



TOWN OF ARLINGTON  
MASSACHUSETTS  
2019 ANNUAL REPORT

SELECT BOARD

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TOWN MANAGER  
ADAM W. CHAPDELAINÉ





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

**Adam W. Chapdelaine  
Town Manager**

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Date: June 1, 2020

To: Town Meeting Members and Arlington Community,

As you well know, Arlington was one of the first municipalities in Massachusetts to report positive cases of the novel coronavirus, COVID-19, in early March, when this report is typically completed. Several days later, Massachusetts declared a state of emergency in response to this global pandemic. Schools and non-essential businesses closed and turned to online learning and work-from-home practices, as able. Town Hall administrative offices and libraries closed their physical spaces and we adopted a Minimal Staffing Plan so we could still provide essential services and be available to the public during this time. We moved public meetings to virtual meetings and Arlington's Annual Town election and Annual Town Meeting were postponed.

Currently the Town is slowly reopening in tandem with the state's reopening plans. We continue to provide guidance to local businesses on new safety protocols. We are forming our own plans to reopen our physical offices and schools safely, and are developing safety protocols for Town Meeting on June 15 and Town Election on June 6, including managing the Town's first ever vote-by-mail effort.

Our public health and public safety personnel have been on high-alert since those first cases in early March, meeting daily to provide guidance to residents, senior and group living facilities, businesses, and homeless populations in an effort to keep everyone safe. They continue to this day, committed, with no end in sight.

I wanted to reaffirm our commitment to future projects and initiatives outlined in this report. As the COVID-19 pandemic continues there may be changes in timelines and priorities mentioned in this report, mostly written in a time before COVID-19. Although it will not be detailed in this report, all projects and initiatives will adhere to COVID-19 safety protocols. Budgets as proposed in January and in the FY2021 Budget and Financial Plan have been amended due to the impacts of COVID-19. These amended budgets will be presented to Town Meeting in June 2020 and along with the FY2021 Budget and Financial Plan will be posted at [arlingtonma.gov/budgets](http://arlingtonma.gov/budgets).

There will be much more to report on this crisis in next year's report, but I wanted to acknowledge the extraordinary circumstances the Town is facing and the extraordinary efforts of Town staff, volunteers, and the community who continue to rise to the occasion to help others. I also feel very fortunate to be working in a Town that is made up of so many dedicated, committed, and talented people. Arlington is a resilient community and I have every confidence that it will continue to work together to get through this challenging time.

Stay vigilant, stay well, and stay safe.

Adam Chapdelaine  
Arlington Town Manager



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## Credits and Acknowledgements

The following parties have contributed to the production of this report: Editing and layout: Joan Roman with generous editing support provided by and Kristen DeFrancisco, Julie Wayman, and Louisa Baldwin. Cover photos Joan Roman and Jim Feeney. Thanks to all department heads and chairpersons of all boards, committees, and commissions for their reports. Printing by King Printing Company. Published June 2020.



# EXECUTIVE SERVICES

## SELECT BOARD

The Select Board is pleased to submit its annual report for 2019 to Arlington residents.

The Select Board is composed of five elected residents who set policy and oversee the management of municipal functions of the Town. In April 2019 Stephen W. DeCoursey was elected to a three-year term. This is his first term on the Board. Diane M. Mahon was elected by her colleagues as Board Chair, and Daniel J. Dunn was elected Vice Chair.



*Arlington Select Board left to right, clockwise: Stephen W. DeCoursey, John V. Hurd, Joseph A. Curro, Jr., Diane M. Mahon (Chair), and Daniel J. Dunn (Vice-chair).*

## Year in Review

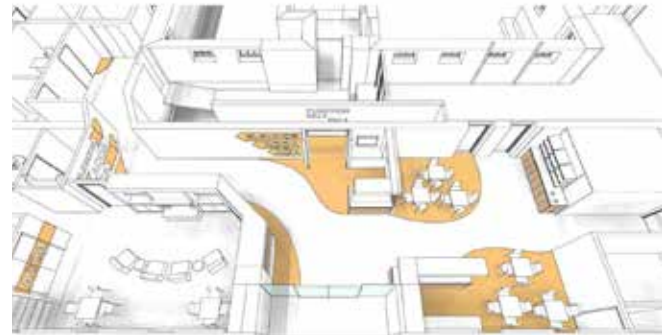


*Arlington High School design concept, Mass. Ave. entrance view.*

## Facilities and Fiscal Planning

On June 11, 2019 Arlington voters approved a debt exclusion to pay for a new high school and a general tax override to maintain Town services and supplement school budgets in anticipation of growing student enrollment. Including contingencies' cost, the Massachusetts School Building Authority (MSBA) funding to the \$291M High School Project will be \$86M, about a third of the cost. To help relieve a portion of the tax burden, the Board promoted new tax relief measures for seniors, veterans, and disabled individuals it has advocated since 2017 Town Meeting. In early 2020, the

Board moved to reduce the MWRA debt shift by a third, which puts more control in the hands of all residents. The Board thanks voters for their continued support by passing these measures. The Board pledges to live by the budget commitments outlined in the Town Manager's Budget and Financial Plan, which may be found at [arlingtonma.gov/budgets](http://arlingtonma.gov/budgets).



*Renovation Plans for the new Community Center at the site of the current Central School/Senior Center.*

## Central School Renovation / Senior Center

Progress continued on renovations at the Central School Building at 27 Maple Street. Detailed design and construction documents were completed in 2019, with construction planned for spring of 2020. The project is expected to take one year to complete and will be renamed Arlington Community Center and will continue to house the Council on Aging programs, Health & Human Services Offices, as well as Arlington Center for the Arts. During the construction Council on Aging programs will be relocated to other locations around town. That information can be found at [arlingtonma.gov/coa](http://arlingtonma.gov/coa).

The Board was pleased to see \$250,000 invested to support senior services. \$200,000 was earmarked for capital improvements, outside of the current renovation project and \$50,000 for transportation services for the Council on Aging.

## Transportation & Parking

The Parking Benefits District allows meter revenue to be devoted to infrastructure and maintenance improvements in Arlington Center. In 2019 the focus of these funds went to improvements at Russell Common and Railroad parking lots as well as Broadway Plaza. A conceptual design plan for both parking lots was completed and efforts to improve sidewalks in Broadway Plaza is slated for 2020. Other key transportation initiatives in Arlington include making the Boston Rapid Transit (BRT) pilot bus lane on Mass. Ave. in East Arlington permanent, the installation of additional electronic vehicle (EV) stations in town, and furthering efforts on Complete Streets, and Safe Routes to School.



## Economic Development

The pop-up beer garden at Whittemore Park returned in 2019, plus two pop-up markets at Uncle Sam Plaza during the summer in collaboration with Boston Women's Market. A revitalization plan for Whittemore Park continued. The plan includes improving ADA accessibility in the park, installing new seating and lighting, upgrading the landscape, and improving historical and cultural signage. Revitalization of the park will be completed in phases utilizing CPA, Community Development Block Grant, and Town capital funds. The Board looks forward to these improvements that will turn this seldom-used park into a jewel of the Center.



*New bus priority lane in East Arlington on a Mass. Ave.*

## Volunteerism

One of the most gratifying jobs of the Select Board is to appoint and thank the countless people who step forward to do the important work in Arlington. Our many volunteer committees continue to provide valuable contributions to the community by helping those in need, participating in Town governance, and educating the public on important issues.

Arlington benefits not only from Town committees and organizations, but also from a vibrant and active non-profit sector. The Board is proud to support through Community Development Block Grant (CDBG) funding many of these organizations and programs. Food Link, Inc. was supported with funding for site work at their new facility on Summer Street. The Housing Corporation of Arlington made capital improvements to existing properties in their portfolio, and will utilize funding to install solar panels at their Capitol Square Apartments to help reduce energy costs.

## Town Celebrations

### *Patriots' Day Parade*

The Arlington Patriots' Day Parade has celebrated Arlington's role in America's battle for Independence for more than a century. Local re-enactors, veterans, and other celebrants have marched down Massachusetts Avenue year after year, raising our patriotic spirit and uniting the Town in honor of our historic role.

This year's Grand Marshal was WWII Veteran and Purple Heart recipient, Elias Katsos. Mr. Katsos was accompanied by his 9 year old grand-daughter, who has written a book chronicling his military service. The Honorary Grand Marshal was Bob Bowes. For over 50 years, Mr. Bowes has graciously donated his time, resources, and services to the citizens of Arlington.

The Board would like to thank our Veterans' Services Director, Jeffrey Chunglo, and the Patriots' Day Committee volunteers for their continued effort in presenting this annual event and making it an Arlington tradition. The Board also congratulates the efforts of Mr. Chunglo and the Veterans Council for all their work to enhance the annual Memorial Day and Veterans' Day observances.

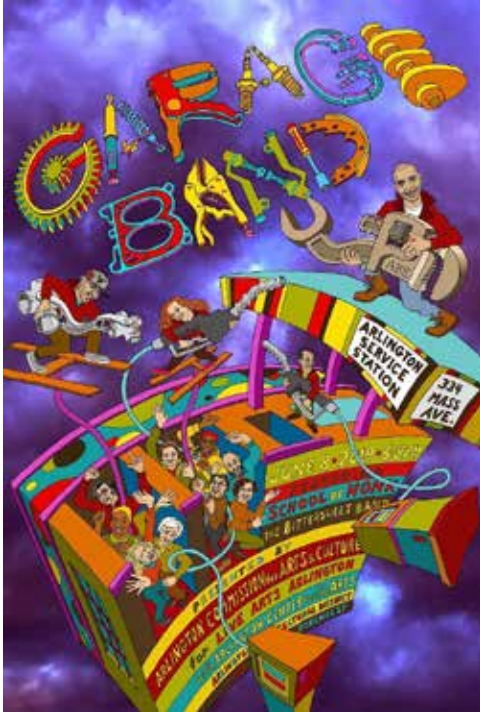
### *Town Day*

Arlington Town Day was another successful event. Resident and vendor participation was at an all-time high. Again, the Town Day Committee is grateful for the strong community participation that has become well known as a source for Arlington's strong and thriving community spirit. The Board would like to extend its thanks and congratulations to the Town Day Committee, and especially the Co-chairs, Marie Krepelka and Kathleen Darcy. The Board also wants to extend the same thanks to the many businesses and tireless volunteers whose loyalty, dedication, and hard work made this celebration a success again. All Town Day activities are privately funded, and this event continues without any direct Town funding. We acknowledge the logistical support of the Board staff and other Town departments.



*Vendors at Town Day on the front lawn of the Jefferson Cutter House.*





### *Garage Band Pop-up Dance Parties*

After Town Day, Arlington Commission for the Arts and Culture (ACAC) offered a pop-up dance party, Garage Band, at Arlington's Global Service Station on Mass. Ave. The station was covered in festive polka dots and many attendees enjoyed a program of swing, Latin, and Japanese musical traditions. ACAC also partnered with Arlington Center for the Arts (ACA) and put on a Garage Band dance party after Arlington Porchfest.

### **Acknowledgments & Recognitions**

The Board would like to thank all Town employees for the work they perform to make Arlington a special place to live, work, and enjoy. We also thank the volunteers who spend thousands of hours each year performing a labor of love for their community; Arlington

would not be the same without them.

The Board would also like to thank Fire Chief Robert Jefferson for his 37 years of service to Arlington. Bobby retired in June 2019 after 12 years as Arlington's Fire Chief. Among his many accomplishments, Chief Jefferson oversaw the renovation of two fire stations, including Highland Station on Mass. Ave. and the Arlington Center Station, which also serves as Fire headquarters. During his tenure, Bobby has served many positions in the Departments as well as serving as Arlington Firefighter union president, Local 1297 and honor guard. He was a strong proponent of supporting others and was heavily involved with raising funds for Muscular Dystrophy Association. And through the annual truck pull he raised funds for the American Cancer Society. A natural team builder, Bobby's leadership within the department and his dedication and commitment to public safety was a benefit to all of Arlington. The Board wishes him well in the next chapter of his life.

The Board would also like to thank Jack Jones. Jack worked for the Town for 44 years serving as Coordinator of the Menotomy Weatherization Program and the Town's ADA Coordinator working closely with the Disability Commission. He also oversaw the Home Improvement Loan Program. We thank him for his years of service to the Town.

The Board would also like to thank Joe Miksis for his 30+ years of service to the Town. Joe was the man behind the IT curtain, always making himself available so Arlington's information technology systems kept going, day or night. We wish Joe only the best in his retirement.

We particularly want to thank the staff of the Board's Office for their tireless and intelligent work on our behalf: Board Administrator Marie Krepelka, Fran Reidy, Ashley Maher, and Lauren Costa. They all provide professionalism and congeniality to everyone who visits the office.



*Restored Cyrus E. Dallin Menotomy Hunter statue and reflecting pool in the Winfield Robbins Memorial Garden in spring 2019.*

# EXECUTIVE SERVICES

## TOWN MANAGER

I am very pleased to deliver what will now be my eighth Annual Report to the Town of Arlington in the capacity of Town Manager. I am honored to serve the Town and I am thankful to the Select Board for continuing to entrust me with this role. My goal in making this report is to provide an overview of the financial, organizational, and community based efforts that took place during 2019 and some future outlook.

