increasing number of requests from callers who are looking for ways we can help ease their financial burdens. Referrals to fuel assistance, SHINE counseling, tax abatement, LINKS program, and request for home helpers have steadily increased. The SHINE Program saw almost three hundred seniors served this year alone. Families are reaching out to seek ways their parents can remain safely in their own homes, with some needed support services, in order to prevent relocation.

The COA manages a medical equipment loan program. People donate used equipment such as walkers, wheelchairs, and bath seats. The equipment is then loaned out, free of charge, to Arlington residents. About 120 people received equipment from the program in 2009.

Access to services and transportation is the most frequently addressed concern. With the growing number of seniors in Town it is expected that requests for Senior services will continue to increase.

Social Services

The Social Services program at the Council on Aging (COA) consists of a full-time Social Worker, a part-time Intake and Referral worker, and a part-time Social Work student intern. The program offers help around many issues including home services, mental health, dementia, housing, health care, benefit programs, and elder abuse and neglect. Over the last year there has been an increase in the number of seniors feeling financial strain as evidenced, in part, by a significant increase of requests for information about the food stamp program.

COA staff also helps many seniors maneuver through the complexity that increasingly affects so many aspects of living, such as government programs, health insurance, and interactions with large companies. In the last year over 500 individuals received assistance with in-depth case-management issues and an additional 1000 persons were assisted with information and referral resources.

The Social Worker conducts a Caregiver Support Group and co-leads a Grandparents Raising Grandchildren Support Group. In 2009 an Immigrant Support Group was initiated, comprised of older women from many different countries. This year the Council on Aging established a partnership with VNA Hospice Inc. to provide bereavement groups at the senior center.

Health and Wellness Services

Under the direction of the COA Geriatric Nurse Specialist, 2009 was a busy year for the Council on Aging Health & Wellness services. Blood pressure clinics continued twice weekly, averaging twelve people per session. As the COA is an assigned field training site, student nurses continued coming from University of Massachusetts Boston (UMB) for two semesters this year, doing many visits each week to our frail and homebound clients. There has been positive feedback from UMB that this program is quite successful and will continue in the future with eight students each semester. The popular Muscle-strengthening Program was discontinued in the fall because of the lack of an instructor.

Over the summer months, with no student nurses available, the COA Geriatric Nurse Specialist visited clients at their homes an average of eight to ten times each week. This dictates a very full schedule as this is a part-time position.

The latter months of 2009 were spent working in conjunction with the Board of Health's flu clinics. Flu clinics were held at all Arlington schools for the H1N1 flu. A record number of seasonal flu shots were provided this year to the homebound aging population in Arlington, including service at the Arlington Rest Home twice for all the staff and patients.

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The COA held four dental screening clinics this year, screening forty-seven clients. Affordable podiatry clinics have been held on a monthly basis for those who need regular foot care, but whose insurance does not cover this service.

Looking ahead, health & wellness services and clinics (blood pressure clinics, dental screenings, podiatry clinics) should remain productively consistent. The beginning of the year should see multiple H1N1 flu clinics that will be open to the public. The student nurse program will continue and at the end of January we will welcome our next group of student nurses. The COA Geriatric Nurse Specialist's goal for 2010 is to resume writing a health update for the monthly newsletter, *Senior Notes*, and in setting up health discussion groups or arranging lecturers to bring some new and interesting information to the Senior Center presentations.

Transportation Services

The agency's lift-equipped vans and the subsidized taxi program provide about 750 one-way trips each month for Arlington seniors. Two transportation outreach workshops were developed and implemented in 2009. A third is planned for the Town leadership in 2010.

To replace the oldest unit in our aging van fleet the Massachusetts Department of Transportation and Construction has approved a Mobility Assistance Program grant for eighty percent of the cost of a new lift-equipped van. The remaining twenty percent must be borne by the Council's Transportation Program. The Program, which receives no municipal funding, continues to show annual revenues less than its annual expenses.

Volunteer Services

After some decreases due to sickness and retirement there was a modest increase of seven volunteers, bringing the volunteer force to a total of ninety-five people. Due partly to the baby-boomers coming of age and partly to the poor economy, there seems to be more people with higher skill levels interested in volunteering. Time flexibility is an issue with these groups, as well as having programs for volunteering which use their skills, that is to say artistic or computer or organizing abilities. There is more of a need to connect personal interests and programmatic needs.

People are regularly contacting the COA to offer themselves as volunteer workers. This is due in large part to the success of the Friends of the Council on Aging and their public relations and outreach campaigns.

Monthly gatherings for volunteers, known as Coffee & Conversation meetings, offer participants opportunities for team building and information. Attendance remains high at these successful meetings, discussing topics such as education and community components, the census, and the Town budget.

Arlington's Senior Population Growth

The nation's elder population will continue to grow significantly in the future. In 2008 the U.S. Census Bureau projected there would be 40.2 million persons 65 years and older. In 2030, 72.1 million elders are predicted as baby-boomers age.

Funding

Federal, state, Community Development Block Grant (CDBG), and subsidy funding account for more than half of the agency's annual budget.

2009 saw the creation of The Friends of the Arlington Council on Aging, a nonprofit 501(c)(3) organization, the purpose of which is to raise funds for the Council on Aging's needs. This is a significant achievement, both from the point of creating another source of revenue, and also from an informational outreach and public relations point of view. Although state funding was reduced early in the year, municipal funding held steady, allowing the COA to preserve staff hours and continuation of services at the current level.

Donations were offered from a number of sources. Lahey Clinic provided a very generous grant to introduce Arlington seniors to regular exercise. The Executive Office of Elder Affairs provided funding that supports the COA Social Worker and Geriatric Nurse Specialist positions. The Friends of the Arlington Council on Aging made a sizeable donation to the agency's transportation program. The Elizabeth and George L. Sanborn Foundation Fund For The Treatment And Cure Of Cancer Inc. subsidizes multiple-trip transportation costs for cancer treatments. A grant was received from The Massachusetts Rural Transit Assistance Program for new tires for the Council's lift-equipped van. Yet, corporate and private donations to the COA have decreased over the past few years necessitating more rigorous management of resources and program offerings.

2009 Highlights

Completed a detailed needs assessment of Arlington seniors to help determine the future of our services and programs.

Continued assessment of the effectiveness of our existing programs and services and the our ability to meet the needs of Arlington's elderly.

2010 Goals

Increase Council involvement in financial advocacy and resource development.

Application of needs-assessment survey results to Council programs and services.

Develop more community involvement with police and fire services and local/regional service providers.

Continue to develop outreach efforts for COA programs and services and maximize the agency's ability to meet the widely-varied needs of Arlington's elderly.

HEALTH & HUMAN SERVICES

Arlington Youth Consultation Center

In 2009 The Arlington Youth Consultation Center (AYCC) continued to provide therapy services, referral services, and psychopharmacological services to Arlington children, adolescents and their families in 2009. Approximately 705 people were helped. These numbers reflect our mental health services both at the AYCC clinic setting and in the Arlington Public Schools.

Beginning in 2005 AYCC was asked to increase its school counseling to Special Education students. Much of this service was provided by graduate interns placed for training at AYCC. In the first part of 2006, a pilot project, using one graduate intern, was started at Brackett School. Based on the success of these efforts AYCC was asked to recruit, train and supervise additional graduate interns to be placed in all the elementary schools for the start of school in September. A great deal of time and effort was put into interviewing interns, finding additional supervisors, and developing a training model. AYCC began the 2006-2007 school year with sixteen graduate interns supervised by existing staff and four consulting supervisors who worked just with school based interns. This continued through 2007-2008. A cut in funding in 2008-2009 reduced the number of school based interns to twelve. Graduate Interns represent seven different masters and doctoral graduate programs. A total of twenty-four graduate students received training at AYCC during 2009. They provided a total of 12,000 hours of in kind service.

School year 2009-2010 saw further reduction of the school based program as the Arlington Public Schools brought their own counseling staff on board. AYCC continues to provide in school counseling to alternative programs and a small number of Special Education students.

As of July 1, 2009 AYCC had to reduce its counseling capacity by twenty percent due to one staff retirement and additional budget cuts. As a result only five interns were brought on board in September, 2009. From Spring, 2009, through the rest of the year, a significant waiting list has been in place. The agency is now closed on Fridays. In spite of these limitations the full range of services offered remained available to the community.

In the spring the AYCC sponsored its tenth annual Sand Tray Therapy Conference. More than forty clinicians from around New England attended this two-day event. The event featured Dr. Gisela Schubach de Domenico, PhD, developer of Sandtray-Worldplay techniques. Participants had the opportunity to practice and learn techniques of sand tray therapy.

Acknowledgments

This was a year of significant retirements. During the summer Barbara Tosti, LMHC, retired after more than three decades at AYCC. In the fall Dr. Irwin Av-

ery, M.D., our Medical Director retired, having been with AYCC since its doors opened in 1970. Their longevity at AYCC and dedication to the people of Arlington were models of public service. Both were important components in making AYCC an effective and people friendly agency.

Veterans' Services

The Department of Veterans' Services for The Town of Arlington is designed to aid and assist veterans and their families as provided by The Department of Veterans' Affairs (VA) and The Massachusetts Department of Veterans' Services (DVS). All eligible veterans and their eligible dependents can seek counseling and assistance with applications for federal and state benefits, financial aid, medical care, educational/vocational benefits, and burial benefits.

As a result of interviewing over forty veterans and/or their dependents, nine new client receiver benefits under Chapter 115 were added in 2009. Six died, 2 moved, and 1 went over income maintaining a total of sixty-one clients receiving benefits over the course of the year. Fifteen veterans were awarded the "Welcome Home" bonus for service in the military since 9/11. Two Vietnam veterans and one Korea veteran were advised of their entitlement to a bonus for their service and were given the appropriate form to redeem it. Five widows of veterans were assisted in receiving their benefits as the surviving spouse of a veteran either "Killed in Action," receiving 100% service-connected disabilities from the VA, or veterans who died from Amyotrophic Lateral Sclerosis (ALS), and also an annuity from DVS.

Veterans' Benefits, Claims, and Referrals				
	2009	2008	2007	2006
Receiver of Benefits (Chapter 115)	61	61	55	56
Disability/Pension Claims Submitted	14	16	21	27
Inpatient/Outpatient Care Requests/ Referrals	56	51	47	45
Veteran Burial Benefits	25	18	24	28

After consulting with over a hundred veterans and/or veteran dependents, 14 claims were submitted to the VA for service-connected compensation and/or pension and 9 have been awarded. Requests for treatment at the VA medical centers by over 50 veterans have been referred and 25 burial benefits have been awarded to eligible veterans. Markers for all veterans buried in Mt. Pleasant Cemetery were ordered and to date 14 unmarked graves of veterans have been identified and authenticated, and markers have been ordered.

HEALTH & HUMAN SERVICES

On Veterans' Day, McGurl Square was dedicated on the island at Brattle Street and Summer Street. The stone honoring Lt. Eugene McGurl has been moved to the site to accompany a sign acknowledging the square. The square honors the ten McGurls who served during war from World War Two through Vietnam. Lt. Eugene F. McGurl was "Killed in Action" and Cpl. Daniel P. McGurl died in service during World War Two.

Veterans' Services is responsible for organizing, coordinating, and participating in the Memorial Day Parade and the Veterans' Day Parade. For Memorial Day, the office is responsible for decorating over 5,500 veterans' graves at Mt. Pleasant Cemetery and St. Paul's Cemetery with flags and assuring the maintenance of the veterans' lots. The Disabled American Veterans Chapter 49 assists by decorating the graves at St. Paul's. The file for the Veterans' Honor Roll located at Monument Park in Arlington Center, which will be refurbished at the conclusion of The War on Terrorism, is continuously being updated with veterans from all wars. This Office also serves as Secretary/Treasurer of the Patriots' Day Parade Committee and President of the Combined Veterans' Council of Arlington.

The Office of the Veterans' Services, located in Town Hall Annex, is continuing to purge old files and improve computerization, while reaching out to advertise veterans' benefits and advocate for volunteer opportunities at The Bedford VA Medical Center.

Commission on Disability

In its sixteenth year of service the Commission on Disability continues to provide information, referral, guidance, and technical assistance to Arlington officials, residents, public and private agencies, and others to ensure that people with physical, sensory, cognitive, and other disabilities have equal access to Town facilities, services, and programs. The Commission currently has eight volunteer Commissioners with one vacancy. As mandated by State law the majority of Commissioners have a physical, cognitive, or sensory disability. This mandate brings an intimate and informed understanding of disabilities to the Commission's agenda and ultimate decisions. The Commission continues to bring awareness to Arlington policy makers and residents as to the legal rights of people with disabilities, enforcing those rights, and working towards community inclusion to make Arlington a stronger Town and capitalizing on the strengths each person living here has to offer.

Coordination and implementation of the Commission's agenda and goals continues to be handled by the, ADA Coordinator, which continues to be effective and efficient.

2009 Activities

For the 4th consecutive year, the Commission reported to Town Meeting on its history and future goals.

With Vision the 2020 Standing Committee, the Diversity task Force, and the Massachusetts Rehabilitation Commission, co-sponsored a highly successful job fair for people with disabilities. Hundred of prospective job seekers met with over twenty interested employers representing a variety of business in Town and beyond.

A Commission representative sits on the Massachusetts Avenue Corridor Project Review Committee, keeping the needs of people with disabilities in the forefront during this planning process of this project.

Hosted Interim Superintendent of Schools Kathleen Bodie at one of its monthly meetings, discussing the needs of Arlington children with disabilities and their families.

Welcomed Carol Kowalski, Arlington's newly appointed Director of Planning & Community Development to a Commission meeting.

Worked with Acting Captain Robert Bongiorno and Officer James Smith of the Community Services Unit to discuss safety issues pertinent to all residents.

Manned an information booth at Town Day to answer questions and provide resources to community members.

2010 Goals

The following are Commission on Disability goals that will continue to revolve around the very clear parameters of the Americans with Disabilities Act.

Continue to represent the rights of Arlington residents living with disabilities.

Continue to monitor accessible pedestrian safety, installation of curb ramp cuts, and the enforcement of snow removal from curb ramp cuts and sidewalks.

Continue to meet with Town officials to discuss the rights of people with disabilities in order to work towards full community inclusion within the Town of Arlington.

Meet with the Director of Special Education to discuss special education services as well as brainstorm ways to support inclusion, respect, and the rights of children and their families with disabilities.

Co-sponsor another job fair for people with disabilities with Vision 20/20 Standing Committee, the Diversity Task Force, and the Massachusetts Rehabilitation Commission.

Continue to reach out to other Commissions, groups, and agencies to strengthen connections, referrals, information, and resources.

Work towards reaching full membership.

The Commission continues to occupy office and meeting space in the Senior Center building at 20 Academy Street. The Commission meets on the third Wednesday of each month at 4:00 p.m. in the conference room of the Housing and Disability Program Office # 203. Meetings are open to the public and citizens are invited to attend to observe or voice their concerns.

PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

The Arlington Department of Public Works (DPW) is comprised of eight divisions: Administration, Engineering, Highway, Water/Sewer, Properties, Cemeteries, Natural Resources, and Motor Equipment Repair. With a staff of 130 full-time personnel, it is the goal of the Department to provide citizens, boards, commissions, and other Town departments with superior Public Works services and support.

Administration

The Administration Division provides the following services: financial (including budget preparation and administration), invoice payment, invoice billings, grant management, water/sewer reading and billing, personnel and payroll management, customer service, contract administration, oversight of contracted solid waste and hazardous waste collection services, supervision of contracted custodial services, and oversight of contracted streetlight maintenance on public ways and parking lots.

Solid Waste Collection

Waste Management provides contracted curbside and dumpster collection of solid waste and bulky items from residential and business locations. Through this contract the DPW collects solid waste at over 19,000 residences and 150 commercial accounts. Solid wastes are also collected from the following municipal locations: Town Hall and eight other municipal buildings, Community Safety, three fire stations, two libraries, nine public schools, over twenty municipal parks, and approximately sixty public trash barrels. The bulky item collection program collects large items like couches, tables, and sinks curbside around Town.

The Town successfully negotiated a three-year Solid Waste Collection contract extension in 2009.

The new provisions included the conversion to “single-stream” recycling (see description below) and a one-year freeze on trash collection cost increases.

The Town also provides contracted dumpster trash collection (usually weekly) at schools, ther municipal buildings, non-profit organizations, apartment complexes, and condominium complexes.

Recycling

Waste Management also collects recyclable items curbside on a bi-weekly schedule. The Department issues an annual guide with all the information needed for residents and businesses to make our recycling efforts successful.

In 2009 the Town successfully negotiated a switch to “single-stream” recycling. Under single stream, the residents no longer need to do any separation of recyclables. All of the materials mentioned above can be co-mingled in a single container and placed out for collection. A solid waste hauler transports our recyclables to a plant in Everett that completes the separation into the different materials for reuse. Many homeowners are discovering the convenience of placing all of their recyclables, unsorted in a single “trash” barrel with a recycling sticker.

Twice a year the Department, in conjunction with the Recycling Committee, holds a recycling event at the DPW facility on Grove Street. The first year of this program was 2003, when the Department gave out recycling bins as part of America Recycles Week in November. Since then the event has grown into a twice-yearly event which collects clothing, shoes and sneakers, used toys, books, DVD’s and CD’s, bicycles, and scrap metal. Additionally, a company is available to shred documents. The Board of Health is also at the event and collects medical waste such as syringes and prescription drugs. At each event the DPW collects TV’s and CRT’s and distributes recycling toters.

Recycling, Solid Waste, and Hazardous Waste Statistics (in tons unless specified)		
Materials	2008	2009
Solid Waste	15,996	15,359
Paper/chipboard	3,292	2,936.01
Commingled (glass/plastic/metal)	1,259	1,228.71
Yard Waste	3,606	3,216
Abitibi (paper recycling)	139.38	127.40
Got Books (book recycling)	18.01	18.47
Total (Tons)	24,310	22,886
Recycling Rate		
	34.2	32.9
TV/CRT's	2,747 (units)	2,174 (units)
Appliances	741 (units)	677 (units)
Florescent bulbs (mercury based)	19,150 (linear feet)	20,656 (linear feet)
CFL's	1,008 (units)	1,162 (units)

PUBLIC WORKS

Yard Waste Collection

Waste Management also collects yard waste curbside on a bi-weekly schedule from mid-April to mid-October, and weekly from mid-October to early-December. Leaves and grass clippings can be placed curbside in barrels with a Yard Waste identification sticker or in compostable 30-gal paper bags. Branches up to 1" in diameter can be placed curbside if cut into 3 foot lengths and tied into 30 lbs maximum bundles. Additional recycling information can be found online at arlingtonma.gov/recycle.

Household Hazardous Waste Collection

2009 marked the twelfth year of Arlington's membership in the regional household hazardous waste collection facility at 60 Hartwell Avenue in Lexington. Eight monthly collection days were held from April through November. The program continues to collect large quantities of hazardous materials including pesticides, chemicals, used motor oil, antifreeze, and household cleaning products. In 2009 the Town properly disposed of 512 carloads of hazardous materials.

Engineering Division

The Engineering Division continues to provide a wide variety of support services to other DPW divisions, various Town departments, commissions, contractors, public utilities, and to the general public. The Engineering Division works closely with the Highway, Water, and Sewer Division upgrading and improving the infrastructure of the Town by providing surveys, engineering design, construction plans, field layouts, and field inspection services. The Engineering Division also provides technical design and specification for municipal infrastructure improvements, oversees contracted maintenance of the Town's traffic signals, oversees consultant studies, reviews and makes recommendations on the impacts of planned private construction projects, reviews and provides regulation on proposed private way projects and improvements, and provides professional analysis.

Accomplishments

Completed Water Main replacement projects at the following locations:

- Clyde Terrace
- Mountain Ave.: Washington St. to Overlook Road.
- Washington Street: Summer Street to Clyde Terrace, Wigwam Circle
- Gay St.

Resurfaced the following roadways:

- Park Ave.: Park Circle to Mass Ave.
- Appleton St.: Park Ave to Wachusett Ave.
- Bartlett Ave.: Wildwood Ave to Mass Ave.
- Spring St.: Highland Ave. to Jason St.

- Old Spring Street
- Wall Street
- Arlmont Street: Highland Ave. to Spring St.
- Highland Ave.: Arlmont St. to Spring St.
- Ridge Street: Cutter Hill Road to Crosby St.
- Mead Street, Lower Section
- Clyde Terrace
- Wigwam Circle
- Gay St.
- Mountain Ave.: Washington St to Overlook Road

Reconstructed the following sidewalks:

- Appleton St.: Rhinecliff St. to Valentine Road
- Bartlett Ave.: Wildwood Ave. to Mass Ave.
- Spring Street: Intersection with Highland Ave to Wall St.
- Installed approximately 40 new ADA Compliant curb cuts and Wheel Chair ramps at roadway intersections.
- Began construction of sewer improvements within the Year 2 designated area of the Town's 12-year Improvements Program.
- Area bounded by Ronald Road and Longmeadow St. to the east, Lowell Street to the south, the Winchester line to the north, and the Lexington line to the west.
- Began investigation and design of the Year 3 designated area.

Provided continued review oversight of proposed Board of Survey Plans, including:

- Elder Terrace: one new lot proposed.
- Lee Terrace: one new lot proposed.
- Washington Street (side street at 50 Washington): 2 new lots proposed.
- Provided oversight and awarded a contract for a new Automatic Water Meter Reading System. Implementation of the system begins in 2010.
- Provided oversight of new private way construction (Lillian Way).

Additional Engineering Accomplishments include:

- Designed and awarded contract for the reconstruction of the Mill Brook culverts in Mill Lane and Brattle Street.
- Provided design oversight for proposed improvements to Forest Street. Designed the project to Federal Standards in order to pursue Federal Recovery Act funds.
- Reviewed twenty-five projects for compliance with the Town's Storm-Water Mitigation Bylaw.
- Provided Construction estimates for residents of several Private Way neighborhoods looking to make improvements under the Town's Betterment Program.

PUBLIC WORKS

- Participated in the Metro-Northwest Consortium in the development of cooperative, regional procurement of municipal roadway and sidewalk construction projects and successfully completed our 2009 projects under the resulting regional bids.
- Completed an inventory of all sewer pump stations in order to develop a systematic maintenance and upgrade program.

Highway Division

The Highway Division of the Public Works Department maintains 102 miles of roads, 175 miles of sidewalks, 175 miles of curbing, eight parking lots, along with numerous guardrails, stairs, walls, and fences. The division also performs street sweeping services and maintains traffic lines, signs and drainage systems (culverts, pipes, manholes, catch basins and drain channels).

Street Sweeping

The Town is typically swept three times annually (spring, summer, and fall).

- Spring sweeping of all paved streets completed.
- Summer sweeping was not conducted in 2009 as street cleanliness was adequate. The manpower for this task was diverted to bolster the sidewalk repair efforts. Summer sweep is evaluated annually to determine its need over other priorities.
- Fall sweeping was cut short by early snow-falls 12 routes (of 32) not completed due to early snows.
- Sweeping on main streets done weekly (twenty-eight times).

Snow and Ice Control

- There were sixteen snow and ice events from 12/2/08 through 3/3/09.
- Private contractors used for ten events.
- 68 inches total snow fall for season.
- 550 tons sand/salt mix used.
- 8,106 tons road salt used.
- 14 plow damage complaints received and repaired.

Performance Measurements

- Painted 89,577 In-ft of centerline, fog line, and crosswalks.
- Painted 3,780 In-ft parking space lines.
- Installed 2,291 In-ft of 12 inch thermo plastic crosswalk.
- Milled 2,117 In-ft old thermo plastic down to pavement.
- Repaired or replaced 66 catch basins.

- Cleaned over 1,346 catch basins.
- Pothole patching: over 1,104 tons of hot asphalt mix placed and compacted.
- Removed and installed 2,352 In-ft concrete sidewalk.
- Removed and installed 1,217 In-ft asphalt sidewalk.
- Installed 140 In-ft granite curbing.
- Installed 475 In-ft asphalt berm.
- Replaced 826 traffic or street signs.
- Responded to 12 TAC requests including "Safe Routes to School" program.
- Removed Debris from the Mill Brook (along Colonial Village).
- Removed and stored 40+ non-compliant newspaper boxes and repositioned the remaining ones.

Special Projects in 2009

- Provided setup, tear down for Patriots Parade, Town Day, Feast of the East, Hardy School Walk for Life, Soap Box Derby, and 3 Elections.
- Re-graded Reservoir Parking Lot to alleviate drainage problems.
- Installed 33 Bike Racks along the sidewalks of Mass. Ave.
- Installed 18 LED Street Lights and poles in Broadway Plaza.
- Moved junk furniture and equipment from Town Hall basement and the Senior Center.
- Removed the McGurl Memorial Stone and plaque from the bike path to McGurl Square.
- Built materials storage sheds at the Mt. Pleasant Cemetery.
- Excavated for, and placed electrical conduit at the Mt. Pleasant Cemetery.
- Removed rear wall of the Salt Shed and jacked back into place.

Water/Sewer Division

The Water and Sewer Division continues to maintain 135 miles of water mains, 127 miles of sewer mains, 9 Sewer Lift Stations, and numerous hydrants, valves, and service connections/shut offs. Additionally, the department reads usage meters and prepares bi-annual bills on 12,483 accounts.

Performance Measurements

- Replaced 102 water services.
- Repaired 37 water main breaks.
- Worked with the fire department to perform annual fire hydrant inspections.
- Repaired or replaced 47 hydrants.
- Replaced 36 water service lines.
- Replaced 85 sewer Service lines.

PUBLIC WORKS

- Responded to 56 sewer back-up calls.
- Replaced 17 water-gate valves.
- Responded to 74 sewer odor complaints.
- Repaired four sewer system breaks.
- Replaced 427 meters.
- Started phase #2 of the three-year Town-flushing program.
- Worked with highway department on annual basin cleaning project.
- Read approximately 24,966 meters and produced water and sewer bills.
- Operated and maintained the Town's nine lift stations.
- Performed 355 mark outs for National-Grid, Nstar, and Verizon excavations.
- Performed ninety-eight water shut offs for maintenance/repairs.
- Responded to 117 calls for street and property leaks.
- Performed 43 seasonal water shut-offs and turn-ons.
- Completed 290 Customer request work orders.
- Conducted testing on 766 water quality samples.
- Inspected and in some cases assisted with 152 contracted sewer service repairs.
- Successfully, provided emergency response crew 24/7.
- Created 28 new billing accounts.

- OneTon Dump Truck, Chevy Silverado Cemetery (\$30,144).
- Stump Grinder on Trailer Natural Resources (\$39,995).
- Small Loader (skid steer), Bobcat 4100 Highway (\$21,227).

Properties Division

The Properties Division provides the Town of Arlington with quality custodial services, maintenance, and improvements to its public buildings and facilities. The Division is responsible for the maintenance of forty individual public buildings listed in the table below.

List of Public Buildings (40) serviced by Building Maintenance	
<p>Arlington Schools Arlington High School Athletic Field Snack Shack Otoson Middle School Stratton Elementary School Peirce Elementary School Dallin Elementary School Brackett Elementary School Bishop Elementary School Hardy Elementary School Thompson Elementary School</p> <p>Non-Public Schools Gibbs (Private Use) Crosby (Dearborn Academy) Parmenter (Private Use)</p> <p>Public Safety Community Safety Building Central Fire Station (HQ) Park Circle Fire Station Highland Fire Station</p> <p>Recreation Bath House Recreation Ice Rink Spy Pond Fieldhouse</p> <p>Libraries Robbins Library Fox Library</p>	<p>Central Services Town Hall Town Hall Annex</p> <p>Public Works DPW (Grove Street Complex) Assembly Hall Director/Engineering/Inspection Snow Fighting Garage Maintenance Garage Large Salt Shed Small Salt Shed</p> <p>Dog Pound Cemetery Chapel Cemetery Garage Reservoir Pump house</p> <p>Miscellaneous Robbins House Robbins Cottage Jarvis House (Legal Dept.) Jefferson Cutter House Mount Gilboa 27 Maple Street (Senior Center) 23 Maple Street (House)</p>

Motor Equipment Repair Division

The Motor Equipment Repair Division continues to maintain 105 over-the-road vehicles including three front end loaders, five backhoes, two tractors, nine heavy-duty dump trucks, nine small dump trucks, twenty-two pickup trucks, six utility body trucks, ten snow fighters, nine school buses, three street sweepers, two sewer flushing trucks, one rubbish packer, one compressor truck, one generator truck, two welding trucks, six sedans, three vans, one heavy-duty crane, one rack body, one small, multi-use tractor, one flat bed, and one wrecker-tow truck.

Community Safety continues to maintain forty-six road vehicles: twenty-six cruisers, two motorcycles, twelve Fire trucks, five cars, and one van.

The average age of Town construction vehicles is 9.4 years. Three vehicles are over 20 years old. The efficiency and productivity of work demands an annual replacement program for the oldest vehicles.

Vehicles Purchased In 2009

- One Ton- Utility Body Truck, Ford-350 Highway (\$39,656).
- One Ton- Utility Body Truck, Ford-350 Water (\$39,656).

Performance Measurements

- Town Hall - Replaced roof over meeting hall.
- DPW – Repaired both salt sheds at the DPW yard on Grove Street.
- Reached Traveler's Insurance report compliance on six recommended Town owned building boilers.
- DPW – Maintained/repared as necessary municipal parking lot ticket dispensers.
- Bishop School – Completed gutter heat tape installation.
- Fire Dept. – Assisted in removal of street fire alarm boxes.
- DPW – Assisted with the installation of 12 foot street lights & poles at Broadway Plaza.
- Robbins Library – Replaced 300 amp main breaker and gutter heat tape project.

PUBLIC WORKS

- Cemetery – Replaced roof down-spouts and roof on the maintenance garage.
- Robbins House – Assisted with major sewage pipe break.
- Thorndike Field – Replaced 400 amp main electrical box breaker.
- All Schools – Maintained and repaired fire security systems.
- Arlington High School (AHS) – Completed classroom renovation project for the Day Care Center.
- AHS - Completed office build project for Special Education Department.
- AHS – (F Bldg) Replaced domestic gas hot water boiler.
- AHS – (A Bldg) Installed new fire alarm panel.
- AHS – Replaced floor tile in heavily used pedestrian areas.
- AHS – Reconfigured and re-keyed all exterior doors.
- AHS – Rebuilt cafeteria courtyard deck.
- AHS – Completed various roof repairs.
- AHS – Installed rooftop lighting.
- Hardy School – Painted the black rubber roof membrane white.
- Bracket School – Reconfigured the roof drain gutter system.
- Stratton School – Completed four classroom renovation projects for Special Education Department.
- Dallin School – Completed classroom built-

mout projects for Special Education Department.

Natural Resources Division

The Natural Resources Division consists of the Forestry and Parks sections and is responsible for the proper management, care, and maintenance of Arlington's more than 18,000 public trees.

Forestry

The Tree Division removed 241 diseased, storm damaged, or root damaged trees, planted 132 new trees, and responded to 384 calls for pruning and trimming.

During the year the Division maintains the Minuteman Trail that runs from the Cambridge line to the Lexington line. The division is responsible for the execution of the holiday lights program. The Division cleans and maintains traffic islands around Town. On Massachusetts Avenue the Division takes care of the American flags and the banners. Staff also maintains the extensive grounds between the Town Hall and the Robbins Memorial Library.

Park Maintenance

The division maintains twenty-eight parks, numerous playgrounds, athletic field infrastructure, open spaces, and public lands including: the Reservoir forested trails and beach facility, North Union Spray Pool, the Town Hall Gardens, the Donald R. Marquis/Minuteman Trail, Broadway Plaza, the Robbins House gardens and traffic islands.



PUBLIC WORKS

Trees & Park Maintenance Performance Metrics

- Planted 132 trees (2" caliper average size)
- Removed 241 diseased, storm damaged or root damaged trees.
- Trimmed and/or pruned 384 trees.
- Maintained twenty-eight parks with riding mowers, push mowers and weed-whackers.
- Cut and rake twenty-six traffic islands.
- 75 – 100 trash barrels emptied daily.
- Sanded or chips added to playgrounds (twenty-five) as needed.
- Marked and dragged baseball diamonds (seventeen) for games.
- Wet markings of athletic fields (twenty) are done in the spring and fall. Must be repeated weekly.
- Playground equipment is maintained and repaired as needed.
- Special Town events such as Town Day including set-up, cleaned up/take-down, plus disposal of public trash.
- Removed graffiti in all Town areas (160 hours) and bike path (87 hours).
- Completed Infield improvements at Buck Field, and both Summer Street fields.
- Performed winter snow/ice control on Town sidewalks and parking lots.
- Commenced clearing of bus-stops and sidewalk ramps in Commercial Centers and around schools directly after each snow storm.

Mt. Pleasant Cemetery Revenues in 2009	Amount	Revenues Invoiced
New Grave Site Sales	52	\$107,500
New Urn Grave Sales	9	\$3,700
Perpetual Care Sales	56	\$29,000
Grave Site Buy-backs	1	\$(2,000)
Earth Burials	190	\$190,000
Creman Burials	60	\$18,000
Non-Resident Burials	89	\$44,500
Overtime, Holiday Surcharges	29	\$28,500
Mock Burial	1	\$400
Foundation Charge	62	\$9,300
Disinterments	1	\$2,000
Chapel Use, Misc.	5	\$550
Total Gross Revenues		\$431,450

Acknowledgments

The following Public Works Employees retired in 2009: Parks Craftsman Thomas Cooney; Heavy Equipment Operator James Denn; Working Foreman-Mason Stephen Facenda; and Highway Equipment Operator Robert Noviello. We wish them many happy years of well-earned retirement.

Highway Heavy Equipment Operator David Crusco, was promoted to Working Foreman-Highway in 2009.

In conclusion we would like to extend a heartfelt thanks to our dedicated Public Works staff. They keep our waters flowing, sewers running, trash collected, parks attractive, and our roads plowed and in good repair. Their efforts are an important part of the high quality of life that we enjoy in our community.

Cemeteries Division

The Cemetery Division maintains the Mt. Pleasant Cemetery and the Old Burying Grounds. Starting in 2008, lawn mowing, raking and tree trimming are done by contracted services. Maintenance of gravestones, tombs, walls, fences, roadways, trees, and the Chapel continues to be provided by the remaining five staff members.

Mount Pleasant Cemetery is expected to run out of spaces for new gravesites within the next five or ten years. Planning for future interments is a major priority. The Cemetery Expansion Committee was formed by Town Meeting in 2006 and has been actively pursuing expansion land, including a memorial park for the placing of cremains in Cooke's Hollow.

Performance Measurements

- Provided 270 internments (190 full burials and 80 creman burials).
- Conducted one dis-interment.
- Performed cemetery fee services, raising \$431,450 in gross revenues.
- Sold 61 new grave sites.
- Completed replacement of \$60,000 of non-ornamental fences.



RECREATION DEPARTMENT

In 2009 the Arlington Recreation Department continued to offer a variety of safe, quality programs and facilities for the residents of the Town of Arlington.

The Veterans' Memorial Skating Rink at the Arlington Sports Center made many important improvements including: painting of the spectator stands, repair of the radiant heaters in the rink stands, installation of new plexi-glass for the entrance doors, and repair of the snow guard on roof. The Rink Supervisor also increased marketing opportunities at the rink by continuing to sell board advertisements and Zamboni sponsorships. In 2009 the Veterans' Memorial Rink had over 2,000 hours of ice rentals and our attendance numbers were 3,824 adults and 8,597 youth, excluding seasonal skate passes.

The Department has been committed to providing quality programs, special events, and improvements to its many facilities. New programs offered in 2009 include: Rock & Roll Babies, Challenger Soccer, Super Star Soccer, Mass Youth Soccer Clinics, AC Milan Soccer, Real School of Music Classes, Film Making, Game Design, and increased tennis offerings throughout the year. Mainstay summer programs continued to include Club Rec, Kids Corner, Adventure, and the Magnolia Community Gardens. Specialty offerings included Lacrosse, Fencing, Karate, Field Hockey, Cheerleading, Youth Basketball, and Skating Lessons. Overall the participation numbers in recreational programs have increased slightly from 3,685 participants in 2008 to 3,907 participants in 2009.

Despite early summer's poor weather, Reservoir Beach continued to be a popular summer cooling spot. A total of 1,129 season passes were sold, which was a decrease from the 1,525 season passes sold the previous year. The decrease can be attributed to the inclement weather.

The North Union Spray Pool, located adjacent to the Thompson Elementary School, was also enjoyed by residents on a daily basis throughout the summer. The North Union Spray Pool continues to be a free service offered by the Department.

Gibbs Gymnasium continued to house a majority of the recreation indoor programs as well as provide indoor birthday party and gym rental options for the Arlington community. The Department oversees the rental of the facility, which currently includes various youth activities and organizations, adult basketball, and soccer. Gibbs Gym hosted 102 birthday parties in 2009, a 10% increase from 2008. Capital funds were allocated to Gibbs Gym to repair and replace the gymnasium floor. Additional funding is being sought prior to bidding and the project should begin during the summer of 2010.

The Department collaborates with various organizations and recreation centers in Arlington to offer

Town-wide special events. Such events include: the Town Day Road Race, Daddy Daughter Dance, Egg Hunt, Halloween Window Painting, and Olde Tyme Summer Field Day. This year we continued to offer the successful Special Needs Skate Program with the Arlington Catholic HS Boys' & Girls' Hockey team and their coaching staff. The Arlington Sports Center offered a series of spring dances for grades 5-8 and off-season batting cage rentals during the spring. Arlington Recreation proudly held their Second Annual Golf Tournament at Hillview Country Club, honoring long-time Park

Season	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual
Summer	1470	1464	1349
Fall	901	913	1057
Winter	1502	764	905
Spring	808	544	596
Reservoir Tags			
Adult Resident	526	464	352
Child Resident	521	461	346
Senior Citizen	56	67	51
Non Resident	6	31	13
Resident Family	357	358	290
Non Resident Family	55	46	17
Resident Family Plus 1	52	90	59
Non Resident Family Plus 1	7	8	1
Total	1580	1525	1129
Reservoir Passes			
Weekday Pass	3872	3500	3051
Weekend Pass	1936	1191	1431
Total	5808	4691	4482

Commissioner Don Vitters.

