



Program Description

The Police Department has the following primary responsibilities:

- Protection of the lives and property of all citizens.
- Preserve the peace.
- Prevention of crime and disorder.
- Identify and prosecute violators of the law.
- Plan for and supervise public safety at special events, parades, elections, etc.
- Respond to and manage all critical incidents and emergencies.
- Support regional and national homeland security strategies.
- Collaborate with community stakeholders to creatively address quality of life concerns and the fear of crime.
- The protection of the individual rights of all persons within the Town of Arlington.

The Police Mission:

To promote, preserve, and deliver quality services and to ensure the safety of **ALL** members of our community.

Our Values:

This mission is a commitment to quality performance from all members. It is critical that all members understand, accept and be aligned with the responsibilities established by this mission. It provides the foundation upon which all operational decisions and organizational directives will be based. Directives include rules, regulations, operating policies, procedures, and practices.

This mission represents the commitment of this administration to the concepts of quality performance management. In other words, members are expected to work consistently in a quality manner in the daily performance of those duties, job responsibilities, and work tasks associated with this mission. Quality manner means that performance outcomes comply with the performance standards established for the Arlington Police Department and for each associated member.

Program Description (cont.)

Examples of performance standards include the oath of office, code of ethics, rules, policies, procedures, directives, general and supervisory orders, work productivity, and behavior.

Each member is required to accept the responsibility for the achievement of this mission and publicly register his or her commitment to it and to the concepts of quality service.

PROGRAM COSTS				
Police	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Personnel Services	6,881,975	7,029,538	7,284,623	
Expenses	676,261	664,200	687,950	
Total	7,558,236	7,693,738	7,972,573	

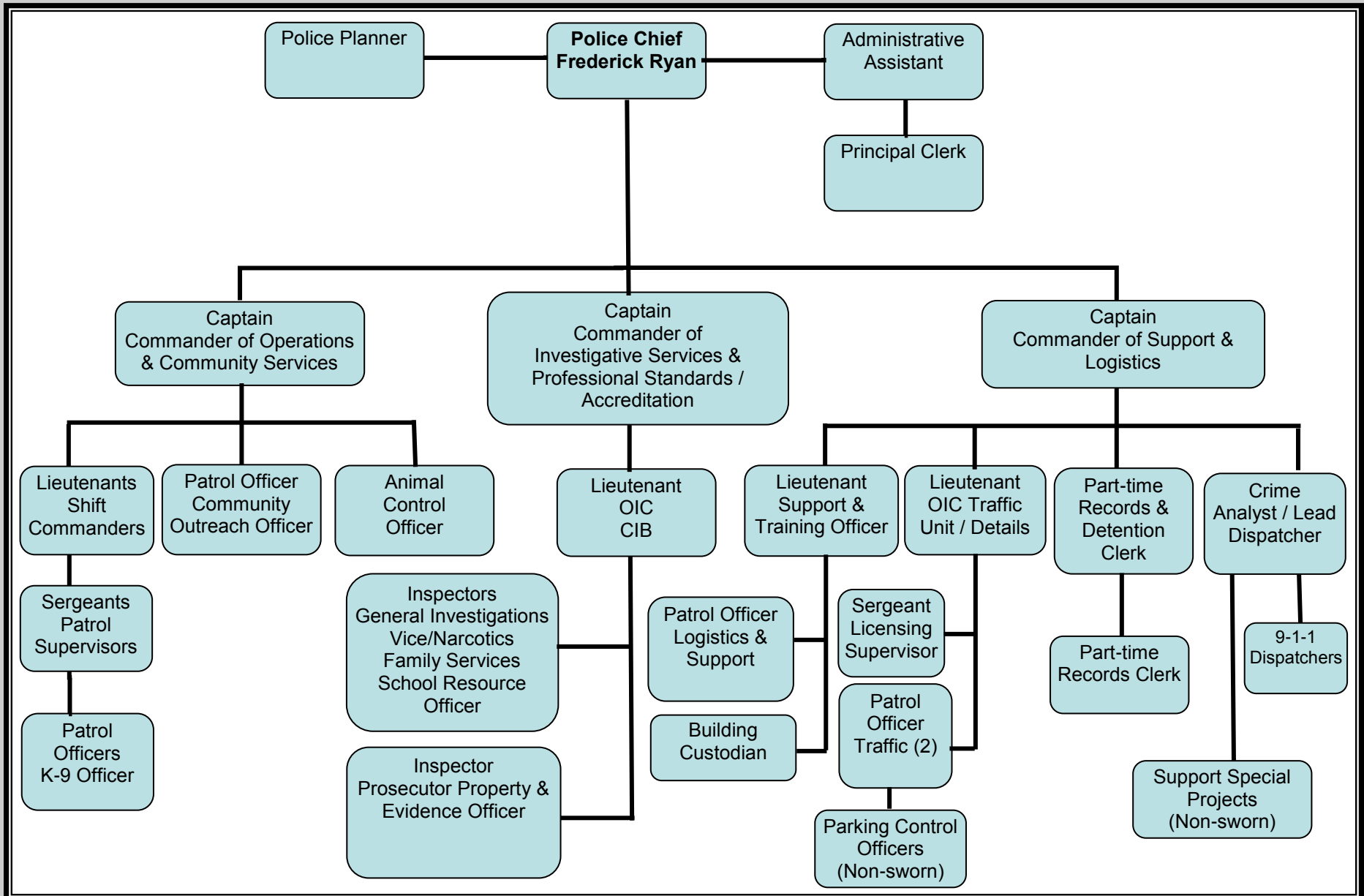
STAFFING				
Police	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Chiefs	1	1	1	
Captains	3	3	3	
Lieutenants	6	6	6	
Sergeants	9	9	9	
Police Officers	47	47	49	
Parking Control Officers	2.35	2.35	2.35	
Animal Control Officer	1	1	1	
Dispatchers	10	10	10	
Clerical	4.31	4.31	4.31	
Custodial	1	1	1	
Total	84.66	84.66	86.66	