As the Select Board mentioned in their report, Arlington voters approved a general override and debt exclusion in June. The general override will go towards Town and school operation costs with a focus to respond to ongoing school enrollment growth pressures and improve mobility for all residents. The debt exclusion vote allows the Town to move forward with rebuilding Arlington High School (AHS) into a 21<sup>st</sup> century learning institution that supports our booming enrollment growth and allow students to achieve their highest potential. The vote follows a multi-year process led by the Arlington High School Building Committee, with significant public participation. Since the vote, detailed designs have been developed and phased construction has begun. The AHS Building Committee continues to oversee this project and communicate about its progress. You can learn more at [ahsbuilding.org](http://ahsbuilding.org).

In the spring of 2019 we celebrated the renovation of the Cyrus E. Dallin Menotomy Hunter statue and adjacent water feature in the Robbins Memorial Garden at Town Hall. The statue, water feature, and surrounding gardens are a popular destination in Town and we have featured it on this year's report cover as well as the FY2021 Financial Plan. Phase 1 of the Arlington Reservoir Master Plan improvements began last fall and included a complete overhaul of the circulation, filtration and disinfection system inside the pump house as well as the piping under the beach to the water. Later phases will include a new playground, a perimeter loop trail around the Res, as well as improvements to the parking lot and a boat ramp.

Plans to renovate the Central School Building at the corner of Academy and Maple Streets were completed in 2019 and construction has already started. When completed the building will serve as Arlington's new Community Center. Also at the end of 2019 the construction management team to renovate DPW Town Yard on Grove Street was selected. Construction is scheduled to begin later this year.

Information on these initiatives and more are included in this report. They are part of the Town's ongoing commitment to seek efficiencies and improvements in service delivery, while providing transparency and information that is both relevant and timely. It is my hope that through this report, residents will learn about this

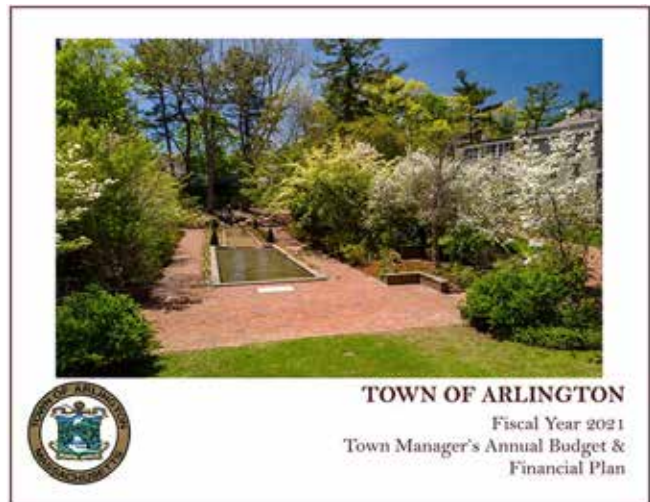


*Adam Chapdelaine, Arlington Town Manager*

commitment. Residents can also receive information about Town activities year-round by visiting the Communications Center at [arlingtonma.gov](http://arlingtonma.gov) and signing up to one of our many communication methods. Please also note that in several sections of this Annual Report, we have included a link to a webpage where more information about a project or effort can be found.

### Town's Financial Outlook

Budgets as proposed in January and in the FY2021 Budget and Financial Plan have been amended due to the impacts of COVID-19. These amended budgets will be presented to Town Meeting in June 2020. These amended budgets along with FY2021 Budget and Financial Plan will be posted at [arlingtonma.gov/budgets](http://arlingtonma.gov/budgets).



### Sustainability/Energy Conservation

In 2010, Arlington was named a Green Community by the State's Green Communities Division in recognition of the work that Arlington has done in the past to reduce energy usage, and the plans it has to further reduce energy use in the future. Arlington has substantially benefited from its cooperation with the Green Communities Division, having received seven grant awards over the past eight years with a cumulative total of \$1,673,983, the highest in the state. The most recent



## EXECUTIVE SERVICES

grant award of \$98,052 came in 2019 and will be used to replace inefficient lighting fixtures with high efficiency LEDs at Ottoson Middle School, Bishop Elementary School, and the Jefferson Cutter House.

In August of 2017, the Town launched the Arlington Community Choice Aggregation (CCA) program for residents and businesses to provide rate stability for participating consumers. The program also offers participants exciting renewable energy options from which to choose. The program was approved by Arlington Town Meeting, Select Board, and Massachusetts Department of Public Utilities. In late 2019, after a competitive bid process, Direct Energy was selected as Arlington's Electricity Supplier with a 35-month contract term beginning December 2019 and ending in November 2022. Under the new contract, the default percentage of extra renewable energy for Arlington Green will increase from 5 to 11 percent, while remaining cost-competitive.



Partnering with Winchester, Arlington launched the HeatSmart program. This Massachusetts Clean Energy Center and the Department of Energy Resources program educates the public about, and facilitates adoption of, highly-efficient, all-electric heating and cooling technologies, plus central wood pellet boilers. With significant support by Sustainable Arlington, the program has almost 200 signed contracts by the end of 2019.

The Clean Energy Future Committee, created in 2018, to begin planning to achieve the goal of Net Zero status by 2050. Arlington is partnering with the City of Melrose, Town of Natick and the Metropolitan Area Planning Council (MAPC) on a joint project to develop greenhouse gas inventories and a Net Zero Plan for Arlington at the end of 2020. In the near-term, to reduce the amount of solid waste the Town sends to incinerators, a food scrap diversion program will be announced in 2020.

In July Arlington was recognized along with Newton, Watertown, and Somerville for its leadership in clean energy as the Town works toward 100% renewable energy. Cited by Environment Massachusetts Research & Policy Center's report on innovative clean energy programs, Arlington was recognized for its newly implemented designated bus lane in East Arlington.

### Master Plan

The 2019 Annual Town Meeting approved funding for the creation of a Sustainable Transportation Plan (STP). The STP will provide a vision for the develop-

ment of the transportation system in Arlington over the next 20 years, building upon the Traffic and Circulation section of the Master Plan and its recommendations. Goals and recommendations will be developed to prioritize next steps for projects, programs, and policies to achieve this vision. It will focus on all aspects of transportation and mobility in Arlington, including walking, bicycling, public transportation, driving, shared mobility, and micro-mobility. In early 2020 the Connect Arlington campaign was created and public outreach has started.



### NLC Prescription Drug Card Program Savings

The Town continues periodic outreach on the National League of Cities (NLC) Prescription Drug Card Program (launched Dec. 2009). At the end of calendar year 2019, Arlington leads the state in cumulative savings to residents with \$330,473, with \$11,723 this year. The free program offers residents an average savings of 30% on non-insured prescriptions. Residents can obtain the free card online at [arlingtonma.gov/prescriptioncards](http://arlingtonma.gov/prescriptioncards).



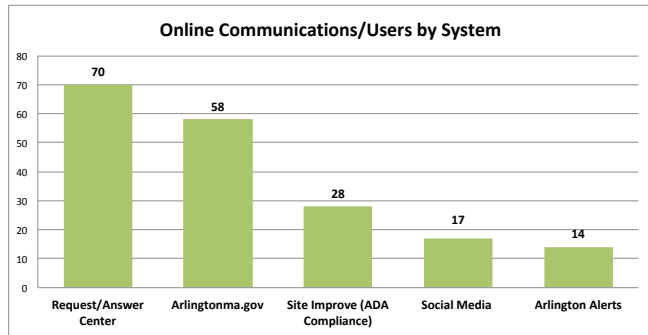
### Communications & Customer Service

The Board of Selectmen and I continue to make improving public communications and customer service 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, easy to read, and attractive. The Town also makes these reports available online at [arlingtonma.gov/annualreports](http://arlingtonma.gov/annualreports).

We strive to inform the public about general Town activities and during emergencies. In doing so we believe we are building a stronger relationship with our residents. Utilizing technology effectively, we also improve accessibility to our content and build staff capacity. To meet these needs, and increasing demand for them, we utilize several SaaS (Software as a Service) systems. These systems are utilized across Town and school departments to disseminate information in alignment with the Town's Communication Policy and On-

# EXECUTIVE SERVICES

line Goals. Communication orientations and technical training on these systems are conducted by the Town Manager's Office.



### Request/Answer Center

The Request/Answer Center is Arlington's online customer service portal where residents can make requests of Town services (and track them), ask questions, and find answers. 2019 marked the twelfth year for the service. During this year we integrated the Answerbase more closely with our website and with our IT department began developing API integration with Tree Requests to our GIS systems. The Request/Answer Center has 70 staff users and is heavily used by Public Works, followed by the Town Manager's Office, and Health & Human Services.

### Arlingtonma.gov

Arlingtonma.gov is the Town's communication hub. The site serves a population of approximately 43,000 residents, surrounding communities, and beyond. The site supports the online communication and outreach activities of fifteen departments, and over eighty boards, committees, and commissions. Since the institution of the Open Meeting Law (OML) in July 2010 approximately 1,300-1,500 documents are added to the site annually, mostly agendas and minutes. There are currently 58 users of the content management system (CMS) that powers the website.

During 2019, in preparation to refresh the look of our website, we have put a great effort into streamlining our content and workflow. This includes reducing the number of pages, minimizing duplication of content, and improved collaboration across departments to improve communication effectiveness.

Traffic to arlingtonma.gov remains fairly constant over time, with continual increases in user loyalty (Frequency and Recency) by those Users who visited the site more than 200 times during the year, from 29,296 in 2018 to 29,752 in 2019 (see chart below).

### ADA Compliance and Website Redesign

For Americans with Disabilities Act (ADA) compliance the Town has used Site Improve since 2018, which is software that scans our website and reports ADA and quality assurance issues. Communications and ADA compliance are ongoing efforts and Site Improve has been extremely useful for improving ADA compliance and institutional knowledge of online ADA compliance. In May, staff members took the Accessibility Pledge and participated in Accessibility Weeks social media campaign. There are 28 staff members who utilize Site Improve in an effort to make arlingtonma.gov accessible to all.



Staff from DPW, HR, Schools, Libraries, Health & Human Services, Select Board, Recreation, and Police take the Accessibility Pledge.

Since 2012 Arlington Alerts have been notifying residents via phone, text, and email before, during, and after emergencies or to relay important information. When initiating a Town-wide phone call, the system reaches approximately 19,000 phone connections. In 2019 the system was utilized for APD and AFD ALICE training (8), Bear sighting on Oseolla Path (1), BRT bus priority lane beginning (1), snow emergency / parking bans (2), and the Patriots Day Parade (1). Arlington Alerts are utilized by APD dispatchers and the Town's Public Information Officer.

Website Traffic (arlingtonma.gov)	2015	2016	2017	2018	2019
Page Views	1,538,050	1,731,811	1,692,233	1,687,147	1,590,677
Visits/Sessions*	558,672	649,723	648,828	648,305	603,733
Frequency & Recency*: Over 200 visits to website	19,898	22,625	24,532	29,296	29,752

# EXECUTIVE SERVICES

Online Communications	2015	2016	2017	2018	2019
<b>Town of Arlington Notices Subscribers</b>	4,944	5,103	5,210	5,242	5,713
% of Growth from previous year	13%	3%	2%	1%	1%
% Compared with # of households (19,000)	26%	27%	27%	28%	28%
<b>Arlington Alert Emails Subscribers*</b>	4,507	4,710	5,015	5,144	5,351
% of Growth from previous year	13%	4%	6%	3%	4%
% Compared with # of households (19,000)	24%	25%	26%	27%	28%
<b>Arlington Alert Text Subscribers*</b>	1,875	2,301	2,876	3,183	3,605
% of Growth from previous year	93%	19%	20%	10%	12%
% Compared with # of households (19,000)	10%	12%	15%	17%	19%

Town of Arlington Notices are official notifications sent by the Town via email. 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. Notices are one of the most helpful and effective tools to communicate to the public. In 2019 the Town saw a nice increase in subscriptions to Town Notices, due to outreach included in the annual Town Survey conducted by Envision Arlington.

We also saw an increase of Arlington Alert phone and email subscribers, with a 12% increase in text messaging subscribers. Although the increases are modest, the overall reach to residents via these channels remain strong.

Arlington continues its efforts to improve communications and customer service while cultivating positive relations with residents and teamwork within the organization. The Town also strives to maximize technology for efficiencies and will continue to build upon these valuable Town assets. We put a lot of effort into making sure our website is timely and accurate, the Request/Answer Center is working properly and responding to resident needs, our residents are kept up-to-date through Town Notices and social media, and they are prepared for

an emergency with Arlington Alerts. We continue to improve our ADA compliance with all our systems so our content is accessible to all. We constantly evaluate all our channels so we can maximize service delivery and staff efficiency. It is important to note, none of the success can be realized without skillful human intervention and collaboration. From the many staff and volunteer content contributions, to residents utilizing these channels, we continue to help residents 'get connected' and 'stay connected' to Arlington's Town government.

### Acknowledgements

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, Boards, and Committees. Together with our elected leaders, management team, and staff, they make Arlington a special community. I would like to thank the Select Board for its continued leadership and support throughout my eighth year as Town Manager. I am also very grateful for the professionalism, knowledge, and support provided by Deputy Town Manager, Sandy Pooler and acting Assistant Town Manager Ray Santilli. I want to give a special nod to Assistant Town Manager, Jim Feeny, who has without hesitation taken the role





## EXECUTIVE SERVICES

of interim Facilities Director. Almost immediately he has instituted many improvements to that department, while still handling CPA projects associated with the Assistant Town Manager role.