Limited outdoor recreational facilities and playing fields continue to be an important issue facing Arlington Recreation. Working with both high schools and the Town's many youth sports associations, the Department is crafting policies and procedures to assist in the scheduling and maintenance of Town playing fields. The Department also works with many park abutters, neighbors, and friends' organizations on park concerns and maintenance items.

Arlington Recreation continues to offer phone registration and messaging services 24 hours a day through a contract with Business Professional Exchange. The Recreation Department continues to receive compliments regarding this increased level of customer service. The Department was very pleased to welcome Patti Brennan to the staff as the Department's Principal Clerk.

PARKS AND RECREATION COMMISSION

Arlington Recreation continues to manage the capital improvement projects for the Park and Recreation Commission.

In 2009 the replacement of the safety surfacing at the Spy Pond Playground was completed. Funds were also raised through the Arlington Friends of Park Fund to repair the cracks at the Spy Pond Tennis Courts. The Commission continues to work on the Thorndike Field Parking Lot and Summer Street Playground projects, and completed the Arlington Sport Complex Master Plan. The Department received approval from Town Meeting for a one million dollar rink facility renovation project. This project was designed, and bid documents approved, for an early 2010 bidding season. It is anticipated that the project will be completed in September of 2010. The management of the recreational capital projects continues to be a major responsibility for the Director of Recreation.

2010 Objectives

Arlington Recreation will continue to offer quality recreational programming to residents. It is the goal of the Department to increase and improve program offerings every season. The Department will continue to work with users of the Arlington Sports Center and Town outdoor playing fields to address the increasing needs of the community. Our financial goal is to continue to become increasingly self-supporting through appropriate fee structuring and program and facility management.

Spring and Summer

Fall

Winter

Arlington Recreation...Sign Me Up! Register Online at www.arlingtonma.gov/recreation

EDUCATION & LIBRARIES

LIBRARY DIRECTOR AND BOARD OF TRUSTEES

Mission

The Robbins Library is a vital community center that connects people with traditional and technological resources for life-long learning, intellectual pursuits, and leisure. The library responds to citizens' needs with services and activities in a welcoming setting built on a history of free and equal access to information for all Arlington residents.

Usage

The library recorded the highest circulation in its history in fiscal year 2009 (FY09). Over 300,000 thousand people visited the Robbins Library while others from home remotely accessed the wealth and variety of resources offered. As in the previous year, citizens increasingly relied on the library for its free services in this time of economic crisis. The public of all ages enjoyed library programs, computer workstations for access to the Internet and electronic databases were in constant use. Job seekers utilized the computers for resume writing, employment opportunities, and online job applications. Professional librarians at the Reference Desk, in the Children's Room, and at Fox Branch assisted the public in meeting their informational needs through the library's book and periodical collections and with electronic resources. Although the Robbins Library continued to be closed Thursday mornings, the public enjoyed Sunday afternoon hours funded through private donations. The library recorded increases in programs offered, program attendance, interlibrary loans, and reference transactions. Library staff worked diligently to meet the demands of the increased usage despite a job freeze that left positions unfilled for part of the year in the Children's, Adult Services, Circulation, Branch, and Administrative departments.

Accomplishments

Strategic Planning

In the beginning of 2009, the Library Director and Board of Trustees embarked on a comprehensive planning process to develop a strategic plan that would be both realistic and aspirational within the limited financial resources of the Town. The Board determined that the optimum way to plan for the future was to utilize the services of a consultant, the New England Library Information Network, to assist with focus group sessions, staff brainstorming sessions, and the identification of community needs. In the spring of 2009 the Library convened a series of focus group meetings with Arlington residents, library trustees, and library staff to uncover the evolving needs of community members and the role of the library in the future. Their contributions set the

foundation for a new vision and strategic directions for the Robbins Library. Library administration and staff will work on a variety of initiatives beginning in July 2010 to achieve its goals for the next three years. The approval of the plan by the MA Board of Library Commissioners in December 2009 maintains the library's eligibility to receive Federal grant funding.

The strategic plan focuses on four ambitious goals and outlines a series of activities and projects developed by the library administration to fulfill these objectives:

Improve awareness and support of the Robbins Library through effective outreach, communications, programs, and partnerships that reflect community needs and interests and enrich the lives of Arlington residents.

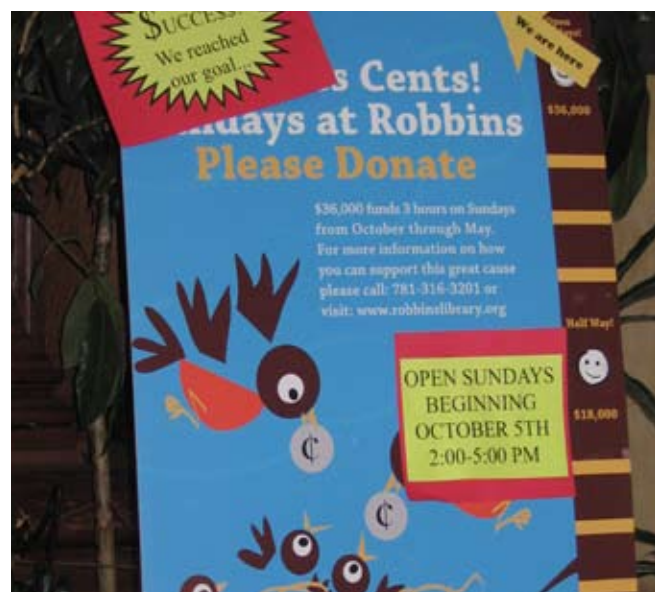
Ensure that library programs, services, and collections reflect community needs, interests and expectations for all ages and groups.

Ensure that the physical library continues to provide a welcoming and useful environment.

Provide technologies that expand the library's capabilities to provide resources, programs, and services to the Arlington community.

Sunday Openings

The Board of Library Trustees and the Friends of the Robbins Library for the second year conducted a successful fundraising campaign to be open on Sunday afternoons. The library is grateful for the generosity of over 250 individuals and businesses in the community for the funding to provide the Sunday hours from October 2009 to May 2010. These hours are a very convenient time for families and individuals to utilize the library's vast resources and continue to be popular.



Fundraising for Sunday Openings

EDUCATION & LIBRARIES

Expanded Services and Building Enhancements

Library staff expanded on efforts to reach several targeted groups. Outreach to the business community included co-sponsorship of events with the Chamber of Commerce, posting to a local businesses blog, creation of an online newsletter, and providing one-on-one reference assistance for local business owners. The library implemented the second phase of the federal Library Services and Technology Grant that expanded the collection of materials for English Language Learners. Library staff continued to meet with the Young Adult Advisory Committee to plan programs and made improvements to the Teen area to make it more visually appealing. New signage was installed throughout the library to improve way finding and make the collections more accessible.

The library took advantage of technology to offer several new services including the loan of mini laptops for use within the building, wireless printing to support patron/circulating laptops, electronic queuing of patrons waiting for public computer access, migration of the public computers to a faster Internet connection, and improved advertising of library events on the library website, robbinslibrary.org. High school students also continued to offer individualized basic computer training and cell phone clinics for senior citizens.

Public Relations Awards

The library received two public relations awards from the Massachusetts Library Association for the Sunday fundraising campaign and for the online children's newsletter.



Director Maryellen Loud receives Public Relations Award from MA Library Association

Services for Adults

Adults and young adults of middle and high school age utilized the services provided by the librarians in the Adult Services Department for school, work and personal life. The library continued to staff the Reference Desk whenever the library was open to the public and tried to provide two librarians whenever possible during busy hours. Forty-four online databases were provided with municipal funding, through the library's participation in the Minuteman Library Network, and the Metrowest Regional Library System. Several new databases were added this year including Mango Languages, Morningstar, Health Center, and Overdrive audio book service that are compatible with iPods. With the public workstations in almost constant use, the staff assisted patrons in the use of the Internet, electronic databases, and with computer troubleshooting. The library recorded 149,634 visits to its website, an increase of 19% from last year.

Among the many monthly book and audiovisual displays that staff created to highlight the collections was the very popular foreign films display. This summer recorded the highest participation in the adult and young adult summer reading program, enhanced with a raffle for gift certificates funded by the Friends of the Library. Many local organizations also took advantage of the library's exhibit space in the lobby to publicize their organizations and to present informational displays.

The ever-popular Speed Read collection provided the opportunity to browse this small collection of new and popular materials for which there was a significant demand. In the second year of a federal grant, Adult Services staff selected materials to increase the English Language Learning collection, offered an open house to publicize the collection and partnered with English At Large to offer conversation sessions for people learning English.

Arlington residents enthusiastically participated in the seventh annual Arlington Reads Together program that promoted closer ties among community members through reading four books on the theme of the *Lost Boys and Girls from Sudan*. The library was fortunate to partner with the South Sudanese Community Center located in East Arlington. The Center arranged for several programs including a history of Sudan, experiences shared by several of the Lost Boys and Girls, and a film documentary. Francis Bok, author of *Escape from Slavery*, one of the community read titles, spoke movingly of his experiences in Sudan and his hopes for the future. The series culminated in a cultural festival with crafts, dancing, and refreshments at Town Hall attended by over 150 people. The Community Read project was sponsored by the Board of Library Trustees, Friends of the Library, South Sudanese Education Fund, and the Diversity Task Group of Vision 2020.

EDUCATION & LIBRARIES



Cow Making at Sudanese Cultural Festival

The Community Room and Conference Room were used by approximately 100 local organizations for a total of 887 meetings. In addition, the two study rooms were in constant demand by students and tutors and the Local History Room received heavy usage by researchers with Independent Research Cards.

Services to Young Adults

Young adults in grades six through twelve continued to make use of the facility and services. The Reference Desk staff assisted students with class assignments and bibliographic instruction and offered orientations to classes from the Ottoson Middle School. Several new services were offered including books on CD, Playaways and the opportunity to participate in a teen blog. Young adults enjoyed the programs planned by library staff and the Young Adult Advisory Committee, including a photography contest, financial workshop, cell phone clinic for senior citizens bookmaking, cooking, craft fair, skateboarding demonstration, reading to children, SAT practice test, Fall festival, Wii, duct tape wallet making, Manga workshop, and an author visit to the Ottoson Middle School. The highlight of the year was the Teen Battle of the Bands Concert that entertained a crowd of teenagers, children and adults on the lawn at the Robbins House well into the evening. Artwork from Arlington High School was displayed in the Young Adult area of the library throughout the year. Teenagers participated in the summer reading program and had the opportunity to win raffle prizes funded by trust funds and local businesses. Multiple copies of titles on the middle and high school summer reading lists were available for students.

Services for Children

Children from infancy to fifth grade enjoyed the materials and programs offered by the Children's Department. Materials included books, magazines, books

on tape, music and spoken word on cassette and CD, Playaways, videocassettes, CD-ROMs, puppets, and educational toys. Children and parents participated in 398 activities at the Robbins and Fox Libraries including storytimes in English and Spanish languages, sing-a-longs for infants and toddlers, babysitting workshop, celebration of National poetry month, craft times, craft fair with the Recreation Department, toddler programs, workshops, and various performances. A highlight of the year was the first ever Scrabble Tournament that matched the vocabulary skills of elementary and middle school aged children. Over 1,000 children participated in the summer reading program with a theme of Amazing Alien Adventure. Funding from the trust funds, Friends of the Library, and local businesses enabled children who participated to choose a free book to keep and to win small prizes. The children's librarians offered assistance to children, parents, and teachers in researching homework assignments and for general use of the book collection and the Internet. The public continued to request the very popular graded and subject booklists that are updated annually by library staff and several new booklists were prepared. The library continued to prepare Quick Pick boxes with thematic picture books to assist parents who do not have time to browse the shelves.

The public and school libraries continued their cooperative efforts, although the lack of elementary school librarians continues to negatively impact this partnership. The public library maintained collaboration with the schools through letters to teachers, attendance at elementary school faculty meetings, assignment support for teachers and students, extended loan periods for teachers, library tours, and preparation of curriculum kits. The children's librarians presented book talks in the schools and instruction for classes at the library, as well as preparing the summer reading list titles for the elementary schools.

Russell Fund

The library is very fortunate to have the Anne A. Russell Children's Educational and Cultural Enrichment Fund, which sponsors many special programs for children that could not be afforded through the municipal budget. In 2009 these included: Electricity and Magnet workshop, Arlington Philharmonic Concert, several puppetry performances, animation workshop, Creature Teachers, Big Apple Circus, creative movement classes for infants, and caregivers, Spanish story times, nature, storytelling, picnic concerts, crafts fair, children's theatre, Scottish dancing, science, origami, and Chess Club. Over 300 children and adults attended a picnic concert on the grounds of the library during the summer. The Russell Fund also finances the very popular infant-toddler sing-a-longs. The fund continued to provide kindergarten packets to children to introduce them

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to the library and baby bundle packets to new parents with information on library services for infants and toddlers. The library introduced several sessions of a “Baby Brunch” to welcome parents and infants to the Robbins and Fox Libraries.

Edith Fox Library and Community Center

Children and adults in East Arlington continued to enjoy branch library services on Tuesdays, Wednesdays, and Thursdays. Children and parents enjoyed story times, sing-a-longs, craft programs, a Chinese New Year party, Baby Brunch, adult and children’s book clubs, Earth Science, local author book signing, animal program, magic show, Open Mic, Family Game Night, Movie Nights, Spanish story times, the summer reading program, recycled art, storytelling, and singing. Elementary and nursery schools brought classes to the library for stories and instruction. All ages enjoyed the monthly book displays that highlighted the collection and exhibits from community groups and the schools. Due to a freeze on filling vacancies, the Branch made do without a department head for the majority of the year with some strain.

Behind the Scenes

Library staff worked diligently to offer quality services to the community. The number of items borrowed, and loaned to, other libraries continued to increase. Despite the fact that the public can request items electronically, the staff must still locate the materials and process them for loan and return. The Adult Services and Technical Services Departments selected, ordered, cataloged, and processed 20,554 new items including books, magazines, music compact discs, books on CD, DVDs, CD-ROMs, puppets and educational toys. The Circulation Department checked out and returned 600,139 items to the shelves. The Adult Services Department continued to order various tax forms and serve as a distribution center to assist patrons in filing their state and federal income taxes. Library administration maintained all state-mandated standards to receive \$58,820 in a state aid grant. The grant was used for participation in the Minuteman Library Network and to purchase library materials. The library collected \$65,915 in overdue fines and lost book money that was returned to the general Town fund.

The Adult Services Department successfully implemented the second phase of a federal grant to provide resources and programs for English as Second Language learners and implemented another federal grant for a preservation survey of the collections.

Library staff prepared the children’s monthly and adult quarterly newsletters and the online children’s and business subscription announcements to keep the public aware of services that are available. Other staff activities included: selecting, weeding and updating the



Reading Room Rental

collection, responding to local history questions of which many were from out-of-state patrons, updating the periodical list, shifting collections, creating booklists and displays, scheduling the meeting rooms, working with the Minuteman Library Network on assessing new online databases and updating of records in the automated catalog, and processing books that need re-binding.

Administrative Projects

Library administration coordinated several special projects: preparation of a new long range plan for library services for FY11-FY13, coordination of installation of new signage and carpeting, scheduling of private functions in the Reading Room to raise additional revenue, compilation of statistical data to participate in a nationwide comparison of library usage, and acknowledgement of donors to the annual and Sunday fundraising appeal. This was a particularly challenging year to maintain the quality of library services as retirements and resignations created vacancies in several departments including Administration, Adult Services, Branch, Children’s and Circulation that were not filled for several months due to the hiring freeze. Due to anticipated budget reductions in FY11, the vacant Assistant Director position was re-organized to absorb the duties of the Branch Librarian.

The library continued its efforts to meet patron demands for new audiovisual materials including DVDs, music CDs, and books on cassette and CD. A study conducted in 2008 documented that Arlington’s audiovisual collection ranked 9th among 10 libraries in the Minuteman Library Network and that a substantial increase in funding is required to provide an adequate collection. The Friends DVD rental collection continued to prove very successful and the proceeds from the rentals will allow for the further expansion of the collection.

The Technology Librarian improved the efficiency of library operations through several projects: data wiring and port mapping, changes to the computer room, auto-cut receipt printers configured to reduce repetitive

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strain issues at the Circulation Desk, and such cost saving measures as network printing clusters, use of open source software, and paperless office initiatives.

Board of Trustees

The seven member Board of Trustees continued its commitment to administer the trust funds for the optimum benefit of the community, raise private funds to augment the municipal budget, and advocate for adequate staffing and delivery of essential library services. Several Board members served on a Town-wide advisory committee to develop a policy for all Town trust funds. The Board approved funding in FY10 for materials for the adult, children's, young adult and Fox Branch collections. These included reference and circulating books, books on CD, playaways, music CDs, foreign language literature, local history, and art prints. Other services funded included the summer reading programs, activities for children, Community Read, author program, public relations, volunteer appreciation, and staff development. The Board conducted a mail solicitation of individuals and businesses to raise funds for the collections. It also raised private funds for Sunday openings from October 2009 to May 2010 and will continue this endeavor next year. Board members also participated in Town Day by staffing a table providing information on library activities and resources.

Friends of the Library

The Friends of the Robbins Library, with a membership of 450, continues to assist the Robbins and Fox Branch libraries with programming, fundraising, and advocacy efforts. This vital support group raises supplemental funds for materials and equipment not provided through the municipal budget. They also sponsor the family museum pass program. Under the direction of program chairperson Terry Barry, the Friends hosted a wide variety of programs: Herbal Medicine, De-cluttering Your Home, Using Your Digital Camera, Fundraising Concert, Amelia Earhart, Remembrances from Survi-



*Board of Trustees: standing left to right, Brigid Kennedy-Phister, Francis Murphy, Kathryn Gandek-Tighe, Barbara Muldoon; seated left to right: Katharine Fennelly, Joyce Radochia.
Missing from photo: Heather Calvin*

vors of the Titanic, and author Francis Bok. In February an elegant and festive reception was held in the Reading Room to honor the volunteers who donate their time to the library. The annual Children's/Young Adult book sale, co-sponsored by the Russell Fund, with able assistance from members of the library's Youth Advisory Board, helped raise needed funds. Stuart Whitehurst of Skinner, Inc. appraised treasures brought by audience members in a repeat of a very popular program held at Town Hall in the spring. On a beautiful late September day, book lovers came out in droves for the Friends' Town Day book sale. Many visitors also regularly peruse and make purchases from the ongoing book sale on the fourth floor of the library. The rental DVD collection continues to draw many users to the convenient location on the first floor. In December the Madrigal singers from Arlington High School entertained a capacity crowd in the Community Room with holiday favorites. The Friends of the Library is fortunate to have an active Board of Directors as well as the services of Amy McElroy, who continues to capably coordinate all the organization's activities.

Future Goals

The anticipated 5% budget cut to the library in FY11 will result in a 20% reduction to the materials budget, decrease in eight hours per week at the Fox Branch Library, and a significant loss of part-time staff to shelve books and audiovisual materials. It is hoped that private fundraising will offset some of the loss of revenue for materials and that the Friends of the Fox Library will finance the eight hours at Fox from the funds it has already raised. If the Town appropriates insufficient funds to meet state requirements, the library could lose state aid and be de-certified. This may result in residents being denied borrowing privileges at libraries in the Minuteman Library Network.

Library administration and the Board of Trustees will continue fundraising efforts to solicit private funding for materials and hours of service and programs not afforded through the municipal budget. The library will continue its commitment to high quality children's services through the financial support of the Anne A. Russell Children's Educational and Cultural Enrichment Fund.

In addition, funding will be sought to implement the service improvements identified in the strategic plan. Some specific objectives targeted for FY2011 are:

- Develop a marketing and communications plan to insure that residents are aware of all library services.
- Develop feedback mechanisms and opportunities to ensure that services reflect community needs.
- Improve the volunteer program.
- Create a comprehensive giving and fundraising plan.

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- Expand young adult participation in planning and decision-making.
- Better reflect the community in collection development decisions.
- Explore digitization projects.
- Expand technologies to empower users and enable self-reliant information services.
- Expand library programming for all ages including baby boomers and seniors.
- Create an even more welcoming and aesthetically pleasing environment.
- Create and secure funding for an updated technology plan.

Acknowledgments

Donations

In FY09 citizens, businesses, and organizations donated over \$46,000 for general purposes, materials, and opening of the Robbins Library on Sundays. The library acknowledges with appreciation these gifts which allow for the purchase of books and audiovisual materials which could not be afforded through the municipal budget. As in previous years the programs and services of the Anne A. Russell Educational and Cultural Enrichment Fund have enhanced community life. The library is also grateful to Arlington resident Richard Duffy who continued to donate the profits from the sale of his book, *Arlington Then and Now* to the library.

The Friends of the Library donated \$82,000 to the library for Sunday hours, membership to five museums, reference books, books on CD, DVDs, music CDs, children's books, local history, language learning, multicultural, materials for the Fox branch, database, web site design, Community Read, upgrade of computer sign-up system, circulating mini-laptops, raffle prizes for summer reading program, and other supplementary materials.

Volunteers

Once again this year the library benefited from the work of dedicated volunteers. The library staff is grateful for the contributions made by volunteers who donated over 4,000 hours assisting with many aspects of library operations. Beverly Brinkerhoff and Page Lindsay gave significant hours to operate the important homebound delivery program. Eric Berger conducts chess classes for children from kindergarten through sixth grade and Joan Lippman joins with the children's librarian to create musical accompaniment at the story times. Also deserving of special note is Anne Honeycutt, who has facilitated the popular book discussion group for more than a decade. Liz Eagan and Richard McElroy maintained the ongoing Friends of the Library booksale on the fourth floor.

Volunteers assisting at the Robbins Library in a variety of capacities were: Christina Alexandre, Caro-

lyn Archer, Jim Beck, Anthony Bernachi, Bill Bradley, Sandra Canzanelli, David Castiglioni, Kathy Carusone, Stephanie Chapman, Anastasia Chickering, Helen Dawit, Bertha Denirjian, Julie Frasso, Marci Goldberg, Kim Haase, Carol Hoover, Marilyn Jackson, Helen Johnson, Natasha Karim, Maurice Keesan, Ashley Lambert, Mary Lynch, Anne Macchi, Janet MacMillan, Maria Martinez, Debbie Minns, Sonia Nixon, Russell Pike, Helen Rhodes, Nancy Rodriguez, Ellen Shearer, Robin Watkins, Marjorie Willis, and Jayne Zaccaganini. The library is grateful for the work of participants in the Town's Senior Citizen Community Service Reimbursement Program.

The library also acknowledges the efforts of the following students, many of whom volunteered at the library to fulfill their community service requirements for high school: Sara Ahmed, Leonardo Almeida, Olivia Ambo, Kristina Arruda, Sophia Arnali, Hannah Colonese, Helen Dawit, Tarek Fatahi, Zack Fatahi, Morgan Hopeman, Emma Horn, Grace Hueber, Ellie Jackson, Linnea Kirby, Todd Kirkland, Justin MacNeil, Jackson Miller, Skye Murie, Daniel Rosen, Katia Swartz, Anna Vanderspek, Maggie Whited, Erik Wilke, and Ryan Wilke.

Volunteers assisting with the Town Day or Youth book sale were: Susie Barbarossa, Jamie Battell, Carole Burns, Helena Christensen, Hannah Colonsse, Amy Currul, Liz Eagan, Bonnie Echmalian, Corinne Echmalian, Jim Echmalian, Andrew Fischer, Camille Gharib, Alison Goulder, Catherine Gryniewicz, Johanna Gurland, Liza Halley, Kathy Jones, Helen Krikorian, Helen Leonard, Marian Lombardo, Richard McElroy, Sally Nish, Ruth Norcross, Sheila O'Donnell, Claire Odom, Annmarie Ostrowski, Judi Paradis, Jane Piechota, Nancie Richardson, Ave Rongone, Daniel Rosen, Jean Rosenberg, Jane Ross, Skye Stewart, Lizzie Tonkin, Wendy Watson, Tim Wilson, and Sara Yow.

The Fox Branch Library staff is appreciative of the efforts of its volunteers Joanne Burns, Susanne Dorson, and Amy Weitzman who started the children's Thrift Shop and are assisted by their many volunteers.

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ARLINGTON PUBLIC SCHOOLS 2008/2009 ANNUAL REPORT

The tradition of excellence in the classroom, performing and visual arts, and athletics continued in the 2008/2009 school year. Motivated students, great teachers, dedicated administrators, involved parents, and a supportive community made this possible. This year continued the focus of building on past successes and moving forward on the four district goals. The results of our efforts include:

- The Special Education Department implemented new systems for the collection of data and the creation of more formal and consistent criteria for eligibility, services, and ending of services that are no longer needed. Teacher Assistance Teams (TAT) were effectively implemented at all levels to assess student needs and develop action plans prior to a special education referral. Administrative responsibilities in the Department were reorganized to provide clearer lines of communication and supervision. Plans for new and expanded programs to meet the needs of students who would need out-of-district placements otherwise were developed for implementation in the 2009/2010 school year.
- Clear expectations for what every child should know and be able to do (standards based education) continued to be refined and integrated into daily life in the classroom. District-wide common assessments in mathematics, English, and writing help teachers pace their instruction and inform them which students have mastered the skills and content and who needs further instruction. Curriculum overviews of every discipline K-12 can be accessed on the district website, arlington.k12.ma.us.

An intensive reading program, which focuses on early intervention and intensive support for struggling readers, continued to evolve. All students (K-5) were assessed three times during the school year. Data from these assessments determined the level of support for students not meeting benchmark standards. This initiative has helped many more students read at grade level. In June 92% of students in grade 3 were reading at grade-level.

- At all levels, teachers and administrators focused on incorporating 21st century skills into every classroom. While the content of what we teach remained in place, greater emphasis on team work, working in a multicultural global society, hard work, communication skills, creative problem-solving, and the ability to evaluate and synthesize information was emphasized. Implemented changes also included: incorporation of “Pre-AP” skills, such as Soapstone and Optic (strategies to analyze text for inferences, synthesis, and purpose) into all ninth and tenth grade courses; explicit instruction in evaluating source material in social studies classes; shared expectations and standards among English and social studies teachers on research papers; and, the constitution of teacher committees to develop teamwork rubrics, software presentations, capstone projects for seniors, and science and engineering programs.
- Teachers in the Mathematics Department continued to benefit from the *Focus on Math* NSF grant that provides seminar, study groups, and workshop opportunities to expand and deepen their content knowledge in mathematics. Teachers at all levels benefited from programs and course offerings through our *Primary Source* membership, which was funded through a grant from AEEF. A teacher and a principal travelled to China through a *Primary Source* course. The district continued its participation in the *Teachers As Scholars Program*, which provides teachers with content-rich professional development programs. This program is funded through the federal Title 2A grant
- Kindergarten teachers engaged in an intensive self-study and document preparation for their accreditation visit from The National Association for the Education of Young Children (NAEYC) during the 2009/2010 school year. They also participated in a yearlong training on developmental mathematics assessments and interventions.
- To ensure a safe learning and working environment, work was prioritized over the year to address the list of health, safety, and workplace needs. A web-based Help Desk for maintenance was implemented. An online calendar continued to be implemented to better schedule activities and events.

- The schools continued to work in partnership with the police, Town, and community to insure consistent and coordinated responses to inappropriate student behaviors. The Diversion Program that was started in 2006, which focuses on restitution and rehabilitation for first time, non-violent behavior, has proven to be an effective model. We have partnered again this year with community and nonprofit organizations to provide more options for counseling services. Meeting the social and emotional needs of children is as high a priority as meeting the academic needs of our students.
- The Town has made a substantial investment in school buildings, and continues to improve and streamline maintenance of them. A Town, school, and community-member working group continued to plan for renovating or refurbishing the Thompson and Stratton Elementary Schools. Capital funds were allocated again this year for facilities improvement at Thompson and Stratton. Efforts are underway to develop a multi-year capital plan for Stratton Elementary School. The *Statement of Intent* (SOI) for Thompson Elementary School was successfully submitted to the Massachusetts School Building Authority (MSBA). A feasibility study with the MSBA will likely be conducted during the 2009/2010 school year to reach a decision on whether Thompson will be rebuilt or renovated.

As the effect of these actions unfolds, the goal to unify nine schools into one K-12 system becomes more realized, ensuring that students can more easily move seamlessly from grade to grade, and from building to building. Common curriculums and expectations allow students to enter the next grade or course with similar experiences, which increases the instructional time on new material by eliminating the need to spend the start of the year getting each student to the same place. It also ensures that students receive the same great education no matter what school they attend.

The 2008/2009 District Goals approved by the School Committee are as follows:

The Arlington Public Schools are committed to helping every student achieve emotional, social, vocational, and academic success. The goals listed below are essentially the same goals of last year but with different objectives for this year. While other aspects of the system are equally important and remain a high priority, such as the arts and athletics, they are not targeted for specific focus this year.

1. Ensure that all identified subgroups achieve their full academic and social potential.

2008 - 2009 activities include:

- a. Raise the achievement in mathematics of middle school students with Individual Education Plans (IEP).
- b. Meet AYP in math and ELA for the "low income subgroup" at Thompson Elementary School.
- c. Increase district capacity to assure English language development and academic achievement for English learners K-12.
- d. Provide for all teachers professional development and best practices to integrate study and organizational skills (executive functioning) into the core curriculum.
- e. Provide professional development opportunities for teaching assistants.
- f. Increase our capacity to provide effective in-district instruction, programs, and services for those students with moderate to severe learning difficulties.
- g. Create a special education design team to analyze and evaluate current service delivery structures, programs and future service needs in four identified priority areas: PreK Design, Language Design, Spectrum Design, and Therapeutic Design, and to include a cost benefit analysis on proposed programs.

2. All students will attain high levels of academic achievement through the implementation of data driven, standards-based education.

2008 - 2009 activities include:

- a. Expand opportunities for teachers to look at student work, common assessments, and data to inform and improve teaching and learning at all levels in ELA and math.
- b. Provide professional development for all middle school teachers to learn reading strategies to help students with reading comprehension in all middle school disciplines.
- c. Provide professional development for all elementary teachers to increase literacy for diverse learners (i.e. SEI, Foundations, Reading Comprehension, and Data).
- d. Create a committee to research successful models and best practices in conjunction with the AEA to make evaluation more helpful to non-professional and professional status teachers.
- e. Continue to work on the middle school schedule to further enhance academic achievement for all students, while remaining true to the middle school model.
- f. Develop a process and implementation plan to pilot K-2 and 3-5 standards based report cards.
- g. Align K-12 Social Studies curriculum with DOE

standards and integrate with ELA and Arts.

h. Pilot in each elementary school a math challenge initiative in grades 3-5 by third quarter.

i. Formalize the Teacher Assistant Team (TAT) process in all schools to address student needs.

j. 90% of the students in grades 1-3 will be at grade-level reading benchmark in June, 2009.

k. Students (percent to be determined) who are below grade level reading benchmark in June, 2008, will be at the next grade level benchmark or make one year's progress by June, 2009.

l. Develop a tool to analyze individual student progress in mathematics and writing using Arlington assessments.

3. Provide that all Arlington graduates are well prepared for academic, social, emotional, and vocational success in the 21st century.

2008 - 2009 activities include:

a. Incorporate higher order thinking skills in instruction across the curriculum.

b. Implement the research guide across the curriculum so that all AHS students receive explicit instruction in evaluating source material and incorporating that information into well-written and researched documents.

c. Use the newly developed research guide to facilitate interdisciplinary work in all courses across the curriculum.

d. Use the ICARE habits of mind statement to reinforce the school's academic expectations of integrity, communication, accountability, respect, and effective teamwork and cooperation.

e. Explore the use of Virtual High School or similar online courses to broaden the availability of course offerings in world languages, science, and other areas.

f. Provide mental/physical health and substance abuse services using both school personnel and partnerships with non-profit, private practice, and third party billing providers in the community.

g. Convene a panel of students and teachers to create a variety of options for capstone projects that enrich students' academic lives and provide service to the school and community.

h. Work with university and business partners to create new courses and develop opportunities in math, science, and technology for 2009-2010 school year.

i. Provide opportunities for students and staff to engage in ongoing physical and nutrition/health education activities, and to encourage incorporation of daily physical activity and healthy eating habits into their daily lives.

4. Ensure a working environment with the tools and systems that enable staff to focus on student success.

2008 - 2009 activities include:

a. Streamline purchase order processing and provide principals and department heads with access and oversight of relevant budget lines. (Continuation of action from 2007-2008).

b. Build and expand district use of Power School - expand administrative capacity, and explore the use of Power School technology to effectively communicate with parents and students to improve student learning. Pilot with a few teachers.

c. Expand district use of Test Wiz.

d. Assess staff and student access to updated computer hardware and develop a plan for all schools.

e. Continue work to address items on master list of health, safety, and workplace need.

f. Create a plan to assess the effectiveness of the processing of web-based maintenance and technology requests.

g. Continue efforts to effectively utilize the online calendar for scheduling events.

h. Develop a cyclical short-term and long-term maintenance plan to address space and maintenance issues at all schools.

i. Implement a computer-based lunch payment process at AHS.

j. In conjunction with the Town officials and boards, begin to develop a ten-year facilities master plan.

k. Complete Statement of Interest (SOI) for Thompson Elementary School.

Acknowledgments

Arlington Public Schools has a team of talented professionals working together towards our shared vision: All students will achieve at their full social, emotional, creative, and academic potential, and will be prepared for higher level academics, workforce success, active citizenship, and life-long learning.

MINUTEMAN CAREER & TECHNICAL HIGH SCHOOL

About Minuteman



Minuteman High School is a four-year career and technical high school serving our member towns: Acton, Arlington, Belmont, Bolton, Boxborough Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston, as well as, 47 other cities and towns in Eastern Massachusetts. Minuteman combines rigorous academics and preparation for college with relevant career and technical programs. The school also provides career development programs for adults as part of our self-sustaining Community Education Program.

Enrollment

As of October 1, 2009, 111 high school students and 20 post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of 131 students that reside in Arlington. Minuteman offers a part-time program where Arlington High School students are able to take part in elective technical training courses on a half day basis. Currently, very few Arlington students take advantage of this unique program designed to give juniors and seniors the opportunity to explore career majors and still remain at Arlington High School. The District offers 'Post Graduate' programs to Arlington residents of any age who are seeking to enhance their own economic opportunity at Minuteman via skill development.

2009 Arlington Graduates and Awards

- Peter Afouxenides, Plumbing
- Matthew Archer, Carpentry
- Matthew Aupperlee, Biotechnology
- Martin Barry, Environment Technology
- Zachary Bartlett, Welding
- Taylor Brennan, Carpentry
- Erik Capoccia, Automotive Technology
- Michael Costa, Electricity
- Jake Costello, Early Education and Care
- Ashley Daley, Cosmetology
- Juanita Estrada, Graphic Communication
- Patrick Femia, Plumbing
- William Ferola, Plumbing
- Katheryn Fontaine, Graphic Communication

- Kristin Gray, Environment
- Leanne Guarino, Early Education and Care
- Chelsea Hatch, HVAC
- Christopher Jones, Biotechnology
- Leo Jordan, Environment Technology
- Alicia Keeler, Graphic Communication
- Gregory Kelly, Horticulture
- Adam Lewis, Carpentry
- Nicole Marcinowski, Collision Repair
- Sabrina Morehead, Cosmetology
- Michael Moriarty, Electricity
- Carina Ortiz, Cosmetology
- Michelle Pierre, Marketing
- Benjamin Powers, Culinary Arts
- Shanon Rogers, Cosmetology
- Barnabe Romeo, Biotechnology
- Rebecca Rowe, Environmental Technology
- Merrissa Shock, Marketing
- Edward Singer, Culinary Arts
- Hardeep Singh, Automotive Technology
- Meredith Sleeper, Early Education and Care
- Katie Tyler, Health
- Victoria Vanwhy, CollisionRep
- Brendan Warren, Plumbing
- William Wright, Electricity

At the 2009 graduation, Barnabe Romeo and Erik Capoccia received the Friends of Minuteman Award. Gregory Kelly received the Lexington Field & Garden Club, Minuteman Alumni Association Award, and the Retired Men's Club of Arlington Award. Jake Costello received the Flowers of Tomorrow Award and the DeLuca Family Award. Katheryn Fontaine received the Richard Trzepacz Memorial Award and the Edward A. Lillis Memorial Award. Leanne Guarino received the Friends of Minuteman and the Minuteman Alumni Association Award. Leo Jordan received the Minuteman Drama Club Award. Merrissa Shock received Friends of Minuteman Award. Michael Costa received Friends of Minuteman Award and the Minuteman Parent Association-Trades Division Award. Michelle Pierre and Nicole Marcinowski received the Friends of Minuteman Award. Rebecca Rowe received the Friends of Minuteman Award, the Arlington Rotary Club Scholarship, the Minuteman Principal's Award, the Mass. Association of Vocational Administrators Award, the Minuteman Attendance Award, the Minuteman Drama Club Award, the Minuteman Parent Association -Student Athlete Award, and the Minuteman Parent Assoc. N.H.S. Award. Sabrina Morehead received the Beverly W. Lydiard Memorial Award. Shanon Rogers received the Friends of Minuteman and the Fred Troisi Memorial Awards. Taylor Brennan received the Friends of Minuteman Award. Victoria VanWhy received the Friends of Minuteman Award. Zachary Bartlett received the John Hayward Memorial Award and the Bartlett PFC Bryan C. Lounsbury Memo-

rial Award. These awards are given to students of superior academic achievement and significant participation in school or community activities.