Budget Statement

The Department consists of the following divisions and work units:

- The **Support Services Division** manages information technology & records, Enhanced 9-1-1, firearms licensing, training, facilities and the fleet, and distributes weapons and all other supplies.
- The **Community Services Division (Patrol)** patrols all sectors of Town identifying and preventing criminal activity and maintains a police presence to serve as a deterrent. This function also serves as the initial investigators and first responders to all critical incidents.
- The **Professional Standards and Accreditation Unit** is responsible for preventing employee misconduct, conducting all internal investigations, and for the development and implementation of departmental rules and regulations. This unit is also responsible for ensuring compliance with national standards and police accreditation.
- The **Criminal Investigation Bureau** is responsible for the follow-up investigation of all crimes, domestic violence, family services, and sex offender registry.
- The **Community Policing/Services Unit** is responsible for administering all programs aimed at developing partnerships and problem solving in the community.
- The **Traffic and Parking Unit** is responsible for safety education and enforcement of all laws relating to traffic and parking within the Town. This unit also represents the Police Department on the Transportation Advisory Committee.
- The **Animal Control Officer/Animal Inspector** enforces all laws relating to control and care of animals, investigates reports of cruelty, facilitates conflict resolution pertaining to animal complaints, investigates animal bites, and quarantines animals that have bitten or have been bitten by an unknown source. This unit also provides education and assistance with domestic and wild animals.
- The **Jail Diversion Program** pairs a mental health clinician with police officers to co-respond to mental health emergencies in the community. The Jail Diversion clinician assesses non-violent individuals in crisis, refers clients to all levels of treatment, and links individuals and families to community resources.





FY2017 Objectives

- Expand Electronic Bicycle Patrol Program.
- Develop and Host 2016 Citizen Police Academy.
- Maximize the use of existing technologies/sub-station to increase time spent in the field by uniformed personnel.
- Develop, publicize, and host at least one 2016 Rape Aggression Defense class.
- Expand the use of electronic scheduling/roster to phase out hand written calendar books.
- Acquire and implement training program for department new canine.
- Develop, publicize, and administer community challenge to name the community's new canine.
- Develop and implement a "back to the basics" checklist for patrol supervisory personnel.
- Increase frequency of patrol supervisory inspections of police details.

Performance / Workload Indicators

<i>Patrol Division</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Robbery	8	9	7	8
Burglary	100	76	82	86
Rapes	6	9	5	7
Motor Vehicle Theft	20	27	22	23
Larceny				
<i>From Building</i>	52	58	34	48
<i>From Motor Vehicle</i>	143	95	113	117
<i>Of Motor Vehicle Parts</i>	11	10	22	14
<i>All others</i>	100	124	171	132
Pickpocket / Purse Snatch	3	-	5	3
Shoplifting	29	42	26	32
Assaults	146	147	127	140
Assault and Battery on a Police Officer	5	2	7	5
Criminal Arrests	215	189	166	190
Criminal Summons	177	101	106	128

Major Accomplishments for 2015

- Initiated "Operation Safe Streets" in historically crash-prone areas of town.
- Purchased and deployed the Arlington Police Department's first Polaris Electric Bicycle
- Delivered twenty-nine holiday stockings to seniors living in our community during the holiday season.
- Successfully implemented the Jail Diversion program and the Restorative Justice program.
- Three Arlington Police Officers were awarded the Massachusetts Police Association's Life Saving Award for their heroic work during the devastating Arizona Terrace fire on May 5, 2015.
- Supplemented shifts to conduct "Holiday Strolls" in the business areas of Arlington.