On the public safety front we had a change of leadership at both the Police and Fire departments. In June, Chief Robert Jefferson retired after 12 years serving as its Chief, and 37 years of service with the Town. Deputy Fire Chief Kevin Kelley was appointed Arlington's Fire Chief bringing 25 years of exemplary service with the department. In addition to his public service in fire prevention, we fully welcome Kevin's technical expertise and collaborative spirit.

Arlington's Police Chief Frederick Ryan, retired from the department in early 2019. In early 2020 Interim Police Chief Juliann Flaherty was named APD's Chief. Juliann brings 25 years of exceptional service to the department under a philosophy of community policing that encourages procedural justice and citizen participation in solving problems of crime, fear of crime and quality of life issues. I have every confidence she will continue to lead the department and serve the community with distinction.

In early 2020 Joseph Connelly returns to Arlington as its Recreation Director. Joe has spearheaded many recreation projects and programs with Arlington in the past. We look forward to working with Joe again

as he oversees the Arlington Reservoir Master Plan and continues to provide great recreational programming.

Arlington is fortunate to have a talented, dedicated, and hard-working management team that is second to none in the Commonwealth, and I feel privileged to be able to work with them day in and day out. Going further, Arlington is lucky to have a great team of Town employee across all departments.

Finally, I would be remiss if I did not express my warmest appreciation for my office staff. Kristen De-Francisco 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. I'd also like to welcome Julie Wayman as the Town's Management Analyst. Julie began her service to Arlington with the Department of Planning and Community Development overseeing CDBG programming. Julie brings professionalism and an eye for detail that is appreciated in this office. I would like to express my sincere gratitude to Joan Roman for her efforts serving as the Town's Public Information Officer. Joan's dedication to providing the public with accurate and timely information and collaborative approach is an asset to the entire to both staff and the public.



*A view from above in spring 2019: The hardscaping that surrounds the newly renovated water feature and Cyrus E. Dallin Menotomy Hunter statue in the Robbins Memorial Garden. Robbins library to left, Town Hall to right.*

# FINANCIAL MANAGEMENT SERVICES

## FINANCE COMMITTEE

During 2019 Chairman Allan Tosti led the Finance Committee (FinCom), assisted by Vice-Chairs Christine Deshler, Charles Foskett, and Alan Jones. Peter Howard served as Secretary. The FinCom has twenty-one positions, one for each precinct. The appointing authority (Moderator, Trust Fund Commissioners Chair, FinCom Chair) acted to reappoint all members whose terms had been completed and to fill all but 2 vacant positions.

In February 2019 the FinCom began its yearly effort to develop a comprehensive balanced Fiscal Year 2020 (FY20) 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 corresponding department head. The school budget subcommittee attended School Committee meetings in order to gain a better understanding of the school budget. Hearings were held on all Warrant Articles requiring an appropriation or having a financial impact. Thirteen full committee meetings were held mostly before Town Meeting and four on Town Meeting nights. These meetings, when combined with numerous subcommittee meetings, made for the usual busy winter and spring schedule. The Committee's report was distributed electronically and a hard copy was available to Town Meeting members at the first Town Meeting.

The Select Board had called for a \$204.8 million debt exclusion vote for the new High School and a \$5.5 million override vote for the operating budget both to take place on June 11. Working with Town and School leaders, FinCom presented to Town Meeting two budgets. If the override had not passed, the budget would have been \$171,562,405. As it happened the voters approved the override, allowing the budget to increase to \$174,586,915. Part of the increase was applied to the school budget to fund a variety of needed activities. The rest was deposited into the Override Stabilization Fund for use in future years. As in recent years, the School budget, in both cases, included an allowance for enrollment growth based on a percentage of the per pupil cost as determined by the State. For FY20 the percentage will be increased from 35% to 50%. As in previous years there was an allowance for special education expenses that increased the school appropriation by 7%. Town Meeting voted both budgets as presented contingent on the June 11 override vote. After the successful override vote, the larger budget became the final budget.

This is the fourth year that the Community Preservation Act Committee (CPAC) was able to recommend funding projects. FinCom reviewed the proposals and, after some discussion, unanimously supported the CPAC recommendation.

Arlington Commission on Arts and Culture (ACAC)

requested a sizable budget. After considerable discussion, FinCom voted to recommend \$35,000 to be spent under direction of the Town Manager. ACAC plans to supplement this with fundraising from the public.

Again this year the Conservation Commission, supported by the several interested resident committees, presented a detailed plan that addressed the needs of all the water bodies, including Spy Pond. This plan received unanimous support from FinCom.

FinCom also continued to monitor other ongoing activities that could have a large financial impact through regular reports by Town officials. Possible federal spending reductions remain a concern. Other issues include the increasing costs of pensions, funding the liability for retired Town employee health insurance, and MBTA assessments. The Finance Committee will continue to work with other Town officials and residents to deal with these issues and will keep the Town Meeting informed of the Town's progress.

## OFFICE OF TREASURY & TAX COLLECTION

The Office of Treasury & Tax Collection is responsible for the billing and collection of all taxes and fees for service (real estate, motor vehicle excise, personal property, water and sewer, parking violations, fees charged by other Town departments, etc.); management of the Town's cash and investment strategy; issuance of General Obligation Bonds, preparation and filing of debt service compliance reports.

The office also directly supports the Parking Clerk, Capital Planning Committee, Parking Advisory Committee, and mailroom operations.

### 2019 Accomplishments

- Award contract for parking meter collection and maintenance services that have increased collection efficiency, operation of meters, and useful life of the meters.
- Implement Deputy Collector services for collection of delinquent excise.
- Worked with the IT and DPW departments on conversion of Water and Sewer (utility) billing and collection with integrated financial system.
- Installation of cash drawers to improve efficiency and prepare for conversion of Utility Billing and future miscellaneous billing.
- Worked with IT and Human Resources departments to schedule training for staff and improve cross training to maintain workflow during peak periods of workload.
- Increased participation by property owners of paperless billing option for Real Estate and Personal Property to reduce postage expense.



# FINANCIAL MANAGEMENT SERVICES

- Affirmed 'AAA' bond rating from Standard & Poor's rating agency.
- Successful issuance \$5,555,000 in General Obligation Bonds in November, 2018 (during fiscal year 2019) and \$66,190,000 in General Obligation Bonds in November, 2019 (during fiscal year 2020).
- Increased investment income from \$438,759 in FY18 to \$900,000 in FY19.

Town of Arlington, MA					
Account Balances as of 6/30/2019					
Summary by Bank Account					
Checking Accounts			Money Market Accounts		
Depository	Century Bank	16,455,111	General	Peoples United	474,052
Lockbox	Century Bank	2,836,439	General	Peoples United	2,658,938
Rehab CDBG	Century Bank	8,455	General		
AHS General Fund	Century Bank	127,023	General	Century Bank	3,345,955
Symmes Taxable	Century Bank	5,291	General	Salem Five	1,038,174
Vendor	Century Bank	-1,689,055	General	E.Boston Savings	1,041,680
Payroll	Century Bank	-715,702	General	Peoples United	5,731,702
Lunch Receipts	TD Bank	754,864	General	Webster Bank	6,179,971
Single Space Parking Meters	Leader Bank	860,055	Article 75 Stabilization	Leader Bank	1,005,016
Investment Account	Citizens Bank	1,001,011	Article 75 Stabilization	Cambridge Savings	3,045,816
<b>Total</b>		<b>19,643,492</b>	Article 75 Stabilization	Peoples United	3,118,196
Certificates of Deposit			Article 75 Stabilization	MMDT	8,215,822
Article 75 Stabilization	Bartholomew	3,011,689	General	MMDT	27,280,689
Article 75 Stabilization	E. Boston Savings	1,000,000	Robbins Library		
Article 75 Stabilization	Mid Country Bank	2,000,000	General	MMDT	100,892
General	Century Bank	1,000,000	Deferred Scholarship	MMDT	37,638
General	Mid Country Bank	1,000,000	AHS Student Activities	MMDT	13,095
General	Peoples United	2,000,000	Long Term Stabilization	MMDT	3,452,116
<b>Total</b>		<b>10,011,689</b>	Municipal Building Ins.	MMDT	708,273
			MWRA	MMDT	2,093,093
			Escrow Accounts	MMDT	91,635
			Mass Ortho	MMDT	5,386
			Arlington Community		
			Activities	MMDT	1,369
			Special Ed Stabilization	MMDT	2,048
			MacEachern Fund		
			Library	MMDT	56,559
Brokerage Accounts			<b>Total</b>		<b>69,698,114</b>
OPEB	Vanguard	14,521,818			
Trust Fund & Scholarship Inv.	Fidelity	21,710,442			
Stabilization Fund	Fidelity	811			
ES Farmer Trust	DWS Core Equity	166,182			
ES Farmer Trust	Cambridge Savings	32,147			
<b>Total</b>		<b>36,431,400</b>	<b>TOTAL</b>		<b>135,784,695</b>

# FINANCIAL MANAGEMENT SERVICES

<b>Town of Arlington, MA</b>							
<b>Bonds and Notes Payable Schedule</b>							
<b>Project</b>	<b>Maturity Through</b>	<b>Original Loan Amount</b>	<b>Interest Rate (%)</b>	<b>Outstanding at June 30, 2018</b>	<b>Issued</b>	<b>Redeemed</b>	<b>Outstanding at June 30, 2019</b>
Municipal Purpose - 2008	2019	\$3,875,000	3.00-3.62	\$190,000		-\$190,000	0
Symmes Property	2022	\$5,262,000	2.00-4.00	\$1,980,000		-\$465,000	1,515,000
Municipal Purpose - 2009	2020	\$2,482,000	2.00-3.00	\$430,000		-\$215,000	215,000
Municipal Purpose - 2010	2031	\$7,258,000	2.00-4.00	\$3,960,000		-\$340,000	3,620,000
Symmes Property - taxable	2019	\$840,000	2.00-2.50	\$50,000		-\$50,000	0
Symmes Property	2022	\$470,000	2.00-3.00	\$470,000		-\$80,000	390,000
Municipal Purpose - 2012	2022	\$1,329,000	2.00-3.00	\$195,000		-\$60,000	135,000
GOB Refunding - 2012	2021	\$6,311,000	2.00-3.00	\$1,975,000		-\$675,000	1,300,000
Municipal Purpose - 2013	2033	\$11,907,000	2.00-5.00	\$7,605,000		-\$615,000	6,990,000
GOB Refunding - 2013	2024	\$2,205,000	2.00-3.00	\$1,080,000		-\$245,000	835,000
Municipal Purpose - 2014	2034	\$5,551,000	3.00-3.75	\$3,510,000		-\$435,000	3,075,000
Municipal Purpose - 2015	2035	\$11,018,000	2.00-4.00	\$8,010,000		-\$940,000	7,070,000
Municipal Purpose - 2016	2030	\$4,087,000	2.25-5.00	\$3,085,000		-\$475,000	2,610,000
GOB Refunding - 2016	2025	\$3,225,000	2.00-4.00	\$2,535,000		-\$485,000	2,050,000
Municipal Purpose - 2017	2045	\$25,660,000	3.00-4.00	\$24,265,000		-\$1,360,000	22,905,000
Municipal Purpose - 2018	2037	\$30,955,000	3.00-5.00	\$30,955,000		-\$1,590,000	29,365,000
Municipal Purpose - 2019	2038	\$5,555,000	3.75-5.00		\$5,555,000	\$0	5,555,000
<b>Total Bonds Payable</b>				<b>\$90,295,000</b>	<b>\$5,555,000</b>	<b>-\$8,220,000</b>	<b>\$87,630,000</b>

# FINANCIAL MANAGEMENT SERVICES

## COMPTROLLER

The Comptroller's Office is responsible for the Town's books of accounts 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 government agencies. The Comptroller also serves as an ex-officio member of the Arlington Retirement Board.

The Comptroller is responsible for the coordination of the annual independent audit of the Town, and is also responsible for providing quarterly revenue and expenditure reports to the Board of Selectmen, Town Manager, Town Treasurer, and Chair of the Finance Committee. Whenever applicable, the Comptroller shall make recommendations regarding the Town's financial condition.

The Comptroller's office continues to perform all duties in a timely and professional manner. The Comptroller's mission is to present a complete and accurate statement of the Town's financial condition.

### Major Accomplishments for 2019

- Received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the Town of Arlington's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending June 30, 2018.
- Closed books on FY2019 and completed the Town's independent audit in accordance with the GFOA's Certificate of Achievement of Excellence in Financial Reporting (CAFR) to show that the Town and the Comptroller's office will, for the 4th year, go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial statements and reports

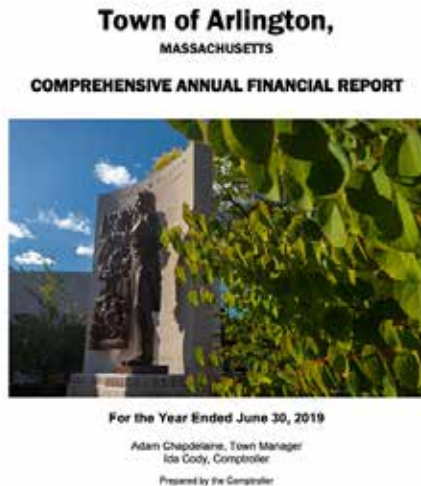
that evidence of the spirit of transparency and full disclosure.