SkillsUSA Awards – Arlington Students

Christine Andrews was a Silver State medalist for the Tech Prep Showcase - Human Services. David Harrington was a Silver State medalist for Plumbing. Dianna Willms was a Gold State medalist for the Tech Prep Showcase - Ind & Engineering. Leo Jordan was a Silver State medalist for the Tech Prep Showcase - Nat Resources/Ag/Food. Micah Trembly was a Gold State and National Medalist for Robotics & Automation Technology. Rebecca Rowe was a Gold State and National Medalist for the Tech Prep Showcase - Nat Resources/Ag/Food. Shanon Rogers was a Silver State medalist for Cosmetology.

Class of 2009 Graduate Achievement Highlights

- 100% successfully passed the state-required MCAS tests in English and Math.
- 66% college acceptance or advanced Technical Training, 27% career bound in field and 3% military. Overall, graduates achieved a 96% placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 100% of Cosmetology graduates that participated in the state board examination were certified.
- Health Occupation graduates achieved 100% in college acceptance.
- Rebecca Rowe, an Environmental Technology graduate from Arlington, was honored as the Massachusetts Vocational Student of the Year by the Minuteman Career & Technical High School Committee, the Massachusetts Association of Vocational Administrators, and the State Commissioner of Education.
- JonFranco Barreto, a Biotechnology student from Medford graduated Valedictorian of the Class of 2009.
- Student speakers at the Class of 2009 graduation ceremony were Valedictorian JonFranco Barreto of Medford, Salutatorian, Christopher Sproul of Stow, and Class President Alicia Ofria of Medford.

Leadership, Governance and Communication

The New England Association of Schools and Colleges conducted a decennial site visit to Minuteman in March of 2009. On December 10th, the Superintendent received a letter from Paul Bento, Director of the Commission announcing our reaccreditation. The following are excerpts:

I write to inform you of deliberations of the Commission on Technical and Career Institutions at its November 5-6, 2009 meeting, at which time the Commission reviewed the report of its decennial visiting committee dated March 3-6, 2009, and voted continued accreditation for Minuteman Career & Technical High School with a Two-Year Progress Report due February 1, 2011, and a Five-Year Focused Visit in the Spring 2014.

The Commission commends the administration and staff at Minuteman Career & Technical High School for the many commendations identified by the visiting committee. The Commission wishes to highlight several of the accomplishments listed by the committee, although it does so not minimizing the many good things listed in the decennial visiting committees report. These commendations are:

The positive school climate observed by the visiting committee and displayed by students and staff.

Administrative efforts to provide leadership in developing plans needed to initiate a comprehensive improvement project for the facility.

The articulation of the school's Mission Statement and Goals into learning experiences for Students.

The enthusiastic and committed staff.

The Commission also focused on several visiting committee recommendations that are of particular concern and to which the school should pay particular attention as it strives to reach excellence. These recommendations are:

Address all health and safety recommendations detailed throughout the report.

Continue to work toward funding and implementing the facility renovation project.

Develop and implement new and additional strategies to recruit students to take advantage of the excellent educational opportunities available.

Continue to work toward greater integration between academic and vocational/technical program instructors."

The complete NEASC Report is available at www.minuteman.org.

EDUCATION & LIBRARIES

The Massachusetts School Building Authority (MSBA) and Treasurer Tim Cahill announced Minuteman's inclusion in the Career & Technical Education Building Program, providing \$100M to 10 Career & Technical Schools for renovation and repairs. MSBA invited Minuteman to the Feasibility phase of a renovation project (visit www.minuteman.org for more information.)

The Minuteman ESCO project upgraded and retrofitted a number of the school's energy-using building systems with cutting-edge technology and implemented a series of energy efficiency strategies that will trim Minuteman's energy use as much as 50% and generate equivalent savings on the school's energy bill. Upon completion of \$5,000,000 worth of work which included new boilers, chillers, electrical switch gear, lighting upgrades and weatherization Minuteman saves 57% of our water; 44% Gas and 22% of our electrical bill. This results in savings of about \$275,000. In addition, annual energy savings is being used to pay for the improvements, thus no cost to our member communities.

Curriculum and Instruction

The Art program has been restored to the Minuteman Curriculum. More than 160 students have enrolled in 3 levels of classes and a waiting list has been established. A Health class has also been established to supplement a well-rounded student education. Minuteman has reinstated music as a formal elective course and performance outlet after a hiatus of over twenty-five years. The purpose is to assemble a comprehensive music and performing arts program and attending graduation requirements during the next four years. Our expectations include the development over time of a diversified course of instruction that will feature traditional course work (chorus, theory, instrumental instruction and performance) as well as activities that reinforce the relationship between musical knowledge and skill and our technical majors, including electronics and computer programming as well as recording and sound engineering. Minuteman has added a full-time Reading Specialist position that combines classroom teaching with consulting responsibilities. Reading skills improvement is a school-wide goal. The Reading Specialist oversees our computer-assisted remedial reading lab, co-teaches developmental English classes, and provides specific reading services per students' Individualized Educational Plans (IEP). In addition, he will share his expertise in collaboration with all academic and career and technical departments to improve curriculum delivery through the active application of reading strategies and study skills. Minuteman has reinstated the full-time position of licensed School-Adjustment Counselor. The position is supported by Special Education grant funding and it allows for the provision of counseling services

to students in response to needs articulated in their Individualized Educational Plans (IEP).

Career and Technical programs are now aligned along 5 Career Clusters: Agriculture and Transportation, Bio-Science, Business and Information Technology, Human & Commercial Services, and Trade & Engineering. Clustering allows for common core curriculum to be delivered in clusters to 9th and 10th grades students.

Since the Fall of 2008 all 9th grade students partake in daily English and Math instruction, rather than the long-established "week on-week off" schedule, thus providing consistent academic instruction in preparing for required MCAS score increases by the state department of education.

Assessment and Program Evaluation

Minuteman developed a Non-traditional Exploratory Program through which all students learn about the viability and challenges of men and women in non-traditional careers, such as Automotive Technology, Carpentry and Construction, Computer Science, and Engineering for women and in Medical Careers, Cosmetology / Barbering, and Office Technology for young men. The students learn about these careers through a series of hands-on exercises, guest speakers and alumni panelists, and field site visits to industry partners.

Minuteman is moving towards a 'modified inclusion model' for Special Education students. Professional development for staff continues as we implement this proven strategy.

Minuteman underwent its 3rd New England Association of Schools and Colleges Decennial re-accreditation site visit in March of 2009 and Minuteman will remain an accredited High School.

Minuteman students performed very well on the 2009 MCAS: 92% pass rate in Math, 100% pass rate in English, 95% pass rate in Science & Technology.

Professional Development

The Minuteman staff has prioritized two professional development topics for the 2007 – 2010 time-frame. Based upon feedback from our EQA report, several half day training sessions on summative and formative assessment methodologies are being held. In addition, the development of Professional Learning Communities is happening for 40 staff with several outside resources.

Student Access, Participation, and Support

Minuteman reorganized the assignment of guidance counselors to provide incoming 9th grade students with a dedicated guidance counselor. Our research has shown that many freshmen need additional support as they made the adjustment to High School.

EDUCATION & LIBRARIES

In addition to having a dedicated 9th grade counselor, the re-assignment strategies now include counselors covering the career clusters. This provides the counselors with a more thorough knowledge of the career areas and the staff.

Minuteman offers 16 sports with three levels (Varsity, Junior Varsity, and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman maintains a no cut and no athletic fee policy. In addition, Minuteman students have access to more than 30 clubs and activities.

The Minuteman Parent Association meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.

A new website, www.minuteman.org, launched in September 2009.

Financial and Asset Management Effectiveness, and Efficiency

The Minuteman FY10 budget was passed unanimously at \$17,496,001, which represents a 2.91% increase without taking into account the cost of the Middle

School Tech Programs. A portion of the increase was due to rising health care costs and utility costs.

Budgets continue to be tightly managed as Minuteman seeks to 'right size' itself and reduce its' per pupil expenditures.

A new financial management software system was implemented to improve the efficiency in the Business Office as well as a restructuring of staff. A new Director of Business and Operations position was hired with the impending retirement of two separate administrators. This position oversees all areas of non-instructional support services provided to the school and will continue to improve efficiency in all of these areas.

The FY10 Capital funds were used for major systems repairs, continuing to implement the approved Technology Plan, upgrading the main entrance mall area of the school, relocating the vocational coordinator office, renovating and relocating the Early Education Child Care Center, renovating of hallway areas and the cafeteria space, upgrading the pool heating systems, upgrading the graphic arts classrooms, physical education classrooms, and fitness room for students, refurbishing the tennis courts, relocating the maintenance office, renovating classroom space for a new music room and barbering room, and relocating and installing the student made welding horse at the front entrance of the school.

CULTURAL AND HISTORICAL ACTIVITIES

ARLINGTON CULTURAL COUNCIL

The Arlington Cultural Council (ACC) is a local council of the Massachusetts Cultural Council (MCC), a state agency, consisting of resident volunteers appointed by the Arlington Board of Selectmen for three-year terms. Council members, who may serve for as many as two consecutive terms, are charged with the responsibility of supporting and encouraging the arts, humanities, and interpretive sciences in Arlington, primarily through the annual distribution of state allocated funds to applicants through a competitive grant process.

Though much of its business is related to grant cycle activities, occurring September through December, the Council is active year-round. Each year, the Council participates in the annual Town Day celebration, offering a community art project at its table. This year, Town Day visitors created Art Cards to take home for their own use. Town Day also provides the ACC with important opportunities to distribute information, including grant applications and guidelines.

On April 13 the ACC celebrated 2009 Grant Recipients at Town Hall. About 60 guests, including awardees and Arlington residents, gathered for the reception. On display at this reception was last year's Town Day art project, a community mural, *Arlington Paints the Town*, that had been painted by Town Day visitors in the Fall of 2008. MCC representatives were on hand to award the Council a Gold Star award for sponsoring this mural. Board of Selectmen Chair, Clarissa Rowe, announced the current year's grants recipients, as reported in the 2008 annual report. All four members of our state legislative delegation, Reps. Brownsberger, Garballey, Kaufman, and Sen. Donnelly, attended and spoke about the importance of arts and culture programming.

In June the Council held two summits, the first being an Artists' Summit, where more than 50 individual artists who live and work in Arlington gathered. The second was a Cultural Organizations' Summit, which brought together nearly 40 representatives of for- and not-for-profit organizations of businesses that do cultural work in Arlington. These summits were significant community input meetings for the Council and the results have informed our planning for new initiatives that will respond to the needs of Arlington's cultural community.

The most recent ACC application deadline was October 15, 2009. Two coaching sessions were conducted at Robbins Library for those seeking help in completing their applications. Following the deadline, applicants were invited to two public sessions that provided opportunity for them to elaborate on their projects. Soon thereafter, the Council held a voting meeting to decide which applications would be funded. Applicants not receiving funds were notified in November, and those receiving funds will be notified in February 2010 (as directed by the MCC).

In this most recently completed grant cycle, 32 applications were received from schools, individual artists, and cultural groups. Requests for funds totaled \$37,436. Proposals were received from residents of Arlington as well as other towns and cities in Massachusetts. Following deliberations, the Council awarded 20 applicants a total of \$10,000 allocated by the Massachusetts Cultural Council, as follows:

- Center for Cancer Support & Education - Writing It Down: Literature from the CFCS (\$500)
- David Bates & Roger Tincknell - Earth Rhythms: Stories & Songs for the Whole Earth (\$250)
- Richard W. Clark: Life - Language & the Pursuit of Happiness: Ernest Hemingway Alive! (\$350)
- Hands on History Inc.- Hands on History: Continental Soldiers by the 7th Mass Regiment (\$550)
- Yetti Frenkel - The Anonymous Poet: A Poetry and Image-Making Adventure (\$250)
- Arlington Center for the Arts - Face It (\$350)
- Cyrus E. Dallin Museum - Restoration of 'My Mother,' a bust of Jane Hammer Dallin (\$500)
- Liz Buchanan - Making Music Across the Generations (\$300)
- Peirce Elementary School PTO - Darlyne Murawski: Butterflies, Moths & Their Caterpillars (\$250)
- Dena Ressler - Learn to Dance to Klezmer Music (\$600)
- Robbins Library - The Story of Our Lives (\$1,000)
- A Couple of Redheads - BROAD-ville: A Women's Vaudeville Show (\$1,000)
- Thompson School: Martin Luther King Celebration (\$750)
- Malong Malual- Alal Community Project (\$350)
- Julie Leven - Viva Due Violin! Virtuoso, Vocal & Fiddling Extravaganza (\$600)
- Dallin Elementary School: West African Drumming (\$350)
- Friends of Spy Pond Park - Spy Pond & Spy Pond Park Environmental Art Activities (\$750)
- Music to Cure MS - Marketing Expenses -- M2CMS Concert (\$250)
- Kendall Dudley - Postcards to Afghanistan (\$750)
- Too Human - A Celebration of Song: The American Songbook and Beyond (\$300)

The ACC generally meets on the second Monday of each month at the Robbins Library. All meetings are announced in advance and are open to the general pub-

CULTURAL AND HISTORICAL ACTIVITIES

lic. The Council regularly submits articles to the Arlington Advocate, soliciting grant applications, publicizing funded projects, encouraging participation in Council activities, and sharing general information about meetings and events.

Four ACC members completed their terms during 2009: Karen Dillon, Jean Yoder, Betsy Campbell, and Michelle Meagher. David Fechter is currently on leave. Three members joined the ACC in 2009: Eliza Burden, Amy Fischer, and Scott Samenfeld.

Those who are interested may contact the Arlington Cultural Council at the following email address: arlingtonculturalcouncil@yahoo.com or by visiting our website: www.arlingtonculturalcouncil.wordpress.com

ARLINGTON HISTORICAL COMMISSION

The Arlington Historical Commission (AHC) was established in 1970 to preserve and protect significant buildings within the Town that constitute or reflect distinctive features of the architectural, cultural, political, economic or social history of the Town. This work is described in the By-Laws of the Town of Arlington, Title VI, Article 6. To accomplish these goals, the Commission maintains an *Inventory of Historically and/or Architecturally Significant Properties* and administers the demolition delay bylaw through formal public hearings and informal meetings with owners of inventoried properties. The Commission is an advocate for historic preservation in Arlington. The AHC usually meets on the first Tuesday of each month at the Whittemore-Robbins House and all meetings are open to the public.

Hearings and Property Monitoring

The Commission conducted formal hearings on seven inventoried properties in 2009: 53 Brattle St., 323-329 Broadway, 180-82 Medford St., 15 Oldham Rd., 6 Park St., 51 Smith St., and 71 Walnut St.

Oversight on the properties from 2005-2009 hearings continued through out the year. Monitored properties included the ones listed above plus 21 Appleton St., 3 Brantwood Rd., 3-5 Brattle St., 90 Jason St., 40 Lake St., 43-45 Massachusetts Ave., 821 Massachusetts Ave., 11-13 Peirce St., 18 Water St., and the former Symmes Hospital.

In December the Permanent Town Building Committee appeared before the Commission to preview plans drawn up by Donham & Sweeney, architects for the renovation of the Central and Highland fire stations. The Commission voted to endorse the plans and congratulated those working on the project for design work that was sensitive to the historic character of these important structures. The Central fire station is believed to be the nation's oldest octagonal-plan firehouse and the Highland fire station was patterned after the Old State House in Boston. Both were designed by a leading ar-

chitect of municipal buildings, George Ernest Robinson of Belmont.

The Commission continues to monitor the historic Dr. Charles A. Atwood House at 821 Massachusetts Ave. The Atwood House was scheduled for rehabilitation rather than demolition when it was included as part of the site plan for the former Hodgdon-Noyes Buick dealership, where a new CVS pharmacy is being built as approved by the Redevelopment Board.

The historic house and barn at 18 Water St. were slated for demolition upon expiration of the demolition-delay imposed by this Commission at a public hearing in 2008. Upon expiration of the 12-month delay, the barn was razed. However, the house ultimately was retained in the redevelopment of the parcel.

Historic Markers

The Commission managed the historic house marker program for all Arlington properties on the *Inventory*. Four signs were distributed in 2009. Requests for the distinctive blue oval plaque remain strong. Each plaque displays the year the property was built and a historic house name, if any.

Web Site

The Commission continues to maintain and improve its own website that provides a copy of the *Inventory of Historically and/or Architecturally Significant Properties* and describes the process for hearings before the Commission as well as listing our publications and projects. www.arlingtonhistoricalcommission.org.

Education and Outreach

Throughout the year, Commissioners participate in many activities that educate and inform citizens about historic preservation. The AHC participated in Town Day with a booth.

On April 28, this Commission participated in an educational program sponsored by the Arlington Historical Society entitled *Caring for Your Older or Historic Home*, where an illustrated lecture was given by Sally Zimmerman of Historic New England. Representatives of this Commission, the Historic Districts Commission, and the Arlington Historic Preservation Fund were available following the lecture to meet with property owners and provide brochures and other materials.

Other Activities

The Commission continues to work with other Town agencies on the maintenance and restoration of the Whittemore-Robbins House and its outbuildings, the Winfield Robbins Memorial Gardens, the Town Hall and its grounds, and the Jarvis House at 50 Pleasant Street.

Mr. Duffy represented the Commission regarding changes to historic features of the interior of the Rob-

CULTURAL AND HISTORICAL ACTIVITIES

bins Memorial Town Hall, including consultation on a proposal for lighting improvements for the auditorium, and working with the Margaret Spengler Memorial Committee to determine appropriate placement of a bronze plaque in the front lobby. This Commission unanimously endorsed the proposal to rename Library Way as Peg Spengler Way.

This year Ms. Robinson worked with representatives of DPW, Planning Dept. and Library to create new plans to preserve the Olmsted Brothers wall along the Library edge. She also represents the Commission on the Mill Brook Conservation Area / Cooke's Hollow Feasibility Study committee working on proposals to significantly upgrade Cooke's Hollow Park.

This Commission has been working with the Arlington Fire Department regarding the optimal placement of outdoor antennae on historic Town-owned buildings, and to support the modernization project to change from hard-wired fire alarm boxes to a wireless system.

Commissioners represented the Historical Commission on various municipal boards and historic organizations in Arlington, including the Historic District Commissions, Zoning Bylaw Review Committee, the Arlington 200th Anniversary Planning Committee, the Arlington Preservation Fund, the Arlington Historical Society, the Old Schwamb Mill, and the Battle Road Scenic Byway Committee.

HISTORIC DISTRICT COMMISSION

The Historic Districts Act, M.G.L. Chapter 40C, was created to protect and preserve the historic resources of the Commonwealth through a local review system that encourages and ensures compatible improvement and development. Over 100 communities across the Commonwealth have enacted local historic districts to protect their historic resources and to ensure the preservation of the character of their community.

Arlington has seven established historic districts that include 351 properties that the community has recognized as unique resources worthy of protection. The seven districts and the dates they were established or most recently enlarged are: Avon Place, 1996; Broadway, 1991; Central Street, 1982; Jason/Gray, 1998; Mount Gilboa/Crescent Hill, 1991; Pleasant Street, 2006; and Russell, 1983.

The Arlington Historic District Commission (AHDC) is required by law to review the architectural appropriateness of most proposed exterior design changes, whether they be a minor alteration, new additions, or removal of trim or structures. The Commission consists of qualified volunteers appointed by the Board of Selectmen, and always includes a property owner or resident of each District (if one is willing to serve), an architect, a real estate professional, and

a representative from the Arlington Historical Society.

During 2009 the Commission met twelve times to hold hearings for property owners seeking approval for certificates for exterior work to be conducted on their homes. Part of the regular meetings included eighteen Informal Hearings held for property owners seeking advice or resource information for work to be conducted, and twenty one Formal Hearings. As a result of those meetings twenty five Certificates of Appropriateness and twenty four Certificates of Non-Applicability to be undertaken were granted. There were two Denials issued. During the year the Commissioners worked on educating the public on the role of the Historic District Commission at Town Day.

Jonathan Hindmarsh resigned as a Commissioner-At-Large.

CYRUS E. DALLIN ART MUSEUM

The Cyrus E. Dallin Art Museum has proudly celebrated its tenth anniversary from October 2008 through 2009. Since its founding, the museum's collection has quadrupled and its attendance has steadily increased. Countless Dallin descendants, Arlington residents, scholars, and owners of Dallin works have contacted the museum to share and exchange information and view our exhibits.

This year nearly 3,000 people visited the galleries, enjoyed new or restored acquisitions, and participated in a wide variety of special events.

The museum acquired several significant works and archival material including:

- *My Mother* (1904) plaster bust of Jane Hamer Dallin, Cyrus' mother. This portrait was the predecessor of the *Pioneer Mother Monument* in Springville Utah.
- *George Abbot Smith* (1917) bronze low-relief of the founder of the Arlington Historical Society and after whom the Smith Museum is named.
- *Cyrus E. Dallin* plaster low-relief prototype portrait by Paul Adrian Brodeur, Dallin's student at Massachusetts College of Art.

A major exhibit, *The Dallins in Arlington Heights*, was installed in collaboration with the Arlington Historical Society and Old Schwamb Mill. With antique books and brochures, archival photographs, portraits in oil and plaster, historic memorabilia, and sculpture, the exhibit documented the Dallin family's civic and social life within the Town. The four-gallery exhibit at the Schwamb Mill from December '08 through March '09 was supported by a grant from the Arlington Cultural Council (ACC), a local agency supported by the Massachusetts Cultural Council (MCC). One gallery was dedicated to color reproduc-

CULTURAL AND HISTORICAL ACTIVITIES

tions of Arthur Dallin's stained glass windows.

A reception, *Tea with the Dallins*, was held for the Dallin family and Arlington's community at the Mill within the exhibit. Ed Gordon lectured on *Arlington Heights: From 1870's Suburban Neighborhood to Early 20th Century Literary Arts Colony*.

The trustees hosted a series of five anniversary lectures about Dallin, his work, and family including:

- *Anne Hutchinson*, the monumental bronze statue in front of the Massachusetts State House symbolizing freedom of speech, was presented by Susan Greendyke LaChevre, Curator of the State House collection.
- *Paul Revere: Cyrus Dallin History and Art* by Paul Dobbs, Librarian and Archivist at the Massachusetts College of Art, illustrated Dallin's 58 year effort to erect the statue in Boston.
- *Lethe: Recalled from Oblivion* by David Formanek, Exhibits Department, USS Constitution Museum, depicted the art, mythology, and history of this larger-than-life original, nude plaster figure.
- *The Tale of Two Studios and Cyrus E. Dallin* by Robert Shure, artist, conservator, and owner of Skylight Studio (Woburn, MA.), examined the relationship with the Caproni Brothers Foundry (Boston, MA.) which manufactured plaster and bronze reproductions of Dallin's statues.
- *Vittoria Dallin and her Pageants* by Doreen Stevens, Administrator of the Arlington Historical Society, demonstrated that Cyrus and Vittoria were active in the culture and spirit of Arlington's "arts colony."

The 10th anniversary celebration lecture series and *Dallin in Arlington Heights* exhibit was aired on local television in co-operation with Arlington Community Media Inc.

The museum participated in Arlington's annual Town Day festivities by sponsoring its ninth *Art on the Green*. Nearly two-dozen vendors offered their arts and crafts in Whittemore Park. Several authors promoted their books at Dick Haley Bookseller's booth. Hank Philippi Ryan from Channel 7 News returned to autograph her mystery novels.

The Oral History interviews continue with James McGough chronicling the lives of Cyrus and Vittoria Colonna Dallin through the perspective of their family, friends, and neighbors. These videotaped sessions are expected to be a documentary production for local television.

Arthur Dallin's stained glass windows that appear in churches throughout New England are being pho-

tographed. Fifteen color photos are on exhibit at Town Hall, second floor until March 31, 2010.

Guided tours for elementary school students and special interest groups are conducted by trustees and docents. Our goal is to have all third grades from the APS visit. Consider bringing your group or club for a personal and in-depth presentation.

Acknowledgements

The museum's Board of Trustees was saddened by the death of Ardio DiBiccari on January 1, 2009. Mr. DiBiccari was a well-known sculptor living in the Boston area who created many outstanding works of art during his long career.

These activities were accomplished through the hard work of our Board of Trustees, continued support of the Dallin family, individuals outside and within the Town of Arlington, matching grants from companies, and assistance grants from the ACC. Due to the generosity of these and other sources, the museum increases its collection, implements educational programs, publishes articles, researches art and history, promotes the Arlington 4 Culture consortium, is launching a redesigned website, expanding its gift shop items, and preparing for the 150th anniversary of the births of Cyrus E. and Vittoria C. Dallin in 2011.

The museum, located in the historic Jefferson Cutter house in Arlington Center, at the intersection of Massachusetts Avenue and Rte. 60, is open through the dedication of its volunteers Thursday through Sunday from noon to 4:00 p.m. Please call 781-641-0747 for tour reservations, to verify opening times, and to volunteer.



Jefferson Cutter House, site of Cyrus E. Dallin Museum.

COMMUNITY SAFETY

POLICE DEPARTMENT

Department Overview

The Arlington Police Department (APD) continues to evolve to meet the changing needs of the Arlington community. The Department continues to implement new technologies to improve service delivery and refine training to maximize organizational effectiveness, while maintaining our commitment to ensure the safety of all members of the community. The Department operates under a community policing philosophy that encourages citizen participation in solving problems of crime, fear of crime, and quality of life issues.

Organizationally the Department is divided into operational and support functions. A Command staff of 3 captains assists the Chief in strategic planning, budgeting, and operations. The captains administer the Community Services Division, the Support Services Division, and the Professional Standards/Accreditation Office.

The Community Services Division is responsible for Patrol operations. This Division is tasked with effectively deploying all uniformed patrol personnel, including the patrol division, community services officer, traffic unit, canine unit, bicycle unit, and animal control. The Division's primary responsibility is to provide quality uniformed law enforcement services to the community. Not only does the Division answer calls for service to the community, but it also performs other specific assignments. These assignments include a wide-range of quality of life issues in Town. These proactive assignments vary between enforcing traffic and parking laws, preserving the peace, protecting life and property, school safety, special event planning, and grants coordination. Through the analysis of crime trends and partnerships with the community, patrol officers are deployed to specific locations to maximize police resources.

The Support Services Division is responsible for supporting the Community Services Division as well as overseeing the administrative functions of the police department. The Division is responsible for the criminal investigation bureau, training, new officer recruitment & hiring, information systems management, firearm/hackney licensing, police scheduling, departmental fleet, building maintenance, issuance of departmental records, and E-911 dispatch functions.

The Professional Standards/Accreditation Office is tasked with developing policies and procedures administering the Accreditation/Certification process, investigating citizen complaints, and proactively addressing issues of professional standards and accountability so as to prevent employee misconduct and liability.

Recently, the Department began a strategic planning initiative with a focus on the use of historical data to drive decision making as it relates to the deployment of valuable police resources. This strategic planning process will bring together technological assets, manage-

ment practices, real-time data analysis, problem solving, and intelligence-led policing that ultimately leads to positive results in terms of crime reduction, a more efficiently managed police department, and modern and innovative policing.

Like all Town departments, the Police Department has been challenged by the recent down-turn in the economy and reductions in resources. The Department has been unable to proactively staff assignments to meet the needs of the community. As a result, it may necessitate a reassignment of, and probable reduction in, services provided by the Department. These reductions have already been realized in the criminal investigation bureau, traffic unit, and patrol division. These reductions will not deter the Department from its core mission of providing quality policing to the citizens of Arlington.

Crime

The Department collects incident information using a system called the National Incident-Based Reporting System or NIBRS. NIBRS is an improvement on summary based system known as the Uniform Crime Reporting Program, or UCR. Since 1930, the FBI has administered the UCR Program using statistics supplied by law enforcement agencies across the country. At the present time, the FBI is encouraging law enforcement agencies to transition to NIBRS, which provides a more accurate reflection of crime in a given community.

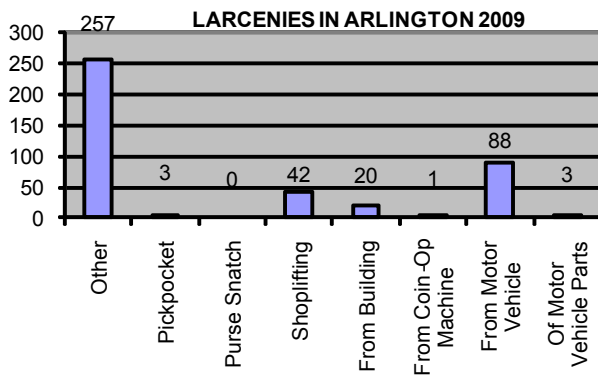
The following is a summary of Part "A" Crimes. Part "A" Crimes are designations made by the Federal Bureau of Investigation (FBI) to be the most serious affecting a community. They include: murder/manslaughter (and attempted), rape, robbery, aggravated assault, burglary, larceny, arson, and motor vehicle theft. In 2009 there were a total of 627 Part "A" Crimes reported in Town, down 20.13% from 785 Part "A" Crimes in 2008.

Part A Crime Type	2008	2009	Change
Murder/Manslaughter	0	0	0%
Rape (includes attempted)	3	3	0%
Robbery	15	11	-27%
Aggravated Assault	37	47	+27.02%
Burglary	165	117	-29.1%
Larcenies (all other)	271	257	-5.17%
Pickpocket	3	3	0%
Purse Snatch	0	0	0%
Shoplifting	37	42	+13.51%
Larceny from Building	23	20	-13.15%
Larceny From Coin-Op Machine	0	1	+100%
Larceny From Motor Vehicle	177	88	-51.39%
Larceny of Motor Vehicle Parts	2	3	+50%
Motor Vehicle Theft	36	26	-28%
Arson	16	9	-43.75%
Totals	785	627	-20.13%

COMMUNITY SAFETY

There were no murders in Arlington in 2009, the same amount reported in 2008. During 2009 there were three reported rapes, the same amount reported in 2008. Arlington had eleven robberies in 2009 compared to fifteen in 2008. In 2009 one of the robberies was while the suspect(s) were masked, four were armed robberies and seven were unarmed robberies. Arlington experienced forty-seven reported aggravated assaults in 2009. Thirty-six involved weapons, nineteen involved domestic violence. Of the incidents involving weapons, seven involved a knife, five involved a shod foot, four involved a phone, and one involved a gun. Arlington had 117 reported burglaries in 2009, which is forty-eight less than 2008. There were twenty-six motor vehicles stolen in 2009, which were ten less than 2008. Reported arson incidents in 2008 were nine, seven less than reported in 2008. Most of the arson incidents were outdoor brush fires.

In 2009 there were 414 reported larcenies, which were 111 less than reported in 2008. The chart below details the different type of larceny offenses that occurred.



Calls for Service

The Police Department responded to 25,268 calls for service. Officers filed 3,510 incident reports as compared to 3,516 in 2008 a decrease of six (1%). In 2009, 309 people were arrested, an increase of forty. Thirty-five people were taken into protective custody. Protective custody is a statute that allows police officers to take into custody a person who, due to ingestion of alcohol is incapacitated or a danger to himself or others. Although authority gives the police the option of taking a person to his residence or a treatment facility, the police station is often the most viable option. In 2009, 3,369 motor vehicle citations and 14065 parking tickets were issued. The Department continues increased traffic and parking education and enforcement to meet the growing concerns of citizens. Traffic issues continue to be one of the greatest areas of complaints to the Department. Currently, the traffic unit staff has been decreased by three positions, and with the increased demand in investigative and administrative functions of the traffic unit, overall productivity has decreased.

Calls For Service	2009	2008	2007	2006
Emergency Calls	25,268	27,004	25,757	26,821
Police Reports	3,510	3,516	3,448	3,534
Arrests	309	269	279	323
Protective Custody	35	39	48	36
Summons	205	230	205	121
Motor Vehicle Citations	3,369	4,487	2,652	2,946

Community Services

Patrol

The Community Services (Patrol) Division responded to 25,268 calls for service during 2009. The majority of the calls involve services other than responding to crimes. For instance, the Department responded to a total of 961 burglar alarms (residential, business and municipal), 1,153 disturbance calls, 821 reports of suspicious activity, 182 traffic complaints and 247 animal control calls during 2009. The Community Services Division also investigated 310 reports of missing persons.

Traffic Unit

During 2009 the Police Department responded to 812 motor vehicle crashes. This number represents a 5% overall reduction from the 854 crashes responded to in 2008. Of that number, 127 involved hit and run crashes (6% decrease), 124 were crashes with injury (8% increase), and 555 crashes without injury (8% decrease). The Traffic Unit was hampered this year by a force reduction in the patrol division that resulted in only one officer fully assigned to the Traffic Unit for the majority of the year. This contributed to the 25% decrease in motor vehicle citations in 2009 from 2008. Many programs and initiatives, including more proactive enforcement, were also hampered by the lack of resources to staff the Traffic Unit.

The Department also participates in traffic safety grant mobilizations. Throughout the year additional police patrols hired under state grant money are directed to target aggressive drivers, drunk drivers, and seat belt violators. The APD participated in dozens of mobilizations, which helped make the streets of our community safer to travel.

Community Policing

The APD is committed to the philosophy of community policing. The concept of partnering with the community to solve problems of crime, fear of crime, and quality of life issues has been institutionalized and embraced by every officer in the Department. During 2009 the Department offered a number of new community policing programs to the public, designed to provide citizens with tools, information, and skills useful in solving those problems.

COMMUNITY SAFETY

In 2009 the APD took its first steps in advancing the community policing philosophy to create a Town-wide neighborhood network to extend these programs into the community. In February Officer James Smith and the Department opened a satellite office at the Council on Aging and began forming partnerships with not only seniors in the community but also other citizens, religious organizations, and business groups. In 2010 the Department will partner with the Arlington Housing Authority and open its first police sub-station in East Arlington to better serve that neighborhood.



HRC Summer Camp

In continuing with Town partnerships, the APD, Recreation Department and Arlington Youth Health and Safety Coalition, a project of Health and Human Services, collaborated on the first ever free HRC (Health, Recreation, Cops) summer camp for Arlington children in July. The camp was a fun-filled week of courses consisting of field trips, safety classes, games and educational seminars geared towards children ages 6 to 11 in Arlington. The Department hopes to receive in-kind donations to sustain this program for many years to come. Also, the APD teamed up with the Middlesex County Sheriff's office in providing another free summer camp for Arlington children at the Sheriff's training academy in Billerica. Personnel from both organizations acted as camp counselors to provide a fun and enriching week of activities.

The summer saw the continuation of the Department's highly successful Youth Basketball League. Officers volunteered their time to coach and mentor youth in Town while providing them with a successful athletic program. Reaching out to youth in Town has always been a goal of the Department's community policing efforts. The APD hopes that programs like this leave the youth with a positive image of police and a spirit of cooperation and friendship. This program expanded the reach of our youth and athletic program, and provided the same opportunity as the basketball league for positive interaction between police and Arlington youth.

Also during the summer the APD, in partnership with the Middlesex Sheriff's Department, and the Arlington Boys and Girls Club, conducted a new program

called "Badges for Baseball." "Badges for Baseball" brings law enforcement together with youth serving organizations to help bridge the gap between officers and youths. Officers use the game of "Quickball" to reach the children. "Quickball" is an innovative program designed by the Cal Ripken Sr. Foundation. "Quickball" is a fast paced, indoor game of baseball. The program is designed so children, regardless of degree of skill level, can play together as a team.

The Department still operates its "Guardian Program," which is a collaborative effort between the Police Department, the Council on Aging, and the Housing Authority. The "Guardian Program" is an assurance program that offers subscribers daily well being phone calls. It is designed to accommodate elders, shut-ins, and those who require well-being checks. Another program that runs throughout the year is RAD (Rape Aggression Defense). This is a free program offered exclusively to women that provides them with skills and self-assurance vital to surviving and escaping from physical attack. The Department will continue with its Summer Shape up Program, Citizens Police Academy, Public Safety Day, and partner with community groups in Town to facilitate open dialogue to address issues and challenges that affect them. The Community Services Unit is also available to conduct tours of the police station and speaking engagements for groups or organizations within Town.

Canine

In 2009 Officer Hogan responded to approximately 70 calls for service and K9 Dasty was responsible for five felony arrests. One of the incidents involved a domestic dispute in which the suspect threatened he was going to kill the responding officers. The K9 Team was deployed and the suspect was taken into custody without incident or injury. In another, a suspect stated he was going to kill staff and himself and any officer that responded. He stated his plan was to die by a method known as "suicide by cop." The K9 Team was deployed. The suspect complied and was taken into custody without injury. Another large part of the K9 program is Dasty's ability to locate narcotics during searches. Dasty was also responsible for over 20 narcotic and evidence recovery incidents. Dasty's searches included the execution of a search in Arlington which resulted in locating a large amount of marijuana, cocaine, and \$1,600. He also assisted in the Middlesex County Drug Task Force and other area police drug investigators in numerous search warrants. In one car stop Dasty located 67 grams of cocaine, 9 grams of crack cocaine, \$3,147 cash, and located an electronic drug compartment hidden in a car. A total of over \$14,000 was seized and large amounts of narcotics were taken off the streets of our community by our K9 team. Dasty and other area K9's were also responsible for many school searches in the fight to keep our children safe while in school.