Performance / Workload Indicators

<i>Dispatch</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Calls For Service	30,114	29,714	28,798	29,542



FY2017 Objectives

Professional Standards & Accreditation unit is responsible for all internal investigations and for the development and implementation of departmental rules and regulations.

- Prepare Department for 2017 re-accreditation.
- Develop and implement a formal early intervention system with the goal of eliminating absenteeism, poor work performance, and/or misconduct.
- Fully implement newly acquired accreditation software program in an effort to streamline the effective maintenance of standards, crucial documents, training, and assignments.
- Develop and implement a modern criminal investigations case management system.
- Fully implement public social media monitoring program.
- Schedule more frequent criminal investigative briefings with investigators to enhance productivity and information sharing.
- Develop and cultivate an effective Employee Wellness Program.
- Develop a system to more proactively monitor line of duty injury claims.

Major Accomplishments for 2015

- Continuous dedication to remain in compliance with the standards and mandates set forth by the Massachusetts Police Accreditation Program.
- Updated and developed new policies to navigate the department through new and challenging issues that face law enforcement, our community, and personnel.
- Provided training for personnel in new departmental policies and accreditation standards.
- Conducted internal affairs investigations and professional standards reviews as needed.



FY2017 Objectives

Criminal Investigations Bureau is responsible for the follow up investigation of all crimes. The Bureau's goals are the protection of persons, the apprehension and successful prosecution of criminal offenders, the recovery of property, and the prevention of crime through hard work, perseverance, and the use of the most modern forensic technology.

- Identify and obtain training to stay up to date with the most current technology available.
- Utilize the School Resource Officer to work in a partnership with all of the schools in town to implement Alert-Lockdown-Inform-Counter-Evacuate and assist in the formulation of school safety plans.
- To have the School Resource Officer identify those offenders who would benefit from the diversion program.
- To assign inspectors to both the Drug Enforcement Agency, and the Suburban Middlesex Drug Task Force. To work in partnership with agencies at both the Federal and State level to curtail those deaths which are related to opioid overdoses.
- Address high risk domestic violence through our partnership with Cambridge, Arlington, Belmont High Risk Assessment Response Team, and the Town's FIRSTSTEP Program.
- Partner with the Council on Aging and the various stakeholders to ensure that seniors are aware of various scams and the ways to lessen the risks to their personal financial security.
- Work in partnership with Communities for Restorative Justice to offer offenders and victims of crime an alternative to the traditional criminal court, and to increase the volume of referrals made to this program.
- Have an Inspector assigned as the Police Prosecutor to handle all arrests, civil and criminal motor vehicle citations, probable cause hearings, and to act as liaison between the Arlington Police Department and the various courts along with the Middlesex District Attorney's Office.

FY2017 Objectives (cont.)

- Assign an Inspector to follow-up on all criminal complaints.
- Utilize the detective case management system to analyze closure rates, effectiveness of individual investigators, and to identify training or other needs so as to improve the efficiency of the work unit.

Performance / Workload Indicators

	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Licenses to Carry/FID	338	161	165	221
Missing Persons Investigations	306	455	439	400
Domestic Violence	335	217	333	295
Criminal Investigations	1,498	1,417	1,370	1,428
Level 2 & 3 registered Sex Offenders monitored	26	16	16	19



Major Accomplishments for 2015

- Investigated over 1,400 reports of criminal activity.
- The Family Service Unit investigated over 300 domestic violence related incidents.
- Conducted ALICE (Alert Lockdown Inform Counter Evacuate) drills at various schools in town.
- Audited and administered the Town of Arlington Sex Offender Registry.
- Detectives participated in multi-jurisdictional drug task forces resulting in numerous arrest and indictments. Detectives assigned to both Regional and New England Region Drug Task Forces.
- Participated in the drafting of and execution of numerous search warrants.
- Detectives and members of AYHSC conducted Alcohol Compliance Checks of all the restaurants and establishments with licenses to serve alcohol in Arlington.
- Recovered \$70,000 cash stolen and returned the assets to victims.
- Investigated several sexual assault crimes resulting in numerous arrests and prosecutions.
- Collected and properly disposed of prescription medication.
- Investigated several robberies and break-ins, resulting in apprehension and prosecution of criminals.
- Successfully referred numerous cases to a community based restorative justice solution.



FY2017 Objectives

Traffic & Parking Unit is responsible for safety education and enforcement of all laws relating to traffic and parking within the Town.