- Certified \$11,802,775 Free Cash, the highest amount in the Town's history.
- Developed an Internal Control Manual for Federal Grants to ensure compliance with the Uniform Guidance Administrative Requirements.
- Strengthened the internal controls across the Town with an emphasis on accounts structure (budgetary controls), segregation of duties and adherence to public purpose purchases guidelines issued by Department of Revenue (DOR).
- Expedited the end of the year accounts payable process, leading to reduced encumbrances and timely vendor payments.
- Improved the year end reporting (DOR and Audited Financial Statements) by creating digital files and supporting documentation for schedule A , balance sheet, tax recapitulation and financial statements.
- Worked with IT department to improve the Accounts Payable process by creating a system that will allow departments to upload the invoices to the accounting system via TCM (Tyler Content Management) and migrate to paperless warrants.
- Encouraged the use of standard forms for setting up new grant accounts providing the following information: new grant request form, award letter, funding source ( federal (CFDA), state, or private), and approved budget.
- Worked with the school department on grants reconciliation and implemented standard procedures focusing on the following activities: create new grant, monitor the activity and carry over and close the grant.

Performance Metrics	FY2016	FY2017	FY 2018	FY 2019
General Fund -Free Cash certified	9,701,131	9,186,749	11,119,563	11,802,775
Water/Sewer Enterprise Fund – Retained Earnings certified	7,188,427	7,299,399	7,844,907	6,220,101
Youth Services Enterprise Fund – Retained Earnings certified	37,349	44,349	36,214	53,212
COA Transportation Enterprise Fund – Retained Earnings certified	80,209	50,658	66,053	61,707
Rink – Retained Earnings certified	78,839	357,573	49,265	14,728
Recreation – Retained Earnings certified	381,219	446,480	683,996	765,855

# FINANCIAL MANAGEMENT SERVICES

- Developed the foundation of the new chart of accounts with input from the Finance Team and DOR.
- Eliminated the paper back-up for all the journal entries and replaced it with digital supporting documentation attached to the budget, expense and revenue journal entries.
- Maintained detailed and organized accounting records which resulted in clean annual audits and communicated the results to the Audit Committee.



## FY2021 Objectives

- Continue to work with IT and Treasurer's Office on the Utility Billing module and synergize the operations between the Treasurer's and Comptroller's Office.
- Continue to work on the new chart of accounts according to UMAS (Uniform Massachusetts Accounting System) guidelines.
- Utilize the scanning technology (TCM) and train all the clerks on how to attach the invoices to the A/P batches and cash receipts back up to the revenue batches.
- Strengthen the utilization of the purchase order system to reduce manual carry forwards and ensure automatic transfer of available balance into the subsequent fiscal year.
- Update and improve the internal controls for federal and state grants manual to ensure compliance with new federal reporting requirements.
- Perform departmental audits, as necessary, to identify, assess, and evaluate internal controls of Town Departments.
- Develop and implement a fraud risk assessment program to identify, analyze, and manage the risk of asset misappropriation.

## ASSESSING DEPARTMENT

Members of the Board of Assessor's are Chairman Mary Winstanley O'Connor, Robert Greeley and Kevin Feeley, Esq.

The Board of Assessors committed 15,386 real estate and personal property tax bills to the Tax Collector for collection for Fiscal Year 2020. These bills raised a total of \$133,350,155 in property and personal property taxes. The total assessed value of all taxable real estate and personal property for Fiscal Year 2020 was \$12,056,976,079 which resulted in a tax rate of \$11.06 per thousand dollars of assessed value. The Board also committed approximately 35,845 automobile excise tax bills for collection of an estimated income of \$5,437,340.

### 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, and is usually set at anywhere from 1% to 2.5% of the tax levy. In FY2020, the overlay account is set at \$503,383.43. Any surplus left in an overlay account is appropriated by Town Meeting in much the same manner as free cash. On the next page is a chart showing the disposition of Overlay funds for the last three years.



*The renovated water feature at Winfield Robbins Memorial Garden at Town Hall.*

# FINANCIAL MANAGEMENT SERVICES

Tax Abatement Overlay Funds			
	FY2017	FY2018	FY2019
Overlay Amount	\$1,156,229	\$1,245,170	\$503,383
Abatements & Exemptions To-Date	\$362,975	\$336,611	\$611,469
Declared Surplus to General Fund	\$200,000	\$200,000	\$200,000
Reserved for Additional Liability	\$869,977	\$996,193	\$1,282,942

## ASSESSMENT DATA

Valuation and Tax Levy			
Fiscal Year	Total Assessed Valuation	Tax Levy	Tax Rate*
2020	\$12,056,976,079	\$133,350,155	\$11.06
2019	\$11,013,408,219	\$124,010,976	\$11.26
2018	\$9,666,545,866	\$117,255,201	\$12.13
2017	\$8,952,216,406	\$112,439,838	\$12.56
2016	\$8,516,898,549	\$108,977,901	\$12.80
2015	\$7,770,112,271	\$105,285,021	\$13.55
2014	\$7,377,629,421	\$101,737,509	\$13.79
2013	\$7,201,277,082	\$98,009,381	\$13.61
2012	\$6,954,794,567	\$95,002,493	\$13.66
2011	\$6,926,589,397	\$85,958,974	\$12.41
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	\$6,483,759,733	\$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

\* Tax rate expressed in per thousand dollars of assessed value

Percent of Tax Levy by Class						
CLASS	TYPE	FY2016	FY2017	FY2018	FY2019	FY2020
I	Residential	93.9945	93.1390	94.0328	94.3513	94.5527
II	Open Space	0	0	0	0	0
III	Commercial	4.4503	4.3158	4.5056	4.3576	4.1714
IV	Industrial	0.2066	0.2242	0.2252	0.2155	0.2087
V	Personal Property	1.3486	1.2850	1.2364	1.0756	1.0672
<b>Total</b>		<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>



## FINANCIAL MANAGEMENT SERVICES

<b>Tax Rate Components FY2016-FY2020</b>					
	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Levy Base	\$11.58	\$11.43	\$10.97	\$9.98	\$9.42
2 1/2%	\$0.29	\$0.29	\$0.27	\$0.25	\$0.24
Growth	\$0.16	\$0.12	\$0.13	\$0.09	\$0.07
Override	\$0.00	\$0.00	\$0.00	\$0.00	\$0.46
W/S Debt Service	\$0.66	\$0.62	\$0.58	\$0.51	\$0.46
School Debt Exclusion	\$0.12	\$0.10	\$0.18	\$0.43	\$0.41
Symmes Debt Exclusion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tax Rate*	\$12.80	\$12.56	\$12.13	\$11.26	\$11.06
<i>*Tax Rate = ((Amount To Be Raised)/(Total Taxable Assessed Value))*1000</i>					

<b>Details of Tax Rate Calculation</b>					
	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>
Max Levy Prior FY	\$98,617,161	\$102,420,256	\$106,050,906	\$109,965,991	\$113,696,347
2.50%	\$2,456,429	\$2,560,506	\$2,651,273	\$2,749,150	\$2,842,409
Growth	\$1,337,666	\$1,070,144	\$1,070,144	\$981,206	\$816,616
Override	\$0	\$0	\$0	\$0	\$5,500,000
Maximum Levy	\$102,420,256	\$106,050,906	\$109,965,991	\$113,696,347	\$122,855,372
Levy Inc. %	3.71%	3.42%	3.56%	3.28%	7.46%
Levy Inc. \$	\$3,803,095	\$3,630,650	\$3,915,085	\$3,730,356	\$9,159,025
W/S Debt Service	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
School Debt Exclusion	\$993,166	\$878,800	\$1,781,404	\$4,772,602	\$4,928,109
Symmes Debt Exclusion	\$0	\$0	\$0	\$0	\$0
Max to be Raised	\$109,006,534	\$112,522,818	\$117,340,507	\$124,062,061	\$133,376,594
Actual Raised	\$108,977,901	\$112,439,838	\$117,255,201	\$124,010,976	\$133,350,155
Excess Levy	\$28,632	\$82,980	\$85,306	\$51,085	\$26,439
Total Taxable Assessed Value	\$8,513,898,549	\$8,952,216,406	\$9,666,545,866	\$11,013,408,219	\$12,056,976,079
Total Avg. % Increase	9.57%	5.15%	7.98%	13.93%	9.48%
Tax Rate	\$12.80	\$12.56	\$12.13	\$11.26	\$11.06
Penny of Tax Rate	\$85,139	\$89,522	\$96,665	\$110,134	\$120,570
Avg. Assessed Value Single Family	\$585,360	\$621,249	\$655,985	\$752,184	\$825,144
Avg. Taxes Single Family	\$7,493	\$7,804	\$7,957	\$8,470	\$9,126
<i>*All numbers subject to rounding and final DOR Certification</i>					

# FINANCIAL MANAGEMENT SERVICES

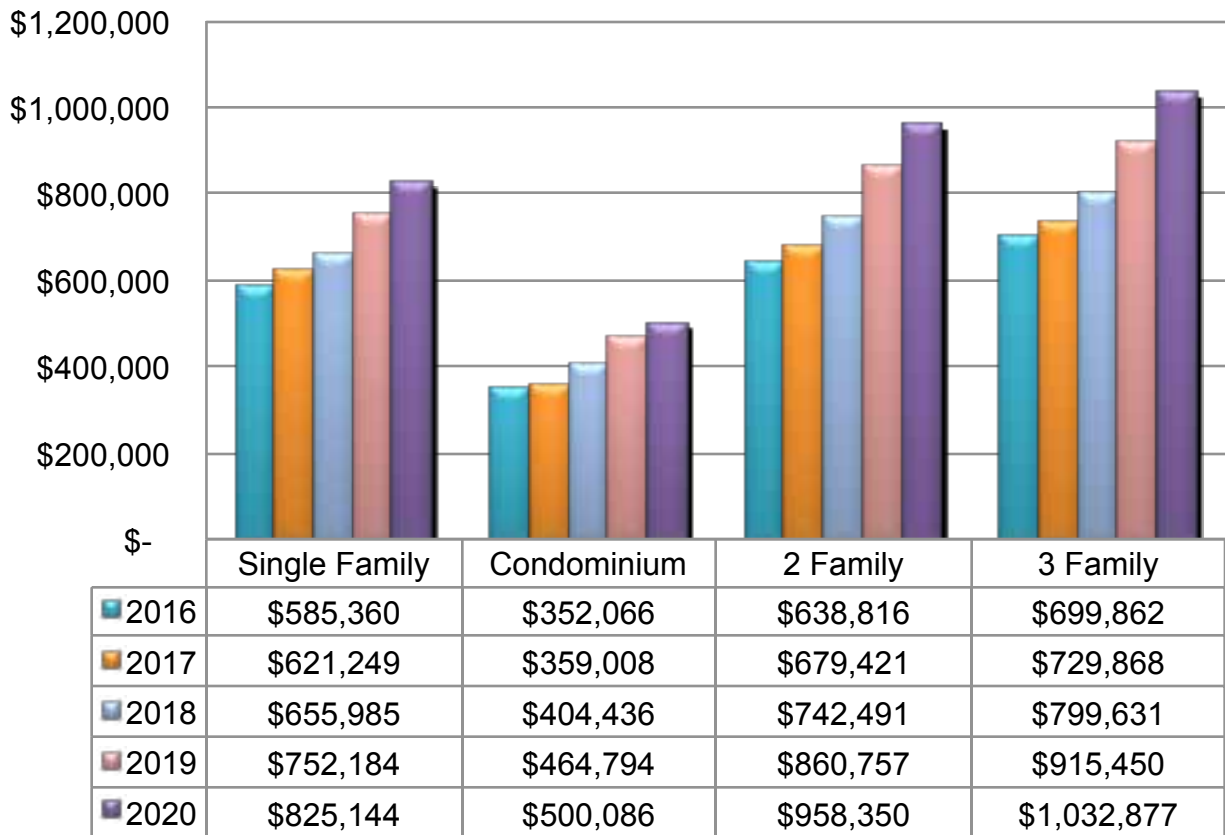
State Class Code FY20-FY19 Comparison									
Type	FY2020			FY2019			FY20 vs FY19		
	Assessed Value	Avg. Assessed Value		Assessed Value	Avg. Assessed Value	Parcel (+/-)	Percent (+/-)	Avg. Assessed Value (+/-)	
Single Family	7,999	6,600,332,900	825,145	7,998	6,015,971,500	752,184	1	9.71	72,960
Condominium	3,827	1,913,830,400	500,086	3,726	1,731,824,700	464,795	101	10.51	35,292
Misc	10	12,481,500	1,248,150	10	11,486,500	1,148,650	0	8.66	99,500
2 Family	2,139	2,049,911,300	958,350	2,183	1,879,034,000	860,758	-44	9.09	97,593
3 Family	182	187,983,600	1,032,877	185	169,,358,300	915,450	-3	11.00	117,427
Apartments	161	536,977,760	3,335,266	162	491,625,460	3,034,725	-1	9.22	300,541
Res Land	303	37,530,600	123,863	307	39,575,000	128,909	-4	-5.17	-5,045
Open Space	0			0			0	0.00%	0
Commercial	381	443,276,220	1,163,455	383	424,492,110	1,108,334	-2	4.43	55,120
Industrial	22	25,167,400	1,143,973	22	23,734,500	1,078,841	0	6.04	65,132
Ch Land/61	0			0			0	0.00%	0
Ch Land/61A	0			0			0	0.00%	0
Ch Land/61B	4	1,703,309	425,827	4	1,703,309	425,827	0	0	0
Mixed Use(Res)	41	61,147,190	1,491,395	37	52,419,141	1,416,734	4	16.65	74,661
Mixed Use(Com)	36	57,961,500	1,282,943	38	53,727,999	1,413,894	-2	7.88	196,147
Per Prop/501	203	9,816,840	48,359	177	4,507,210	25,464	26	117.80	22,894
Per Prop/502	170	3,886,470	22,862	137	5,530,860	40,371	33	-29.73	-17,510
Per Prop/503	0	0		0			0	0.00%	0
Per Prop/504,550-2	2	81,625,970	40,812,985	2	76,590,310		0	6.57	2,517,830
Per Prop/505	8	17,763,200	2,220,400	8	17,752,700	2,219,088	0	0.06	1,313
Per Prop/506	2	13,386,600	6,693,300	2	13,044,900	6,522,450	0	2.62	170,850
Per Prop/508	4	2,193,320	548,330	4	1,029,720	257,430	0	113.00	290,900
<b>Total</b>					<b>11,013,408,219</b>			<b>9.48</b>	