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One of the most rewarding parts of having K9 Dasty is being able to conduct K9 Demonstrations for area students. During the past year, Dasty conducted over twenty K9 demonstrations, including Town Day and Public Safety Day held in June of 2009 at Arlington High School. In April and May, K9 Dasty competed in two drug certification competitions held by the United States Police Canine Association Drug Certification Competition. Out of thirty-nine teams from three states, Officer Hogan and K9 Dasty finished in first place. They were also awarded the Police K9 of the Quarter for Region 4 by the United States Police Canine Courier, and were featured in two national canine magazines.

Animal Control

The Animal Control Officer is responsible for enforcing the Town's Bylaws relative to animals and for inspecting and quarantining animals. The animal control officer responded to 690 animal complaints, an increase of 71 over 2008. The Animal Control officer also responded to 248 dead animal calls, 586 wild life issues, and impounded 27 dogs while returning 74 dogs to their rightful owner. The officer responded to 40 dog quarantines/bites and 36 cat quarantine/bites. He also issued eleven citations for violations. The Town issued 1,506 dog licenses, an increase of 95 from 2008. The officer is an active member of the Metro-West Animal Control Officer Consortium.

Animal Control	2009	2008	2007
Citations	11	30	47
Dog License	1,506	1,411	1,223
Animal Complaints	690	619	570

Support Services

Criminal Investigation Bureau

The Arlington Detective Bureau was very busy in 2009. One of the more significant cases began with an investigation that commenced at the end of June. An Arlington senior citizen became a victim of a Jamaican Lottery Scam. The victim lost more than \$100,000 during this complex scheme. A lengthy investigation culminated with Inspector Krepelka and Inspector Sheehan flying out to Kansas in late August, and placing the suspect under arrest.

Numerous narcotic investigations began and concluded successfully during 2009. In August, Inspector Connerney and the regional drug task force, following an undercover operation, arrested two Asian males and seized close to 700 ecstasy tablets.

In April Inspector Connerney and the Middlesex Regional Drug Task Force put a stop to two significant drug operations. One arrest was made in the Stop & Shop parking lot. The suspect was arrested for selling heroin in a school zone. The suspect's vehicle was also seized. The other arrest followed a lengthy and complex

investigation, where a female suspect was charged for selling narcotic controlled substances in a private club in Arlington.

Along with regular undercover alcohol compliance checks of licensed establishments, the Detective Bureau conducted several undercover stakeouts of all the massage parlors located in Arlington. The main targets of these undercover operations were signs of possible human trafficking and/or prostitution. When information did not develop that way, Inspector Connerney contacted the Inspector with the State of Massachusetts and they conducted compliance checks of every massage parlor, which resulted in over \$10,000 in fines for various administrative and licensing violations.

Inspector Kelley, the Department's Family Services Officer, has been working with the District Attorney's Office in a collaborative effort with other agencies to move forward with a High Risk Assessment Team for Domestic Violence victims. A grant was awarded to Arlington, Belmont, and Cambridge to help fund the program. Inspector Kelley continues to work closely with the local First Step domestic violence support group program. In conjunction with the First Step Program and Lt. Flaherty, Inspector Kelley conducted Domestic Violence roll call trainings for all Arlington Officers.

The School Resource Officer Program is in its fourth year, and has been a tremendous success due to the efforts of Inspector Gallagher and the Administration within the School Department. While school was in recess in early August, Inspector Gallagher solved four housebreaks during the course of one morning, three residences in Drake Village and a break-in to a home on Mass. Ave. He arrested a suspect in Drake Village and elicited a confession from the suspect and subsequently recovered the pawned jewelry that had been stolen from the Mass. Ave. residents.

Arlington Detectives participate in the monthly North Eastern Massachusetts Law Enforcement Council (NEMLEC) Detectives meetings, and are members of the Suburban Middlesex County Drug Task Force. The Task Force is a collaborative effort of the following police departments to curtail narcotics in their communities: Arlington, Lexington, Belmont, Waltham, Watertown, Newton, Weston, and Lincoln. To date, the Task Force has successfully prosecuted hundreds of drugs cases in the above local communities and confiscated thousands of dollars in cash and forfeitures.

There were 98 Firearms Permits issued in 2009, which generated \$8,675 in fees. The Town of Arlington received one-third, or \$2,892 dollars.

Records

The following chart outlines activity in the Records Room for 2009. In addition, the Records Room processes all requests for public records and police reports.

COMMUNITY SAFETY

Month	Calls	Arrests	Citations	Parking	Accidents	Hackney
Jan.	2,298	17	378	1,625	70	4
Feb.	2,068	14	408	1,516	31	6
March	2,165	23	375	1,416	52	9
April	2,192	24	407	1,121	42	7
May	2,191	21	335	1,227	42	7
June	2,078	24	276	1,264	47	3
July	2,360	25	215	978	44	3
Aug.	2,099	33	223	1,108	43	2
Sept.	2,089	17	258	1,108	56	8
Oct.	1,981	18	190	1,033	62	3
Nov.	1,875	24	170	783	49	5
Dec.	1,934	21	140	886	54	7
Total	25,330	261	3,375	14,065	592	64

Accreditation/Professional Standards

In 2008 the Arlington Police Department was accredited for the first time by the Massachusetts Police Accreditation Association. Overall, Arlington remains one of few police departments across the Commonwealth that holds this prestigious award. The achievement of this award and its continuing certification in the Association demonstrates the Department's commitment to delivering an exemplary level of police services to the community. In 2009 the Department achieved compliance with 151 national law enforcement standards to maintain its certification.

Regional Police Initiatives

North Eastern Massachusetts Law Enforcement Council (NEMLEC)

The Arlington Police Department is a member of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). The Council is a consortium of 51 Police Departments in Middlesex and Essex County, as well as the Middlesex and Essex County Sheriff's Offices. The members of the organization operate pursuant to an inter-agency mutual aid and assistance agreement to share resources and personnel to enhance public safety in a fiscally responsible manner. As part of the agreement, each member commits resources from its law enforcement agency to assist other members in an effort to increase and improve their capabilities and capacities.

NEMLEC is comprised of a Regional Response Team (RRT), which includes a Tactical Unit, Special Weapons and Tactics Unit (SWAT), K-9 Unit, and School Threat Assessment and Response System (STARS), Motor Unit, Bicycle Unit, Accident Reconstruction Unit, and a Crime Scene Unit. Officers associated with the various Units receive specialized training in crowd/riot control, crisis negotiations, response to school violence,

use of specialized weapons, drug interdiction, and many other areas of specialization within the law enforcement profession.

Currently, we have officers assigned to the RRT Unit, SWAT, Motor Unit, STARS, and Drug Interdiction Unit. Chief Frederick Ryan is commanding officer of the Motor Unit for NEMLEC.

STARS

The School Resource Officer is assigned to Arlington High School. The officer utilizes The School Threat Assessment and Response System (STARS), a comprehensive program to prepare, assess, respond, and strive to prevent threats of violence in schools. This initiative is accomplished through mobilizing regional resources that recognize the individual uniqueness and integrity of Arlington Schools.

This multi-tiered assessment and response system is designed to provide local officials in Arlington access to specialized resources developed through a collaborative effort. Utilizing the STARS' Protocol, incidents and threats are addressed through response classifications involving varying degrees of consultation, readiness, and intervention.

Once STARS is initiated, local responses are augmented by NEMLEC's regionally coordinated resources. This includes access to personnel and experts with specialized skills, planning and training opportunities, communications systems, equipment and advanced technologies, and protocols for program and techniques evaluation.

As with all NEMLEC programs, STARS provides a mechanism to ensure communication, coordination, and interaction between member agencies in an efficient and cost effective manner. This is done with a focus on the need to maintain control at the local level.

BAPERN

The Greater Boston Police Council (GBPC) has developed and maintained the Boston Area Police Emergency Radio Network (BAPERN) system since the early 1970's. BAPERN was originally conceived as a system to allow police departments in the greater Boston area to be able to communicate with each other while at the same time having discrete local operating frequencies. The system has been expanded and modernized over the years and today acts as a national model for public safety communications.

In addition to radio communications, the GBPC serves its member communities through its cooperative purchasing program. Most member agencies use the GBPC purchasing contracts to acquire fleet vehicles (police, DPW, etc.) and associated municipal equipment.

Chief Frederick Ryan currently serves as the GBPC Central District Coordinator (metro-Boston) and is a voting member of the GBPC Executive Board.

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Suburban Middlesex County Drug Task Force Arlington is a member of the Suburban Middlesex County Drug Task Force, a resource sharing organization made up of the communities of Arlington, Lexington, Belmont, Waltham, Watertown, Newton, Weston, and Lincoln. Through this partnership Arlington has been successful at effectively combating regional street-level sale and major distribution of narcotics.

Awards and Recognitions

In March 2009 the Department held its annual Employee Recognition Awards Ceremony. Inspector Bryan Gallagher was selected as the Police Officer of the year for 2009. Inspector Gallagher has an outstanding performance record in both his role as the School Resource Officer for Arlington High School and as an Inspector with the Criminal Investigations Bureau. Inspector Gallagher has consistently displayed sound judgment and the highest quality of service as a Police Officer and creative problem solver. His personal appearance, demeanor, and interaction with coworkers and members of the community reflect a high level of personal commitment and professionalism. Inspector Gallagher brings a tremendous amount of excitement and energy to his job and was responsible for solving two of the most significant cases the Department dealt with in 2008. Inspector Gallagher displays deep concern for the welfare of his fellow officers and has truly earned the respect of those with whom he has contact, through his fair and impartial treatment. Inspector Gallagher's long-term performance reflects initiative and knowledge of the law. His high level of confidence and command presence serves as an image for others to emulate and his courteousness continually earns public praise. Inspector Gallagher along with his School Resource Officer duties is a certified Rape Investigator, Arson Investigator, member of the NEMLEC STARS Team, and the Department's PACE Team. He also represents the Department as a member of the Honor Guard.

The Department also awarded one Medal of Honor, eight Meritorious Service Ribbons and twenty-one Certificate of Commendations at its ceremony. The officer receiving the Medal of Honor was Officer Michael



Inspector Bryan Gallagher and Chief Frederick Ryan

Hogan, only the second recipient of the award in the Department's history. Other Officers receiving ribbons were: Captain John Serson, Lieutenant James Curran, Inspector Gina Bassett, Inspector Stephen Krepelka, Officer Joe Dunn, Officer Michael Hogan, Officer Brandon Kindle, and Officer Robert Pedrini.

Civilian Awards presented at the ceremony went to Mr. Ed Consilvio, Mr. John Consilvio, and Ms. Marcia Consilvio for their lengthy service to the Town in donating their time and expertise in coordinating the police youth basketball program, and for assisting the police in its mission of providing quality activities to the youth of Arlington. Mr. Kenneth Peura and Mr. Christopher Ellsworth for courage and heroism for their assistance in coming to the aid of an officer-in-trouble call. Mr. John Scheft for donating his time and expertise to both the Police Department and the Arlington Youth Health and Safety Coalition. The Coalition is a project which was developed by the schools, Health Department, and Police Department in response to a highly publicized substance abuse related youth tragedy. In Mr. Scheft's role as a member, he has offered guidance, knowledge and his expertise in developing the framework for the Coalition. Mr. Scheft also provided assistance in the Diverision Program, which is a project of the Coalition.

Retirements/Promotions/ Appointments

During the past year, the APD had eight police officers retire: Captain Richard Kennefick, Professional Standards with thirty-two years of service, Captain Thomas Diozzi, Support Services Commander with thirty-two years of service, Captain John Serson, Community Services Commander with thirty-two years of service, Lieutenant Paul Dooley, Day Shift Commander with thirty-two years of service, Lieutenant James Moran, Criminal Investigations Bureau with thirty two-years of service, Lieutenant Kenneth Hughes, Community Services Officer with twenty-six years of service, Officer Donald Brown, Patrol Officer with thirty-four years of service, and Officer Dennis Corbett, Patrol Officer with thirty-four years of service.

The APD made four promotions. Sergeant James Curran was promoted to Lieutenant and became the Criminal Investigations Bureau Commander. Sergeant Juliann Flaherty was promoted to Lieutenant and became the Training and Support Services Officer. Inspector Michael Sheehan was promoted to Sergeant and assigned as a day supervisor. Officer Michael Flynn was promoted to Sergeant and assigned as a night supervisor.

Two recruits were appointed to the Department. Scott Urquhart and Matthew Riley completed twenty five weeks of rigorous training at the MBTA Transit Police Academy. After the recruits completed their basic training, they were given the oath of office thus becoming duly sworn members of the Arlington Police Department.



ARLINGTON FIRE DEPARTMENT

Mission Statement

The Arlington Fire Department (AFD) will strive for excellence in the performance of duty and service to the community and the customers it serves. The Department is committed to find better ways to protect the lives and property of its citizens from the ravages of fire and other disasters and to contribute to the physical wellness of the community through emergency medical service.

Ethics and Values

Knowing that firefighters are held to a higher standard of conduct, the firefighters of the Arlington Fire Department will make every effort to uphold those standards that are entrusted to us and to take an active role in maintaining a professional image of the Fire Service through promptness, efficiency, and dedication to duty.

Communicating with the Public

The Department will serve the public with courtesy and respect, providing assistance wherever professional skills and talents are needed, and be ever vigilant in promoting awareness of fire hazards and in educating citizens of all ages.

Department Overview

The Arlington Fire Department continued its evolution from a strictly fire prevention and suppression organization to incorporate all hazards mitigation into its service to the community. A significant portion of time and training is spent on preparation for disasters, both man-made and natural.

In 2009 the Arlington Fire Department and the Local Emergency Planning Committee (LEPC) worked in unison with the Arlington Board of Health (BOH) to monitor and assess the H1N1 flu crisis. In late spring the spread of this flu was being seen in Arlington and the greater Boston Area. In the fall of 2009 the BOH began offering local flu clinics utilizing the Incident Command System, a nationally used command and reporting system, to notify the state and federal governments of the flu's impact on Arlington. Medical personnel from the BOH staffed the clinics with assistance from the Arling-

ton Fire Department and the LEPC. All public school students and staff, public works employees, and public safety personnel were vaccinated by December.

The Fire Department also provides pre-hospital emergency medical services (EMS), building inspections on a regular basis for code enforcement and familiarization, public education projects, training, and performs a number of related tasks including annual hose testing and hydrant inspections.

Over 60% of the calls by the fire department are for medical emergencies. Maintaining Emergency Medical Technician (EMT) status for the majority of the department is the responsibility of Deputy Chief Kevin Shaw. New equipment and techniques are consistently introduced, requiring hours of additional training. Between training officer Captain James Bailey and EMS officer Deputy Chief Shaw, the challenge to maintain these services are done in-house, minimizing the expense to Arlington taxpayers.

During 2009 the Department responded to 4,718 calls for assistance. Of these calls 2,866 were for medical emergencies. Reported dollar loss of property due to fire incidents for 2009 totaled \$338,400

Response Type	2009	2008	2007	2006
Fire	79	98	113	111
Carbon Monoxide Activations	145	170	154	83
Water Hazards	62	77	85	75
Mutual Aid	33	53	54	67
Lock Out/In	80	104	91	93
Electrical Hazards/ Down Lines	112	219	162	151
Motor Vehicle Accidents	121	100	100	107
Smoke Scares	99	155	144	26
Natural Gas Emergencies	96	60	75	131
Flammable Liquid Hazards	118	21	27	30
Hazardous Conditions	75	106	124	157
Other	115	246	228	170
Emergency Medicals	2546	2,416	2,316	2,189
Medical Assists	320	232	354	398
Alarms Sounding	717	686	566	610
Total Calls for Assistance	4718	4,743	4,593	4,398

COMMUNITY SAFETY

Fire Prevention/Fire Investigation Unit (FIU)

Fire prevention continues to be a major focus of the Arlington Fire Department. The Unit ensures that inspections by our well-trained officers and firefighters have continued to make Arlington one of the most fire safe communities in the metro Boston area. Fire prevention, combined with an aggressive interior attack by its suppression teams when necessary, accounts for these positive statistics. The amount of money saved by building owners and insurance companies through prevention and aggressive firefighting are impossible to calculate, but contributes greatly to the quality of life in Town. The Fire Prevention Division of the Arlington Fire Department issued 901 permits in the year 2009 totaling \$46,000.

Permits	2009	2008	2007	2006
Permits	901	364	997	1062
Revenue	\$46,000	\$32,787	\$35,051	\$30,957

The Fire Investigation Unit (FIU) responds to all fires within the Town and is responsible for determining their cause and origin. A thorough investigation of the cause, origin, and circumstances of how a fire occurred will often prevent similar incidents from happening again.

The experience, knowledge, and continuous training of the members of the FIU, working in conjunction with the State Fire Marshal's Office and the Attorney Generals Office, allows for numerous resources to successfully investigate and prosecute all fire related crimes.

The FIU was activated twenty-five times this past year to investigate various incidents, including structure fires, vehicle fires, dumpster fires, and grass fires.

In October the AFD responded to a reported house fire on Summer Street. Quick assessment and tactical implementation resulted in members of the Department rescuing one incapacitated civilian, two dogs, and treating two police officers that gained entry to the smoke charged apartment.



In terms of fire prevention for the Town, public education is a key component. Without question the most influential group of citizens reached are children. The program, Student Awareness of Fire Education, has been an extremely successful curriculum that has been presented to the grammar school children since 1996. The theme of Fire Prevention Week 2009 was "Stay Fire Smart, Don't Get Burned!" This theme stressed the importance of lighter / match safety for kids and stressed to the homeowner / occupant to take the time to identify and correct any fire hazards in their dwelling.

The Juvenile Fire Setter Intervention Program (JFIP) counseled young, potential fire setters in the dangers of playing with fire. The JFIP, partnering for the eighth consecutive year with the Germaine Lawrence School, educated students who were identified as fire setters.

SAFE and JFIP are the only two programs that Arlington Firefighters volunteer to be trained in to protect and educate their community.

Training

The Training Officer is responsible for managing a comprehensive training program designed to meet the needs of all members of the Department. The primary focus of the Training Division is to promote training necessary to allow the firefighter to achieve specific career goals. Firefighters are constantly evaluated and tested by the division to ensure proficiency in skills and retention of knowledge. This training includes inspections, classroom sessions, practical applications and actual calls for service.

Every firefighter's career with the Arlington Fire Dept. begins at the Mass Fire Academy (MFA). The MFA's fire instructors hone their knowledge, ability, and instincts during a rigorous schedule of training evolutions and a challenging curriculum. All firefighters gradu-

FIU Fire Investigations				
Type	Cause	2009	2008	2007
Structures	Accidental	12	8	8
Structures	Intentional	0	1	0
Open Field Grass	Intentional	0	10	10
Dumpster	Undetermined	1	1	2
Motor Vehicle	Mechanical Malfunction	4	12	3
Appliance	Malfunction	5	3	2
Personal Belongings	Intentional	0	2	1
Outside Structure	Intentional	3	4	3
High School	Bath/Hall Intentional	0	4	3

COMMUNITY SAFETY

ate with the NFPA certification of Firefighter I/II. The final result is a group of highly trained individuals, prepared to work as Firefighters in one of three fire stations on one of four 24-hour shifts. This year Firefighter Sean Mul-lane graduated from the MFA.

The Training Division strives to offer fire service personnel complete and progressive training required to perform the job to which they are trusted - the protection of the lives and property of the citizens of Arlington. Courses have been hosted internally, bringing in MFA professionals as instructors. Private sector representatives delivered training to all members of the Department. The Department EMS coordinator delivered all emergency medical service training in house.

The Training Division handles the development and delivery of all company-level drills, department-level training initiatives, as well as new recruit indoctrination and training. The Training Division is also responsible for continuing education and re-certification of EMT's.

In 2009 AFD members received regularly scheduled annual training in such areas as Cold Water / Ice Rescue, CPR, Laddering, Rapid Intervention Team tactics, and the Department of Transportation's EMT refresher course. Instructors, as part of the MFA's Impact series, came to Arlington and instructed members on gas emergencies. All members received certification for completing the MIAA Emergency Vehicle Operators Course. This program was scenario-based and provided each member with the driving skills necessary to operate in an emergency situation. The successful completion of this course allowed the Town to lower its insurance premiums. The Department was able to obtain additional hands on training when its members were allowed access to three homes that were scheduled for demolition. Firefighters were able to practice apparatus placement, hose line advancement, forcible entry, roof ventilation, and roof operations. Cambridge Savings Bank donated the use of the Brigham's Ice Cream Plant on Mill Street for one week of search and rescue training. The plants' complex layout challenged the firefighters to operate in a large, compartmentalized environment with limited visibility and limited access to resources.

EMS

The Arlington Fire Department staffs a Class 1 Rescue/Ambulance with two EMT-Basics, 24 hours a day, seven days a week. The Department currently has sixty-seven EMT's and five first responders. One of those first responders has successfully completed EMT school and is in the process of being licensed by the Department of Public Health.

EMS Staff	2009	2008	2007	2006
EMTs	67	65	63	61
First Responders	5	11	12	13

The Department's EMS coordinator is responsible for all in house medical training, re-certifications, medical supplies and keeping all EMT's and first responders updated with the latest information from the Office of Emergency Medical Services (OEMS), and Department of Public Health. All Department EMT's have an obligation to provide pre-hospital patient care in accordance to statewide treatment protocols from the Massachusetts Department of Public Health.

The Department responded to 2,866 medical emergencies. Of those emergencies, 781 were for advanced life support and 940 for Basic Life Support in nature and transported to the appropriate facility by the Town -operated ambulance, Rescue 1. There were 560 medical emergencies where Rescue 1, was at another emergency medical call and 77 medical calls where Rescue 1 was dispatched, but transport was cancelled prior to arrival at emergency scene. Basic Life Support emergencies were transported to the Department's six-area point of entry hospitals for further medical care. 508 medical emergencies did not require transportation to area hospitals.

The Department is still exploring the possibility of upgrading our level of medical care to Advanced Life Support.

Ambulance Responses	2009	2008	2007
Advance Life	781	1129	819
Basic Life	940	660	668
Patient Refused Assistance	508	585	641
Runs Missed Because R1 On Other Call	560	490	491
Ambulance Response, Cancelled Enroute	77	NA	NA
Total	2866	2374	2128

2009 Highlights

- A Seagrave Quint was delivered in August, designated as Engine 3 and assigned to Park Circle Station.
- A 2008 Osage Ford E-450 ambulance was delivered in October, designated as Rescue 1 and assigned to Highland Station.
- Through Capital Funding, purchased and implemented 2 power saws for line companies to use during fire-ground operations.
- Purchased and implemented new lighter, more flexible fire hose and nozzles for high rise building operations, and forcible entry tools to replace older, heavier equipment.
- Continued the dismantling of outdated landline fire alarm systems to update to a new wireless system and reduce maintenance and

COMMUNITY SAFETY

equipment costs.

- Installed 4 wireless fire alarm systems in 4 local schools to increase alarm warning efficiency and reduce cost.

New Hires/Promotions/Retirements

In 2009 Sean K. Mullane was appointed to the Arlington Fire Department. He completed the 12- week recruit firefighter program at the MFA. Lieutenant Paul McPhail was promoted to the rank of Captain. Firefighters Jay Henebury, Eric Doucette, and Paul Houser were promoted to the rank of Lieutenant. Firefighter Paul Doherty retired in February, Lieutenant Michael Walsh retired in March, and Captain Richard Weisman retired in April. All three dedicated over 29 years of service to the Arlington Fire Department. Lieutenant John Ferrante, appointed in 1973, retired in June with over 36 years of service to the Arlington Fire Department. Firefighter Martin Conroy, a USMC communications specialist, returned from Al Anbar Province, Iraq in May.

2010 Goals

- Start renovations of the Highland Fire Station. Temporarily relocate Engine 2 to the Public Works yard and Rescue 1 to Fire Headquarters.
- Start renovation of the exterior of Fire Headquarters.
- Implement electronic report writing for EMS and renegotiate the fees for both Advanced Life Support service and medical billing patient transfers.
- Purchase more fuel-efficient vehicles for Fire Department staff.
- Continue the replacement of municipal fire alarm boxes with new wireless municipal boxes.
- Continue to provide ancillary programs such as the FIU, JFIP, Vial of Life, and SAFE within the limited resources and funding available.
- Continue to implement mandatory, standardized yearly training program for all firefighters.
- Implement emergency medical service for the Town of Arlington, including the feasibility of running a second ambulance and implementing Fire Department Advanced Life Support units.
- Continued communication and education of residents about emergency management plans, emergency medical services, and fire suppression and prevention objectives.

INSPECTIONAL SERVICES

The Inspectional Services Department is responsible for enforcement of The Commonwealth of Massachusetts Building, Electrical, and Plumbing & Gas Codes, as well as all related regulations, standards and Town Bylaws. Additionally, the Department implements strategic projects as assigned by the Town Manager.

2009 Highlights

- New CVS permit review and issuance.
- Implemented updated 780 CMR Mass State Building Code and its amendments.
- Reviewed and permitted solar photovoltaic installations.
- Increase in LEED certified construction meeting Green Building standards.
- Permits were issued for 17 new single-family homes, 4 new two-family homes and 2 new three-family homes.
- In 2009, the Department issued a total of 4,826 permits of which 1,585 were Building permits, 747 were Plumbing permits, 627 were Gas permits and 1,150 were Wiring permits. Total fees collected by the Department in 2009 were \$773,329.73 with an estimated construction value of \$32,394,941.

COMMUNITY DEVELOPMENT

REDEVELOPMENT BOARD / PLANNING & COMMUNITY DEVELOPMENT

Redevelopment Board

The Arlington Redevelopment Board (ARB) is both the planning board and the community development board for the Town. The board also has urban renewal authority for the Town under MGL Chapter 121 (b). As the permit granting authority for Environmental Design Review, the board spends considerable time reviewing applications for certain development projects to ensure that specific zoning standards are met.

In 2009 the ARB was given the authority to approve the design of ways for the purposes of ensuring that new building lots can meet zoning frontage and access requirements. The State legislature enacted Chapter 42 of the Acts of 2009 of the Commonwealth of Massachusetts, vesting authority in the Redevelopment Board to approve ways in Arlington. Formerly, the Board of Selectmen had authority to approve ways, but was limited in the standards that could be imposed on their construction. The ARB must now adopt regulations for Board of Survey applicants.

Planning & Community Development

The Department of Planning & Community Development prepares and implements long-term and short-range plans related to the Town's natural and built environment. This includes land-use, transportation, economic development, housing, open space and recreation, natural resources, historic preservation, and plans and projects that preserve and enhance Arlington's community character. The Department also administers the Community Development Block Grant (CDBG) and other grant programs, oversees the day-to-day operations of the Redevelopment Board buildings, and supports the efforts of Town boards, committees, and commissions charged with planning-related responsibilities.

The Department is staffed by three full-time planners and a support staff of two. The staff supports over twenty-four Town committees and boards, plus Town initiatives. The Department administers five times as much value in federal revenue for Town services, not including the federal Weatherization and home rehabilitation programs, as it costs the Town to run the Department.

2009 Highlights & Initiatives

During 2009 the ARB and the Department focused on the Massachusetts Avenue Corridor Project, the Commercial Development Study, the Environmental Design Review for the new CVS store (Hogden-Noyes site), and actively pursued developers to acquire the Symmes redevelopment project with the current owner, JPI and the bank holding the mortgage. The Department managed \$1.3 million in Community Development Block Grant (CDBG) funds that were allocated for thirteen pub-

lic services, four public facility projects, and for housing and planning activities. The Department manages seven ARB properties representing twenty-three tenants and approximately \$1 million in rents. Details of these highlights and initiatives are included in this report.

Massachusetts Avenue Corridor

The Town received funding from the Commonwealth of Massachusetts for design and improvements to Massachusetts Avenue (Mass. Ave.) in East Arlington, from the Cambridge city line to Pond Lane. This grant came to the Town as a result of longstanding concerns about pedestrian safety on Mass. Ave. The goals of the project are to make Mass. Ave. a safer and more attractive street that improves safety and mobility for pedestrians, bicyclists, and transit users; to maintain motorist mobility and create a safer and more orderly traffic flow; and to improve the business environment by enhancing the streetscape and improving parking efficiency.

The project is being managed by the Town Planning Department and Department of Public Works, with guidance from a Project Review Committee made up of Arlington residents and business owners. During 2009 our consultant team conducted extensive traffic analysis and then developed a plan that will transform the wide open pavement into a more organized roadway which balances the needs of all users. Three new crosswalks will be added, along with curb extensions to shorten the crossing distance for pedestrians. The Lake Street commercial area will be improved with new trees, benches, bike racks, pedestrian-scale lighting and outdoor seating and dining areas. The plan was submitted in August to the Massachusetts Department of Transportation Highway Division for their review after a series of public meetings to review the project, which was endorsed by the Board of Selectmen. Following additional design, engineering, and public hearings, construction is anticipated in 2012.

Commercial Development

Since February a team of consultants, led by Larry Koff & Associates, have been developing a Commercial Development plan. The task is to focus on ways to bring more vitality and vigor to the three commercial centers: East Arlington, Arlington Center, and Arlington Heights. The study will also analyze specified key potential development sites. Most of the Commercial Development Plan elements had been drafted and reviewed by business owners and commercial property owners by the end of 2009, after the consultants met several times with the Town's review team. Presentation of the draft plan to the public will be made early in 2010.

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Environmental Design Review – CVS Store

A significant Environmental Design Review special permit was granted by the ARB for a new CVS store at the former Hodgdon-Noyes auto dealership site on Massachusetts Avenue, near the high school. The use was allowed by zoning. Demolition and site work began late in 2009.



CVS construction site

Despite the economic downturn, construction began on two retail developments in 2009. One in Arlington Heights and the other a CVS store at the former Hodgdon Noyes dealership.



Arlington Heights Retail Construction

Symmes

The redevelopment of the former Symmes Hospital site saw little progress this year as the credit-lending crisis limited potential buyers that could take over the site. JPI, the entity that controls the site, continued to seek investor/developers to take over the project, to fulfill JPI's obligations, and to develop the site as permitted by the Town. The ARB and other Town officials met in November with the bank holding the mortgage on the project. The ARB subsequently sent a detailed letter summarizing the important permit conditions that bear on the Symmes redevelopment project.

To review the present circumstances, given the lo-

cation, size, and prominence of the site, Town Meeting voted to purchase Symmes Hospital in 2002 to control its redevelopment and transfer it to the ARB for redevelopment. Town Meeting commissioned a study by the Symmes Advisory Committee to determine the best re-use for the site that could meet a range of community needs. In 2003 the ARB issued a Request for Qualifications for developers who could realize the criteria of the Symmes Advisory Committee study. A Land Disposition Agreement (LDA) was executed with a developer in 2004 to redevelop the site with condominiums, a medical office building, to preserve open space, and to construct a public park with views of the Boston skyline. The hospital buildings were demolished in 2007. Later that year, the country entered economic recession and construction was halted. The developer is seeking new investment in hopes of completing the project.



Boston Skyline as seen from Symmes site.

Community Development Block Grant

Arlington received \$1.3 million dollars in Community Development Block Grant (CDBG) funds that were allocated for thirteen public services, four public facility projects, and for housing and planning activities. CDBG funds helped purchase an additional ten units of housing for affordable rentals, for a total of 58 units. CDBG-funded public services reached 1, 680 persons, 73% of whom were low-income, and approximately 37% of whom were extremely low-income.

Affordable Housing

The Department of Planning & Community Development continued to support the Town's strong affordable housing efforts this year, with the following accomplishments:

Ten units of affordable rental housing were developed by the non-profit Housing Corporation of Arlington with the use of CDBG, HOME funds (both from U.S. Housing and Urban Development), the Massachusetts Housing Partnership, and Cambridge Savings Bank.

The Authority continued planning and design work for 10 units of fully accessible special needs housing

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on the Chestnut Manor site. These units will be funded primarily by the Massachusetts Department of Housing and Community Development, with additional funding from the HOME program.

Four affordable condominiums were purchased and occupied by low and moderate-income first time homebuyers at Minuteman Village.

Four affordable condos at two different properties were resold this year to low and moderate-income first time homebuyers.

Cooke's Hollow

CDBG also funded work on Cooke's Hollow. In June Waterfield Design Group was selected to complete a feasibility study of Cooke's Hollow. This is a unique collaboration between the Cemetery Commission and the Conservation Commission. The project is about half to three-quarters completed and should be completed in the spring of 2010. The study is to analyze the feasibility of combining two uses at Cooke's Hollow: existing and traditional conservation use and the addition of niches for cremated remains. Since the site has historical significance, it also includes involvement from the Arlington Historical Commission.

Civic Block Garden Wall

Since the 1980's the Town has completed various efforts to maintain and renovate the "Civic Block" area encompassing Town Hall, the Library, the gardens between the two, and the Old Burying Ground. This entire area possesses recognized historical significance, with landscape design by the noted Olmsted Brothers firm in the early 1900's. The Town has received grants from the Massachusetts Historical Commission to help maintain, renovate, and re-create the original historical designs of the gardens and the wall running along Massachusetts Avenue and Academy Street. The Town has accumulated a significant amount of CDBG grant funds to help implement a detailed plan to repair and renovate this wall, but needs additional funds to complete the entire plan. However, the segment of the wall in front of the Library is in particularly poor condition, with an obvious lean toward the sidewalk, potentially creating a public safety hazard. The Town engaged consultant, Carol R. Johnson Associates, Inc., to analyze only this portion of the wall and design alternative solutions for eliminating this condition. The final report was submitted at the end of 2009. In early 2010 the Town will review this report and decide which alternative to implement so that work on the wall can begin in the spring.

Battle Road Scenic Byway

In 2009 the Town joined with Concord, Lexington, and Lincoln to successfully support federal designation of the "Battle Road Scenic Byway," which runs for fifteen miles along or parallel to the old Revolutionary

War battle road through the four towns. While clearly a main theme of this Byway is the Revolutionary War, just as important are the themes represented by the literary, environmental, and technological "revolutions" that have occurred along its length. This cooperative effort, administered by the Metropolitan Area Planning Commission (MAPC), with involvement by the Minuteman National Historical Park, the Massachusetts Highway Department, and the four towns, is focusing on preservation and promotion of this historic corridor, while also exploring options for tourism and economic development. Arlington is participating on the main work group, which is working through a number of sub-groups to draft a comprehensive management plan for the Byway. During the year these groups met several times with various groups and the public in each of the towns and will continue to do so in 2010. The final management plan for the Byway will be drafted throughout 2010 with a final plan available early in 2011.

Redevelopment Board Properties

The Redevelopment Board (ARB) manages seven buildings with over 180,000 gross square feet of commercial space valued at over \$20 million, housing twenty-three tenants paying over \$1 million in rents. The seven buildings consist of four former schools, one former library, and two historic houses. 2009 was the third year of a focused effort to define and implement a comprehensive maintenance and capital plan for the buildings after a long period of relative inactivity.

Central School

The final phase of copper gutter replacement was completed at the Central School building behind the Town Hall. Badly worn flooring in the lobbies on the ground floor level of the same building was replaced. Upgrades were also made to the building's fire alarm system. New leases were negotiated with the state, keeping the two state agencies—the Department of Mental Health, and the Department of Developmental Services—in their spaces for another three years. Negotiations for remaining vacant ground floor space occurred during the year with a goal of filling this space in 2010. Other major goals include replacing the second (back-up) boiler with a new natural gas-fired boiler before the 2010 heating season begins and repairing the roof.

23 Maple Street

The historic house at 23 Maple Street was the beneficiary of capital improvements. All of the old aluminum siding was replaced with wood clapboards, substantially improving the look of this historic house. All windows were replaced with energy efficient ones manufactured to duplicate the look of the original windows. One of the four main doors was replaced. The old heat

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detectors were replaced with smoke detectors, making the high school safer. Together with the new main roof, gutters, and downspouts, the house is now substantially improved in safety, visual appearance, and more energy efficient. Major goals for 2010 include replacing the old heating system with a new system that will include central air conditioning, replace the two porches, handicap ramp, and three remaining major doors, and renovating the kitchen. The decorative trim will also be replaced at a future date beyond 2010.

Jefferson Cutter House

The second historic house, the Jefferson Cutter House, saw the replacement of all of its wooden gutters and the replacement of the rear lower door. A major goal for 2010 is to replace or restore about four to six windows that are in particularly poor condition.

Gibbs School

The Gibbs School building had the main roof replaced, eliminating several leaks. A long length of chain link fencing and concrete foundation below it were replaced eliminating a safety hazard. A new controlled entrance system was almost complete at year's end. This system should be completed early in 2010, significantly improving security of this multi-tenant building. A back-flow control device was added to the water systems at Gibbs and at the Crosby School building as required by the Town. Major goals for 2010 include replacing the gymnasium floor, replacing one of the two large natural gas-fired boilers with a more efficient boiler, retaining the other boiler as a back-up, and replacing one of the larger air conditioning compressors.

Crosby and Parmenter School Buildings

Since the Town is analyzing the costs and benefits of retaining the Crosby and Parmenter School buildings, no major capital projects have been scheduled until after a decision is made regarding the retention of those buildings. However, if the buildings are to be retained and operated by the Town, then the most immediate needs include at the Crosby School building: a new roof over the gymnasium and major steam pipe replacement. At the Parmenter School a new boiler will be needed. A consultant analysis of the costs and benefits of retaining the Crosby and Parmenter School buildings was almost complete at year's end. The final study should be completed early in 2010.

In addition to these major capital and maintenance projects, routine maintenance is completed on a daily basis by the Department's Building Craftsman, primarily at the Central School building, the Gibbs School building, the Jefferson Cutter House, and 23 Maple Street. Most routine maintenance at the Crosby and Parmenter School buildings and at the Dallin Library building is performed and paid directly by the tenants of those

buildings. The Town's facilities maintenance staff also helps the Department's Building Craftsman maintain the buildings.