- Expand traffic unit capacity by adding sworn personnel.
- Reduce the number of crashes.
- Reduce the number of injuries due to motor vehicle crashes.
- Increase bicycle and pedestrian safety through education and enforcement.
- Increase the number of parking meters in business districts.
- Expand traffic units work hours to allow for maximum coverage.
- Work with and support the Town Manager’s Office, The Board of Selectmen’s Office, or any other department seeking assistance with parking, traffic, and other quality of life issues affecting the community.
- Work in conjunction with the School Department and their Human Resource staff to oversee the Traffic Supervisors and address safety issues around the elementary schools.
- Seek out, apply for, and participate in available traffic enforcement grant opportunities from the Executive Office of Public Safety and Security.

Major Accomplishments for 2015

- Secured five different enforcement mobilizations of Executive Office of Public Safety and Security grants.
- Participated in “Passport to Safety”, a program to educate community members about pedestrian and bike safety.
- The department’s training officer was nominated “Traffic Safety Hero” by AAA for developing a training program for officers on pedestrian and bicyclist safety.
- Created a formal training program for the school safety patrol at the Stratton School.
- Conducted targeted enforcement at high volume/high complaint areas in various neighborhoods.

Performance / Workload Indicators

<i>Traffic</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Hackney Licenses Issued				
New	66	26	33	42
Parking Violators	15,812	12,705	12,466	13,661
Moving Violations	3,407	2,572	1,923	2,634



FY2017 Objectives

Community Policing/Services Unit is responsible for administering all programs aimed at developing partnerships in the community.

- Provide crime deterrent and target hardening services and programs to the citizens and businesses within our community.
- Schedule and run a Rape Aggression Defense Program in the town for High School female students and female adults.
- Build upon the partnership with the Arlington Housing Authority and the Menotomy Manor Neighborhood Association.
- Offer a Citizen Police Academy for Arlington residents.
- Work with our local, state, and federal agencies to combat Child Exploitation.

Performance / Workload Indicators

<i>Community Programs</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Neighborhood Meetings	35	35	40	37
Summer Youth Camp (HRC)	135	135	135	135

Major Accomplishments for 2015

- Continued with community partnerships with the Recreation Department and the Youth Health and Safety Coalition, and Health and Human Services Department to hold the sixth annual summer camp for Arlington children. Over eighty children from Arlington participated in the program. Also teamed with the Middlesex County Sheriff's office in providing another free summer camp for Arlington children at the Sheriff's training academy in Billerica.
- Teamed up with the Housing Authority to host our 8th annual National Night Out event at Menotomy Manor. This event provides the opportunity for positive interaction between police and Arlington youth, with a goal of a safer community.
- In 2015 the Community Services Unit continued to work with the Council on Aging by providing identify theft and other safety information to the senior population. CSU has held several neighborhood meetings for residents from different areas of town with regard to quality of life issues.
- Continued to work with our local, state and federal agencies to combat Child Exploitation.
- Hosted a Rape Aggression Defense training to twenty Arlington residents.



FY2017 Objectives

The Animal Control Officer/Animal Inspector enforces all laws relating to control and care of animals, investigates reports of cruelty, facilitates conflict resolution pertaining to animal complaints, investigates animal bites, quarantines animals that have bitten or have been bitten by an unknown source, and provides education and assistance with domestic and wild animals.

- Engage the community to help with compliance of by-laws, responsible pet ownership, and education about animal behavior and wildlife control.
- Assess the needs of low income and elderly pet owners for rabies vaccines and/or spay/neuter services. Provide vouchers for no cost spay/neuter services under the Commonwealth's Massachusetts Animal Fund.
- Develop relationships with schools and community groups and offer education programs with a goal of creating ongoing long-term learning and kindness for animals.
- Work closely with the Parks Department and with the Board of Health in areas of canine control, hoarding, zoonotic disease and rabies control.

Performance / Workload Indicators

	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Animal Complaints	541	495	843	626
Humans Bitten/Scratched by Dogs	17	6	9	11

Major Accomplishments for 2015

- Recruited, hired, and trained a new Animal Control Officer.
- Provided training to residents on living with coyotes and completed multiple interviews with local reporters to inform the public on wildlife in the area.
- Developed the "Leash it and Ticket" positive reinforcement program to reward residents and non-residents for obeying the town canine by-laws while inside the town borders.
- Developed relationships with dog and park groups to better the communication between Animal Control and the residents as well as forming a relationship with a group that provided the donated rewards for the "Leash it and Ticket" program.
- Worked with the Park and Recreation Department on creating more signage throughout the parks to enforce the Town's leash law.
- Attended multiple meetings with the Park and Recreation Department and Committee, in conjunction with the public to discuss off-leash activity throughout the Town parks.
- Contributed animal related postings to the Police Department's social media channels to increase awareness, educate, and assist in reunited lost pets with their owners.
- Developed an affiliation with Animatch to relocate dogs that are not reunited with their owner after their stray hold, from an animal control facility to an appropriate shelter.