FINANCIAL MANAGEMENT

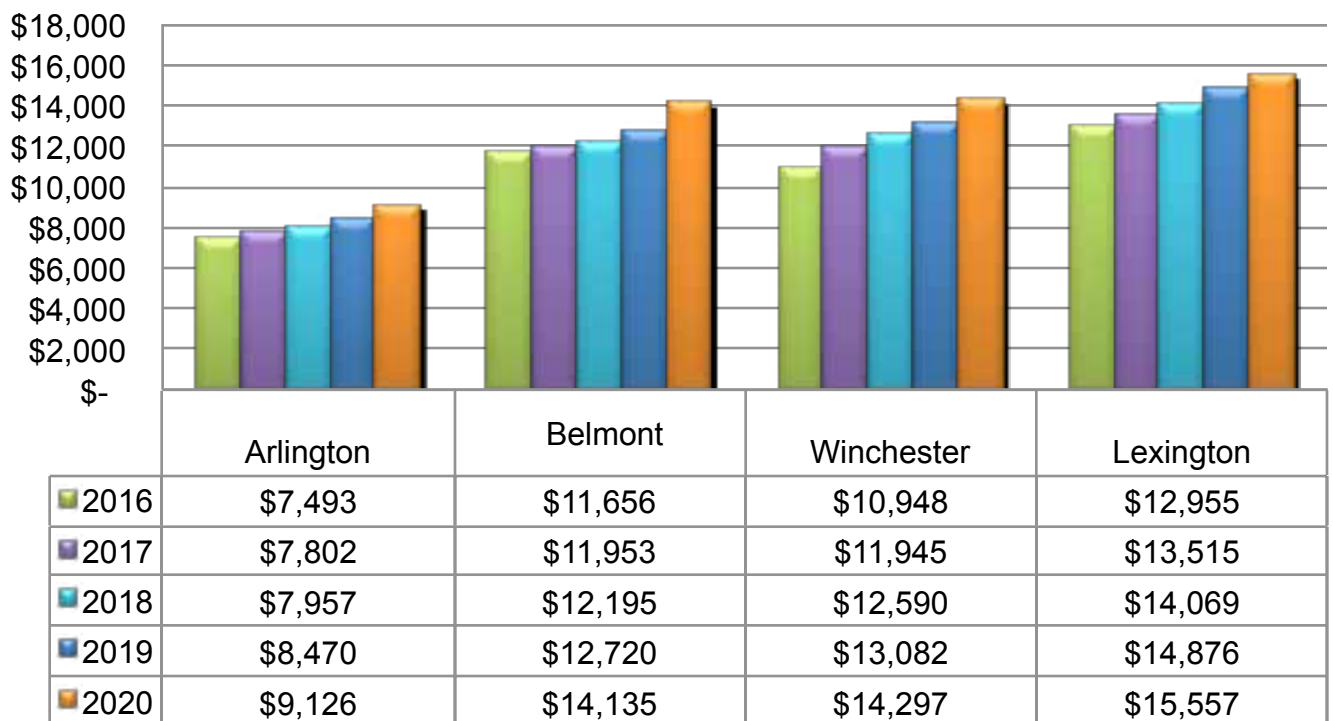


## FINANCIAL MANAGEMENT SERVICES

### Average Assessed Values FY2016-FY2020



### Average Taxes FY2016-FY2020



# FINANCIAL MANAGEMENT SERVICES

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## Assessor's Office Town of Arlington Tax Rate Per \$1,000 of Assessed Value

FINANCIAL MANAGEMENT

YEAR	RATE
1929	\$30.00
1930	\$30.40
1931	\$31.40
1932	\$30.40
1933	\$30.40
1934	\$33.00
1935	\$33.00
1936	\$34.00
1937	\$35.60
1938	\$35.20
1939	\$36.80
1940	\$35.80
1941	\$34.80
1942	\$35.60
1943	\$32.00
1944	\$32.00
1945	\$34.40
1946	\$38.00
1947	\$42.80
1948	\$44.20
1949	\$46.20
1950	\$50.40
1951	\$54.20
1952	\$56.40
1953	\$57.60

YEAR	RATE
1954	\$54.50
1955	\$59.20
1956	\$69.20
1957	\$70.40
1958	\$71.20
1959	\$74.00
1960	\$78.20
1961	\$82.60
1962	\$85.00
1963	\$84.60
1964	\$92.60
1965	\$97.60
1966	\$97.60
1967	\$106.00
1968	\$124.00
1969	\$41.00
1970	\$48.20
1971	\$51.80
1972	\$56.80
1973	\$56.80
1973	\$28.20
1974	\$74.00
F75	\$67.20
F76	\$67.20
F77	\$74.80

YEAR	RATE
F78	\$78.00
F79	\$84.60
F80	\$81.00
F81	\$87.00
F82	\$73.50
F83	\$22.70
F84	\$23.43
F85	\$23.96
F86	\$16.49
F87	\$17.24
F88	\$17.66
F89	\$10.86
F90	\$11.25
F91	\$12.47
F92	\$13.84
F93	\$14.52
F94	\$15.55
F95	\$16.06
F96	\$16.54
F97	\$17.08
F98	\$16.73
F99	\$17.17
F00	\$17.66
F01	\$13.17
F02	\$13.85

YEAR	RATE
F03	\$13.64
F04	\$10.61
F05	\$10.94
F06	\$11.34
F07	\$10.95
F08	\$11.45
F09	\$11.92
F10	\$12.11
F11	\$12.41
F12	\$13.66
F13	\$13.61
F14	\$13.79
F15	\$13.55
F16	\$12.80
F17	\$12.56
F18	\$12.13
F19	\$11.26
F20	\$11.06

# FINANCIAL MANAGEMENT SERVICES

MASSACHUSETTS DEPARTMENT OF REVENUE  
 DIVISION OF LOCAL SERVICES  
 BUREAU OF ACCOUNTS

**Arlington**  
 TOWN

## TAX RATE RECAPITULATION Fiscal Year 2020

**I. TAX RATE SUMMARY**

Ia. Total amount to be raised (from page 2, IIe)	\$ 199,544,726.43
Ib. Total estimated receipts and other revenue sources (from page 2, IIIe)	66,194,571.00
Ic. Tax Levy (Ia minus Ib)	\$ 133,350,155.43
Id. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	94.5527	126,086,172.41	11,400,195,250.00	11.06	126,086,159.47
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	4.1714	5,562,568.38	502,941,029.00	11.06	5,562,527.78
Net of Exempt					
Industrial	0.2087	278,301.77	25,167,400.00	11.06	278,351.44
<b>SUBTOTAL</b>	<b>98.9328</b>		<b>11,928,303,679.00</b>		<b>131,927,038.69</b>
Personal	1.0672	1,423,112.86	128,672,400.00	11.06	1,423,116.74
<b>TOTAL</b>	<b>100.0000</b>		<b>12,056,976,079.00</b>		<b>133,350,155.43</b>

MUST EQUAL 1C

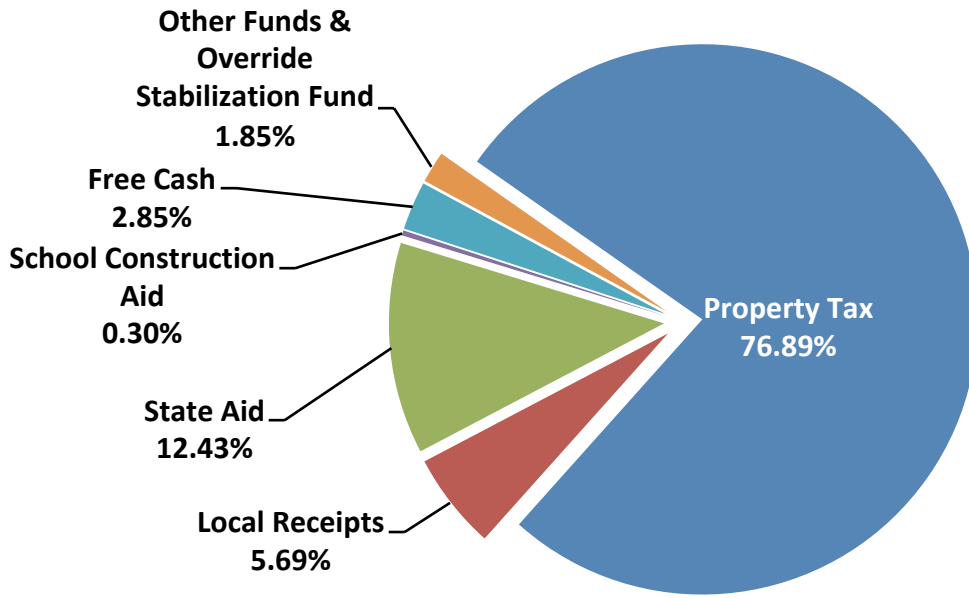
FINANCIAL MANAGEMENT

# FINANCIAL MANAGEMENT SERVICES

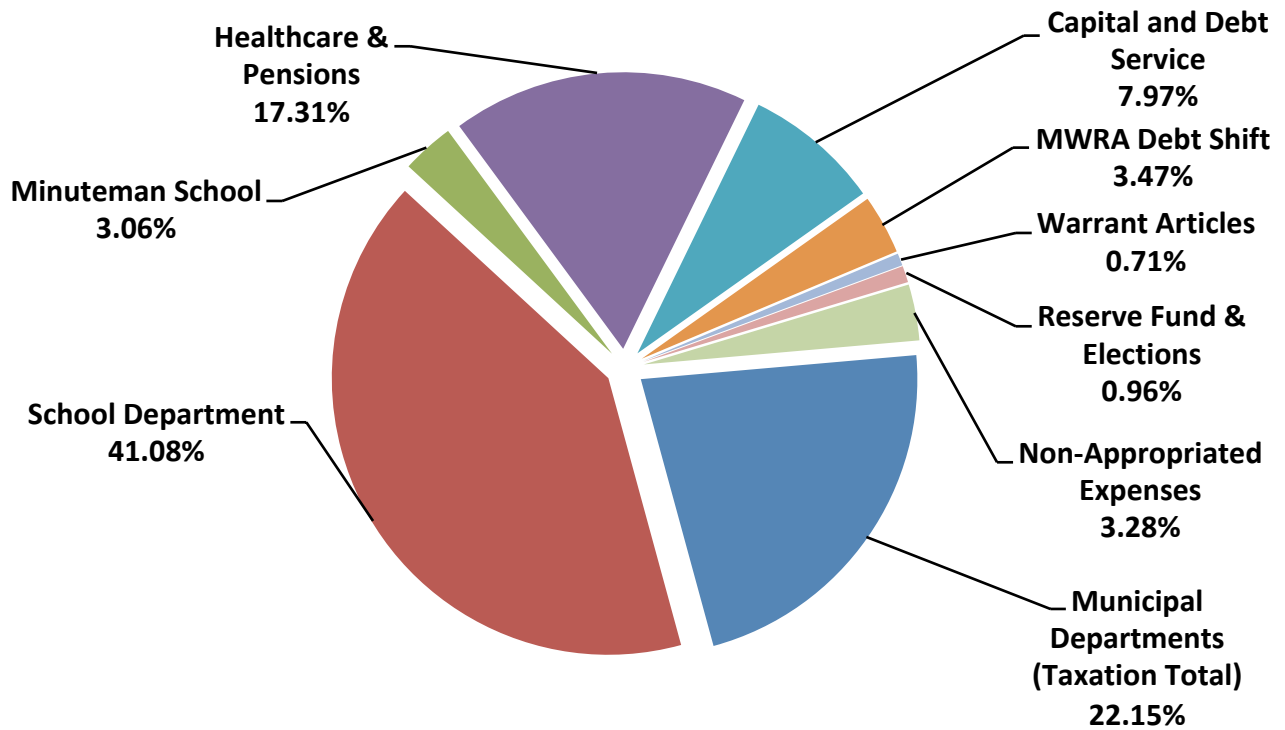
FISCAL YEAR 2019

Total \$161,278,001

## Revenue



## Expenditures



## Arlington Public Works



### DEPARTMENT OF PUBLIC WORKS

The Arlington Department of Public Works (DPW) is comprised of seven divisions: Administration, Engineering, Highway, Water/Sewer Utilities, Motor Equipment Repair, Natural Resources, and Cemeteries. With a staff of 78, it is the goal of the Department to provide residents, 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 billing, grant management, and water/sewer reading-billing, personnel and payroll management, customer service, contract administration, oversight of contracted solid waste/recycling and hazardous waste collection services, and oversight of contracted streetlight maintenance on public ways and parking lots.