Acknowledgments

After more than two decades of service to the Town of Arlington, Kevin O'Brien retired this year from his position as Director of Planning and Community Development. Kevin was instrumental in the conversion of the former landfill site near Reed's Brook into McClennen Park, and also guided the complex Symmes Hospital redevelopment project from its inception. His work on planning, zoning, serving the Redevelopment Board, and managing the board properties set a high standard in his profession and in the region.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) renders decisions as prescribed in Massachusetts General Laws, Chapter 40A, The Zoning Act, and by the Town's Zoning Bylaw. Petitions heard by the Zoning Board of Appeals include variances, special permits, and comprehensive permits (Chapter 40B), and appeals of zoning decisions rendered by the Building Inspector as well as interpretations of Zoning Bylaws. Since its inception in 1946 the Zoning Board of Appeals has heard and rendered decisions on over 3,300 appeals.

The Zoning Board of Appeals is comprised of three regular members appointed by the Board of Selectmen, who also appoint two associate members to attend hearings when a member(s) cannot sit for a particular hearing. For any decision to be granted, the vote of the three-member board must be unanimous. All Hearings are open to the public and are generally held on the second and fourth Tuesdays of the month in the 2nd floor conference room at Town Hall annex. All hearings are advertised in The Arlington Advocate for two consecutive weeks and posted on the Town Clerk's Bulletin Board at least three weeks prior to the hearing date. Hearings are also posted on the Town website and via email to the ZBA Agenda email list. Residents can subscribe to this email list at arlingtonma.gov/subscriber. Additionally, relevant property abutters are notified by mail. The Rules and Regulations of the Zoning Board of Appeals are on file in the Office of the Town Clerk, in the Zoning Board of Appeals' Office at 51 Grove Street, and online at arlingtonma.gov/zba.

2009 Activities

The Zoning Board of Appeals heard and rendered decisions on twenty-two petitions.

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CONSERVATION COMMISSION

The Arlington Conservation Commission (ACC) is required by state and local laws to protect and preserve wetlands and waterways and their surrounding areas. The ACC is comprised of seven volunteer members and one volunteer associate member, who are appointed by the Town Manager with the approval of the Board of Selectmen, plus a part-time, paid administrator. At meetings twice a month and through on-site visits, commission members work to ensure that all construction and development projects, residential and commercial, that may alter any wetlands, floodplains, rivers, streams, ponds, or lakes are in compliance with state and local regulations. The ACC also protects and manages the Town's Conservation Lands and natural resources.

Regulatory Activities

The ACC is mandated to protect wetlands, waterways, water supplies, fisheries, wildlife, and wildlife habitat as well as regulate activities in a floodplain through its administration of the Massachusetts Wetlands Protection Act and the Arlington General Bylaw for Wetlands Protection. ACC members regularly seek continuing education to ensure legal compliance with frequently changing regulations, and to assist applicants through the regulatory process.

In the year 2009 the ACC convened twenty-four public meetings and provided coordination, monitoring, permit review, and consultation on numerous property residential and municipal redevelopments around Town. The board issued ten Orders of Conditions, two Extensions, three Certificates of Compliance, and three Determinations of Applicability.

One of the larger projects the ACC permitted was the Alewife Greenway. The Commonwealth's Department of Conservation and Recreation plans to enhance the multi-use trails and replant, with native plants, the section of the Alewife Reservation from Rt. 2 to Mystic Valley Parkway. This work is scheduled to begin in Spring of 2010.

Conservation Activities

Land Stewards

Our volunteer citizen organization, Arlington Land Stewards (ALS), has assisted in managing twenty-four Town-owned conservation lands comprising approximately thirty acres. Land stewards monitor, coordinate and maintain (with permission from the ACC) conservation land of their choice, often in their immediate neighborhood or sometimes elsewhere in Town. Each land steward is provided with a stewardship handbook listing the location of conservation lands, conservation land regulations, and problem/solution management information. The handbook is available online at arlingtonma.gov/conservation.

PETITIONS HEARD BY ZONING BOARD OF APPEALS 2009

	Granted	Denied	
Petitions for Variance	7		
Applications for Special Permits	11	1	
Appeal of Decision of Inspector of Buildings	1		
Amendments to SP/ Variances	2		
Comprehensive Permits	0		
Total	21	1	
Total Petitions filed with Town Clerk	22		
Total Hearings continued by the Board	0		
Total Petitions withdrawn	0		

ZONING BYLAW REVIEW COMMITTEE

Background

The Zoning Bylaw Review Committee (ZBRC) was formed as a result of a 1999 Town Meeting Vote *that the Town establish a committee to review the zoning bylaw to determine, among other things, if there were sufficient differentiation among the different zones, if size restrictions were appropriate, if sufficient protection was provided to our historic and open spaces, and that the bylaw met the requirements of recent regulatory and judicial standards...the committee shall propose and report suggested changes to improve the zoning by-law to subsequent town meetings.*

The ZBRC consists of ten members with one representative from each of the following: Arlington Redevelopment Board (ARB), the Town of Arlington Redevelopment Board of Planning and Community Development, the Arlington Historical Commission, the business community, the real estate community, two lawyers, and three Town Meeting Members, all of whom are appointed by the Town Moderator.

The Committee met several times in the winter and spring of 2009 to study, comment, and vote on Warrant Articles 5 through 11 for the 2009 Town Meeting. The Zoning Bylaw Review Committee has temporarily revised its meeting schedule to focus on review of proposed zoning-related warrant articles for the upcoming 2010 Town Meeting. The committee does not, at this time, have any proposed changes to the zoning bylaw.

2010 Objectives

Fully review proposed zoning-related warrant articles for the 2010 Town Meeting and provide recommendations. Review and seek out further suggested improvements to the Zoning Bylaw throughout the year.

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Arlington Reservoir

The Commission continues to monitor the approximately 100 trees planted around the reservoir as part of the Reservoir Dam Rehabilitation project. A small area of reconstructed wetland was installed to replace some areas that were lost because of the dam repair work.

The ACC is looking for funding to treat the invasive plants (water chestnut, Eurasian watermilfoil, and curlyleaf pondweed) that plagued the reservoir this past summer.

Cooke's Hollow

The Conservation Commission along with the Cemetery Commission and Planning Department have joined together to develop a restoration plan for Cooke's Hollow. In the Fall of 2009 the Waterfield Design Group was hired to evaluate current conditions and to assist in the development of those plans. A number of team meetings were held in 2009 and we expect to have preliminary design options for public presentation in the Spring of 2010.

Mill Brook Linear Park

The Arlington Open Space Committee with involvement of the ACC and others has organized a group to study the Mill Brook area with the goal of enhancing the public use and awareness of this natural and historical resource. Planning for Mill Brook goes back to the 1920's but there is still much to do. This project also ties into Cooke's Hollow, a pocket park next to Mystic Street which contains a section of the brook.

Arlington's Great Meadows

The Friends of Arlington's Great Meadows (FoAGM) has sponsored regular public nature events. Information about these and future events and their annual report is available at www.foagm.org.

Meadowbrook Park and Mystic Valley Parkway

In May land stewards, ACC members, and others carried out two days of cleanup of the conservation area. This park collects many items that wash down Mill Brook each year.

Mystic Lakes-Mid-Lakes Dam Project

The ACC reviewed and provided comments on the proposed project to rehabilitate the dam located between Upper and Lower Mystic Lakes to ensure downstream flooding impacts were considered.

Walking Book

The ACC is revising this popular guidebook to open spaces and walking tours in Arlington.

Revised FEMA Floodplain Maps

After public comment, FEMA released its final draft floodplain map revision study for Arlington and surrounding Towns. The ACC reviewed the extensive modeling and map revisions to help ensure it accurately reports the conditions. The ACC provided comments to the engineering consultant hired by the Town to review the study and provide comments. The revised maps will become final once approved by Arlington Town Meeting, which is expected in 2010.

Spy Pond Phragmites Control Project

The ACC worked with the Spy Pond Committee and the waterfront property owners to coordinate a program for control of the Giant Reed, which is currently populating many areas of shoreline around the pond. This approach will involve a multi-year program including controlled spraying by a licensed applicator, Aquatic Control Technology, and volunteer winter cutting events. The program must balance the plant control with protection of the threatened Englemann's Sedge and create a healthy shoreline environment with a diverse and sustainable plant community.

2010 Objectives

The ACC will continue to encourage, support, and assist the various volunteer and environmental advocacy groups that are dedicated to better preserving the Town's precious conservation lands and other open spaces within its immediate borders as well as those directly adjacent to it. These groups include, among others: Arlington Land Stewards, Arlington Land Trust, Open Space Committee, Friends of Arlington's Great Meadows, Mystic River Watershed Association, and the Massachusetts Association of Conservation Commissions.

The ACC will work actively to support all efforts directed at preventing raw sewage from entering Alewife Brook. The ACC would like to see the Alewife Brook restored to a healthy, fishable, and swimmable waterway in the very near future. To do so will be a significant challenge for the many parties involved in the betterment of Alewife Brook. Yet, the ACC believes this goal is attainable.

The ACC, in working with the Open Space Committee and the Arlington Land Trust, hopes to identify and, when available, acquire additional open space as protected "conservation land" to benefit residents of the Town.

Acknowledgments

The ACC sincerely thanks all individuals and organizations that contributed directly or indirectly to the activities of its fortieth year. Many special thanks go to the scores of volunteers who came out for cleanup projects, assisted as land stewards or participated in the

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many Friends groups that work to preserve our natural resources and heritage. The Commission welcomes Brian Thomas as its newest associate member.

OPEN SPACE COMMITTEE

The Open Space Committee (OSC) was established by Town Meeting in 1996. Members include Arlington residents and representatives of key Town departments and commissions. The committee meets monthly to exchange ideas and discuss ways to protect and maintain the Town's open space and recreation resources. The committee serves an oversight function but does not have direct management responsibility for Town properties. Its main purpose is to enhance communication and coordination among those entities that do have ownership and management authority. In addition, the OSC seeks to raise broad-based community concerns and to advocate for the protection, stewardship, and appropriate uses of the Town's open spaces.

Open Space Plan

The Committee's primary responsibility is to prepare the Town's official Open Space and Recreation Plan every five years, monitor its provisions and goals, and document accomplishments. The current Plan covers the period 2007–2012. It was approved in December 2007 by the Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA), a Division of Conservation Services (DCS). Printed copies of the Plan are available at the Robbins Library, Planning Department and Town Clerk's office at Town Hall, and online at arlingtonma.gov/planning. In November 2009 the Committee learned that the EOEEA/DCS was encouraging towns to extend their active plans for two years. The Committee began making those changes immediately in order to extend the scope and timeline of the plan from 2012 to 2014, and will submit them to the state by the deadline of late February 2010.

Site Management Plans

During most of 2008 and 2009 the Committee worked on site management plans for twelve key open space and recreation properties in Town. The statewide guidelines for these site plans are part of the standard Open Space and Recreation Plan document. One committee member worked with appropriate Town staff, commission members, Friends' groups, and other stakeholders for each of these sites. Plans are now completed for the following properties: Arlington Reservoir, Minuteman Bikeway, Arlington's Great Meadows, Robbins Farm Park, Spy Pond Park, the Route 2 Path next to Spy Pond, Menotomy Rocks Park, Mt. Pleasant Cemetery, Meadowbrook Park, McClennen Park, Town Hall Gardens, and Old Burying Ground. These site plans will need to be updated every few years and new

sites will be identified for future management plans.

Mill Brook Initiative

In a major new initiative, an ad-hoc committee of the OSC and other Town committees began meeting in March to study the feasibility of developing a Mill Brook Linear Park. This important ecological and historical feature of the Town travels nearly three miles, parallel to both Massachusetts Avenue and the Minuteman Bikeway. Enhancement of, and improved access to, existing open spaces are key goals of the Open Space and Recreation Plan, and recent projects at Cooke's Hollow and Wellington Park brought renewed interest to the brook and the linear park concept. These are just two of the Town-owned facilities that abut Mill Brook, thus offering public entry points for greater access to the corridor. Other properties are the Arlington Reservoir, Hurd Field, Arlington High School and fields, Buzzell Field, Mt Pleasant Cemetery, and Meadowbrook Park.

The study is looking into the feasibility of linking these properties together in a greenway with pedestrian facilities and other improvements to help restore the environmental and visual qualities of Mill Brook. This work involves reviewing parcel lines, lot ownership, and current uses, as well as photo-documenting the conditions of the brook and its nearby built neighborhood. There are 109 parcels of land along Mill Brook. The Town owns sixteen of them, accounting for about thirty-five percent of the land abutting the brook. The other sixty-five percent is in private ownership with a variety of residential, commercial, and industrial uses.

The Mill Brook committee is also working closely with the Planning Department and Redevelopment Board in conjunction with their ongoing efforts to enhance economic development opportunities in Arlington. Interspersed among the Town-owned parcels are numerous business and industrial zones where new kinds of brook-oriented activity could benefit from collaborative planning.

Other Activities

The Committee continued to monitor a wide range of open space concerns that affect the Town and its residents' quality of life. Some of the issues that came before the committee during the year were citizen concerns about encroachments along the Minuteman Bikeway (which prompted a letter to bikeway abutters), the proposed Green Dog pilot program and policies for off-leash times and locations at Town parks, the state Department of Conservation and Recreation's proposed Alewife Greenway Path as part of the larger Alewife Reservation Master Plan, the Cemetery Expansion Committee's explorations of alternative burial options and locations, and the Friends of Arlington's Great Meadows plan to restore upland meadows.

Other timely issues addressed by the Committee

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included planning for the Summer Street Playground, the management of phragmites in Spy Pond, portable toilet facilities at selected parks and playing fields, and the sale of Busa Farm to the Town of Lexington. The committee is especially concerned about the future uses of the land at Busa Farm because it abuts the Arlington Reservoir, a natural resource area, and could affect the water quality of the beach. In October the committee wrote to the Board of Selectmen to encourage Arlington's active engagement with Lexington officials on the planning for this sensitive property.

The OSC participated in Town Day, as it does each year, displaying maps of local open spaces, copies of the Open Space and Recreation Plan, flyers about the Conservation Commission's Land Stewards Program and invasive plants, and a sign-up sheet for residents interested in getting more involved. Committee members also were involved with the Eco-Fest ecological gardening event at Town Hall in March.

Objectives for 2010

The Committee will continue to address specific elements of the Action Plan outlined in the original 2007–2012 Open Space and Recreation Plan, as well as new goals and objectives incorporated into the state-requested extension to 2014. Some activities will be educational programs on invasive plants and ecological gardening with the Arlington Garden Club, Land Stewards, and other groups, continuing work on enhancing the Mill Brook corridor and other Mystic River watershed issues, and contributing to a Conservation Commission's evaluation of Cooke's Hollow as a possible site for a memorial garden for cremains, in conjunction with the Cemetery Expansion Committee.

The Committee will also continue to collaborate with other Town entities and community groups to advocate for the proper maintenance and management of the Town's valuable open space and recreation resources. In particular, monitor the situations regarding Elizabeth Island and the Mugar land, both significant privately owned natural resources that are priorities for conservation protection through acquisition or other means.

TRANSPORTATION ADVISORY COMMITTEE

The goal of the Transportation Advisory Committee (TAC) is to improve the quality of life in Arlington by improving safety and mobility for people using all modes of transport, as well as contributing to improving the environment and public health. In this effort, the TAC, Arlington Police Department's Traffic Division, the Public Works Department, and the Planning Department work closely together.

The Traffic Authority for Arlington is the Board of Selectmen. The TAC was established by the Board

of Selectmen in the spring of 2001 to advise them on transportation matters. The TAC membership includes six citizen representatives, a representative from the Chamber of Commerce, Town staff representatives from Police, DPW and Planning, two associate members, and a representative from the Board of Selectmen, to act as liaison.

The TAC continues to be very concerned by the limited Police resources for traffic and parking enforcement. Transportation management requires the Three Es: Engineering, Education, and Enforcement. All three are essential to maintain a high quality of life in Arlington. Enforcement is the weakest at this time.

2009 Highlights

Arlington Schools

A multiyear plan led by the TAC was approved by both the Board of Selectmen and the School Committee in 2008 to improve traffic and walking safety around schools. Phase 1 of the plan provides inexpensive safety improvements (paint and signs) for the public elementary schools. This effort includes designating and improving preferred walking routes and reducing conflicts between students and autos at drop-off and pick-up periods. Phase 2 requires more expensive infrastructure improvements, such as adding or repairing sidewalks and handicap ramps along the preferred walking routes. Both state aid and funds from the Capital Plan for these items are being sought. The Dallin School was selected as one of the first five elementary schools in the state to receive infrastructure improvements as part of the Federal Safe Routes to School Program. Safety recommendations have now been made and voted by the Board of Selectmen for all of the elementary schools except Brackett, which is underway. Next on the agenda for 2010 is the Ottoson Middle School.

Massachusetts Avenue Corridor

Phase 1 of this project is an upgrade of Massachusetts Avenue between the Cambridge city line and Pond Lane for safety and streetscape improvements. Federal and state funds were released for design work, which got underway in 2009. The Town's consultant, Fay, Spofford & Thorndike, conducted extensive traffic analyses and then developed a plan for a more organized roadway that balances the needs of pedestrians, motorists, bicyclists, and transit users. The 25% design is currently being reviewed by the State Department of Transportation, Highway Division. Members of the TAC serve on the Review Committee for the project.

Downing Square

Several alternatives for this difficult six-way intersection (Park Ave, Lowell St, Park Ave Extension, Bow St., and Westminster Ave) have been identified and analyzed. After a long public process a conceptual de-

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sign was recommended and voted on by the Board of Selectmen in 2009.

Green Line Extension

Working with the Planning Department, the TAC is an advocate for the Green Line Extension to Route 16, where it can be useful to residents of Arlington. We have participated in the public process for this project and submitted comments on the Draft Environmental Impact Report.

Reports

TAC studied and made recommendations to the Board of Selectmen on the following:

- Winter Street traffic congestion.
- CVS Special Permit traffic mitigation (recommendations to Redevelopment Board).
- Peirce School Phase 1b circulation.
- Bishop School Phase 1b circulation.
- Dallin School Phase 1b circulation.
- Downing Square preliminary design.
- Appleton Place traffic and parking.
- Germaine Lawrence School parking and neighborhood mitigation.
- Yerxa Road/Winchester Road traffic safety.
- Thorndike Field Phase 2 parking plan (recommendation to Parks and Recreation Commission).
- Pond Lane/Spy Pond Park traffic circulation.
- Westminster Avenue safety improvements.
- Winslow Towers pedestrian safety improvements.
- Broadway crosswalk request.
- Summer Street crosswalk request.
- Green Line Extension.
- Hardy School Bike Pilot Program.
- Jason Street school bus stops.
- Chestnut Street crosswalks.

Outreach

The TAC participated in transportation meetings and events conducted by the Boston Area Metropolitan Planning Organization, MBTA, Massachusetts Dept. of Conservation and Recreation, and the Arlington Board of Selectmen, Redevelopment Board, and Parks and Recreation Commission. The Mass. Ave. Corridor project was featured at the TAC's 2009 Town Day booth. The TAC maintains a website containing all formal reports submitted to the Board of Selectmen, committee agendas and minutes, and other transportation resources. It can be viewed at www.arlingtonma.gov/tac.

BICYCLE ADVISORY COMMITTEE

The Arlington Bicycle Advisory Committee (ABAC) was appointed by the Board of Selectmen in 1996 to advise the Town on improving local bicycling conditions for both residents and visitors. The all-volunteer Committee promotes all forms of safe bicycling on Town roadways and the Minuteman Bikeway, from recreational riding to using the bicycle for transportation and running errands.

ABAC's annual events include the ABAC Winter Social, the BIKE-Arlington Tour, and ABAC's Bicycling Information booth at Town Day in September.

ABAC meets monthly, usually the first Monday night of the month, to discuss bicycle-related topics and issues in Town. If you are interested in local bicycling matters please attend an upcoming ABAC meeting. Meetings are posted in advance and open to the public. For more information, visit our website at www.abac.arlington.ma.us, contact the Department of Planning and Community Development at 781-316-3090, or e-mail tonk-inc@comcast.net.

2009 Highlights

In the past year ABAC has organized a number of annual events and worked on a wide range of projects and initiatives including:

- Advised on the successful program for snow plowing the Minuteman Bikeway in Arlington. Also advised the Town of Lexington on a trial bikeway-plowing program this winter.
- Installed, with the aid of Arlington DPW, multiple new bicycle-parking racks throughout Town, funded by a state grant from the Metropolitan Area Planning Council (MAPC).
- Hosted the ABAC Winter Social at the Whittemore-Robbins House in March, featuring informative presentations by David Watson of MASS Bike and State Representative Will Brownsberger, covering cyclists' rights and responsibilities.
- Organized the 12th annual BIKE-Arlington Tour, a casual-paced bicycle tour around town in May, which concluded with refreshments at Jefferson Cutter House.
- Held a fund raiser/information event on the Minuteman Bikeway in June that sold T-shirts, informed path users of bike issues, and helped cyclists with some minor repair issues.
- Hosted a Bicycling Information booth at Town Day, where members distributed bicycle-related information, discussed local bicycling issues with the community, and sold T-shirts.

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- Organized a fall bike tour of Arlington that was better attended than the one held in the spring. Better weather is attributed for the improved attendance.
- Continued to discuss and plan various improvements to Mass. Ave. that would benefit both pedestrians and bicyclists related to the proposed Mass Ave Corridor Project.

Worked with the Department of Public Works to provide basic maintenance on Arlington's three mile stretch of the Minuteman Bikeway, including organizing a bike-way cleanup day in early May. For more information on the Minuteman Bikeway, see the website at www.minutemanbikeway.org.

Represented Arlington at the annual National Bicycle Summit in Washington, D.C., organized by the League of American Bicyclists in March.

Met with U.S. Representative Edward Markey to encourage support for federal Transportation Enhancements funding for local-area bicycling, pedestrian, and transit improvements.

Together with members of Arlington's Transportation Advisory Committee (TAC), started the development of a Town Bike Safety Program and work on a solution to the issues surrounding the break in the Minuteman Trail in Arlington Center and how to advise cyclists to traverse the gap.

2010 Objectives

ABAC is planning to organize a number of community events in 2010, including the ABAC Winter Social and the BIKE-Arlington Fall Tour. ABAC is also advising on the Mass Ave Corridor Project and bike-friendly shoulder/lane markings on other streets in Town as well. ABAC continues to work on common bikeway issues with representatives from Arlington, Lexington, and Bedford. In addition, ABAC continues to work on many items listed in the previous section of this report.

ARLINGTON HOUSING AUTHORITY

The Arlington Housing Authority (AHA) is proud of its distinction of being the largest single provider of affordable housing in the community. The AHA manages 1,156 housing units: 520 units for elderly and/or residents with disabilities, 180 units designated for family housing, a home for 13 mentally challenged residents, and 442 vouchers that help participants live in privately-owned dwellings throughout the community.

This year marks the Arlington Housing Authority's sixty-first year offering housing to low and moderate income persons, either through direct housing in government-owned developments, or subsidized housing in privately owned dwellings.

The Authority is a quasi-governmental agency that administers these programs sponsored by the State or Federal government. Properties owned by the Authority are exempt from local property taxes, yet the Authority annually pays the maximum "in lieu of" taxes as allowed by state statute.



Arlington Housing Authority Board of Commissioners

The five-member Board of Commissioners of the Authority is the policy making body of the agency. The Executive Director, John J. Griffin, is appointed by the Board of Commissioners and manages the day to day operations of the Authority.

In 2009 the Arlington Housing Authority continued: improvements to its properties, the expansion of its tenant services support programs, and worked on creative partnerships with many housing groups and service providers in the community.

Properties

The Authority completed the final phase of the modernization of its 179 unit family housing development, Menotomy Manor. This modernization project was funded through the Department of Housing and Community Development (DHCD) and the 2002 Housing Bond Bill. All 179 units were renovated with new kitchens, baths, plumbing, electrical upgrades as well as painted and had new floors installed. Because there were no handicapped family housing units in Arlington, the Authority created 10 new units of wheelchair accessible family housing units. The total renovation cost came to just over 13 million dollars.

The 144 unit, seven-story Hauser Building at Drake Village, and the 100 units seven story building Chestnut Manor, both received two new elevators each. At Cusack Terrace a new elevator was added. Chestnut Manor Community Room was also renovated with new walls and new kitchen making it bright and attractive. New emergency generators were added to Chestnut

COMMUNITY DEVELOPMENT

Manor and Drake Village.

The Authority continues to work on energy conservation efforts in all its properties. In 2009, at Chestnut Manor all new energy efficient lighting was installed and at Drake Village 100 five-gallon flush toilets were replaced with new low flow toilets. At both locations, gas lines were installed in anticipation of the new gas hot water systems to be installed in 2010.

Community Partnerships

2009 was a great year in expanding our partnerships with a number of community service program providers. The Authority continued to take advantage of the Community Work Program (CWP) sponsored by the Middlesex Sheriff's Office. For the ninth year in a row, inmates under the supervision of correctional personnel assisted the AHA maintenance staff in its spring and fall cleanup efforts.

Minuteman Senior Services has been very successful at our Drake Village location by providing services to our seniors and a meals program. The AHA Board of Commissioners, along with Minuteman, has agreed to expand the program to all our other facilities in year 2010. Together they are also working towards providing an emergency senior domestic violence unit in one of our properties.

In 2009 the Arlington Boys and Girls Club and Fidelity House open afternoon programs in our Menotomy Manor Development that provides homework help, games, and programs for our young residents of Menotomy Manor. This program has been extremely successful, with a large number of residents participating.

The award winning evening program, Operation Success, continues to be a major factor in improving grades by providing homework help and guidance for the residents of Menotomy Manor. In 2009 they have expanded the program to include college level participants. Janet Maguire and Peggy Regan run this program with a large group of young volunteers.

The Arlington Housing Authority Board would like to thank all our partners for their hard work, and we look forward to many new and exciting ideas being put into action in the coming year.

Administrative Services

The Authority continues to be a member of the MassNAHRO Centralized Section 8 Wait List program. The list is now open to all daily. Arlington residents are given a preference.

The AHA's website, www.arlingtonhousing.org, is now available and provides valuable information to those wishing to learn more about the AHA and its programs. You can also find the Arlington Housing Authority on Facebook.

Wait Lists	
Stated-Aided Elderly/Handicap One Bedroom Units	
Arlington Applicants	30
Non-Arlington Applicants	143
Total	173
State-Aided Family 2-Bedroom Units	
Arlington Applicants	29
Non-Arlington Applicants	275
Total	304
State-Aided Family 3-Bedroom Units	
Arlington Applicants	1
Non-Arlington Applicants	142
Total	143
Section 8 Wait List	
Arlington Applicants	*430
*Because Arlington is on a centralized wait list, the Section 8 wait list is extremely long, therefore, only Arlington residents are listed for this program.	

State Program Rents	
Average Elderly/Handicap Monthly Rent	\$380/month (includes heat and lights)
Average Family Monthly Rent	\$469/month (tenant pays utilities)

Tenant Services

The AHA's two Tenant Service Coordinators continued their active participation in the bi-monthly meetings of the Geriatric Providers Group. This group, consisting of representatives from over twenty outside agencies, meets regularly to ensure communication between these agencies and providers for the benefit of our elderly tenants.

The Property Manager continued her work on the Youth Watch program through monthly meetings with members of various agencies in the community to monitor the activities of troubled youths. The group cooperatively works on ways to help provide assistance to local "at risk" juveniles.

Annual Cookouts

Annual cookouts for the elderly and disabled residents were held in each of our four elderly/handicap developments. The Hawaii Luau theme was a complete success.

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Annual Cookout

Challenges Ahead

Although the Authority has been successful in maintaining our buildings and operation, the continued lack of modernization funds available will soon have a negative effect on our aging properties. Many of our 520 elderly disabled housing units were built in the 1950's, 1960's and 1970's and are in desperate need of modernization and energy efficient systems as well as roofs, windows, kitchens and bath upgrades. The majority of them are heated by electricity, with the Authority paying all the utilities while the tenants pay 30% of their income towards rent, in accordance with state regulations. With many of our residence living on Social Security or having little or no income, there is little hope that the Housing Authority will be able to make the necessary modernization needed in the coming years without help.

Because the AHA serves the lowest of income residents, 95% of them would not be able to afford the rent in the new affordable housing units being constructed in Town. On our current waitlist 86% of the applicants have incomes below \$10,000, and many of them receive only temporary assistance in the amount of \$3,000 per year.

Acknowledgments

The AHA salutes the following 2009 *Tenant of the Year* award recipients: Charles Clement (Drake Village), Pat Porter and Marilyn Ruma (Chestnut Manor), Claire Caggiano (Winslow Towers), and Janice Ferrone (Cusack Terrace). Tenants voted for the winners in their respective building. The success of this outing was the direct result of the combined efforts of both Maintenance and Administration staff personnel.

The Arlington Housing Authority would like to thank all its employees for their dedication throughout the year. We further recognize the service of Sue Culhane, who retired at the end of this year. Sue, in her capacity as tenant service coordinator, was a compas-

sionate guiding light to many of our senior residents and an outstanding Housing Authority employee. We wish her well in her retirement. She will be missed by all.

VISION 2020

Background

June 2009 marked Vision 2020's twentieth anniversary as a strategic project that builds on Arlington's past while planning for its future.

Initiated in 1990 to address a need for broad, long-range planning, the Vision 2020 Steering Committee began a two-year exploration process of formulating goals, strategies, and actions with the help of Town leadership, employees, and townspeople.

Town Meeting created the Vision 2020 Standing Committee as an official committee of the Town on June 8, 1992. With the motto *A Proud Past, A Focused Future*, the Committee was charged to "...ensure the long range planning process initiated by the Town in 1990 ... also to create, implement, monitor, and review methods for open, Town-wide public participation in the Vision 2020 process."

Town Goals covering the areas of Business, Communication, Community and Citizen Service, Culture and Recreation, Diversity, Education, Environment, Fiscal Resources, and Governance were adopted as by-law at the 1993 Annual Town Meeting for the "...Town to consider as it conducts its business." These goals are supported by individual task groups which have representatives on the Standing Committee. Three additional groups have formed under the Environment Task Group - the Spy Pond, Reservoir, and Sustainable Arlington Committees. The Standing Committee also includes Town leadership and a student representative from Arlington High School.

To this day Vision 2020 continues efforts to bring the Town closer to the intent of these goals by partnering with townspeople, Town committees, employees, and leaders through its task groups and standing committee. These endeavors range from awareness/appreciation pieces on Town resources, to planning for improvement of Town practices, to research and development of Town Meeting warrant articles, to forums on emerging issues, as well as publications, and actual physical improvements. The Standing Committee and its goal-supporting task groups are responsible for the annual Vision 2020 Town-wide survey.

2009 Highlights

Employing the concept that *while you are being counted, your opinions count too*, Vision 2020, with the help of Town Manager Brian Sullivan and Town departments, created, tallied, and analyzed resident responses to the 2009 Vision 2020 Annual Census Mailing Insert Survey from more than 20% of all Arlington

COMMUNITY DEVELOPMENT

households. The 19th annual survey's principal focus was on Town and resident Sustainable Practices including: energy use/consumption, recycling, and composting and their importance and residents' opinions on the Town's commitment to its own efficiency and advocacy of these practices.

A summary and analysis of the 3,770 household responses received by March 15 was reported to Town Meeting, Town officials, and departments on June 8. It follows this report. Data gleaned from this survey continues to be useful to Town departments for planning and evaluation purposes.

Conducted a Forum on the Obama-Biden Health Care Initiative, with other Town leaders, attended by 79 residents, many in the healthcare professions. The following observations and recommendations emerged and were sent to Washington:

- Basic health care should be a universal right.
- Health care policies should be based on human outcomes.
- Employers and insurance companies should not be making health care policy decisions.
- Physical and mental health must have equal support.
- Pre-existing conditions should not affect one's ability to receive coverage/treatment.
- Include personal responsibility and preventive care as goals.
- Support simple, easy access to good care, portability of records without compromising privacy.
- Use the team approach (patients, doctors and other health care providers) for decisions.
- A Single-payer system, or something similar to our congressional leaders' health system, should be available to all.

With the Conservation Commission, again sponsored a Warrant Article at Town Meeting to appropriate \$15,000 to the Water Bodies Fund for the purpose of maintaining, treating, and providing oversight of all the Town's water bodies. This account may receive monies from the general tax, including the possibility of borrowing, gifts, or grants. These monies are expended under the direction of the Town Manager who will report to each Annual Town Meeting on the revenues and expenditures of the fund, as well as a projection for future needs. This article received unanimous approval by Town Meeting.

With the help of Arlington High School's Workplace students and residents, distributed flyers to residences in the entire 748 acre Spy Pond Watershed warning of the impact high-phosphorous fertilizers have on weed growth at Spy Pond or any water body, and informing of Eco-Fest and Spy Pond Trails Day opportunities.

Planned and implemented the Fifth Annual Spy Pond Trails Day at the pond's southern path abutting the Route 2 exit ramp, focusing on tree pruning and invasive plant and trash removal with help from community groups and the Boston Area Appalachian Mountain Club.

Identified and mapped the areas of Phragmites invasion around the water's edge at Spy Pond and investigated the best method of diminishing the presence of, or eradicating, this invasive plant. Raised funds to augment the Town's Water Bodies Fund to address this problem and helped the Town develop a process for a late-summer/early-fall 2009 phragmites treatment and future treatment(s).

Intent on helping Arlington become as green and sustainable a community as possible, Sustainable Arlington continued to raise climate and environmental awareness in Town with its current projects such as the Energy Smackdown. Designed as a competition among selected families in Arlington, Cambridge, and Medford to see which community can lower its carbon foot print the most, this 2008-10 project finds Arlington ahead so far.

Sponsored the Fall Energy Solutions Fair on home energy use, systems, materials and practices.

Met with knowledgeable horticulturists and residents to construct a plan for the installation of habitat gardens at the Arlington Reservoir.

Discussed with the Town Treasurer, the School Committee, and School officials the feasibility of developing a fund to augment Arlington Public School activities fees.

Prepared for a Retrospective Analysis Report on Arlington's recently completed Five Year Financial Plan.

With the Board of Selectmen (BOS), sponsored and organized the Annual State of the Town Address and Reception on the first night of the 2009 Annual Town Meeting. The address was given by incoming BOS Chairman, Kevin Greeley.

Continued to participate in the Superintendent of School's Advisory Committee on Diversity, advocating for recruiting and employing minority staff for both Arlington's Public Schools and Town positions.

Helped select four titles for the 2009 Community Book Read: *Escape from Slavery* by Francis Bok, *Tears of the Desert* by Halima Bashir, *They Poured Fire on Us from the Sky* by Benjamin Ajak and Alephonsion and Benson Deng, and *What is the What* by Dave Eggers. All focus on the plight and enormous courage of those suffering from the long-standing turmoil of those from Darfur and South Sudan.

Partnered with Arlington's South Sudanese Education Foundation on several projects.

With the League of Women Voters of Arlington, co-sponsored Candidates' Night.

COMMUNITY DEVELOPMENT

Developed Vision 2020's Annual Survey to accompany the Town's Annual Census Mailing. This 2010 survey, titled *Looking Ahead: Services & Revenues in the Balance, We Invite Your Input*, will be mailed to all Town residences in early 2010 asking for responses to a series of options addressing the Town's Financial Crisis for FY11. It also includes a section on parking in Arlington Center.

Recognitions

Vision 2020 appreciates all who contribute to this program. Their skills and expertise, persistence, research, opinions, note-taking, grant writing, web posting, physical labor, planning, program creation, and creative ideas, all offered generously, have truly enabled Arlington's Vision 2020 to assist the Town in preparing for its current and future needs.

2009 Vision 2020 Survey Report Based on 3,770 Arlington Household Responses by March 15, 2009

Titled *Sustainable Practices in Arlington: We Invite Your Input*, the 2009 Vision Survey was a collaborative product of Vision 2020, its Sustainable Arlington Committee, and Arlington's Recycling Committee. The following pages report the responses to all sections of the survey with the exception of new interest in joining the efforts of Vision 2020's Task Groups.

Several benchmarks over the last few years prompted the selection of Sustainable Practices as a topic for this survey: the Town's increase in materials recycled and the accompanying reduction in trash to be incinerated thus generating significant savings, the adoption of Arlington's Sustainability Action Plan, several infrastructure improvements throughout the Town, and Arlington's 88.4% voter mandate to November 2008's Ballot Question 4, instructing our legislators to enact legislation to reduce greenhouse gas emissions 80% by 2020. Hoping to inform the Town on Arlington's future energy and sustainability efforts, the survey was designed also to assist / inform residents on ways they could benefit their own household's operating costs.

In this report most responses are displayed as charts and tables. Where percentages (%'s) are used, the number of respondents actually answering the question, not the blanks, are the data points used for the calculation.