FY2017 Objectives

- Provide crisis intervention and evaluations to Arlington residents in crisis situations.
- Establish and build relationships with the 43+ group homes in Arlington.
- Monitor police reports and follow up with cases that would benefit from support or referrals.
- Provide training to outside agencies on the use of the JDP.
- Partner with the Community Outreach Police Officer to assist with conflicts between residents in Arlington.
- Respond to the Arlington Public Schools to provide services as needed.
- Provide involuntary commitments to local emergency rooms for further evaluation as needed in the community.
- Identify and provide alternatives to arrest and criminal prosecution for persons suffering from mental health and substance abuse issues.
- Assist community members in the use of section 35, court ordered substance abuse treatment.
- Provide the multi-agency Hoarding Response program presentation with other towns and organizations when invited to.
- Coordinate and expand the Opiate Outreach Initiative.
- Expand access to the opioid blocker, Naloxone, to substance users and their loved ones and provide training for the administration of Naloxone.
- Reduce the stigma associated with addiction.
- Expand the frequency of community prescription drug take back days and mobilize drug take back access to senior/public housing neighborhoods.

Major Accomplishments for 2015

- Assisted the police department with 432 mental health/substance abuse related calls.
- Assisted in eight Hoarding Response Team calls.
- Attended Moments of Change conference to learn cutting edge treatments for substance abuse.
- Trained 42 residents to administer nasal Narcan.
- Held nine community opiate educational events attended by 290 residents.
- Provided training to 22 police departments about our Arlington Opiate Initiative.
- Provided training to 56 officers representing seven towns at the Regional Crisis Intervention Training and Technical Assistance Center.
- Attended 'train the trainer' program to learn how to make our town a dementia friendly community.



FY2017 Objectives

- Achieve full implementation of citizen on-line reporting system.
- Recruit, hire, and train at least six new police officers.
- Expand traffic unit capability by adding sworn personnel.
- Designate a Social Media Coordinator.
- Complete final phases of Community Safety building renovations.
- Transfer station from general contractor to owner.
- Transition staff into new workspaces.
- Develop a building custodial program/plan.
- Expand 9-1-1 dispatch technology and training using alternative funding and grant resources.
- Expand RMS ability to track officer training records within QED.
- Develop a new Hackney License and Inspection program.
- Partner with the Middlesex County Sheriff's Office to provide firearms training through computer scenarios and simulations.
- Update current mapping system, CrimeInfo, so incidents can be geocoded in a more accurate manner.
- Develop new technology to enhance abilities and efficiency of the Police Department.
- Develop program for more advanced active shooter training and conduct training.
- Assist Inspectors with analysis on cases.
- Enhance NIBRS accuracy for crime reporting.
- Coordinate and execute a firearm buyback event.

Major Accomplishments for 2015

- Began final phase of renovation for police headquarters.
- Maintained all relevant departmental records in accordance with Massachusetts Records Retention Laws and Accreditation standards.
- Acquired and implemented COPLOGIC online reporting system.
- Provided Narcan training to all department personnel.
- Developed program and trained all personnel on procedural justice and fair and impartial policing.
- Launched new department website and incorporated Facebook, Twitter, and Nextdoor to better connect and communicate with public.
- Purchased and deployed new automatic external defibrillator units in each marked cruiser.
- Processed 45 solicitor licenses, 35 Hackney licenses, and 145 firearms licenses.
- Increased the scope of work zone safety planning to incorporate new language and requirements in the permitting process to ensure increased safety standards at all construction sites.



Program Description

The Arlington Fire Department's primary functions are the prevention of fire, preservation of life and property, and the overall wellness of the community. These functions are achieved through code enforcement and inspections. Being an all-hazards service, this department will respond to and mitigate any emergency to which our customers request our assistance. Planning for local emergencies, whether natural (i.e. hurricanes) or manmade (i.e. terrorist events), has become an integral component of this department's yearly mandate.

The Fire Department is dedicated to the health of our community. Our FF/ EMT's respond with both an ambulance and the closest fire apparatus to assess and mitigate all medical emergencies. Community education, such as the Student Awareness of Fire Education Program (SAFE), and the Juvenile Firesetters Intervention Program (JFIP) helps us contribute to the wellness of our residents.

Budget Statement

The Fire Department is currently staffed at 75 personnel. It is budgeted for 81 personnel. In FY2017 there will be 74 personnel assigned to suppression duty, 3 assigned to staff duty, 2 mechanics, 1 administrative assistant, and 1 Chief of Department. We anticipate 2 to 4 retirements by the end of FY2017 and another 2 to 4 retirements by the end of FY2018. Four members have spent a significant portion of FY2016 on job related injury leave, sick leave, and light duty. This has impacted the department significantly in terms of staffing and budget.