#### Accomplishments

- Held 12 monthly recycling center events at 51 Grove Street facility accommodating over 3,200 visitors. 596 were first time visitors.
- Initiated EcoWeek in partnership with the Planning Department and the APS School Sustainability Program.
- Co-Sponsored twice a year ReUse events which included a town-wide Clothing Swap and Fixit Clinic.
- Prepared extensive annual reports for DEP and MWRA.
- Continued to monitor playing field conditions (March-November) with regard to weather related usability and updated website accordingly.
- Managed contracted curbside collection and disposal of solid waste, recyclables, and yard waste.
- Solid Waste Collection

The Town is contracted with waste hauler, JRM Hauling and Recycling. With JRM as our contractor since 2012 the Town is able to provide weekly curbside and dumpster collection of solid waste and bulky items

from residential and business locations. We were able to expand our services to include weekly collection of recyclables and yard waste. Solid waste is also collected from the following municipal locations: Town Hall and eight other municipal buildings, Community Safety, three fire stations, two libraries, ten public schools, over twenty municipal parks, and approximately fifty public trash barrels. The bulky item collection program collects large items like couches, tables, and sinks.

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



#### Recycling

With the advent of weekly mandatory recycling and the addition of weekly yard waste collection, in season, the Department saw a reduction in solid waste tonnage and an increase in the amount of materials recycled.

The Department hosts monthly Recycling Center events to collect harder-to-recycle materials that cannot be collected as part of our curbside program. At the Recycling Center, residents can drop off bulky rigid plastic items such as broken trash cans, recycling and storage bins, packing foam (expanded polystyrene coolers and the like), electronic waste/TVs/CRT computer monitors, scrap metal, clothing, textiles, books, and media such as CDs and DVDs. The Department maintains free electronic waste drop off programs during regular business hours.

#### Accomplishments

- Expanded Food Scrap Diversion Programs
  - Continued pilot Feed FiDO 24/7 drop off program, growing the number of participants to 470 registered users
  - Purchased and began distribution of 500 curbside food scrap diversion starter kits
  - Encouraged expanded food scrap diversion behavior through outreach, education, and promotion of three-part program: backyard composting, 24/7 drop off, and subscription services.
- Improved website searchability through partnership with MA DEP to integrate a free search tool introducing consistent recycling and waste disposal practices across the

# PUBLIC WORKS

Recycling, Solid Waste, and Hazardous Waste Statistics (in tons unless specified)			
Materials	FY2017	FY2018	FY2019
Solid Waste	12,540	12,684	12,262
Single-Stream Recycling	5,224	5,111	4,994
Yard Waste	2,578	3,894	2,521
Electronic Waste	64.39	66.84	63.61
Appliances (units)	495	513	573

state, complementing the Town's program information.

- Provided discount compost bin and rain barrels programs
- Continuation of support for the School Sustainability Program
- Shared payment of Coordinator's salary with Arlington Public Schools
- Co-managed food scrap collection at all 10 schools

## Yard Waste Collection

JRM collects yard waste curbside on a weekly schedule from mid-April through the first week of December. Additional recycling information can be found online at [arlingtonma.gov/recycle](http://arlingtonma.gov/recycle).

## Household Hazardous Waste Collection

2019 marked the twenty-second year of Arlington's membership in the regional household hazardous waste collection program. 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, oil based paints and solvents, and household cleaning products. There were 504 carloads from Arlington collected in 2019.

## 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 Divisions 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, reviews and makes recommendations on the impacts of planned private construction projects, reviews and provides regulation on proposed private way projects and improvements.



*Pavement preservation operation in Arlington Heights*

## Accomplishments

- Oversaw and monitored Town Capital Projects: road rehabilitation, pavement preservation, water line rehabilitation, sewer rehabilitation, and sidewalk, curb, and handicap ramp work.
- Performed oversight and monitoring for Road Rehabilitation and pavement preservation.
- Coordinated with DPW Administration for traffic signal and street light maintenance and updates.
- Worked with other Town Departments and consultants to provide technical input and assistance for miscellaneous projects, including Spy Pond Bank Stabilization Project, Wellington Park, and Arlington Reservoir Beach and Parking Lot.
- Monitored on-going utility construction projects by major utility providers in Town right of ways including Eversource and National Grid in conjunction with the Operation Manager, Water and Sewer Division and Police Department, including review and administration of work conditions and requirements including outreach, traffic management and trench repairs, and grant of locations with the Select Board Office.
- Administered Arlington, Belmont, and Cambridge Tri-Community Stormwater Flooding Group including meeting agenda and presentation considerations, transferring administration to Cambridge in 2020.



# PUBLIC WORKS

- Administered and coordinated the request for proposals for the Lake Street/Minuteman Bike Path Traffic Signal Project.
- Provided technical resources and necessary project and plan review to assist Water Division including site plan reviews, unidirectional flushing program, and capital water planning.
- Coordinated and assisted the preparation of the following administrative and regulatory requirements:
  - Prepared Notice of Intent for EPA NPDES Municipal Separate Storm Sewer System (MS4) permit.
  - Annual Arlington Reservoir Dam Emergency Action Plan.
  - MWRA Municipal Discharge Permit.
  - MADEP Sanitary Survey for water distribution system.
- Worked with Conservation Commission Administrator to finalize and closeout Mystic 35 Project; a DEP Grant funded stormwater improvement project located in the Mystic River Reservation.
- Coordinated construction of bio-retention facilities at intersection of Egerton Road and Herbert Road for watershed and water quality improvements.
- Supervised Annual Summer Environmental Internship Program, reviewing and updating regulations and EPA MS4 requirements. Inspection and GIS data collection of BMP's and Green Infrastructure Grant Project and design preparation.



Pathway at Spy Pond Park, part of the Spy Pond Park Stabilization Project.

## 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 oversees solid waste services including trash/recycling collections, bulky items collection/disposal, waste fill disposal, and hazardous waste programs. 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** –Swept all streets two times (spring and fall).

- Sweeping on main streets done weekly (twenty-eight times).

**Snow and Ice Control** – There were 24 snow and ice events.

- Private contractors used for 9 events.
- 43 inches total snow for season.

## Performance Measurements

- Repaired or replaced 36 catch basins.
- Cleaned 610 catch basins.
- Removed and installed 8,300 l.f. of sidewalk.
- Patched over 2,000 potholes using 1,175 tons of asphalt.

## Special Projects

- Placed 150 sand barrels town-wide for winter season.
- Constructed Town Day 24' x 24' stage.
- Delivered tax bills to post office for Treasurer's Office.
- Set up and break down for Soap Box Derby on Eastern Avenue.
- Assisted with Feast of the East, Summer Arts Block Party, and Somerville 5K road race.



# PUBLIC WORKS



Learn about Arlington's Water Meter Replacement Program

## Water/Sewer Division

The Water and Sewer Division continues to maintain 131 miles of water mains, 117 miles of sewer mains, 9 Sewer Lift Stations, 1,414 hydrants, and numerous valves, and service connections/shut offs. Additionally, the division reads usage meters and prepares quarterly bills on approximately 12,500 accounts.

## Performance Measurements

- Replaced 1,423 water meters.
- Provided water use data to the Town Treasurer for billing while changing out meters and electronic reporting equipment.
- Repaired water main leaks at 40 locations.
- Repaired water service lines at 34 locations.
- Replaced 10 hydrants.
- Flushed over 187 locations to clear blockages from sewer mains and services.
- Sampled 14 locations, weekly, for water quality.
- Provided over 547 mark outs for underground excavation work.

## Motor Equipment Repair Division

The Motor Equipment Repair Division continues to maintain 105 over-the-road vehicles including three front end loaders, five backhoes, one mini-excavator, 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, two 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, and one flat bed.



From above, DPW Yard at 51 Grove Street

## Major Accomplishments

- Acquired new department vehicles; 2-3/4 ton pickups with plows, 2wd 33,000gvw dump truck w/plow, 4wd 44,000gvw sander, tree division bucket truck, water division valve crane truck.

## Performance Measurements

- Provided preventative maintenance and repairs on 150 motor vehicles, including vehicles assigned to other Town departments.
- Maintained snow and ice vehicles during events.

## 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 public trees.

## Forestry

During the year the division maintains Town trees including those along the Minuteman Bikeway that runs from the Cambridge line to the Lexington line. The division is responsible for the execution of the holiday lights program. The division also cleans and maintains traffic islands around Town. On Massachusetts Avenue the division is responsible for installing event banners. Staff of the division maintains the extensive grounds between the Town Hall and the Robbins Memorial Library.

## Performance Measurements

- Planted 322 trees.
- Removed 228 trees.
- Maintained "Tree City USA" designation from the National Arbor Day Foundation.

## Accomplishments

- Planted trees including the following strategic locations:
  - 100 trees planted in neighborhoods with low canopy cover as identified in a recently completed Town tree survey.
  - 4 trees at Hardy school for Arbor Day celebration.
  - 20' Red Maple at Uncle Sam Park.
  - 4 trees at the Whittemore Robbins House.
  - 6 trees planted along Railroad Avenue in response to a need outlined in a Heat Island Study completed by Boston University graduate students.
- Awarded a "Growth Award" from the National Arbor Day Foundation for additional work in protecting and providing for trees in Arlington.

# PUBLIC WORKS

## Park Maintenance

The division maintains thirty parks, twenty-six playgrounds, nineteen 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, Menotomy Rocks Park, and twenty-one traffic islands.

## Performance Measurements

- Maintained all Town fields to accommodate various sports leagues.
- Continued to put a priority on prompt graffiti removal.
- Maintained Town-owned sidewalks throughout the winter.



A view from above. Menotomy Rocks park in autumn.

## Cemeteries Division

The Cemeteries Division maintains the sixty-two acre Mt. Pleasant Cemetery and the Old Burying Grounds. Lawn mowing, raking, and tree trimming are done by contracted services. Maintenance of gravestones, tombs, walls, fences, roadways, trees, and the Chapel is provided by four staff members.

Mt. Pleasant Cemetery is expected to run out of space for new gravesites within the next few years and planning for future interments is a major priority. The new columbarium was completed in 2017. The Town is now able to provide niches for cremain burial on a preneed basis. The cemetery also has space available for green cremain burials.

Mount Pleasant Cemetery Service Types	Amount	Revenues Invoiced
New Earth Grave Site Sales	25	\$55,000
New Urn Grave Sales	2	\$700
Perpetual Care Sales	27	\$13,500
Grave Site Buy-backs	2	(\$3,000)
Earth Burials	147	\$147,000
Cremain Burials	70	\$21,000
Columbarium Sales	10	\$16,000
Columbarium Fees	9	\$900
Public Lot	0	\$0
Non-Resident Burials	111	\$54,550
Overtime, Holiday Surcharges	42	\$29,800
Mock Burial	0	\$0
Foundation Charge	32	\$6,400
Disinterments	1	\$500
Veteran Graves – earth/urn	0	\$0
Recording Fee	10	\$1,000
Chapel Use, Misc.	8	\$565
<b>Total Gross Revenues</b>		<b>\$343,915</b>

## Major Accomplishments

- Completed backlog of comprehensive tree care maintenance. Work began on the development of preventative tree care and planting program in cooperation with Cemetery Commissioners and Town Tree Warden.

## Recognitions

In conclusion we would like to extend heartfelt thanks to our dedicated Public Works employees who keep our roads repaired and plowed, water flowing, our sewers running, our trash picked up, and our parks attractive. Their efforts are an important part of the high quality of life that we enjoy in our community.

## ARLINGTON TREE COMMITTEE

The mission of the Arlington Tree Committee (ATC), established in 2010 by the Arlington Select Board, is to promote the protection, planting, and care of trees in Arlington. ATC meets this mission through raising awareness of trees and their benefits. This is done by participation in community events such as Town Day and Arbor Day. In addition the committee sends out information on an ongoing basis using arlingtontrees.org, Facebook, Instagram, and Googlegroup.

### Updating Tree Inventory and Implementing Tree Management Plan

In 2017 ATC received a grant from the Mass. Department of Conservation and Recreation (DCR) to complete a town-wide Street Tree Inventory and Management Plan. ATC has been working with the Arlington's Tree Warden and the GIS coordinator to ensure that the Tree Inventory is kept up to date and is utilized as a management tool in tracking tree planting/removals and tree maintenance. Tree concerns identified in the management plan have also continued to be addressed throughout the year. These include, increasing Arlington's tree canopy and biodiversity, proactive tree management, gas-leak testing before planting, and improving tree care/watering.



ATC members with Arlington Town Manager, Tree Warden, DPW Director in front of new tree planted at Uncle Sam Park.

### Continuing Community Tree Canopy Program for the Third Year

In order to continue to expand Arlington's tree canopy, in the spring of this year ATC offered 30 discounted trees for sale to residents using money from the Trees Please Fund. Working with New England Nursery Services, the Committee ordered and coordinated the delivery of 30 trees (redbud trees or red oaks) for planting on private properties throughout Arlington. Trees were sold for \$65 and delivered. Funds received from the sales were placed back in the Trees Please Fund.

### Improving Care of Newly Planted Trees

In addition to delivering tree care instructions to homes with newly planted street trees, the DPW facilitated a pilot effort to hire two summer interns for watering new trees.

### Working with Town Officials to Ensure Trees are Considered in all Town Design Projects

ATC attended public input sessions and advocated for the preservation and planting of trees in several Town projects including Whittemore Park, the new Arlington High School, Broadway Plaza, and North Union Park, as well as being part of the discussion regarding new zoning proposals.