- Demographic Data
- Town Energy Use
- Household Energy Use
- Transportation
- Household Energy Reduction
- Recycling and Consumption

Demographic Data

The number of respondents from each precinct:

Pct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Blank
#	132	175	146	189	150	152	152	181	147	188	151	197	153	137	160	173	120	139	173	145	158	454
%	4.0	5.2	4.4	5.7	4.5	4.6	4.6	5.5	4.4	5.7	4.6	5.9	4.6	4.1	4.8	5.2	3.6	4.2	5.2	4.4	4.8	

Respondent's household demographic data (5 tables):

Household Age Demographics								
		0	1	2	3	4	>4	Blank
Adults aged 65 or older :	#	2015	596	379	10	2	1	767
	%	67.10	19.85	12.62	0.33	0.07	0.03	
Adults aged 18 to 64 :	#	339	851	1754	229	90	10	497
	%	10.36	26.00	53.59	7.00	2.75	0.31	
Children 17 and under	#	17.00	503	481	104	20	8	459
	%	60.37	17.86	17.08	3.69	0.71	0.28	

COMMUNITY DEVELOPMENT

Years in Arlington				
	< 5	5 to 15	>15	Blank
#	801	978	1441	550
%	24.88	30.37	44.75	

Own or rent			
	Own	Rent	Blank
#	2678	951	141
%	73.79	26.21	

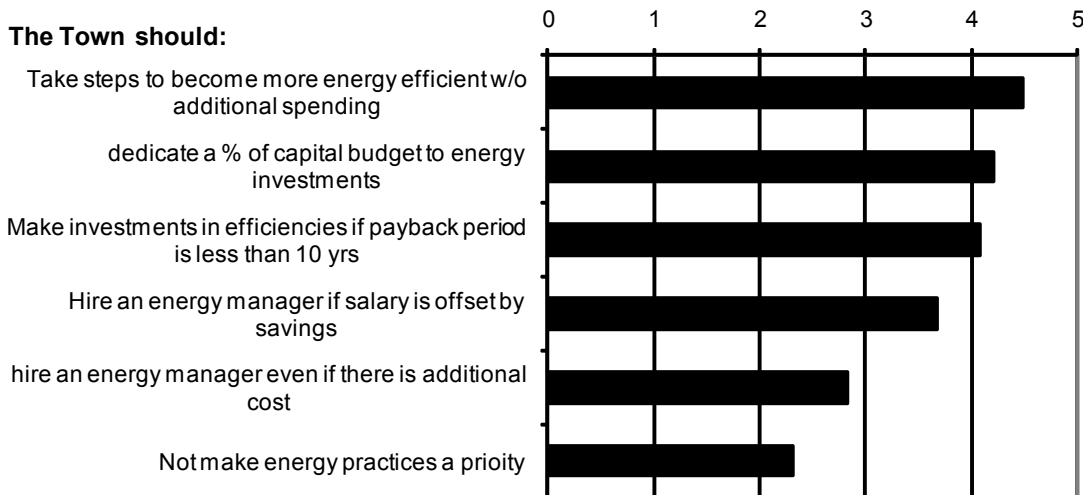
Housing description					
	Single family	Condo	2 to 4 units	>4	Blank
#	1928	560	916	224	142
%	53.14	15.44	25.25	6.17	

Internet Access					
	Home	Work	Library	None	Blank
#	3155	1835	238	296	204
%	88.47	51.46	6.67	8.30	

Town Energy Use

Indicate how the Town should dedicate resources and efforts to greater efficiency.						
The Town Should:	Strongly disagree (1)	Disagree (2)	Neutral (3)	Agree (4)	Strongly agree (5)	Blank
Take steps to become more energy efficient w/o additional spending.	19	75	260	952	2113	351
Make investments in efficiencies if payback period is less than 10 yrs.	43	88	624	1369	1214	432
Dedicate a % of capital budget to energy investments.	29	61	374	1662	1312	332
Hire an energy manager if salary is offset by savings.	203	299	807	1202	890	369
Hire an energy manager even if there is additional cost.	422	845	1193	549	292	469
Not make energy practices a priority.	815	1412	662	347	173	361

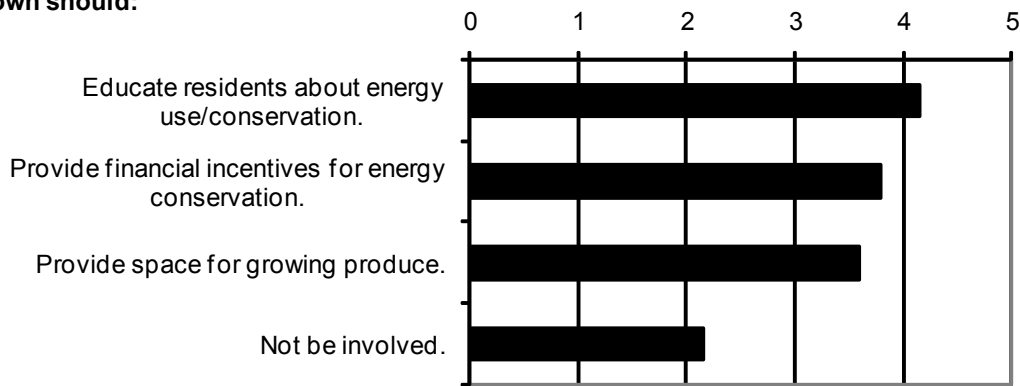
COMMUNITY DEVELOPMENT



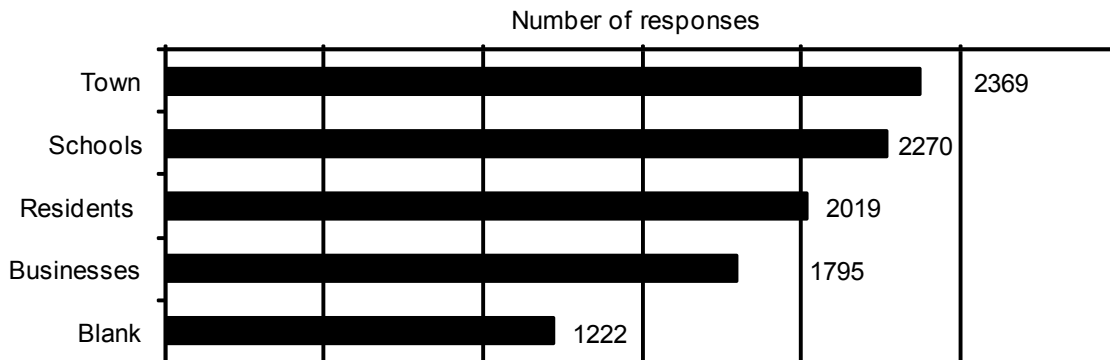
COMMUNITY DEVELOPMENT

How involved should the Town be in residents' energy use?						
The Town Should:	Strongly disagree (1)	Disagree (2)	Neutral (3)	Agree (4)	Strongly agree (5)	Blank
Educate residents about energy use/conservation.	51	119	405	1537	1338	320
Provide financial incentives for energy conservation.	117	336	695	1252	1003	367
Not be involved.	885	1327	620	216	113	609
Provide space for growing produce.	101	258	1265	1118	674	354

The Town should:



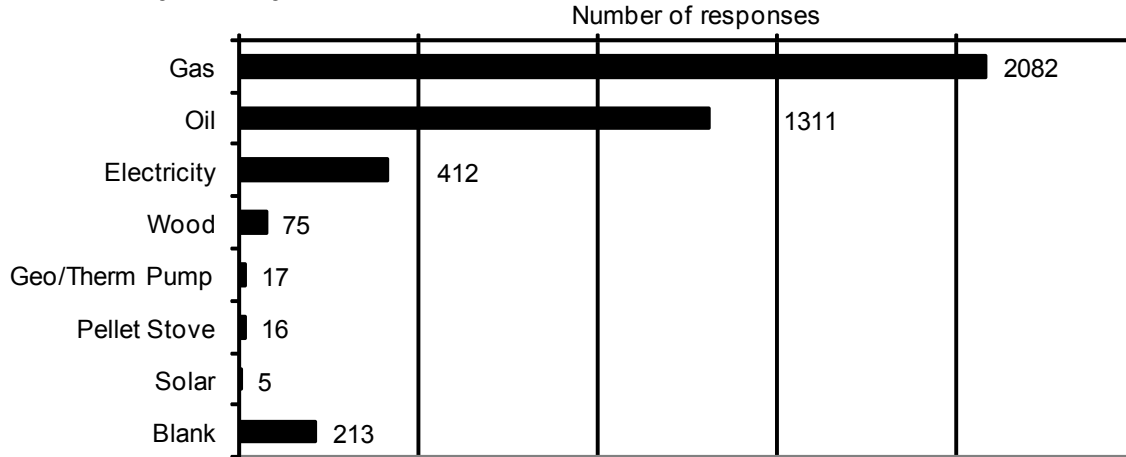
If you support the hiring an energy manager, how should the manager work with the following?



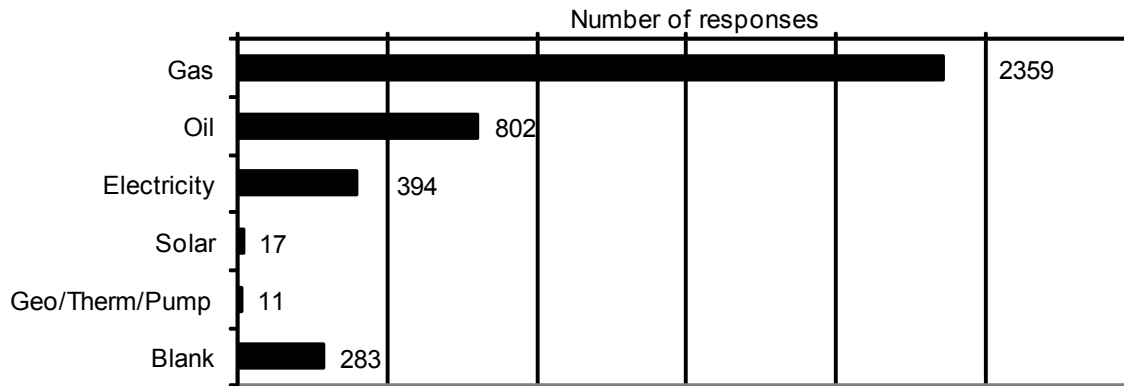
COMMUNITY DEVELOPMENT

Household Energy Use

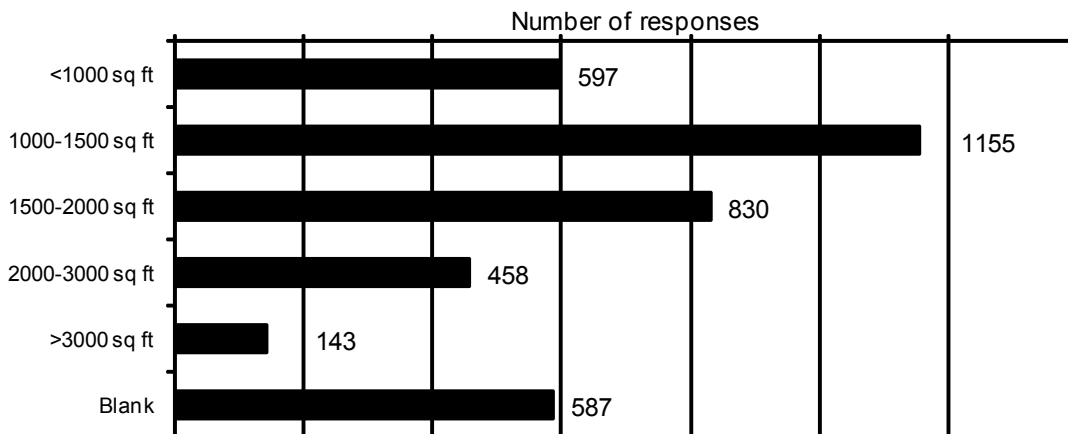
How do you heat your home?



How do you heat hot water?



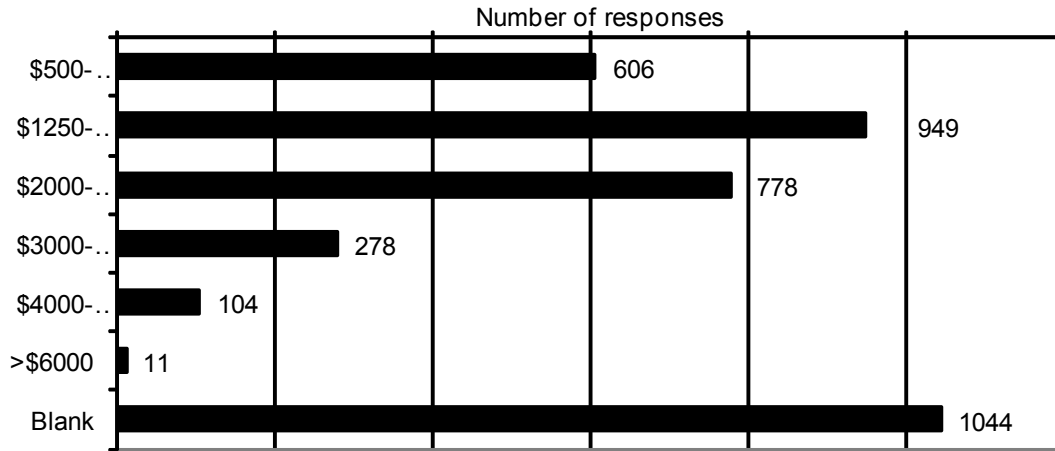
What's the approximate sq. footage of your residence?



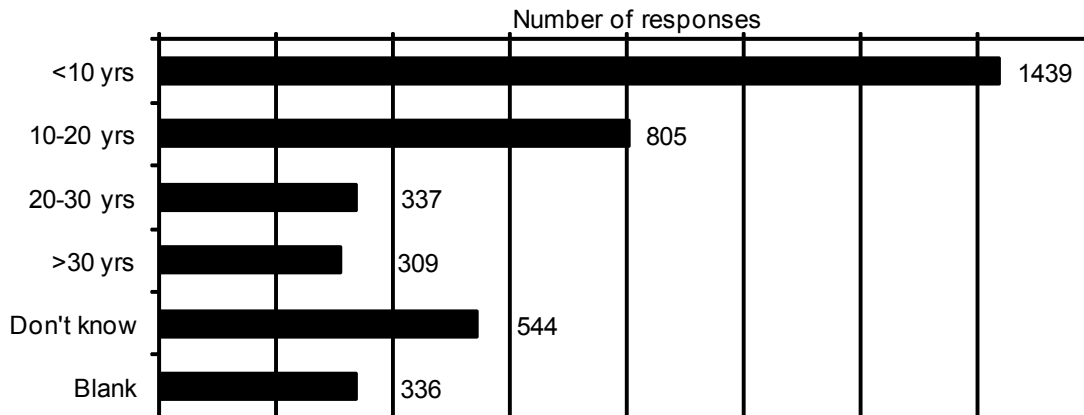
COMMUNITY DEVELOPMENT

Household Energy Use

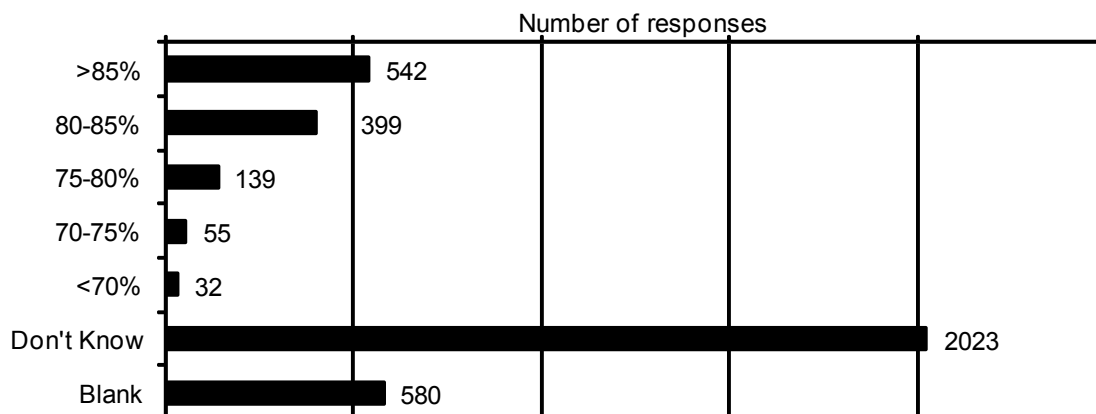
What is your annual energy heating cost ?



What is the age of your heating system?



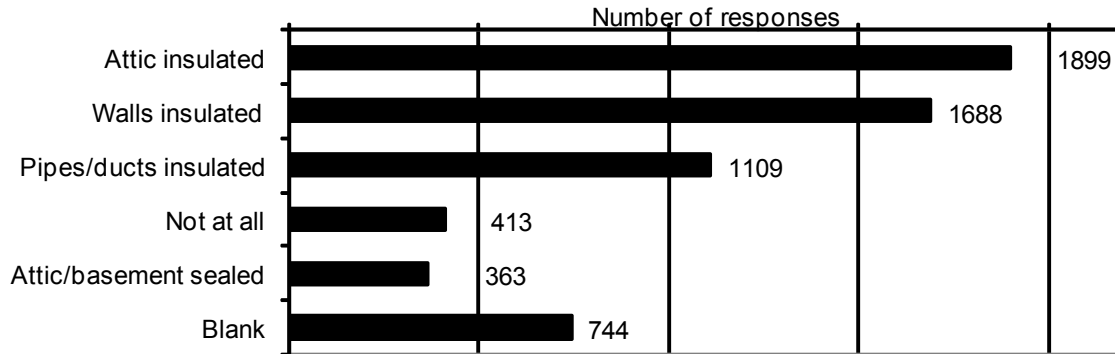
What is the efficiency of your current heating system?



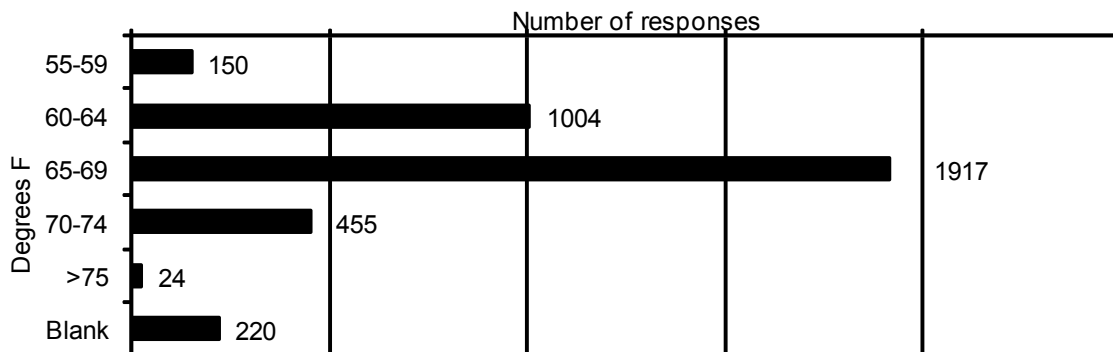
COMMUNITY DEVELOPMENT

Household Energy Use

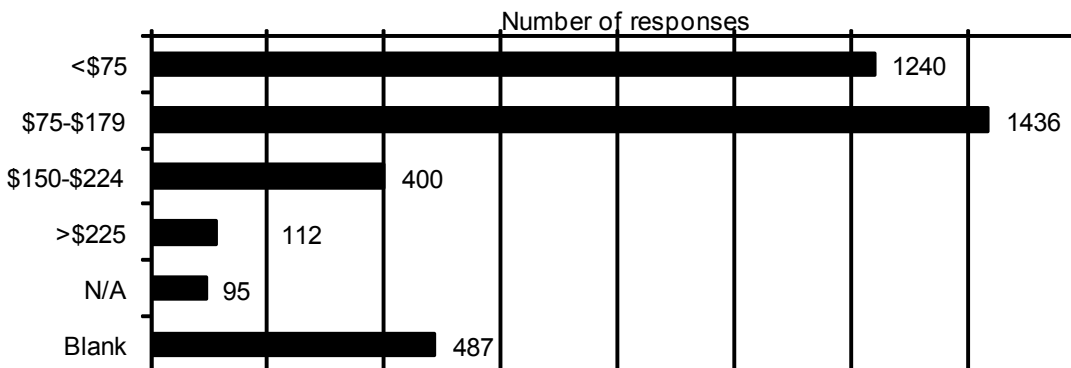
How is your house insulated?



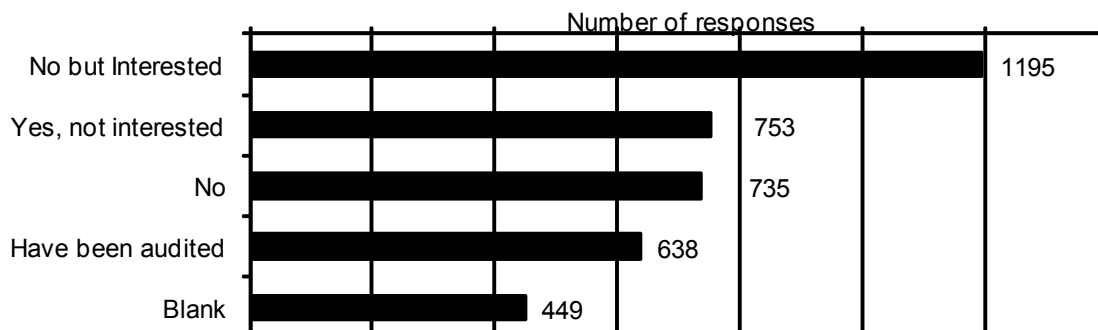
What is your thermostat setting when you're at home?



What is your average monthly electricity bill?



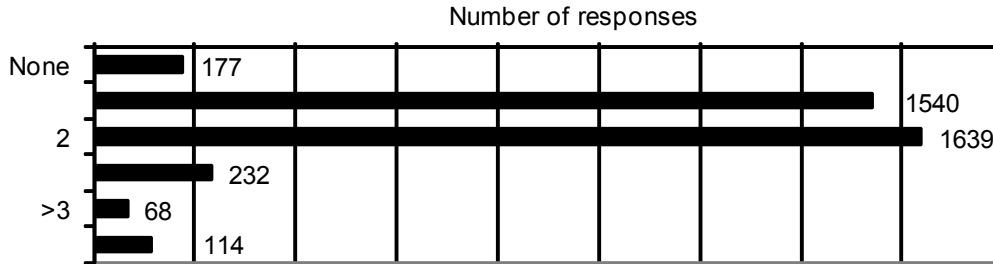
Are you aware that MassSave.com provides free energy audits?



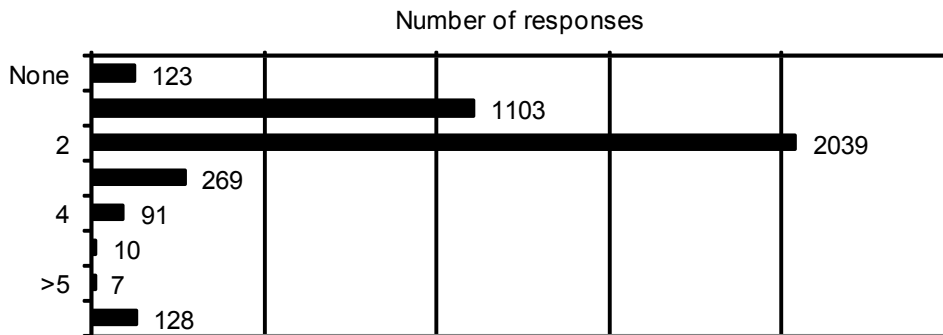
COMMUNITY DEVELOPMENT

Transportation

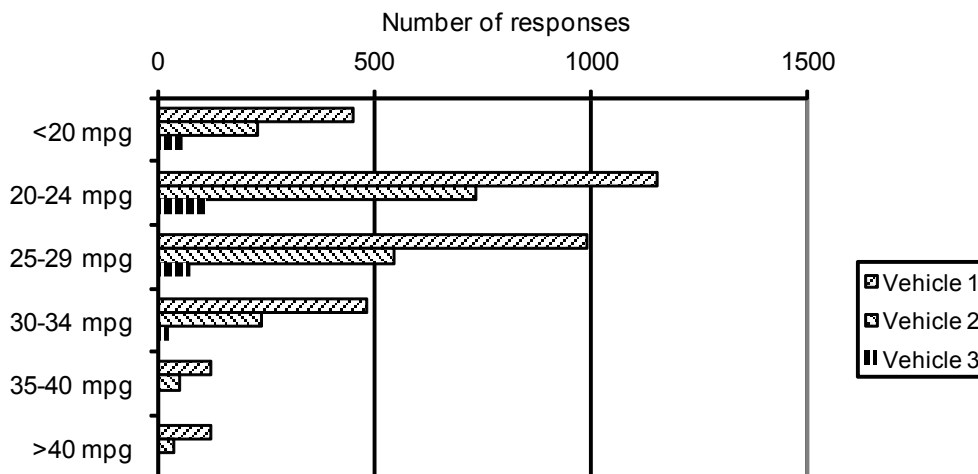
How many motor vehicles in your household?



How many drivers in your household?



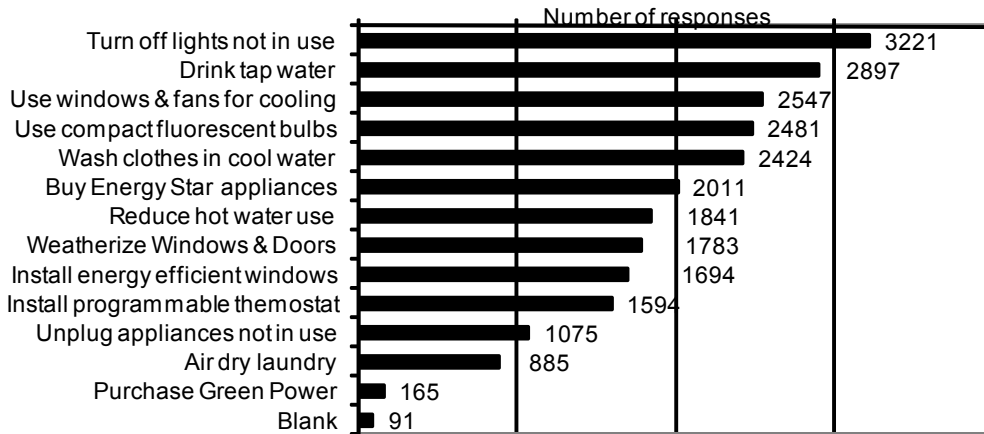
Average Miles Per Gallon							
Miles Per Gallon	<20	20-24	25-29	30-34	35-40	>40	Blank
Vehicle 1	453	1153	991	483	123	122	445
Vehicle 2	230	736	547	241	50	37	1929
Vehicle 3	59	111	77	28	3	4	3488



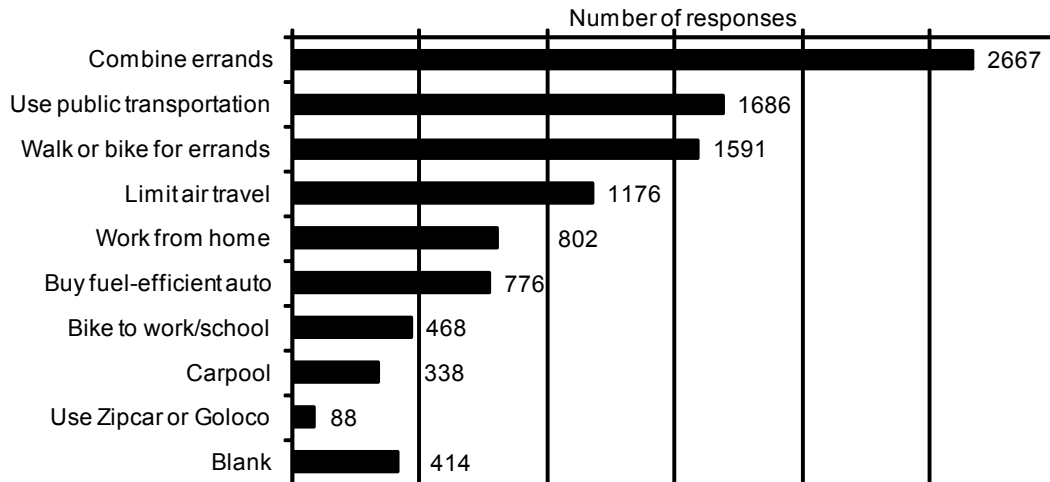
COMMUNITY DEVELOPMENT

Household Energy Reduction

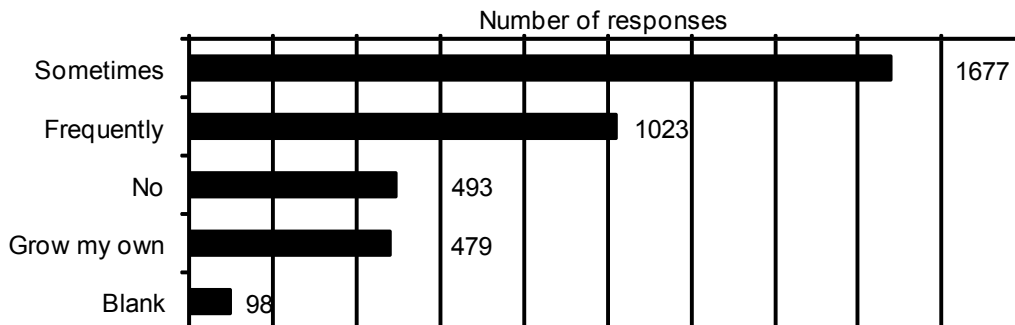
What do you do at home toward energy reduction?



How does your household reduce greenhouse gas emissions?



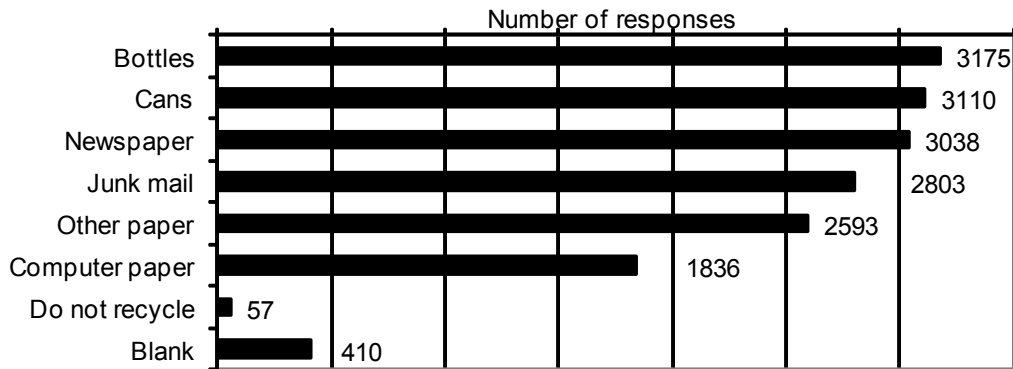
Do you shop for locally produced foods or grow your own?



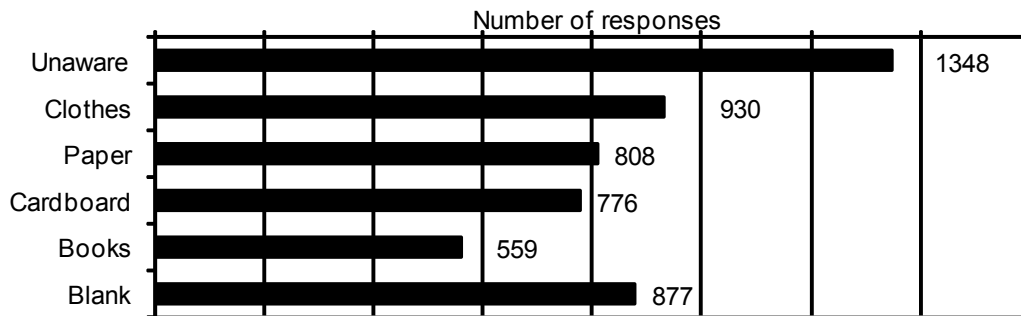
COMMUNITY DEVELOPMENT

Recycling & Consumption

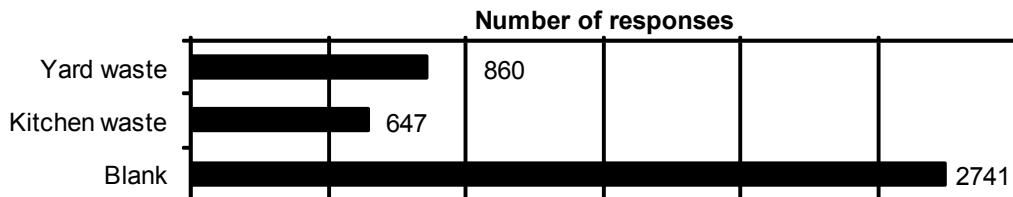
What do you recycle regularly?



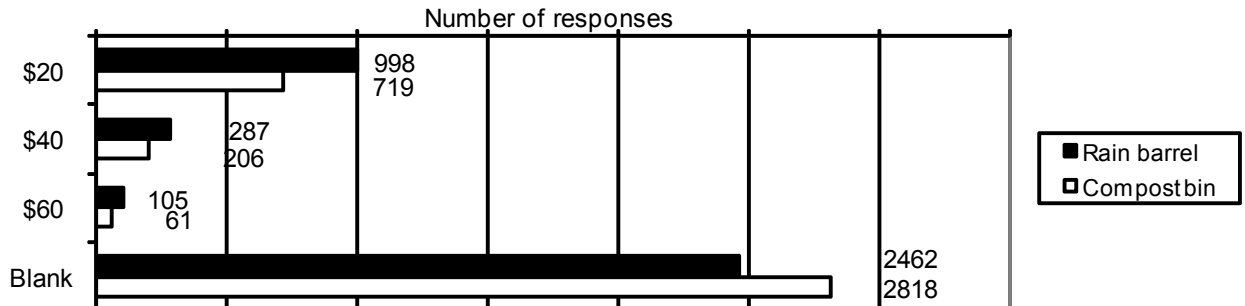
What do you take to public bins around Town?



What do you compost regularly?



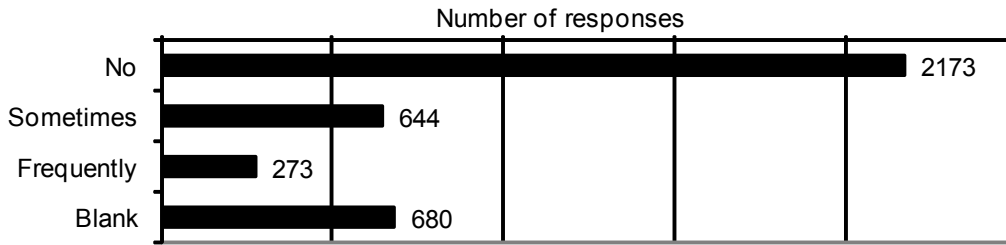
How much are you willing to pay for a rain barrel or compost bin?



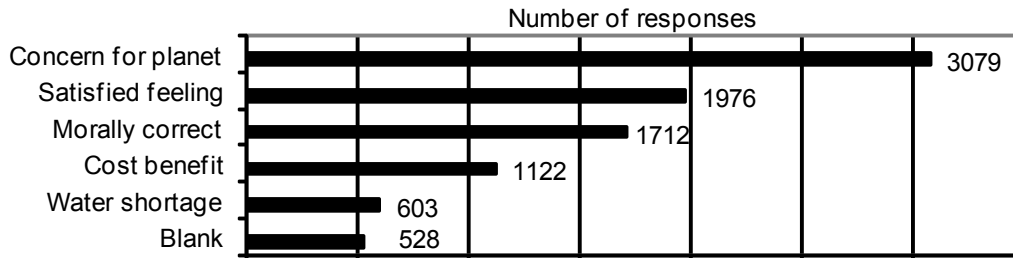
COMMUNITY DEVELOPMENT

Recycling & Consumption

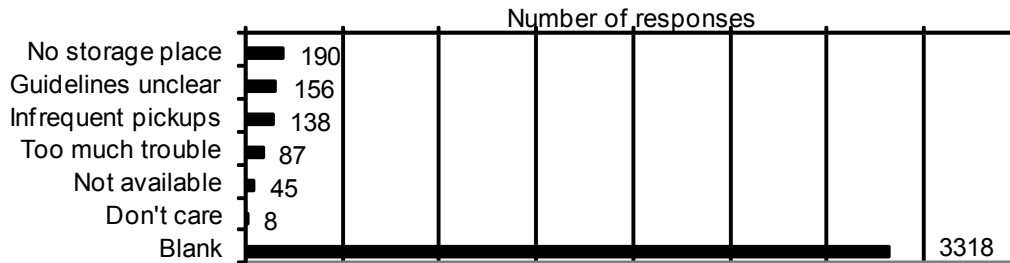
Do you use internet services to sell, obtain, or recycle used items?



What motivates you to recycle?



Why do you not recycle?



TOWN MODERTATOR

Arlington's Legislative body, Town Meeting, held its 203rd Annual Meeting and Special Town Meeting over the course of nine sessions. The meeting began on April 27 and ran until June 15th, with a three and one-half week break. Attendance ranged from a high of 80.15% to a low of 69.05% with an average of 75.15% of members at a meeting.

During the first night activities a resolution was passed honoring the 25th anniversary of the Sister City relationship with Nagaokakyo. We were addressed by the Mayor of Nagaokakyo, the Chairman of the Board of Selectmen, as well the Town Moderator who addressed the Japanese Delegation in Japanese.

Warrant Articles

Over the course of the first two evening, Town Meeting passed three Zoning Bylaw Articles. The most interesting combined a Zoning Bylaw and Town Bylaw change and debate regarding Articles that regulated the keeping of hens in Town for the purpose of residents growing their own eggs. A good presentation and thorough debate ensued for three hours before the Meeting voted to approve the changes.

The most contentiously debated Articles were a series involving "Green Dog Parks," which would have allowed dogs to run free off-leash in certain designated parks and provided for fenced in areas. After a full night of debate from both supporters and opposition members, these Articles were defeated or No Action was substituted. Additionally on the canine front, fines for unlicensed dogs were increased.

As for social welfare, a bylaw amendment was passed to regulate the licensing of both door-to-door solicitors and mobile food vendors. After the State de-regulated the use and possession of small amount of

marihuana, Town Meeting voted, at the behest of Police Chief Ryan, to regulate the public consumption of marihuana within Arlington with a \$300 fine for violations.

Budgets

Due to the State not releasing its local aid funding, the Meeting took a three and one-half week break so that the final Budget could be calculated and presented in a written report. The Budget and the capital budget and a multitude of Warrant Articles calling for other appropriations were all approved. Collective bargaining agreements and funding were also approved.