Overtime will continue to result in budgetary pressures and fluctuate based on gaps between retirements and new hires. Statistics show that to stay within the \$446,382 budgeted for overtime, this department must maintain its maximum budgeted staffing (77 personnel or 18.5 firefighters/group and 3 on staff). When operating with fewer than a full complement of personnel, increased overtime is required to maintain the 15 firefighter minimum staffing.

Budget Statement (cont.)

Performance Indicators show a decrease in emergency calls of 3.5% from FY2013 to FY2014 and a 10% increase from FY2014 to FY2015. Performance Indicators show an increase in Rescue calls of 20% from FY2013 to FY2014 and a 19% decrease from FY2014 to FY2015. It is estimated that the number of total Rescue calls will increase 17% from FY2015 to FY2016.

PROGRAM COSTS

Fire	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Personnel Services	6,414,502	6,480,225	6,672,056	
Expenses	383,580	388,650	439,900	
Total	6,798,082	6,868,875	7,111,956	-

STAFFING

Fire	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Chiefs	1	1	1	
Deputy Chiefs	5	5	5	
Captains	7	7	7	
Lieutenants	15	15	15	
Firefighters	50	50	50	
Professional/Technical	2	2	2	
Clerical	1	1	1	
Total	81	81	81	



FY2017 Objectives

- Continue to provide ancillary programs such as the FIU, JFIP, Vial of Life, and SAFE within the limited resources and funding available.
- Continue the four year program to replace all Protective Gear.
- Replace Ladder 1—a 1994 Pierce 105’ Aerial Apparatus.
- Enhance Training/EOC with High Tech capabilities.
- Establish a pilot program and perform a feasibility study into moving all inspections, fire prevention, and fire pre-plans onto a digital format.
- Establish a pilot program and perform a feasibility study into moving all hydrant operations (shoveling and testing) onto a digital format.
- Assess the benefit of an Arlington Fire Department Advanced Life Support, ALS, and put together a comprehensive plan to implement ALS in the Department.
- Identify fire personnel for specialized training and enroll those personnel in appropriate courses at the Mass Firefighting Academy at Stow.

Major Accomplishments for 2015

- Re-opened Fire Headquarters located at Monument Park. The renovated Fire Headquarters will house Engine 1, Ladder 1, Marine 1, and the Command Vehicle. The Chief of Department, his administrative assistant, and the Operations Division are also located at Fire Headquarters. Fire Headquarters is the first building in Arlington to be certified LEED Gold.
- Replaced 25% of Department personal protective equipment from capital budget funds. Department has replaced 75% of personal protective equipment since 2014.
- Certified all Deputy Chiefs and Captains to ICS300 of the National Incident Management System.
- All fire department personnel received training from the Operations Division on solar panel operation and responding to emergencies involving solar.
- Continued communication and education of residents about emergency management plans, emergency medical services, and fire suppression and prevention objectives.
- Moved Fire training and the Town’s Emergency Operations Center (EOC) into the newly renovated Fire Headquarters.