### Enforcement of the New Local Tree Preservation Bylaw

- The new bylaw went into effect at the start of 2017 to attempt to curb the loss of trees during new construction. An amendment to the bylaw was passed on September 1, 2019 to improve the effectiveness of the bylaw.
- Development of Construction Guidelines. ATC has been working closely with Arlington's Tree Warden to develop construction guidelines for distribution at the Inspectional Services Department in order to streamline the process for complying with the Tree Preservation Bylaw (and Chapter 87).

### Exploring Options for Planting Street Trees on Private Property

To enhance health and longevity of trees, ATC has been exploring ways of planting trees in more viable locations than in the tree strip.



# COMMUNITY SAFETY

## ARLINGTON POLICE DEPARTMENT



### Department Overview

The Arlington Police Department (APD) continues to evolve in an effort to meet the changing needs of our community. APD remains dedicated to implementing new technologies and improving its wide range of media capacities to increase communication to the citizens of Arlington. 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.

The Department is segmented into three distinct functions: operations, investigations, and support services. The command staff assists Acting Chief Juliann Flaherty in the management, administration, and strategic planning for the Department. The Department maintains three divisions: The Community Services Division led by Captain James Curran, the Investigative Services and Professional Standards Division led by Captain Richard Flynn, and the Support Services, and Logistics Division led by Captain Paul Conroy.

The Community Services Division is responsible for uniformed patrol operations. This Division is tasked with effectively deploying all uniformed patrol personnel, including the Patrol Division, Canine Unit, Bicycle Unit, School Resource Officer, and Animal Control. The Patrol Division's primary responsibility is to provide quality uniformed law enforcement services to the community. Not only does the Patrol Division answer calls for service to the community, but it also performs other specific assignments. These assignments include wide-ranging quality of life issues in Arlington. 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 Crime Analysis Unit, we continue to track crime trends and patterns allowing the department to deploy patrol officers to specific locations to maximize police resources.

The Investigative Services & Professional Standards Division administers the Criminal Investigation Bureau (CIB) and the Professional Standards/Accreditation Office. The CIB is responsible for the follow up investigation of all crimes, the sex offender registry, po-

lice prosecutions at district and juvenile court, drug task forces, family services, and code enforcement. The Professional Standards/Accreditation Office is tasked with developing policies and procedures, working to maintain State Accreditation, investigating citizen complaints, and proactively addressing issues of professional standards and accountability within the Department.

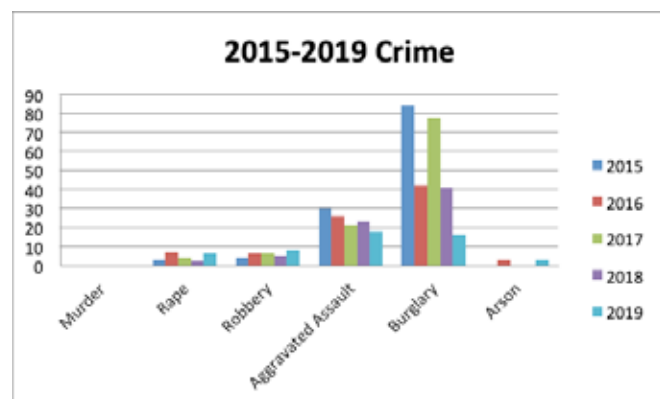
The Support Services Division is responsible for providing logistical support to all work units in the Department as well as overseeing the administrative functions. The Division is responsible for the Traffic Unit, training, new officer recruitment and hiring, information systems management, firearm/hackney licensing, police scheduling, departmental fleet, building maintenance, issuance of departmental records, and E-911 dispatch functions.

### Crime

The Department collects incident information using a system called the National Incident-Based Reporting System or NIBRS. NIBRS is an improvement on the 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.

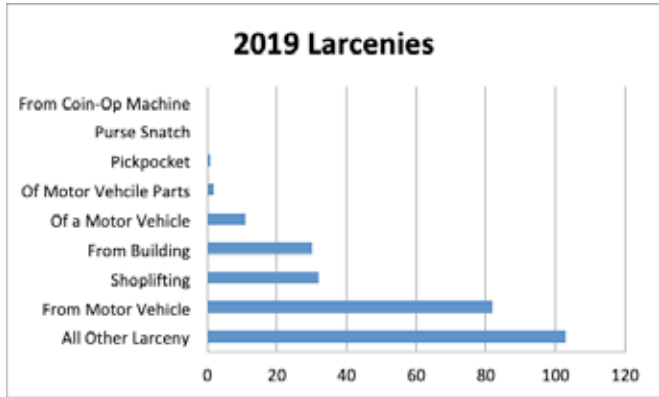
The following is a summary of Part I Crimes in Arlington in 2019. Part I Crimes are crimes designated by the Federal Bureau of Investigation (FBI) to be the most serious crimes affecting a community, they include: murder/non-negligent homicide, rape, robbery, aggravated assault, burglary, larceny, arson, and motor vehicle theft. In 2019 there were a total of 312 Part I Crimes reported in Arlington, up 7% from 291 Part I Crimes in 2018.

There were no murders in Arlington in 2019. There were six reported rapes, four more than last year. Arlington had eight robberies, three more than 2018. Of the eight robberies committed, suspects were armed in three incidents and unarmed in five incidents. Arlington experienced eighteen aggravated assaults; sixteen involved weapons and ten involved domestic violence. Of the incidents involving weapons, six involved knives or cutting instruments, eight involved various blunt objects,



# COMMUNITY SAFETY

and two involved a shod foot. Arlington had sixteen reported burglaries in 2019, twenty-five less incidents than last year. There were eleven motor vehicles stolen, an increase of five incidents from 2018. There were three arsons reported this year. In 2019, there were 250 reported larcenies, which is an increase of thirty-six incidents from 2018.



## Calls for Service

The Police Department logged 27,649 calls for service. Officers filed 2,827 incident reports as compared to 3,271 in 2018. In 2019, 88 people were arrested, a decrease of thirty. Nine 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 2019, 1,552 motor vehicle citations and 16,329 parking tickets were issued. Traffic issues continue to be one of the greatest areas of complaints to the Department.

Calls for Service	2016	2017	2018	2019
Emergency Calls	31,412	31,707		27,649
Police Reports	4,023	4,156	3,271	2,827
Arrests	122	138	118	88
Protective Custody	11	7	21	9
Summons	90	92	84	80
Motor Vehicle Citations	2,527	3,120	2,011	1,552

## Community Services

### Patrol

The Community Services (Patrol) Division responded to 27,649 calls for service during 2019. The majority of calls involve services other than responding to crimes. For instance, the Department responded to

a total of 1,194 alarms (residential, business and municipal), 458 disturbance calls, 470 reports of suspicious activity, 154 traffic complaints and 300 animal complaint calls. The Community Service Division also investigated over 100 reports of missing persons.

### Community Policing

Effective community policing has a positive impact on reducing crime, helping to reduce fear of crime and enhancing the quality of life within the Arlington community. It accomplishes these things by combining the efforts and resources of the police, community governance, and community members. It involves all elements of the community in the search for solutions to these problems and is founded on close, mutually beneficial ties between police and community members. Community policing is a philosophy, not a program. As part of the philosophical dimension, the police are expected to take on a broader police function, which includes resolving conflict, helping the homeless and mentally ill, saving lives of those afflicted with substance use disorders, solving problems, enforcing the law, and apprehending criminals. The concept of partnering with the community to solve problems of crime, fear of crime, and quality of life issues has been institutionalized in the Department. During 2019 the Department continued to offer a number of community policing programs to the public, designed to provide citizens with tools, information, and skills useful in solving those problems.

In 2019 the Department ran its fourth Arlington Citizens Police Academy. The program is designed to give citizens a better understanding about law enforcement and show the various functions of a police department. Academy classes offered a vast array of topics, such as: investigations, prosecution, evidence, crime analysis, traffic, domestic violence, mental health, school safety, etc. The Academy helps educate residents while also developing positive relations with them. It is an ongoing process to build community cooperation, understanding, and good will. The successful program often has an enrollment waiting list.

In September, we hosted our first "Pizza in the Park with the Police" event. It was very well attended with close to five hundred people in attendance. It was an opportunity for families to share the evening with the Police Department and create bonds between the community and the officers that serve and protect them.

The first Tuesday of every month, our officers attend the Veteran's Breakfast hosted by Brightview Senior Living in Arlington. It's a casual morning event that allows our officers to meet and share stories with our nation's Veterans and their spouses.

During the year, APD partnered with the Health and Human Services Division (H&HS) to help with the homeless population. An officer was assigned to partner with the City of Cambridge in their well-resourced

# COMMUNITY SAFETY

program to help with this initiative. Additionally, APD's mental health clinician also works with this population.

During the spring, APD ran a Rape Aggression Defense (R.A.D.) systems class. The R.A.D. system develops and enhances the options of self-defense through lecture, discussion and hands on self-defense techniques. The R.A.D. system is a comprehensive, women only course that begins with awareness, prevention, risk-reduction and risk-avoidance, while progressing to the basics of hands on defensive training.

In June, APD partnered with the Health and Recreation Departments to run our 10th annual HRC camp for youths. In July, APD officers assisted the Middlesex Sheriff's Department to run a Youth Public Safety Academy.



*Officer Simard and Officer Canniff*

Throughout the year, we also continued our Coffee with A Cop program. Hosting "Coffee with a Cop" in August at Starbucks and on National "Coffee with a Cop Day" in October at the Kickstand Café. Coffee with a Cop brings police officers and the community members they serve together, over coffee, to discuss issues and learn more about each other.

### *School Resource Officer*

Under Acting Chief Julie Flaherty's leadership, the School Resource Officer position has become exclusively a full-time position dedicated to all the schools in the Arlington Community. It is now under the umbrella of the Patrol Division (Community Services Division). Officer White officially stepped into his new role in August 2019, and will serve as the SRO for all Arlington Schools.

Aside from coordinating all of the school based investigations and safety protocols, Officer White is also responsible for prioritizing potential criminal cases that involve school aged children for review and consideration to the Diversion Program or the Restorative Justice Program.

### *Canine*

During 2019, K9 Officer Hogan continued working with K9 Eiko in Patrol. During the year, K9 Eiko was certified by the United States Police Canine Association.

The K9 unit assisted many local departments, including Cambridge, Somerville, Lexington, Belmont and many other communities.

One of the most rewarding parts of the K9 Program is conducting K9 Demonstrations for area students in our school systems, and forming a great community policing relationship with the residents of Arlington. During the past year, the K9 unit provided 25 K9 Demonstrations.

The K9 unit plans to continue their training to make sure that the K9 Program has continued success, as has been shown over the past 13 years.

### *Animal Control*

The Animal Control Officer (ACO) enforces all Town Bylaws and Massachusetts General Laws relative to the control and care of animals. The ACO investigates reports of animal 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 assistance for domestic and wild animals to residents and the schools.

In 2019, the ACO responded to over 300 animal complaints, issued 14 quarantines and inspected 13 chicken coops. The ACO worked with ACMi to create public service announcements regarding domestic pets, wild life and the dangers of rodenticide poisons. In addition to media education, she also contributes to the Department's Facebook page with animal related postings that increase awareness, educate, and assist in reuniting lost and found pets.

### **Support Services**

The APD licensing office processed 79 solicitor's licenses, 7 Hackney Licenses, and 270 Firearms Licenses. Through the departments growing social media sites, such as Twitter, Nextdoor and Facebook, we were able to keep our commitment of transparency by keeping the community well informed through constant information sharing.

In 2019 the Training Division hosted several trainings here at the Department and sent officers to many more offsite trainings. APD hosted Integrated Communications and Tactics Training facilitated by PERF (Police Executive Research Forum) that concentrated on de-escalation in volatile situations. We also conducted Active Shooter training for all personnel in conjunction with the FBI here in Town and hosted an Active Shooter Dispatch training as well. The Department hosted the MaeBright Group to train everyone on best practices in

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dealing with the LGBTQ+ community and went to Cambridge for Implicit Bias Training with Harvard Professor Mahzarin Banaji. In addition, several other trainings included Cultural Diversity and Bias Training for Public Safety, Criminal Reform Act Training, the 2019 ADL Law Enforcement Seminar, Procedural Justice Training, Recognizing Symbols of Hate, and Improving Public Perception of Police.

## *Traffic Unit*

During 2019 the Police Department responded to over 750 motor vehicle crashes. Statistically, overall this represented no difference from the previous calendar year. While we responded to three more pedestrian crashes than the previous year (a 37% increase) and reported Hit and Runs (+43%) we responded to less crashes with injuries (-14%), crashes without injuries (-2%).

There was one fatal crash reported on December 31, 2019.

Throughout the year, Traffic Unit staff members continued to serve on several boards and committees in the Town including the Parking Implementation Governance Committee (PIGC), Transportation Advisory Committee (TAC), and the newly-formed Arlington Sustainability Plan Advisory Committee. The Unit regularly assisted the Select Board with matters regarding traffic safety not referred to TAC including, overnight parking requests, traffic and parking complaints, road race operations planning, and traffic control plans for other major events. The Traffic Unit also assisted the Parking Clerk/Treasurer's Office with minor parking meter maintenance.

The Traffic Unit continued to supervise the three parking enforcement officers, who combined to issue in excess of 13,000 citations for parking violations.