Committees

Article 32 established a Town Government Reorganization Committee composed of 13 members after the composition and makeup of the Committee was roundly debated on the floor. The Committee is charged "To consider and make recommendations to Town Meeting, the Town Manager, and/or the Superintendent of Schools on any advisable reorganization, consolidation, or abolition of Town and/or School departments, boards, committees, or officers ..." and is to report to both the 2010 and 2011 Town Meeting.

Although not a committee, the Meeting did vote to direct the Town Manager to study the issue of "pay as you throw" (PAYT) garbage collection. A report is to be made to the 2010 Town Meeting.

Introductions and Conclusions

The traditions of Town Meeting included the singing of the National Anthem and an invocation at the start of each session. The Anthem was accompanied by Town Meeting members Jane Howard and Charles Gallagher on the piano.



LEGISLATIVE

TOWN MEETING MEMBERS

PRECINCT 1

Lyle, Darren W.	1	04 Gardner Street	2012
Moloney, Marie-Elena G.	19	Wheaton Road	2012
Moloney, Timothy K.		19 Wheaton Road	2012
Ziontz, Cindi M.		38 Norcross Street	2012
Flemming, Alesia D.		54 Gardner Street	2011
McGaffigan, Elizabeth		32 Silk Street	2011
McGaffigan, Paul J.		32 Silk Street	2011
Mills, Kevin M.		28 Mystic Valley Pkwy.	2011
Boltz, Barbara Ann		54 Medford Street, #510	2010
Cleinman, Stuart P.		113 Sunnyside Avenue	2010
King, Marian E.		78 Gardner Street	2010
McCartney, Mary E.		35 Michael Street	2010

PRECINCT 2

Cella, Steven R.		34 Spy Pond Parkway	2012
Logan, William		5 Mary Street	2012
Tirone, Charles L, Jr.		49 Princeton Road	2012
Watson, Jennifer		66 Mott Street	2012
Carabello, Joseph P., Jr.		156 Lake Street	2011
Fiore, Elsie C.		58 Mott Street	2011
Fiore, Peter J.		58 Mott Street	2011
Hayner, William		19 Putnam Road	2011
Carey, William A., Jr.		155 Lake Street	2010
Cella, Augustine R.		99 Spy Pond Parkway	2010
DeCoursey, Stephen W.		7 Cheswick Road	2010
Meister, Pamela J.		19 Village Lane	2010

PRECINCT 3

Auster, Adam		10 Cottage Avenue	2012
Dratch, Robin M.		70 Teel Street	2012
Robillard, James F.		58 Broadway	2012
Sanchez, Dino A.		52 Cleveland Street, #2	2012
Griffin, Jean M.		42 Oxford Street	2011
Hoffinger, Alexander S.		66 Waldo Road	2011
Simas, Charles J.		42 Oxford Street	2011
Tosti, Allan		38 Teel Street	2011
Petersen, Allen K.		107 Grafton Street	2010
Flaherty, Gregory		52 Windsor Street	2010
Hayward, William F.		68 Cleveland Street, #2	2010
Veeser, Cyrus R.		12 Henderson Street	2010

PRECINCT 4

Costa, Michael R.		82 Milton Street	2012
LaValle, Brian W.		15 Varnum Street	2012
Lucibello, Rosina-Maria		106 Varnum Street	2012
Marshall, Joseph M.		74 Varnum Street	2012
Costa, Patricia A.		82 Milton Street	2011
Ferrara, Ryan J.		94 Varnum Street	2011
Gibson, Chad Daniel		35 Varnum Street	2011
Laite, George		25 Lafayette Street	2011
Costa, John J., Jr.		82 Milton Street	2010
Marshall, Joseph M.		72 Varnum Street, #1	2010
Noviello, Melissa A.		30 Egerton Road	2010
Rising, Megan L.		54 Melrose Street	2010

PRECINCT 5

Kelleher, Karen E.		57 Beacon Street	2012
Lovelace, Edward C.		20 Amherst Street	2012
O'Rourke, Kathleen Demauro	181	Palmer Street	2012
Wilmot, William R.		49 Webster Street	2012
Callaway, Pamela H.		19 Bowdoin Street	2011
Egan, Patricia A.		132 Webster Street	2011
Geiermann, Joseph		80 Webster Street	2011
Malin, Martin B.		96 Webster Street	2011
Brau, Susan A.		97 Warren Street	2010
Cyr, Ed		62 Beacon Street	2010
DuBois, Abigail		83 Park Street	2010
Smith, Scott B.		39 Amherst Street	2010

PRECINCT 6

Bernacchi, Anthony L.		276 Mass. Avenue, #314	2012
Cook, Grant D.		39 Orvis Road	2012
Parker, Glenn L.		56 Randolph Street	2012
Jones, Thouis R.		51A Wyman Terrace	2011
Zimmer, Ethan P.		18 Lake Street, #2	2011
Donnelly, John R.*		34 Hamilton Road, #410	2010
Arnott, Eva C.		8 Lake Street, #12	2010
Fischer, Andrew S.		25 Lombard Road	2010
Herbert, Elizabeth J.		14 Belknap Street, #2	2010
Logan, Michael		21 Avon Place	2010

PRECINCT 7

Leu, George R., III		63 Wyman Street	2012
Sharpe, Theodore W.		51 Palmer Street	2012
White, Robert M.		95 Everett Street	2012
Hughes, Kenneth W.		20 Webster Street	2011
Kennedy, William J.		18 Webster Street	2011
McKinney, Laurence O.		32 Foster Street	2011
Smith, Walter R.		19 Tufts Street	2011
Alton, Angela A.		91 Harlow Street	2010
Connors, Joseph M.		78 Bates Road	2010
Loreti, Christopher P.		56 Adams Street	2010
Robertson, Thomas J.		83 Harlow Street, #2	2010
Bearson, Todd B.*		79 Harlow Street	2010

PRECINCT 8

FitzMaurice, John A.		17 Lakeview	2012
Grossman, Irwin S.		16 Peabody Road	2012
Lobel, Joshua		73 Jason Street, #2	2012
Worden, Patricia B.		27 Jason Street	2012
Band, Carol L.		57 Bartlett Avenue	2011
Berkowitz, William R.		12 Pelham Terrace	2011
Leone, John D.		51 Irving Street	2011
Rowe, Clarissa		137 Herbert Road	2011
Foskett, Charles T.		101 Brantwood Road	2010
Friedman, Cindy F.		130 Jason Street	2010
Rehrig, Brian H.		28 Academy Street	2010
Worden, John L. III		27 Jason Street	2010

LEGISLATIVE

PRECINCT 9

Herlihy, Robert E.	51 Maynard Street	2012
Ortwein, Nanci L.	135 Medford Street, #2	2012
Schlichtman, Paul	47 Mystic Street, #8C	2012
Watt, Gregory C.	26 Franklin Street	2012
Hallee, Pauline Y.	47 Maynard Street	2011
Lieberson, Patricia E.	5 Mystic Lake Drive	2011
Martin, Robert G. Jr.	4 Winslow Street, #412	2011
Ruderman, A. Michael	9 Alton Street	2011
Hallee, Jerome P.	47 Maynard Street	2010
Judd, Lyman G. Jr.	4 Winslow Street, #710	2010
West, Paul A.	4 Winslow Street, #1303	2010

PRECINCT 10

Costa, Barbara M.	26 Woodland Street	2012
Klein, Christian MacQuarrie	54 Newport Street	2012
Ledwig, Dave	178 Newport Street	2012
Varoglu, Mustafa	26 Shawnee Road	2012
Curren, David B.	61 Hillsdale Road	2011
Howard, Jane L.	12 Woodland Street	2011
Howard, Peter B.	12 Woodland Street	2011
Shea, William E.	9 Lincoln Street	2011
Elberger, Susan A.	7 Plymouth Street	2010
Quinn, Michael J.	15 Shawnee Road	2010
Spengler, Mark N.	189 Jason Street	2010
Wren, Donna K.	75 Hillsdale Road	2010

PRECINCT 11

Jenkins, Robert A.	6 Fairview Avenue	2012
O’Riordan, Steven H.	21 Oak Hill Drive	2012
Schoenthaler, Robin	4 Ivy Circle	2012
Wagner, Carl A.	30 Edgehill Road	2012
Caccavaro, Thomas Jr.	28 Ridge Street	2011
Greeley, Kevin F.	363 Mystic Street	2011
Greeley, Robert E.	38 Edgehill Road	2011
Radochia, Joyce H.	45 Columbia Road	2011
Bilafer, Mary Ellen	59 Cutter Hill Road	2010
Maytum, Claire E.	25 Ridge Street	2010
Purinton, Jayme S.	38 Ridge Street	2010
Sheehan, Daniel J.	23 Victoria Road	2010

PRECINCT 12

Dohan, Marc	43 Chester Street	2012
Jefferson, Robert J.	27 Park Circle	2012
Megson, Mary	24 Coolidge Road	2012
Thielman, Jeffrey D.	37 Coolidge Road	2012
Bielefeld, Lisa A.	132 Mt. Vernon Street	2011
Cayer, Michael J.	191 Newport Street	2011
Dumyahn, Tom	8 Fountain Road	2011
Rockmore, Marlene	18 Perkins Street	2011
Chaput, Roland E.	74 Grand View Road	2010
Gera, Brian R.	85 Coolidge Road	2010
Jamieson, Gordon A., Jr.	163 Scituate Street	2010
Zeftel, Mona	11 Murray Street	2010

PRECINCT 13

Bayer, Paul J.	15 Oldham Road	2012
Byrne, Steven M.	28 Upland Road	2012
Good, David F.	37 Tomahawk Road	2012
Sweeney, John H.	10 Arrowhead Lane	2012
Gilligan, Stephen J.	77 Falmouth Road	2011
Harrington, Maria N.	74 Columbia Road	2011
Healy, Michael T.	1 Hodge Road	2011
Krepelka, Marie A.	12 Mohawk Road	2011
Deyst, John J., Jr.	26 Upland Road West	2010
Deyst, Mary A.	26 Upland Road West	2010
Doherty, James F.	11 Moccasin Path	2010
Sweeney, Nancy B.	10 Arrowhead Lane	2010

PRECINCT 14

Bahamon, Guillermo E.	22 Oakland Avenue	2012
Jones, Alan H.	1 Lehigh Street	2012
Pachter, Adam E.	67 Quincy Street	2012
Tully, Joseph C.	329 Gray Street	2012
Hillis, Robert Glen	17 Mount Vernon Street	2011
Hooper, Gwenyth R.A.	1 School Street, #102	2011
Maher, John F.	990 Mass. Avenue, #44	2011
Mahon, Diane M.	23 Howard Street, #2	2011
Canaday, John T.	48 Menotomy Road	2010
Fischer, Amy E.	15 Harvard Street	2010
Gresser, Tracy	6 Revere Street	2010
Greaser, William F.	6 Revere Street	2010

PRECINCT 15

Curro, Joseph A., Jr.	21 Millett Street	2012
Friedman, Beth Ann	10 Hazel Terrace	2012
McKenney, James H.	59 Epping Street	2012
Starr, Edward	7 Twin Circle Drive	2012
Cutler, Barbara C.	7 Teresa Circle	2011
Fanning, Richard C.	57 Yerxa Road	2011
Lavalle, Brian E.	46 Oak Hill Drive	2011
Mara, Nancy A.	63 Epping Street	2011
Ciano, Frank J.	65 Woodside Lane	2010
Craig, Bennett W.*	20 Fabyan Street	2010
LaCourt, Annie	48 Chatham Street	2010
Spangler, Ronald L.	30 Pine Street	2010

PRECINCT 16

Lewiton, Marvin	18 West Street	2012
McGann, Kevin D.	206 Wachusett Avenue	2012
Phelps, Richard S.	77 Oakland Avenue	2012
Reedy, Allen W.	153 Renfrew Street	2012
Garrity, Robert K.	275 Park Avenue	2011
Kenney, William J., Jr.	28 Wilbur Avenue	2011
O’Brien, Andrew E.	109 Hillside Avenue	2011
Oringer, Leslie A.	65 Hillside Avenue	2011
Dingee, Grace M.	71 Claremont Avenue	2010
Koch, Kevin P.	100 Florence Avenue	2010
Phelps, Judith Ann	77 Oakland Avenue	2010
Sandrelli, Donald A.	75 Florence Avenue	2010

LEGISLATIVE

PRECINCT 17

Leonard, John R.	26 Grove Street, #10	2012
Panzica, Christopher A.	19 Laurel Street	2012
Smith, Richard E.	38 Washington Street	2012
Sprague, Mary M.	29 Dudley Street	2012
Banks, Joan L.	65 Brattle Street, #1	2011
Burke, William K.	2 Old Colony Lane, #3	2011
Smith, Ann L.	38 Washington Street	2011
Banks, Thomas R.	65 Brattle Street, #1	2010
Buck, M. Sandra	28 Forest Street	2010
LeRoyer, Ann M.	12 Peirce Street	2010
Olszewski, Angela M.	1 Watermill Place, #428	2010

PRECINCT 18

Heidell, Pamela A.	405 Appleton Street	2012
Horowitz, Gary P.	172 Charlton Street	2012
Robinson, David M.	95 Valentine Road	2012
Ronan, Mary I	1 Brewster Road	2012
Belskis, John V.	196 Wollaston Avenue	2011
Canniff, Shirley M.	71 Hathaway Circle	2011
Gallagher, Charles D.	16 Shelley Road	2011
Santore, Joseph J., Jr.	8 Browning Road	2011
Ford, William J.	6 Mayflower Road	2010
Hadley, David E.	202 Sylvia Street	2010
Parsons, Carolyn M.	23 Brewster Road	2010

PRECINCT 19

Carreiro, Richard L.	211 Forest Street	2012
Deshler, Christine P.	65 Huntington Road	2012
Hickman, John W.	63 Dothan Street	2012
Sampson, Richard	303 Forest Street	2012
Farrell, Daniel J.	38 Ronald Road	2011
Leary, Jeanne M.	425 Summer Street	2011
Murray, John R.	34 Thesda Street	2011
Trembly, Edward D.	76 Wright Street	2011
Doherty, Leo F. Jr.	8 Gay Street	2010
O'Connor, James M.	63 Overlook Road	2010
Sprague, Robert S., Jr.	150 Washington Street	2010
Sweeney, Brian Patrick	35 Edmund Road	2010

PRECINCT 20

Bloom, Raymond M.	90 Sylvia Street	2012
Gibbons, Laurie A.	45 Wilbur Avenue	2012
Gormley, Maureen E.	1250 Massachusetts Ave.	2012
Streitfeld, Mark	22 Peck Avenue	2012
Fuller, Peter T.	7 Kilsythe Road	2011
Gibbons, Christopher A.	45 Wilbur Avenue	2011
Tosi, Robert L., Sr.	14 Inverness Road	2011
Tosi, Robert L., Jr.	14 Inverness Road	2011
Carman, Dean E.	29 Kilsythe Road	2010
Daly, Joseph S.	37 Drake Road, Apt. 202	2010
Putnam, Thomas J.	27 Tanager Street	2010

PRECINCT 21

Levy, David J.	7 Westmoreland Avenue	2012
McCabe, Harry P.	92 Madison Avenue	2012
Scott, Martha I.	90 Alpine Street	2012
Weber, Janice A.	29 Crescent Hill Avenue	2012
Elwell, Ralph E.	21 Montague Street	2011
Goebel, Jennifer S.	28 Sunset Road	2011
May, John W.	11 Colonial Village Dr., #1	2011
Phillips, Walter C.	2 Crescent Hill Avenue	2011
Cunniff, Robert C.	38 Park Avenue Ext.	2010
Doctrow, Susan R.	99 Westminster Avenue	2010
Malone, Michael P.	36 Evergreen Lane	2010
Mayer, Leslie A.	131 Crescent Hill Avenue	2010

* APPOINTED

LEGISLATIVE

ANNUAL TOWN MEETING

SESSION	DATE	TOWN MEETING MEMBER TOTAL	MEMBERS PRESENT	PERCENTAGE
1	April 27, 2009	248	202	81%
2	April 29, 2009	248	202	81%
3	May 4, 2009	248	189	76%
4	May 6, 2009	246	196	80%
5	May 11, 2009	245	187	76%
6	May 13, 2009	245	188	77%
7	June 8, 2009	246	186	76%
8	June 10, 2009	246	181	74%
9*	June 15, 2009	246	174	71%

AVERAGE ATTENDANCE 76.89%

* DISSOLVED – 11:05 P.M.

ANNUAL TOWN MEETING

Articles & Actions

April 27, 2009 - June 15, 2009

	ARTICLE	ACTION	DATE
2	REPORTS OF COMMITTEES	VOTED: RECEIVED	04/27/09
* 3	APPOINTMENT OF MEASURERS OF WOOD AND BARK	VOTED: MAJORITY	04/27/09
* 4	ELECTION OF ASSISTANT MODERATOR	VOTED: MAJORITY	04/27/09
* 5	ZONING BYLAW AMENDMENT/ ARTICLE 8, SECTION 8.06	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 TMM PRESENT AND VOTING)	04/27/09
* 6	ZONING BYLAW AMENDMENT/ ARTICLE 10, SECTION 10.11	VOTED: UNANIMOUSLY (QUORUM PRESENT – MORE THAN 85 TMM PRESENT AND VOTING)	04/27/09
* 7	ZONING BYLAW AMENDMENT/ ARTICLE 5, SECTION 5.04 TABLE OF USE REGULATIONS	VOTED: STANDING VOTE AFFIRMATIVE - 139 NEGATIVE - 6	04/27/09
* 8	ZONING BYLAW AMENDMENT/ ARTICLE 8	VOTED: STANDING VOTE AFFIRMATIVE - 137 NEGATIVE - 47	04/29/09
9	ZONING BYLAW AMENDMENT/ ARTICLE 2, SECTION 2.1	VOTED: DEFEATED STANDING VOTE AFFIRMATIVE - 64 NEGATIVE - 74	04/29/09

LEGISLATIVE

	ARTICLE	ACTION	DATE
* 10	ZONING BYLAW AMENDMENT/ ARTICLE 9, SECTION 9.02(d)	VOTED: STANDING VOTE AFFIRMATIVE - 126 NEGATIVE - 26	04/29/09
* 11	ZONING BYLAW AMENDMENT/ KEEPING OF HENS	VOTED: STANDING VOTE AFFIRMATIVE - 137 NEGATIVE - 36	05/06/09
* 12	BYLAW AMENDMENT/KEEPING OF HENS/POULTRY	VOTED: AFFIRMATIVE	05/06/09
* 13	BYLAW AMENDMENT/ DOOR-TO-DOOR SOLICITORS	VOTED: AFFIRMATIVE	05/04/09
* 14	BYLAW AMENDMENT/MOBILE FOOD VENDORS	VOTED: MAJORITY	05/04/09
* 15	BYLAW AMENDMENT/DEMAND FEE UNPAID TAXES	VOTED: AFFIRMATIVE	05/04/09
* 16	BYLAW AMENDMENT/PUBLIC CONSUMPTION OF MARIJUANA OR TETRAHYDROCANNABINOL	VOTED: MAJORITY	05/04/09
* 17	BYLAW AMENDMENT/RABIES VACCINATION CLINIC	VOTED: MAJORITY	05/04/09
* 18	BYLAW AMENDMENT/ANIMAL CONTROL	VOTED: DEFEATED STANDING VOTE AFFIRMATIVE – 83 NEGATIVE - 88	05/13/09
19	BYLAW AMENDMENT/CANINE CONTROL	VOTED: NO ACTION	05/13/09
20	BYLAW AMENDMENT/OFF LEASH DOGS AT ROBBINS FARM PARK	VOTED: NO ACTION	05/13/09
21	BYLAW AMENDMENT/GATED DOG PARKS	VOTED: NO ACTION	05/13/09
22	BYLAW AMENDMENT/LOCATIONS FOR UNFENCED OFF LEASH DOG AREAS	VOTED: NO ACTION	05/13/09
* 23	BYLAW AMENDMENT/INCREASE DOG LICENSING FEES	VOTED: AFFIRMATIVE	05/04/09
* 24	BYLAW AMENDMENT/EXCAVATION AND TRENCH SAFETY	VOTED: AFFIRMATIVE	05/04/09
* 25	HOME RULE LEGISLATION/ SUBDIVISION CONTROL	VOTED: STANDING VOTE AFFIRMATIVE – 134 NEGATIVE - 5	05/04/09

LEGISLATIVE

	ARTICLE	ACTION	DATE
* 26	LOCAL APPROVAL FOR PLACING OF LIENS ON CERTAIN PROPERTIES IN THE TOWN OF ARLINGTON	VOTED: AFFIRMATIVE	05/06/09
27	HOME RULE LEGISLATION/AFTER SCHOOL SCHOLARSHIP FUND	VOTED: NO ACTION	05/06/09
28	HOME RULE LEGISLATION/RAISE MAXIMUM ALLOWABLE AGE OF POLICE AND FIRE CANDIDATES FOR APPOINTMENT	VOTED: DEFEATED	05/11/09
29	HOME RULE LEGISLATION/CIVIL SERVICE AGE LIMITS FOR POLICE AND FIRE	VOTED: NO ACTION	05/11/09
* 30	TRANSFER OF PROPERTY/REED'S BROOK/MCCLENNEN PARK	VOTED: STANDING VOTE AFFIRMATIVE – 167 NEGATIVE - 1	05/11/09
31	HOME RULE LEGISLATION/ BARBARA GOODMAN	VOTED: UNANIMOUSLY NO ACTION	05/11/09
* 32	ESTABLISH ADVISORY COMMITTEE/ REORGANIZATION OF TOWN GOVERNMENT	VOTED: AFFIRMATIVE	05/11/09
* 33	ESTABLISH PAY AS YOU THROW TRASH COLLECTION SYSTEM	VOTED: AFFIRMATIVE	05/11/09
* 34	REVOLVING FUNDS	VOTED: UNANIMOUSLY AFFIRMATIVE	05/11/09
* 35	TRANSFER OF FUNDS/200 TH ANNIVERSARY COMMITTEE	VOTED: AFFIRMATIVE	05/11/09
* 36	ENDORSEMENT OF CDBG APPLICATION	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 37	COLLECTIVE BARGAINING	VOTED: UNANIMOUSLY AFFIRMATIVE	06/08/09
38	FUNDING FUTURE COLLECTIVE	VOTED: NO ACTION	06/08/09
39	SALARY ADJUSTMENT/ELECTED	VOTED: NO ACTION	06/08/09
* 40	POSITIONS RECLASSIFICATION	VOTED: AFFIRMATIVE	06/08/09
* 41	APPROPRIATION/TOWN BUDGETS	VOTED: AFFIRMATIVE	06/10/09
* 42	CAPITAL BUDGET	VOTED: STANDING VOTE AFFIRMATIVE – 158 NEGATIVE - 1	06/15/09

LEGISLATIVE

	ARTICLE	ACTION	DATE
* 43	RESCIND BORROWING AUTHORIZATIONS FROM PRIOR YEARS	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 44	APPROPRIATIONS/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL	VOTED: AFFIRMATIVE	06/10/09
45	ESTABLISH STABILIZATION FUND/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT	VOTED: NO ACTION	06/10/09
* 46	APPROPRIATION/TOWN CELEBRATIONS, ETC.	VOTED: MAJORITY	06/15/09
* 47	APPROPRIATION/COMMITTEES AND COMMISSIONS	VOTED: MAJORITY	06/15/09
* 48	APPROPRIATION/MISCELLANEOUS	VOTED: MAJORITY	06/15/09
* 49	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 TMM PRESENT & VOTING)	06/15/09
* 50	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATER FACILITIES	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 TMM PRESENT & VOTING)	06/15/09
* 51	APPROPRIATION/PENSION ADJUSTMENT FOR FORMER TWENTY-FIVE YEAR/ACCIDENTAL/DISABILITY EMPLOYEE	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
52	LOCAL OPTION TAXES	VOTED: UNANIMOUSLY NO ACTION	06/15/09
53	APPROPRIATION/IMPROVEMENTS/ MEAD ROAD	VOTED: UNANIMOUSLY NO ACTION	06/15/09
54	APPROPRIATION/COMMISSIONS ON DISABILITY	VOTED: MAJORITY NO ACTION	06/15/09
* 55	APPROPRIATION/HARRY BARBER COMMUNITY SERVICE PROGRAM	VOTED: MAJORITY	06/15/09
* 56	APPROPRIATION/MINUTEMAN SENIOR SERVICES	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 57	APPROPRIATION/REVALUATION OF REAL PROPERTY	VOTED: MAJORITY	06/15/09

LEGISLATIVE

	ARTICLE	ACTION	DATE
58	APPROPRIATION/FUND TAX EXEMPTIONS	VOTED: NO ACTION	06/15/09
* 59	APPROPRATION/ARLINGTON'S WATER BODIES FUND	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 60	APPROPRIATIONS/SPECIAL EDUCATION RESERVE ACCOUND	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 61	APPROPRIATION/OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 62	APPROPRIATION/TIP FEE STABILIZATION FUND	VOTED: UNANIMOUSLY (QUORUM PRESENT – MORE THAN 85 TMM PRESENT & VOTING)	06/15/09
* 63	TRANSFER OF FUNDS/CEMETERY	VOTED: UNANIMOUSLY AFFIRMATIVE	06/15/09
* 64	APPROPRIATION/OVERLAY RESERVE	VOTED: MAJORITY	06/15/09
* 65	APPROPRIATION/STABILIZATION FUND	VOTED: PART 1 STANDING VOTE AFFIRMATIVE – 148 NEGATIVE – 1 PART 2 STANDING VOTE AFFIRMATIVE – 74 NEGATIVE - 71	06/15/09
* 66	USE OF FREE CASH	VOTED: MAJORITY	06/15/09
67	RESOLUTION/SUPPORTING RETURN OF NATIONAL GUARD TO MASSACHUSETTS	VOTED: NO ACTION	06/15/09
* 68	RESOLUTION/SUPPORT LEGISLATIVE MUNICIPALLY SPONSORED AUTOMOBILE INSURANCE PROGRAM	VOTED: AFFIRMATIVE	06/15/09
69	INSTRUCTION TO BOARD OF SELECTMEN	VOTED: NO ACTION	06/15/09

* ACTION TAKEN

LEGISLATIVE

SPECIAL TOWN MEETING

APRIL 27, 2009

	ARTICLE	ACTION	DATE
1	REPORTS OF COMMITTEES	VOTED: RECEIVED	04/27/09
* 2	RESOLUTION-SISTER CITY ANNIVERSARY	VOTED: UNANIMOUSLY (QUORUM PRESENT)	04/27/09
3	TRANSFER FUNDS/200 TH ANNIVERSARY COMMITTEE	VOTED: NO ACTION (QUORUM PRESENT)	04/27/09
* 4	AMENDMENTS TO FY2009 BUDGETS	VOTED: MAJORITY VOTE (QUORUM PRESENT)	04/27/09
* 5	APPROPRIATION/WHITTEMORE-ROBBINS HOUSE REPAIR	VOTED: UNANIMOUSLY (QUORUM PRESENT)	04/27/09
* 6	CAPITAL BUDGET/FIRE STATIONS	VOTED: UNANIMOUSLY (QUORUM PRESENT – MORE THAN 85 TMM PRESENT AND VOTING)	04/27/09
* 7	CAPITAL BUDGET – SCHOOL/ MUNICIPAL BUILDINGS	VOTED: UNANIMOUSLY (QUORUM PRESENT)	04/27/09
8	HOME RULE LEGISLATION/ SUB-DIVISION CONTROL	VOTED: NO ACTION (QUORUM PRESENT)	04/27/09

* ACTION TAKEN

SPECIAL TOWN MEETING

NOVEMBER 16, 2009

SESSION	DATE	TOWN MEETING MEMBER TOTAL	MEMBERS PRESENT	PERCENTAGE
1*	NOVEMBER 16, 2009	245	197	80%

AVERAGE 80%

* DISSOLVED - 10:00 P.M.

	ARTICLE	ACTION	DATE
* 2	ACCEPTANCE OF LEGISLATION/	VOTED: (QUORUM PRESENT)	11/16/2009
* 3	ACCEPTANCE OF LEGISLATION/ LOCAL ROOM OCCUPANCY EXCISE	VOTED: (QUORUM PRESENT)	11/16/2009

LEGISLATIVE

* 4	HOME RULE LEGISLATION/ AMEND EXISTING LICENSES FOR THE SALE OF ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES	VOTED: (STANDING VOTE) AFFIRMATIVE-140 NEGATIVE- 37 (QUORUM PRESENT)	11/16/2009
5	HOME RULE LEGISLATION/ ADDITIONAL LICENSES FOR THE SALE OF ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES	VOTED: (QUORUM PRESENT) NO ACTION	11/16/2009
* 6	AMEND ADVISORY COMMITTEE/ REORGANIZATION OF TOWN GOVERNMENT	VOTED: (QUORUM PRESENT) NEGATIVE	11/16/2009

* ACTION TAKEN

PROCLAMATION

WHEREAS: Many citizens of Arlington are among the millions of Americans without health insurance or with limited prescription drug coverage; and,

WHEREAS: The National League of Cities is sponsoring a program in collaboration with CVS Caremark to provide relief to city and town residents around the country from the high cost of prescription drugs; and

WHEREAS: NLC Prescription Discount Card Program will be available to member cities of the NLC at no cost to those cities; and

WHEREAS: CVS Caremark will provide participating cities with prescription discount cards, marketing materials and customer support; and

WHEREAS: The discount cards offer an average savings of 20 percent off the retail price of most prescription drugs, has no enrollment form or membership fee, no restrictions based on the resident's age or income level, and may be used by town residents and their families any time their prescriptions are not covered by insurance.

NOW, THEREFORE, BE IT RESOLVED, that, we, the Members of the Board of Selectmen of the Town of Arlington, Massachusetts have informed the National League of Cities of its intent to participate in the NLC Prescription Discount Card Program and will work with NLC and CVS Caremark to implement the program to the benefit of the residents of Arlington.

TOWN CLERK & ELECTIONS

TOWN CLERK

The following annual report of the Town Clerk for the year ending December 31, 2009 is herewith submitted in accordance with Section 3 of Article 3, Title I of the Town By-Laws. During 2009, the Annual Election of Town Officers, the Annual Town Meeting, two Special Town Meetings, and the Special State Primary were prepared for and conducted by the Town Clerk's Office.

The Town has twenty-one AccuVote machines, (one for each precinct) and a main counting system located in the Town Clerk's Office. This system consists of paper ballots to be marked by the voters and inserted into the AccuVote machines, which automatically tally the votes appearing on the paper ballots. When the polls close, the precinct totals are immediately printed at the precinct, posted, announced, and then transferred to the Town Clerk's Office on a memory card, where the precinct totals are accumulated by entering the memory cards into the main counting system. Finally, the complete official Town results are printed and announced.

Town Meeting Members whose terms were to expire at the Annual Town Election were notified of that fact and of the provision of law which allows them to become candidates for re-election by giving written notice thereof to the Town Clerk. Nomination papers were issued to candidates for Town offices including Town Meeting Members, and after being certified by the Registrars of Voters were filed with the Town Clerk. A meeting was held by the Registrars of Voters, as required by law, to draw names for position on the official ballot for the Annual Town Election.

Candidates for Town offices, except Town Meeting Members, were notified of the requirements of the law regarding the filing of periodic statements of campaign receipts and expenditures with the Town Clerk's Office. Incumbents and candidates for election during the previous year, who had campaign finance activity, and a balance and/or liability, were also notified of the requirements of filing annual reports.

Upon application, absentee ballots were issued for the Annual Town Election and the Special State Primary. Applications for absentee ballots were automatically sent to all persons who had filed physicians' certificates of permanent physical disability, as required by law. Many residents took advantage of the provision of law which allowed them to vote in person in the Town Clerk's Office prior to the elections if they were to be out of town, or otherwise unavailable to vote in person at the polls on election day. More than 754 absentee ballots were issued in 2009.

The Annual Town Meeting began on April 27, 2009 and continued for nine sessions, dissolving on June 15. A total of sixty-nine warrant articles were acted upon. The first article of the Annual Town Meeting is the Annual Town Election. Meetings were held prior to the An-

nual Town Meeting to fill vacancies in the Town Meeting membership (caused by resignation, removal from Town, or death) until the next Annual Town Election. The first Special Town Meeting began on April 27, 2009 and continued for one session, dissolving the same night. A total of eight warrant articles were acted upon. The second Special Town Meeting began on November 16, 2009 and continued for one session, dissolving the same night. A total of six warrant articles were acted upon.

Certificates of all appropriations voted at all Town Meetings and the provisions for meeting them were sent to the Board of Assessors and the Comptroller, as required by law. Certified copies of all votes authorizing indebtedness were sent to the Director of Accounts. The Secretary of the Commonwealth was notified of the acceptance by the Town Meeting of any provisions of the General Laws. In addition, certified copies of all votes passed at all Town Meetings were sent to the departments affected.

All the amendments to the Town By-Laws, and Zoning Bylaws, as voted at the Annual Town Meeting were submitted to the Attorney General and were approved within the statutory period provided. They were then advertised for two successive weeks in the local newspaper, as required by law, following which they took effect.

A summary of the Annual Town Meeting appears in the Legislative chapter of this Annual Report (previous chapter). A complete record of the actions taken is contained in the Records of Elections and Town Meetings in the Town Clerk's Office as well as online at arlingtonma.gov/elections.

Births, deaths, and marriages were recorded and copies forwarded to the Secretary of the Commonwealth monthly. Certified copies of these vital statistics and all other documents recorded in the Town Clerk's Office were made available upon request.

A total of 1,506 dogs were licensed and 382 sporting (conservation) licenses issued by the Town Clerk's Office. Certain licenses granted by the Board of Selectmen were issued. Raffle and bazaar permits and gasoline permit renewals were issued, financing statements, utility pole locations, cemetery deeds, and business certificates were recorded. Decisions of the Zoning Board of Appeals, decisions on requests for Special Permits from the Redevelopment Board and Amendments to the Traffic Rules and Orders were also placed on file in this office.

The Department of Revenue was notified of all licenses and permits issued and business certificates filed. Street permit, drainlayer, blasting, and other surety bonds covering contractors were also placed on file in this office. Oaths of office were administered to all elected or appointed Town officials and each was given copies of excerpts from the Open Meeting Law

TOWN CLERK & ELECTIONS

Fees Collected			
	2009	2008	2007
Marriage Intentions	\$6,870	\$5,875	\$6,225
Miscellaneous Certificates	\$35,535	\$36,090	\$41,521
Renewal of Gasoline Permits	\$1,770	\$1,345	\$4,830
Miscellaneous Books/Fees	\$563	\$565	\$415
Miscellaneous Violations	\$3,705	\$2,595	\$1,560
Duplicate Dog Tags	\$34	\$62	\$52
Miscellaneous Licenses	\$1,510	\$600	\$590
Dog Licenses	\$15,222	\$14,085	\$12,605
Conservation Licenses	\$5,383	\$5,397	\$5,877
Municipal Town Fees	\$186	\$194	\$208
TOTAL	\$70,778	\$66,808	\$73,883
Fees to Division of Fisheries & Wildlife	\$5,313	\$5,298	\$5,770

and the Conflict of Interest Law. Notices of meetings of all boards, committees or commissions were publicly posted upon receipt, as required by the Open Meeting Law. Town officials and departments were notified of all Legislative Acts affecting them.

Fines were collected for citations issued under Section 21D of Chapter 40, General Laws, for violations of the Town By-Laws. Citations for persons who did not pay the penalties within the required time (twenty-one days) were referred to the Clerk of the District Court of Middlesex for further action.

Your attention is directed to the following vital statistics of the Town, which are recorded at this time. It should be noted that the summaries of births and deaths are incomplete, inasmuch as records thereof pertaining to Arlington residents are still being received by our office from the cities and towns where these events occurred.

Vital Statistics			
	2009	2008	2007
Births	579	574	466
Deaths	344	365	334
Marriages	231	222	239

REGISTRARS OF VOTERS

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February 2009. The census was conducted entirely by mail with computer preprinted forms sent to each household in Arlington, requesting that information contained therein be confirmed or corrected. The census forms contained the names of all persons residing in Arlington. Once returned to the Registrars' Office, all census and voter information was entered

and continually updated in the Town's computer database by the Registrars' Office. A list of persons from birth to twenty-one years of age was transmitted to the School Committee.

The Jury Commissioner obtained juror information directly from the Massachusetts Voter Registration Information System from data entered into the system by this office. The Annual True List of Persons, seventeen years of age and over, was published as required by law. In accordance with the True List information that had been presented, notices were sent by first-class mail, as required by law, to persons whose names were to be removed from the voting list because they had not been reported as residing in Arlington on January 1, 2009. Those who proved residence were reinstated. The total number of registered voters in Arlington upon completion of the annual revision of the voting list was 29,887. The number of voters in the three major political parties is as follows: 14,510 enrolled Democrats, 2,275 enrolled Republicans, and 12,959 unenrolled voters. Cards were mailed to voters acknowledging receipt of change or cancellation of political party enrollments received during the year by this office.

Registered Voters in Arlington			
	2009	2008	2007
Total Registered Voters	29,887	28,676	28,071
Democrats	14,510	14,123	13,857
Unenrolled (Independent)	12,959	11,964	11,612
Republican	2,275	2,419	2,315

TOWN CLERK & ELECTIONS

Throughout the year daily sessions for registration of voters were held during regular business hours in the Office of the Town Clerk. Special sessions were also held until 8:00 P.M. on the last day to register voters for the Annual Town Election and Special State Primary.