Performance / Workload Indicators

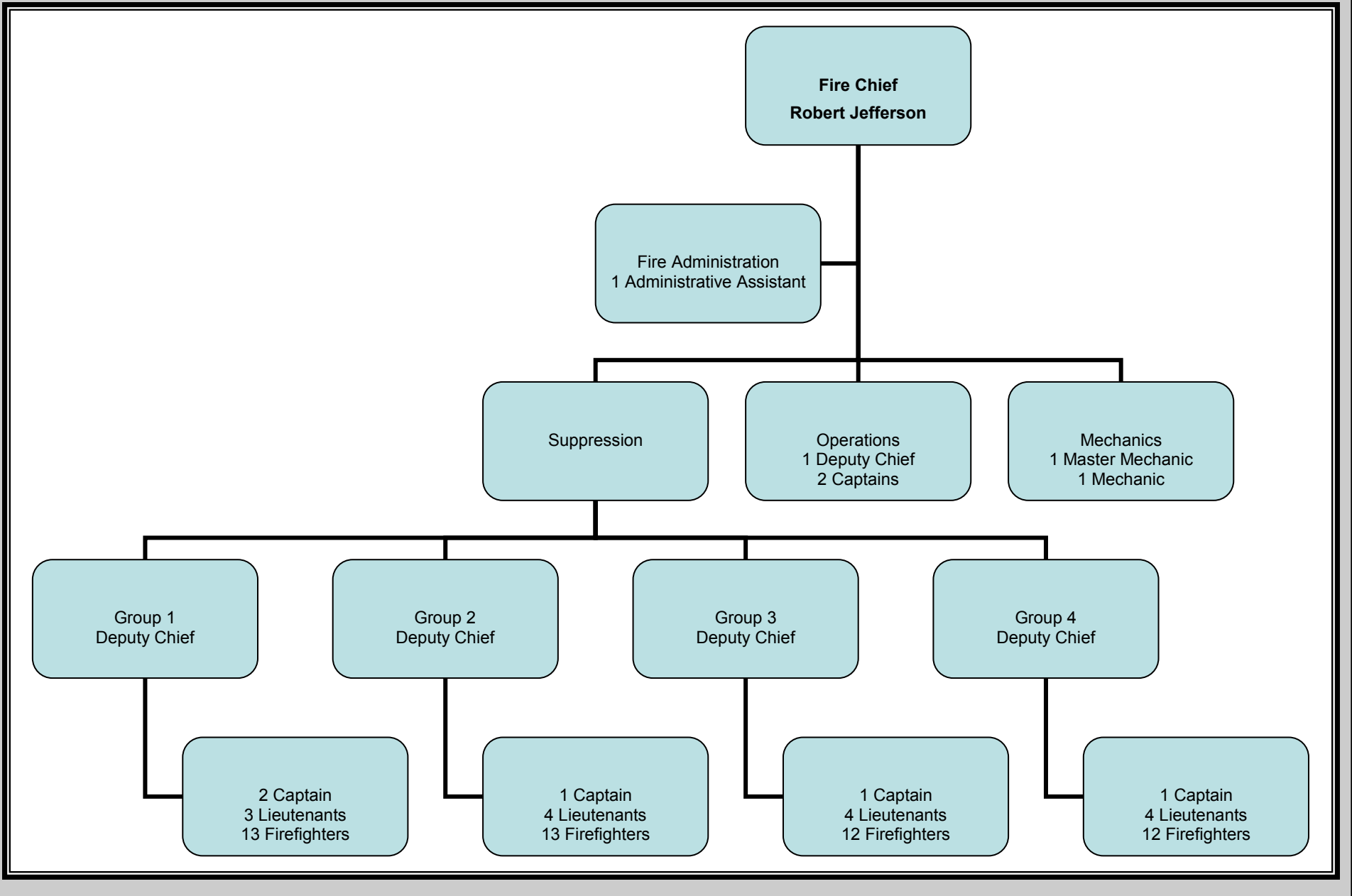
<i>Fire Department</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Emergency Calls	4,601	5,175	4,927	4,959
Rescue Response	2,917	2,365	2,768	2,802
Overlapping Calls	1,042	1,368	1,232	1,262
Private Ambulance ALS/BLS	1,867	1,815	2,358	2,537
Average Response Times*	3m 10s	2m 59s	3m 15s	3m 12s
Average Time Rescue Calls*	31m 40s	30m 31s	33m 45s	35m
Fire Calls	110	106	114	114
Average Total Time Fire Calls*	36m 20s	41m	35m 50s	36m 15s
Dollar Loss Property	5.11 million	8.05 million	7.12 million	8.01 million
SAFE Students Taught	2,750	3,015	2,894	2,931
JFIP Students Counseled	9	4	5	4

Performance / Workload Indicators

<i>Fire Prevention</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Hours of School Fire Drills	26	29	30	30
Hours of Fire Protection Syst. Inspt.	312	473	437	498
Hours Strategic/Tactical Ops Plan.	36	32	33	34
Permits Issued	966	1,028	1,076	1,113
Permits Issued Revenue	\$54,107	\$58,070	\$70,850	\$75,389

Performance / Workload Indicators

<i>Fire Training</i>	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Training Sessions	190	188	216	230
Training Hours	1140	940	1068	1136
Total Attendees	2,107	2,068	2,085	2,074





Program Description

The Inspectional Services Department provides administrative and technical information, oversight and support to residents, contractors, business owners, merchants, and interdepartmental agencies. Its primary responsibility is the enforcement of Commonwealth of Massachusetts Building, Electrical, and Plumbing & Gas Codes, as well as all regulations, standards, and Town Bylaws.

Budget Statement

The Inspectional Services Department anticipates no significant budgetary increases for FY2017. With renovation of Stratton Elementary School, the final elementary school, and the planned installation of modular classrooms at various school sites, Inspectional Services looks forward to the completion of this phase of the school rebuild projects.

Major Accomplishments for 2015

Major accomplishments for 2015 were the completion of the Central Fire Station and near completion of the Community Safety Building. Plan review for Stratton School Renovation and preparation for modular classrooms will allow for a seamless permitting process to assist with the necessary timelines for these important projects. Unfortunately, in 2015 a fatal fire occurred at Brookside Condominiums. Inspectional Services has worked closely with Arlington Fire Services, tenants, and Condominium Association representatives during post fire activities, including site entrance and the properties rebuild planning.