Mail-in voter registrations have eliminated the requirement that special evening and Saturday sessions for the registration of voters be held except for the final day prior to the deadline for registration for primaries and elections. Special forms for mail-in voter registration were made available at various locations throughout Arlington and at all other cities and towns in the State. In addition, persons were allowed to fill out voter registration affidavits at public offices throughout Massachusetts, such as the Registry of Motor Vehicles, Social Security, Welfare, Medicaid, Food Stamps, Military Recruitment Offices, and other State and Federal departmental offices. These affidavits were forwarded through the computer or by mail to the Registrars of Voters or Election Commissioners of the voters' places of residence. As required by law, acknowledgment forms were sent to persons who registered to vote at special locations or mailed in registration affidavits, notifying them of their precincts and voting places.

The Board certified voter signatures appearing on nomination papers filed by, or on behalf of, candidates seeking offices at the Annual Town Election, Special State Primary, and Special State Election. Petitions for articles to be inserted in the Warrant for the 2009 Annu-

al Town Meeting and applications for absentee ballots for the Annual Town Election were also certified. After nomination papers for the Annual Town Election had been certified by the Registrars of Voters and filed with the Town Clerk, the Registrars of Voters held a meeting to draw names for the order of position on the official ballot for the election, as required by law.

Information contained on approximately 20,000 census forms of residents of the Town on January 1 was transferred to their individual master cards. These cards provide a complete official record of residence for all persons seventeen years of age or older from the time they first become residents of the Town. From such information, certificates of residence are issued daily to establish eligibility for attendance at state and regional schools, colleges and universities, receipt of old age assistance, veterans' services, social security, employment in state or federal civil service, and for many other purposes. Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.

During the Annual Town Election, the Registrars of Voters were in session throughout the entire time the polls were open to assist voters who had questions relating to registration, name and/or address changes, precincts, polling places, and other voting concerns that may arise during this time. After the polls closed, the Registrars assisted in the tabulation of the ballots until the final results were announced.



TOWN CLERK & ELECTIONS

ARLINGTON ANNUAL TOWN ELECTION, APRIL 4, 2009

Total of Ballots Cast - 5,473
18% of total number of registered voters - 29,598

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballots Cast	125	234	153	138	153	193	164	424	268	372	392	480	368	258	347	342	84	275	326	163	214	5473

Selectmen for Three Years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Clarissa Rowe	76	107	106	81	87	132	101	318	156	246	248	289	191	169	210	230	55	160	214	101	141	3481
*John W. Hurd	95	189	113	105	109	137	122	267	206	267	289	333	280	186	252	254	70	214	236	127	173	4024
Others	2	1	5	2	5	4	2	4	4	4	7	8	7	7	7	5	0	3	15	1	3	96
Blanks	77	171	82	88	105	113	103	259	170	227	240	330	258	154	225	195	43	173	187	97	111	3408

Assessor for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Kevin P. Feeley	93	151	98	99	108	121	112	251	199	247	287	318	259	181	236	241	62	200	233	115	147	3458
Others	1	0	0	0	2	3	0	3	2	1	2	0	4	1	3	0	0	0	5	0	0	27
Blanks	31	83	55	39	43	69	52	170	67	124	103	162	105	76	108	101	22	75	88	48	67	1688

School Committee for Three Years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Jeffrey D. Thielman	60	100	94	61	84	116	89	308	137	236	224	315	167	122	197	122	41	141	144	80	104	3008
*Cindy Starks	75	123	110	81	92	119	92	347	141	264	267	304	192	148	219	221	59	162	202	114	122	3454
Joseph C. Tully	55	131	46	72	71	78	91	106	133	145	175	200	213	150	157	155	42	143	182	73	110	2528
Others	2	0	0	0	1	3	1	0	1	0	0	2	4	1	2	0	0	0	4	0	1	22
Blanks	58	114	56	62	48	70	55	87	124	99	118	139	160	95	119	120	26	104	120	59	91	1934

Arlington Housing Authority for Five Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Brian R. Greeley	83	158	99	99	107	120	113	263	207	255	287	324	256	178	237	246	61	194	231	117	153	3788
Others	0	1	0	1	2	3	0	5	4	0	1	0	3	1	2	0	0	1	6	0	1	31
Blanks	42	75	54	38	44	70	51	156	57	117	104	156	109	79	108	96	23	80	89	46	60	1654

TOWN CLERK & ELECTIONS

TOWN MEETING MEMBERS

PRECINCT ONE (4) THREE YEARS

*Darren W. Lyle, 104 Gardner Street	79
*Maria-Elena Moloney, 19 Wheaton Road	92
*Timothy K. Moloney, 19 Wheaton Road	18
*Cindi M. Ziontz, 38 Norcross Street	7
Others	19
Blanks	285

PRECINCT ONE (1) TWO YEARS (to fill vacancy)

*Alesia D. Flemming, 54 Gardner Street	16
Others	11
Blanks	98

PRECINCT ONE (1) ONE YEAR (to fill vacancy)

*Mary E. McCartney, 35 Michael Street	2
Others	29
Blanks	94

PRECINCT TWO (4) THREE YEARS

*Charles L. Tirone, Jr., 49 Princeton Road	140
*Steven R. Cella, 34 Spy Pond Parkway	165
*William Logan, 5 Mary Street	147
*Jennifer Write, 66 Mott Street	10
Others	9
Blanks	465

PRECINCT THREE (4) THREE YEARS

*James F. Robillard, 58 Broadway	100
*Dino A. Sanchez, 52 Cleveland Street	88
*Robin M. Dratch, 70 Teel Street	87
*Adam Auster, 10 Cottage Avenue	87
Others	1
Blanks	246

PRECINCT FOUR (1) ONE YEAR (to fill vacancy)

*Megan L. Rising, 54 Melrose Street	93
Others	11
Blanks	34

PRECINCT FIVE (4) THREE YEARS

*Karen E. Kelleher, 57 Beacon Street	114
*Kathleen Demauro O'Rourke, 181 Palmer Street	32
Edward C. Lovelace, 20 Amherst Street	23
*William R. Wilmot, 49 Webster Street	9
Others	21
Blanks	413

PRECINCT FIVE (2) TWO YEARS (to fill vacancies)

*Pamela H. Calaway, 19 Bowdoin Street	104
*Martin B. Malin, 96 Webster Street	23
Others	13
Blanks	166

PRECINCT SIX (4) THREE YEARS

*Anthony L. Bernacchi, 276 Massachusetts Ave	107
*John J. Gearin, 382 Massachusetts Ave	122
*Glenn L. Parker, 56 Randolph St	114
*Grant D. Cook, 39 Orvis Road	5
Others	5
Blanks	306

PRECINCT SIX (3) TWO YEARS (to fill vacancies)

*Thouis R. Jones, 51 A Wyman Street.	7
*Ethan P. Zimmer, 18 Lake St #2	3
Others	9
Blanks	560

PRECINCT SEVEN (4) THREE YEARS

*George R. Leu, III, 63 Wyman Street	104
*Robert M. White, 95 Everett Street	111
*Theodore W. Sharpe, 51 Palmer Street	9
Others	13
Blanks	419

PRECINCT SEVEN (1) ONE YEAR (to fill vacancy)

*Angela A. Alton, 91 Harlow Street	115
Others	1
Blanks	48

PRECINCT EIGHT (4) THREE YEARS

*Patricia B. Worden, 27 Jason Street	259
*Irwin S. Grossman, 16 Peabody Road	278
*John A. Fitzmaurice, 17 Lakeview	257
*Joshua Lobel, 73 Jason Street	326
Others	6
Blanks	570

PRECINCT NINE (4) THREE YEARS

*Nanci L. Ortwein, 135 Medford Street	180
*Robert E. Herlihy, 51 Maynard Street	172
*Paul Schlichtman, 47 Mystic Street	143
*Gregory C. Watt, 26 Franklin Street	139
Others	4
Blanks	434

PRECINCT TEN (4) THREE YEARS

*Barbara M. Costa, 26 Woodland Street	239
*Dave Ledwig, 178 Newport Street	223
*Christian MacQuarrie Klein, 54 Newport Street	217
*Mustafa Varoglu, 26 Shawnee Road	218
Others	4
Blanks	587

PRECINCT ELEVEN (4) THREE YEARS

*Steven H. O'Riordan, 21 Oak Hill Drive	285
*Carl A. Wagner, 30 Edgehill Road	268
*Robin Schoenthaler, 4 Ivy Circle	13
Others	18
Blanks	725

TOWN CLERK & ELECTIONS

PRECINCT TWELVE (4) THREE YEARS

*Mary Megson, 24 Coolidge Road	312
*Jeffrey D. Thielman, 37 Coolidge Road	316
*Marc Dohan, 43 Chester Street	307
*Robert J. Jefferson, 27 Park Circle	299
Others	6
Blanks	680

PRECINCT THIRTEEN (4) THREE YEARS

*Steven M. Byrne, 28 Upland Road	239
*Paul J. Bayer, 15 Oldham Road	165
*John H. Sweeney, 10 Arrowhead Lane	182
Stephen T. Harrington, 74 Columbia Road	147
*David F. Good, 37 Tomahawk Road	200
Others	6
Blanks	533

PRECINCT FOURTEEN (4) THREE YEARS

*Adam E. Pachter, 67 Quincy Street	161
*Joseph C. Tully, 329 Gray Street	196
*Guillermo E. Bahamon, 27 Oakland Ave	153
*Alan H. Jones, 1 Lehigh Street	165
Others	2
Blanks	355

PRECINCT FOURTEEN (1) ONE YEAR

(to fill vacancy)	
*Amy E. Fischer, 15 Harvard Street	185
Others	3
Blanks	70

PRECINCT FIFTEEN (4) THREE YEARS

*Beth Ann Friedman, 10 Hazel Terrace	178
*James H. McKenney, 59 Epping Street	166
*Joseph A. Curro, Jr, 21 Millett Street	226
Bennett W. Craig, 20 Fabyan Street	135
*Edward Starr, 7 Twin Circle Drive	167
Others	4
Blanks	512

PRECINCT SIXTEEN (4) THREE YEARS

*Marvin Lewiton, 18 West Street	217
*Kevin D. McGann, 206 Wachusett Avenue	223
*Allen W. Reedy, 153 Renfrew Street	233
*Richard S. Phelps, 77 Oakland Avenue	229
Others	3
Blanks	463

PRECINCT SEVENTEEN (4) THREE YEARS

*John R. Leonard, 26 Grove Street	60
*Christopher A. Panzica, 19 Laurel Street	56
*Richard E. Smith, 38 Washington Street	61
*Mary M. Sprague, 29 Dudley Street	62
Others	0
Blanks	97

PRECINCT SEVENTEEN (1) TWO YEARS (to fill vacancy)

*Charles D. Oliver, 13 Old Colony Lane #1	3
Blanks	81

PRECINCT EIGHTEEN (4) THREE YEARS

*Pamela A. Heidell, 405 Appleton Street	182
*Gary P. Horowitz, 172 Charlton Street	170
*David M. Robinson, 95 Valentine Road	178
*Mary I. Ronan, 1 Brewster Road	196
Others	2
Blanks	372

PRECINCT NINETEEN (4) THREE YEARS

*Richard Sampson, 303 Forest Street	227
*Christine P. Deshler, 65 Huntington Road	236
*Richard L. Carreiro, 211 Forest Street	209
*John W. Hickman, 63 Dothan Street	212
Others	10
Blanks	410

PRECINCT TWENTY (4) THREE YEARS

*Mark Streitfeld, 22 Peck Avenue	112
*Laurie A. Gibbons, 45 Wilbur Avenue	106
*Maureen E. Gormley, 1250 Massachusetts Ave	111
*Raymond M. Bloom, 90 Sylvia Street	103
Others	0
Blanks	220

PRECINCT TWENTY-ONE (4) THREE YEARS

*Janice A. Weber, 29 Crescent Hill Avenue	126
*David J. Levy, 7 Westmoreland Avenue	138
*Harry P. McCabe, 92 Madison Avenue	124
*Martha I. Scott, 90 Alpine Street	126
Daniel J. Dunn, 58 Alpine Street	115
Others	1
Blanks	226

*Elected

TOWN CLERK & ELECTIONS

QUESTION 1

Shall the Board of Selectmen be authorized to grant an additional 5 licenses for the sale of all alcoholic beverages to be drunk on the premises in restaurants and function rooms having a seating capacity of not less than 50 persons?

Summary of Question 1

At the request of the Board of Selectmen, the 2008 Annual Town Meeting votes to ask the Legislature to authorize placement of the question on the 2009 annual election ballot, which the Legislature did. This ballot question asks the electorate to authorize the Board of Selectmen to issue up to five additional licenses for the sale of all alcoholic beverages to be consumed on the premises in restaurants or function rooms that can seat at least 50 people. Currently the Board of Selectmen is authorized to issue up to ten licenses for the sale of all alcohol beverages to be consumed on the premises in restaurants or function rooms. To date, the Board of Selectmen has issued all ten of these licenses. A "yes" vote on this ballot question would authorize, but not require, the Board of Selectmen to issue up to five additional licenses for the sale of alcoholic beverages to be consumed on the premises in restaurants or function rooms that can seat at least 50 people for a total of 15 such licenses. A "no" vote would make no change in existing licensing of sales of alcoholic beverages for consumption on the premises. This question does not affect package stores.

YES – 3938

NO – 1286

Blanks – 249

QUESTION 2

This is a non-binding question.

Do you favor allowing the service of alcoholic beverages without food in licensed restaurants?

Summary of Question 2

This is a non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen. Currently, the Board of Selectmen's rules and regulations governing the sale of alcoholic beverages in restaurants require that any sale of alcoholic beverages be made in conjunction with the service of food. Through this ballot question, the Board of Selectmen seeks the input of the electorate on whether to modify this rule. The vote on this question will be advisory only and will not require the Board to change its rules.

YES – 2686

NO – 2494

Blanks – 293

QUESTION 3

This is a non-binding question.

Do you favor increasing the number of stores in Arlington licensed to sell wine and malt beverages for consumption from three to five?

Summary of Question 3

This is a non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen. Currently, the Board of Selectmen is authorized to license up to three stores to sell wine and malt beverages for consumption off the premises. All three of these licenses have been issued. Through this ballot question, the Board of Selectmen seeks the input of the electorate on whether to pursue authorization for the issuance of two additional such licenses. The vote on this question will be advisory only and will not require the Board to take any action toward increasing the number of available off-premises licenses.

YES – 2594

NO – 2566

Blanks – 313

TOWN CLERK & ELECTIONS

QUESTION 4

This is a non-binding question

Do you favor allowing stores in Arlington currently licensed to sell wine and malt beverages for consumption off-premises to sell all alcoholic beverages for consumption off-premises?

Summary of Question 4

This is a non-binding public opinion advisory question placed on the ballot by majority vote of the Board of Selectmen. Currently, the Board of Selectmen, as the liquor licensing authority for the Town, is authorized to license up to three stores to sell wine and malt beverages for consumption off the premises. All three of these licenses have been issued. Through this ballot question, the Board of Selectmen seeks the input of the electorate on whether to pursue authorization to amend these licenses. The vote on this question will be advisory only and will not require the Board to take any action toward changing the type of available off-premise license.

YES – 2938

NO – 2200

Blanks – 335

All used and unused ballots, tally sheets, voting lists and all other records pertaining to the Annual Town Election, properly signed and sealed, were delivered to the Town Clerk to be preserved by her during the time required by law.

SPECIAL STATE PRIMARY, DECEMBER 8, 2009

Total Ballots Cast – 10,481
Democratic - 9,454
Republican - 1,025
Libertarian - 2
35% of total number of registered voters – 29,802

DEMOCRATIC PARTY

SENATOR IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Michael E. Capuano	81	160	132	131	125	134	106	197	134	167	151	203	120	153	161	135	60	132	148	157	129	2916
Martha Coakley	144	186	146	131	187	175	167	257	195	242	250	321	226	194	257	256	110	207	252	186	215	4304
Alan A. Khazel	26	65	49	73	49	71	58	122	77	99	78	129	64	89	101	117	28	90	94	87	66	1632
Stephen G. Pagliuca	30	22	18	17	20	28	16	26	37	22	36	37	37	27	37	32	12	40	35	24	27	580
Others	1	1	1	0	1	0	3	4	2	1	0	0	1	0	0	1	0	0	1	1	4	22
Blanks																						

REPUBLICAN PARTY

SENATOR IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Scott P. Brown	18	37	20	18	29	34	30	36	44	40	54	55	78	11	41	58	26	80	56	31	42	868
Jack E. Robinson	0	2	5	1	3	5	3	10	21	9	12	15	7	0	5	14	4	14	6	3	6	145
Others	0	0	0	0	0	0	1	1	3	0	1	0	0	0	1	0	1	1	1	0	0	10

LIBERTARIAN PARTY

SENATOR IN CONGRESS

NO CANDIDATE

TOWN DIRECTORY

TOWN OFFICIALS AND COMMITTEES

as of December 31, 2009

Elected by Arlington's Citizens

Board of Selectmen

	Term
Kevin F. Greeley, Chair, 363 Mystic St	2010
Annie Lacourt, 48 Chatham St	2011
Diane M. Mahon, 23 Howard St.	2011
John W. Hurd, 28 Colonial Dr	2012
Clarissa Rowe, 54 Brantwood Rd	2012

Moderator

John Leone, 51 Irving St	2010
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Town Clerk

Corinne M. Rainville, 745 Summer St	2011
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Town Treasurer

Stephen Gilligan, 77 Falmouth Rd	2011
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Board of Assessors

Mary Winstanley O'Connor, 781 Concord Tnpk	2011
James F. Doherty, 6 Highland Ave	2010
Kevin P. Feeley, 25 Baker Rd	2009

School Committee

Denise Burns, 19 Cleveland St	2010
Ronald Spangler, 30 Pine St	2010
Joseph Curran, 5 Hodge Rd	2011
Joseph A. Curro, Jr, 21 Millett St	2011
Leba Heigham, 82 Richfield Rd	2011
Cindy Starks, 1 Monanock Rd	2012
Jeffrey Thielman, 37 Coolidge Rd	2012

Arlington Housing Authority

Richard B. Murray, Chairman
 Brian J. Connor, Vice-Chairman
 Nicholas Mitropoulos
 Teresa J. Walsh
 Brian Greeley
 Elaine Slavin, Tenant Representative for the Section 8 Program (Federal Rental Assistance) Andra Bourque, Alternate Tenant Representative

Appointed by Town Moderator

Bylaw Recodification Study Committee

John T. Kohl
 John F. Maher
 Diane M. Mahon
 John L. Worden III

Finance Committee**

Name (Precinct)	Term
Charles T. Foskett, Vice Chair (8)	2010
Stephen W. DeCoursey (2)	2010
Joseph M. Connors (7)	2010
John J. Deyst, Jr. (13)	2010
Alan H. Jones (14)	2010
Mary I. Ronan (18)	2010
Paul J. Bayer (11)	2010
Vacant (6)	2010
Peter B. Howard, Secretary (10)	2011
Abigail DuBois (5)	2011
Paul J. McGaffigan (1)	2011
Ryan J. Ferrara (4)	2011
Erin Phelps (16)	2011
Dean Carman (20)	2011
Mary M. Franclemont (9)	2012
Kenneth J. Simmons (12)	2012
Christine P. Dreshler (19)	2012
Richard C. Fanning, Vice Chair (15)	2012
Dan Dunn (21)	2012
Angela M. Olszewski (17)	2012
Allan Tosti, Chair (3)	2012

Gloria Turkall, Executive Secretary

***Appointed by the Town Moderator, Chairman of the Finance Committee, and the Board of Trust Fund Commissioners.*

Minuteman Regional High School Committee Representative

Laura Morrisette

Arlington Recycling Committee

Gordon Jamieson
 Juli Brazile
 Nigel Kraus
 Peter Howard
 Katrina Wheelock
 Anneli Mynttinen
 Elizabeth Heichler
 Julie McDaniel

School Facilities Working Group

Alan Brown
 John Cole
 Charles Foskett
 Stephen Gilligan
 Clarissa Rowe
 Michael Ruderman
 William Shea
 Brian Sullivan
 Allan Tosti

TOWN DIRECTORY

Arlington Cultural Council

Tom Formicola, Chair
 Stephanie Marlin-Curiel, Corresponding Secretary
 Sharon Shaloo, Treasurer
 Eliza Edwards Burden
 Emmanuela Maurice
 Amy Fischer
 Susan Murie, Recording Secretary
 Anyahlee Canas
 David Fechter
 Suzanne McLeod

Telecommunications Committee

Roland E. Chaput, Chair
 John A. FitzMaurice
 Bernice K. Jones
 Philip J. McCarthy

Noise Abatement Study Committee

Frank J. Ciano
 Christine Connolly
 Tom Dumyahn
 John A. FitzMaurice
 John R. Leonard

Zoning Bylaw Review Committee

Curt Connors
 Joey Glushko
 John D. Leone
 Jim Doherty
 Greg Flaherty
 Karen Johnson
 William Logan
 Eric Stange

Town Meeting Procedures Committee

John D. Leone
 Richard L. Carreiro

Appointed by the Board of Selectmen

Town Manager	Term
Brian F. Sullivan	1/27/2013

Comptroller	
Ruth Lewis	3/1/2011

Board Administrator

Marie A. Krepelka

Zoning Board of Appeals

Joseph F. Tulimieri, Chair
 Suzanne Rivitaz
 Eugene Lucarelli
 Pamela Heidell, Associate
 Curtis Morgan, Associate

Board of Registrars of Voters

William P. Forristall, Chair	2010
Florence R. McGee	2010
Frederick J. Sennott, Jr.	2010
Corinne M. Rainville	2011

Historic District Commissions

David Levy	2011
Madelon Hope Berkowitz	2010
Gregory Dubell	2010
Johnathan Hindmarsh	2011
L. Margaret Kramer	2010
Thomas Smurzynski	2010
Martha Penzenik	2010
Margaret Potter	2010
Stephen Makowka,	2012
John L. Worden III, Secretary	2012
Beth Cohen	2012
Alex Frisch	2012
Michael Logan	2012
Carol Greeley, Executive Secretary	

Arlington Preservation Fund

Alex Frisch
 Andrew S. Fischer
 Amy Lee Slade
 John L. Worden III
 Harold L. Goldsmith
 Clark L. Griffith
 Patrick Guthrie
 Albert L. Stevens
 Charlene Lemnios, Secretary

Fair Housing Advisory Committee

Nick Minton, Chair
 Adele Kraus
 Muriel Ladenburg
 Pearl Morrison
 Wilson Henderson
 Pearl Morrison

Appointed by the Town Manager

Town Manager's Office

Nancy T. Galkowski, Deputy Town Manager

Legal

Julianna Rice, Town Counsel
 Edward M. Marlenga, Workers' Compensation Agent

Planning and Community Development

Carol Kowalski, Director

Community Safety

Frederick Ryan, Chief, Police
 Robert Jefferson, Chief, Fire

TOWN DIRECTORY

Libraries

Maryellen Remmert-Loud, Director

Public Works

John Bean, Director

Health and Human Services

Christine Connolly, Director

Personnel/Affirmative Action

Caryn E. Malloy, Director

Information Technology

David Good, Chief Technology Officer

Inspectional Services

Michael Byrne, Director

Public Memorial Committee

Alexander Salipante, Chair

Wilfred St. Martin

Eugene F. O'Neill

Council on Aging

John Jope, Executive Secretary

Veterans' Services

William McCarthy, Veterans Agent

Health and Human Services

Christine Connolly, Director

Weights and Measures

Joseph Carabello, Sealer/Health Compliance Officer

Recreation

Joseph Connelly, Director

Veterans' Memorial Sports Center

David Cunningham, Facilities Supervisor

Appointed by the Town Manager

subject to the approval of the Board of Selectmen

Redevelopment Board

Roland E. Chaput	2010
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Edward T. M. Tsoi, Chair	2010
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Andrew West	2011
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Bruce Fitzsimmons	2012
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Chris Loreti *	2012
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**Appointed by the Governor*

Board of Health

Michael Fitzpatrick, D.M.D.	2010
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Marie Walsh Condon	2012
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Gregory Leonardos	2012
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Board of Library Trustees

Kathleen Fennelly	2011
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Barbara Muldoon	2011
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Brigid Kennedy-Pfister	2011
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Kathryn Gandek-Tighe	2010
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Francis Murphy	2010
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Joyce H. Radochia	2010
-------------------	------

Heather Calvin	2012
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Park and Recreation Commission

Leslie Mayer	2010
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Donald Vitters	2010
----------------	------

James Robillard	2010
-----------------	------

Jennifer Rothenberg	2010
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Nancy Campbell	2012
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Board of Youth Services

Maryanne Andrews	2011
------------------	------

Robert Bongiorno	2011
------------------	------

Mary DeCourcey	2011
----------------	------

Kevin Flood	2011
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Carlene Newell	2011
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Lori Talanian	2011
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Lynn Horgan	2012
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Joan Robbio	2012
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Cynthia Sheridan	2012
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Donna Dolan	2010
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Jeannette Mills	2010
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Leon Cantor, ex-officio	
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Elizabeth Oppedisano, ex-officio	
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Equal Opportunity Advisory Committee

Barbara Boltz	
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Augusta Haydock	
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Jack Jones	
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Adrienne McClure	
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Patricia O'Donoghue	
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Howard B. Winkler	
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Caryn Cove Malloy, ex-officio	
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Personnel Board

Richard Terry	2010
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Cynthia Gallagher	2011
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Sheila Rawson	2012
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Historical Commission

Pamela Meister	2012
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Jane Becker	2010
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Richard Duffy	2010
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Patrick B. Guthrie	2010
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JoAnn Robinson	2010
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Eric Stange	2010
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TOWN DIRECTORY

Council on Aging

William Carey	2011
Lucilia Pirates	2011
Joanne Morel	2011
Annette Bender	2012
Mildred M. Hurd	2010
Harry P. McCabe	2012
Karen Nichols	2012

Conservation Commission

Benjamin Ezra	2011
Catherine Garnett	2011
David White	2011
William O'Rourke	2010
Nathaniel Stevens	2010
Charles Tirone	2010
Ellen Lee Teare Reed	2012
Corinna Beckwith, Conservation Administrator	

Board of Cemetery Commissioners

Bernard J. Smith	2012
Michele Hassler	2010
William McCarthy	2010

Board of Trust Fund Commissioners

Augusta Haydock	2010
Donald Reenstierna	2010
Timothy F. Lordan	2011

Constables

Vincent A. Natale, Jr.	2011
Richard Boyle	2011
Ellen Digby	2012

Commission on Disability

Lin Baker	2010
Kevin O'Brien	2010
Maureen St. Hilaire	2010
Barbara Cutler, Ed. D.	2011
Susan James	2011
Barbara Jones	2011
Janice Dallas	2011
Kerrie Fallon	2012

Open Space Committee

Jane Auger
 Teresa DeBenedictis
 Lisa Decker
 Joey Glushko
 Michele Hassler
 Elizabeth Karpati
 Patsy Kraemer
 Ann LeRoy, Chair
 Leslie Mayer
 David White, Vice Chair

Human Rights Commission

Sheri A. Baron
 Marlissa Briggett
 Christine C. Carney
 Victoria Cohen
 Christine Connolly
 Stacy Davison
 Marlene Shultz
 Christine Deshler
 Jorge Loayza
 A. Nick Minton
 Judson L. Pierce
 Nancy Rhoads
 Marlene Schultz
 William Shea
 Nancy Sweeney
 Marilyn Carnell, staff assistant

Various Appointing Authorities

Capital Planning Committee

Charles T. Foskett, Chair
 Diane Johnson
 Stephen J. Andrew
 Stephen Gilligan
 John A. FitzMaurice
 Nancy T. Galkowski
 Ruth Lewis
 Anthony T. Lionetta
 Barbara Thornton

Information Technology Advisory Committee

David Good, Chair
 Nancy Galkowski
 Stephen Gilligan
 Adam Glick
 Bob Greeley
 Alan Jones
 Kevin Koch
 Ruth Lewis
 Steve Meister
 Michael Quinn
 Dan Dunn
 Marcia Gleenblatt
 Annie LaCourt
 John Mangiaratti

Permanent Town Building Committee

John Cole, Chair
 Robert Jefferson
 Robert A. Juusola
 Michael Boujoulian
 Mark Miano
 Suzanne Robinson
 William Shea
 Jeff Thielman
 Brian F. Sullivan

TOWN DIRECTORY

Retirement Board

John Bilafer, Chairman Elected Member
Kenneth Hughes, Elected Member
Ruth Lewis, Ex Officio Member
Dick Keshian, Appointed Member
Ken Steele, Fifth Member Board Appointed
Richard Greco, Retirement Administrator
Maria Fretias, Assistant Administrator

Town of Arlington Scholarship Fund

Stephen Biagioni
John J. Bilafer
William F. Callahan
John J. DiLorenzo
Peter J. Fiore
Stephen Gilligan
Barbara Gorman
Diane Dempsey
Charles A. Skidmore

Town Government Reorganization Committee

Michele Barry*
John Bilafer*
Theodore Peluso*
Kenneth Hughes**
John Leone (Town Moderator)**
John Worden III**
Kathleen Bodie (Interim Supt. Schools)^
Denise Burns (School Committee)^
Stephen Gilligan (Town Treasurer)^
Annie LaCourt (Selectmen)^
Ruth Lewis (Town Comptroller)^
Donald Marquis, Vice Chair (Town Manager Designee)^
Allan Tosti, Chair (Finance Committee)^

* *Appointed by Board of Selectmen*

** *Appointed by Town Moderator*

^ *Appointed by Town Meeting Vote*

Vision 2020 Standing Committee

Jane L. Howard, co-chair
Jo-Martha Glushko, co-chair
Leslie Mayer, co-chair
Nancy Barry
Elizabeth Karpati
Andrew Fischer
Bruce Fitzsimmons
Clarice Gordon
Annie LaCourt
Ron Spangler
Paul Bayer
Joshua Lobel
Cheryl Miller
Angela Olszewski
William Shea
Heidi Sheehan
Brian Sullivan
John Leone
Kathy Bodie

Affordable Housing Task Force

John Griffin, Chair, Arlington Housing Authority
Jack Hurd, Vice-Chair, Board of Selectmen
Patricia Worden, Secretary
William Burke, Community member
Anne DiNoto, Community member
James Doherty, Board of Assessors
Diane Harrington, Community member
David Levy, Housing Corporation of Arlington
Christopher Loreti, Arlington Redevelopment Board
Nick Minton, Fair Housing Advisory Committee

TELEPHONE REFERENCE GUIDE

TOWN OF ARLINGTON

730 Massachusetts Avenue
www.arlingtonma.gov
To Reach All Town Offices: 781-316-3000

Office	Extension
Assessors	3050
Cemetery	3276
Clerk	3070
Comptroller	3330
Consumer Affairs	3408
Council on Aging	3400
Council on Alcohol Education	3252
Emergency Management	781-643-4000
Engineering	3320
Fair Housing	3429
Fire (Non-Emergency)	3800
Fire Prevention	3803
Health	3170
Human Rights	3250
Human Services	3250
Information Technology	3340
Inspections	3390
Legal	3150
Libraries	3200
<i>Nights and Weekends</i>	781-316-3200
Fox Library	3198
Parking Clerk	3031
Personnel	3120
Planning & Community Development	3090
Police (Administration)	3900
Police (Non-Emergency) (24 Hour)	781-643-1212
Public Works:	
Administration at Town Hall	3108
Town Yard at Grove Street	3300
<i>Nights and Weekends</i>	781-316-3301
<i>Water/Sewer Nights/Weekends</i>	781-316-3301
Recreation	3880
Redevelopment Board	3090
Registrars of Voters	3070
Sealer of Weights & Measures	3193
Selectmen	3020
Town Manager	3010
Treasurer/Tax Collector	3030
Veterans' Services	3166
Zoning Board of Appeals	3396

ARLINGTON PUBLIC SCHOOLS

869 Massachusetts Avenue
arlington.k12.ma.us
To Reach All School Offices: 781-316-3500

Office	Extension
Superintendent of Schools	3501
Chief Financial Officer	3511
Chief Technology Officer	3343
Special Education	3531
English Language Learners	2339
METCO	3566
Athletics	3351
Data Integration for	
Curriculum, Instruction, and Assessment	3534
Transportation	3503
High School	3593
Ottoson Middle School	3745
Bishop Elementary	3791
Brackett Elementary	3705

No School Announcements: Broadcast on WBZ (1030), WEEI (850), and WCVB-TV (Channel 5). Fire Whistle sounds at 6:30 A.M. for No School at Junior and Senior High Schools, at 7:45 A.M. for No School at the Elementary Schools. arlington.k12.ma.us will also post a no school announcement.

TELEPHONE REFERENCE GUIDE

State and Federal Legislators

Office	Phone Number
Senator Kenneth J. Donnelly (4th Middlesex District) Room 416-A, State House Boston, MA 02133	617-722-1432
Representative Sean Garballey (23rd Middlesex District) Room 134, State House Boston, MA 02133	617-722-2400
Representative William Brownsberger (26th Middlesex District) Room 23, State House Boston, MA 02133	617-722-2676
Representative Jay Kaufman (15 th Middlesex District) Room 156, State House Boston, MA 02133	617-722-2320
Senator John F. Kerry 1 Bowdoin Square 10 th Floor Boston, MA 02114	617-565-8519
Representative Edward J. Markey 5 High Street, Suite 101 Medford, MA 02155	781-396-2900

Other Public Services

Organization	Phone Number
Arlington Advocate	781-643-7900
Arlington Boys and Girls Club	781-648-1617
Arlington Chamber of Commerce	781-643-4600
Arlington Historical Society	781-648-4300
Arlington Housing Authority	781-646-3400
Arlington Senior Center	781-316-3400
NSTAR (Emergency)	1-800-592-2000
Keyspan (Leaks)	1-800-231-5325
Center for Mental Health	781-646-7300
Comcast	1-800-266-2278
Jason Russell House/Smith Museum	781-648-4300
Logan International Airport (Public Info)	617-561-1800
Mass Bay Transit Authority (Route Info)	617-222-3200
Mass Water Resources Authority (24 Hour Emergency)	617-727-5274
Middlesex County Offices	617-494-4000
Minuteman Regional High School	781-861-6500
Post Office (Arlington Center)	781-648-1940
RCN	781-316-8800
Registry of Motor Vehicles	617-351-4500
Skating Rink	781-643-4800
Verizon Cable	800-870-9999
Visiting Nurse and Community Health	781-643-6090
Whittemore-Robbins House	781-316-3260
Youth Consultation Center	781-316-3255

ARLINGTON INFORMATION

Incorporation: The Town of Arlington was originally settled in 1635 as a village under the name Menotomy. In 1807, the Town and a section of what is now Belmont were set off from Cambridge and incorporated as West Cambridge. In 1867, the Town was renamed to Arlington in honor of the heroes buried at Arlington National Cemetery in Arlington, Virginia.

Population

1970 (Federal Census)	52,720
1975 (State Census)	50,223
1980 (Federal Census)	48,219
1985 (State Census)	46,465
1990 (Federal Census)	44,630
2000 (Federal Census)	42,389
2005 (American Community Survey by U.S. Census)	41,224

Location: Arlington is situated six miles northwest of Boston, in latitude 42 degrees 25 minutes north, longitude 71 degrees 09 minutes west. The Town is bordered on the north by Winchester, on the east by Medford and Somerville, on the south by Cambridge and Belmont, and on the west by Lexington.

Elevation: The Town elevation above mean tide ranges from a low of 4 feet to a high of 377 feet. Elevations include 10 feet at Massachusetts Avenue and the Cambridge line, 48 feet at Massachusetts Avenue and Pleasant Street, 155 feet at Massachusetts Avenue and Park Avenue, 281 feet at Crescent Hill Avenue and Park Place, and 377 feet at Park Circle and Eastern Avenue.

Area: Arlington covers 3,517.5 acres, or 5.5 square miles, of which 286.2 acres are covered by water. There are 158.27 acres of parkland owned by the Town and 52.25 acres under the control of the Massachusetts Department of Conservation and Recreation. Just over fifty-nine acres of the land area is devoted to cemeteries.

Form of Government: The Town of Arlington is governed by the "Town Manager Act of the Town of Arlington, Massachusetts," the "By-Laws of the Town of Arlington," and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government." The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 23rd and 26th Middlesex State Representative Districts.

Infrastructure: There are 95.27 miles of public streets and Town ways, 24.36 miles of private streets open for travel, 6.11 miles of state highways and parkways, and 3.24 miles of paper streets. The permanent water system consists of 131.43 miles, and the sewer system consists of 117.37 miles. There are 77.37 miles in the Town's storm drain system, and the Town maintains 3,698 catch basins. There are 104.09 miles of permanent sidewalks and 94 miles of curbing.

Transportation: Arlington is bounded on the south by Route 2, a major transportation route allowing access to Boston and the western part of Massachusetts. Arlington is also a short distance from Interstate Routes 93 and 95. Other major routes that go through the Town are Routes 2A and 3. Public transportation is provided through the Massachusetts Bay Transit Authority (MBTA), servicing the Greater Boston area with bus service and a subway system. Closest access to the subway system is through the Alewife Station located just over the Arlington border in Cambridge.

Education: The Town of Arlington operates an excellent school system with seven elementary schools, one middle school, and Arlington High School. The elementary schools are: Bishop School, 25 Columbia Road; Brackett School, 66 Eastern Avenue; Dallin School, 185 Florence Avenue; Hardy School, 52 Lake Street; Peirce School, 85 Park Avenue Extension; Stratton School, 180 Mountain Avenue, and Thompson School, 70 North Union Street. The Ottoson Middle School is located at 63 Acton Street. Arlington High School is located at 869 Massachusetts Avenue.

Additional Information: Town of Arlington website at arlingtonma.gov.