PROGRAM COSTS

Inspectional Services	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Personnel Services	403,049	417,460	406,425	
Expenses	10,581	12,000	12,000	
Total	413,630	429,460	418,425	

STAFFING

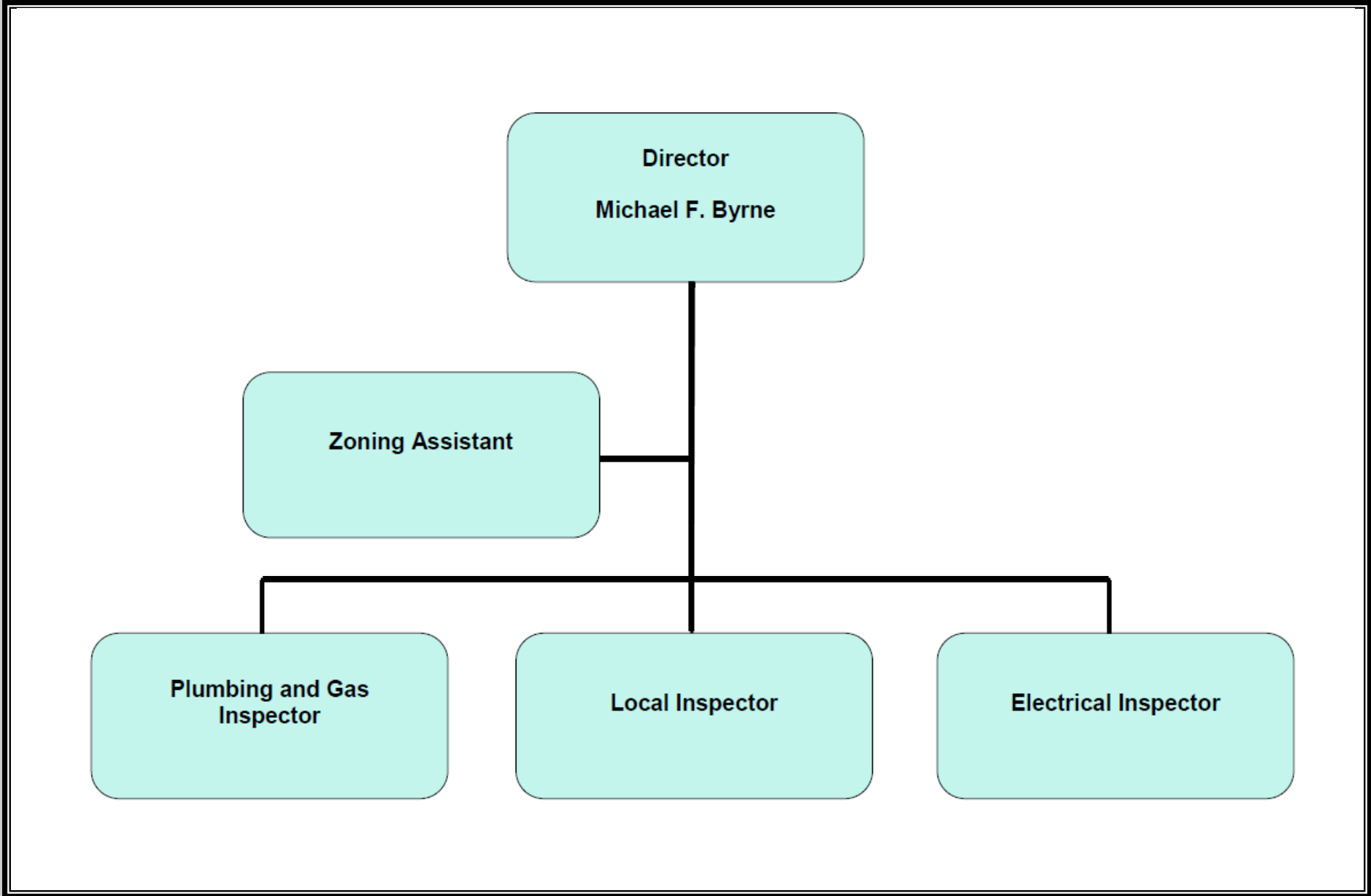
Inspectional Services	FY2015 Actual	FY2016 Budget	FY2017 Request	FY2017 Fin Com
Managerial	1	1	1	
Clerical	1	1	1	
Professional/Technical	3	3	3	
Total	5	5	5	

Performance / Workload Indicators

Inspectional Services	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Estimated
Building	2,668	2,616	2,800	2,800
Plumbing	948	1,084	1,100	1,100
Gas	764	781	800	800
Wiring	1,290	1,207	1,400	1,400
Revenues	\$ 1,274,669	\$ 1,315,417	\$ 1,500,000	\$ 1,500,000

FY2017 Objectives

- The department anticipates much involvement during the implementation of the Towns Master Plan.
- Residential remodel, renovation, construction and reconstruction will again be a primary objective for the department.





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