The Traffic Unit continued to work with our partners in the School Department with supervising the School Traffic Supervisors. This included training several new replacements and substitutes for retiring Traffic Supervisors. The Traffic Unit continues to monitor and facilitate safe school crossings, drop off, and pick up.

Working in conjunction with the Arlington Engineering Department and Public Works, the Traffic Unit continues to monitor/recommend upgrades to the Town's traffic signals. Traffic Unit personnel conducted multiple traffic counts in various locations in Town, providing valuable feedback to other governmental entities and neighborhood groups. This speed/volume data is vital for planning future traffic safety initiatives. Traffic Unit personnel provide planning and direction to ensure the supervision of safe, efficient traffic flow and pedestrian safety for major public works and public utility infrastructure projects.

The unit administered the EOPPS/MASSDOT Highway Safety Division Pedestrian and Bicyclist Safety

Grant providing education and enforcement opportunities at major intersections throughout Town. The Unit also partnered with AAA on projects such as the School Safety Patrol and legislation.

Officer Rateau of the Traffic Unit provided testimony at the State House in support of various traffic-related legislative bills. The Massachusetts Major Cities Chiefs of Police Association routinely requests that the APD's Traffic Unit provide testimony for MMCC's traffic safety legislative agenda.

APD's Traffic Unit was instrumental in the implementation of the MBTA BRT Project in East Arlington and provided constructive feedback and monitoring to make the project more successful.

## **Criminal Investigation Bureau**

The Criminal Investigation Bureau has remained busy during the past year investigating various crimes. Detectives have conducted over 1,000 criminal investigations, followed up on over 100 Missing Person reports, conducted the Spring ALICE Drills at schools in town, and investigated approximately 200 domestic violence related incidents.

The Detective Unit is comprised of a Detective Lieutenant, and nine Detectives. Of these nine Detectives, two are assigned as Task Force Officers to a Federal Task Force (DEA and FBI), an additional Detective is assigned to regional drug task force, one is assigned as the Police Prosecutor, and one is assigned as the Family Services Unit Coordinator.

## *Burglary*

In January, as a result of an increase in residential burglaries occurring in the METRO Boston Area, detectives took part in a regional task force comprised of numerous greater Boston area police detectives. This investigation resulted in the arrest of a suspect who was involved in several housebreaks in the Jason Heights area of Arlington. The suspect has since been indicted by a Middlesex Grand Jury and is awaiting trial.

## *Domestic Violence*

We have resources in Arlington, including our own Family Services Unit here at APD. Our Family Services Unit works closely with the Cambridge Arlington Belmont High Risk Assessment Team (CABHART). Detectives help victims of domestic abuse safety plan and identify support options in the community. The Unit investigated approximately 200 domestic violence related incidents.

Another responsibility of this unit is the managing of the Sex Offender Registry Information for the Town of Arlington. This involves community notifications every time a high-risk offender either moves into Arlington or starts working in Arlington.



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## Drug Investigations

Detectives have participated in multi-jurisdictional drug task force investigations both on a Federal and on a local jurisdiction level. Detectives are assigned to the Drug Enforcement Agency (DEA) and to the Southern Middlesex County Drug Task Force (SMCDTF). The SMCDTF agencies include Arlington, Lexington, Belmont, Waltham, Watertown, Newton, Weston, and Lincoln. These investigations have resulted in numerous arrests and indictments where the detectives have seized heroin, fentanyl, cocaine, Methamphetamine, and other controlled substances.

In January, the culmination of numerous undercover drug purchases led to the arrest of a Lynn man for selling Cocaine to an undercover narcotics officer. This defendant has been arraigned and is awaiting trial in Middlesex Superior Court.

In November, members of both the DEA and the SMCDTF executed a search warrant on a Windsor Street address. The search resulted in the seizure of over 250 grams of Methamphetamine.

## Federal Bureau of Investigation Violent Crimes against Children Task Force

A Detective is currently assigned to the FBI's Violent Crimes against Children Task Force. The mission of the Violent Crimes Against Children program is threefold: first, to decrease the vulnerability of children to sexual exploitation; second, to develop a nationwide capacity to provide a rapid, effective, and measured investigative response to crimes against children; and third, to enhance the capabilities of state and local law enforcement investigators through programs, investigative assistance, and task force operations.

In May, the Task Force acting on a cyber-tip began an investigation into a Silk Street address where it was reported that known child pornography images were being downloaded from the internet. As a result, a male suspect was arrested. This matter is still pending in the court system.

## Drug Take Back

Over the course of 2019, over 1,200 pounds of assorted prescription medications were dropped off at the Police Department for destruction. Various prescription medications were discarded in the Drug Take Back Kiosk located in the lobby of APD headquarters, and is available 24/7.

On numerous occasions throughout the year, Inspector Edward DeFrancisco, Captain Richard Flynn, members of Arlington Youth Health and Safety Coalition (AYHSC), and H&HS take part in the National Drug Take Back Days sponsored by the Drug Enforcement Agency. During the most recent take back event, over 300 pounds of assorted prescription medication was turned in for destruction.



Captain Flynn & Inspector DeFrancisco at the Melrose Police Department Drug Takeback

National Drug Take Back Day is a free and anonymous event that gives the public an opportunity to prevent substance abuse by disposing of potentially dangerous expired, unused, or unwanted prescription drugs in their possession.

## Bank Robbery Investigations

Over the course of two months in 2018 the Winchester Savings Bank located at 188 Medford Street was robbed twice. The suspects responsible for these robberies were identified and they were later arrested and indicted. In July, one of the defendants, plead guilty and was sentenced to 6 – 10 years to serve. The other two defendants are awaiting trial in Middlesex Superior Court.

In April 2019, the Leader Bank at 141 Mass Ave was robbed. This suspect has been identified, and was indicted by a Middlesex Grand Jury, and is awaiting trial.

During the months of June and July, the Leader Bank and Winchester Saving Bank were both robbed. These matters remain active and detectives are investigating these crimes.

## Records

The Records Room processes all requests for public records and police reports.

Records Processed	2016	2017	2018	2019
Calls	31,412	31,707	29,880	27,649
Arrests	122	138	118	88
Citations	2,527	3,120	2,011	1,552
Parking	15,498	19,258	17,599	16,329
Crashes	710	626	660	433
Hackney	25	15	10	7

## Grant Funding

In 2010 APD, in partnership with the Edinburg Center, was awarded a grant from the Massachusetts

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Department of Mental Health (DMH) for a Jail Diversion Program (JDP). The goal of the program is to divert individuals with mental illness, substance use disorder, and developmental disabilities from the criminal justice system to appropriate treatment options. The program model was collaboratively developed by members of the Police Department, the Edinburg Center, H&HS, and other community stakeholders.

The Department based clinician accompanies police officers on calls for service and provides an immediate evaluation on scene. The Arlington Police Jail Diversion Program (JDP), clinician averaged forty calls (i.e. co-response and outreach) per month in 2019. In the case of non-violent or misdemeanor offenses, the goal of the program is to provide linkage to mental health and substance abuse services as alternatives to arrest. Co-response calls to service, when the clinician accompanies a police officer, have shown to be de-escalated 68 percent of the time (meaning instead of arrest or hospitalization).

In addition to immediate intervention, the clinician provides follow-up contact with individuals in an effort to focus on prevention and reduce future repeat calls to the same location. Follow up and outreach work also encompasses working with families, community treatment providers, hospitals, schools, DCF/DMH, Advocates Psychiatric Emergency Services, Minuteman Senior Services, and other essential persons and agencies involved in a person's care. We have continued to create and strengthen our partnerships with mental health and public health agencies in our community as well. These partnerships engendered the Hoarding and Elder Abuse task forces, as well as the homeless outreach team, that serve at risk populations.

Arlington Human Services Network started in the spring of 2019. Various agencies/stakeholders in Arlington including the Board of Health, Housing Authority, Police, Council on Aging, Food Pantry, and Arlington Youth Counseling Center, Arlington Public Libraries came together to start a group where anyone in these organizations can refer residents to assist them with everything from housing, hoarding, and finances, to mental health and substance use. We target at-risk individuals, proactively reaching out with resources prior to crisis. This intra-agency communication is essential for the efficiency of the JDP program; as is successful engagement in treatment (for the resident) which is paramount to breaking the cycle of "revolving-door" police contact for citizens with mental health problems.

Throughout 2019 APD continued its work with the Arlington Opiate Overdose Outreach Initiative (AOOI). AOOI aims to reduce the stigmatization surrounding those who suffer from Substance Use Disorders (SUD), through follow up after an overdose has occurred, while offering these individuals and their loved ones support, access to resources, and community education to

spread awareness and understanding. In the winter of 2018, Arlington joined forces with Metro-Boston Project Outreach (MBPO), a collaboration of the health and police departments of Arlington, Belmont, Lexington, Newton, Waltham, Watertown, and Weston for monthly "resource nights." Every month representatives from the police and health departments, clinicians, and recovery coaches from the towns above, and various treatment providers come together and hold a resource night. In September of 2019 the AOOI held a Narcan Night at the Fox Library where over fifty people learned how to save someone experiencing an overdose.

In 2018 the APD was honored by becoming a Law Enforcement Mental Health Learning Site, one of ten nationwide departments supported by the United States Justice Department's Bureau of Justice. In 2019 the APD created and hosted trainings for police and civilian staff from police departments in Oregon, Tennessee, Minnesota, and Wisconsin.

In 2018 the APD started a Homeless Outreach Team (HOT). This team includes a patrol officer, the JDP clinician, a health inspector, a firefighter/EMT and staff from the Somerville Homeless Coalition outreach team. In 2018 this team joined the Cambridge Multi-Disciplinary Outreach Team (MDOT). This group meets weekly in Cambridge to discuss at-risk homeless individuals and families. The group consists of staff from homeless shelters and homeless outreach groups in Cambridge and Somerville, and now Arlington. After meeting together, the individuals return to their respective communities and conduct outreach – locating homeless people and offering services. Attendance at this group has created invaluable relationships with shelter staff, resources and agencies throughout the area. The HOT team also coordinated a Help the Homeless clean-up of the Mugar Woods in November 2019.

In 2018 the APD was awarded a MHASA (Massachusetts Housing and Shelter Alliance) rapid-re-housing grant. This grant funds rent for one year for individuals living in the Mugar woods and Alewife train station area. In 2019 the team placed seven individuals in apartments. These individuals also receive counseling and assistance from the Somerville Homeless Coalition with the long-term goal of financial self-sufficiency.

## **Accreditation/Professional Standards**

The Police Accreditation process is an ongoing daily function of the Department. The APD was successfully re-accredited in 2017 after achieving its original accreditation status in 2014 and is focused on its second re-accreditation in the summer of 2020. The Department was initially certified as an accredited Law Enforcement Agency by the Massachusetts Police Accreditation Commission in 2008, at which time the Department was one of the first few police departments across the Commonwealth to achieve this prestigious award. This

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accomplishment demonstrates the Department's commitment to delivering the highest possible standards of police services to the community. With a commitment to excellence, the Department will maintain its accreditation status in compliance with criteria set forth by the Commission on Accreditation for Law Enforcement Agencies, Inc.

## Awards and Recognitions

In March of 2019 the Department held its annual Employee Recognition Awards Ceremony. Officer Brandon Wenz was carefully chosen as Officer of the Year for 2018. An eleven-year veteran of the Department, Officer Wenz is a confident and knowledgeable employee that has been a vital member of the organization. As a Police Officer assigned to the patrol division, he has demonstrated commitment and dedication to the goals of APD.

Officer Wenz has consistently performed his duties in an exemplary manner. Through his performance and actions, it is clear he genuinely cares about the public he serves and the officers he serves with. He treats every call as if it is the most important call he has been assigned, giving comfort to those he is serving. He treats everyone as he would want members of his own family treated and in doing so has gained the respect and trust of his peers and supervisors.

Officer Wenz epitomizes the Department image we aspire to. His performance of duty and efforts affirmatively promote and support the mission of the Arlington Police Department.



*Officer of the Year Brandon Wenz*

The Department awarded three Meritorious Service Ribbons and nine Certificates of Commendation at its ceremony. Those employees receiving ribbons were: Sergeant Brian Fennelly, and Officers Michael Hogan and Dennis Mahoney.

Those employees receiving certificates were: Sergeant Brian Fennelly, Inspector Edward DeFrancisco

and Officers Joseph Dunn, Chad Brown, Michael Hogan, Michael Wesley, Bryan White, Jessica Scarbo, and Henry Donham.

Sergeant Michal Flynn was recognized with the Excellence in Leadership Award and Lieutenant Richard Pedrini received the Department's Top Gun Award.

The Department awarded nine Life Saving Ribbons for various life saving measures taken in 2018. Those employees receiving ribbons were: Sergeant Brian Fennelly, Sergeant David Martin, and Officers John Kelley, Will Milner, Nicholas Stotik, Tenzing Dundutsang, Thomas Guanci, and Selena Zona.

Senior Records Clerk Suzanne Santorelli was awarded with the Department's Employee of the Year award. As a civilian employee tasked with overseeing a wide variety of increasing responsibilities, Suzanne has demonstrated commitment and dedication to the goals of the Department for almost twenty years. She possesses exceptional customer service skills along with an empathetic and caring nature that makes each customer feel welcome regardless of the situation.

Suzanne can be relied upon to consistently do an outstanding job in the various aspects of her position. In her role as Firearms Licensing Coordinator for the APD, she has streamlined our process to one that maximizes efficiency on a workload that has almost doubled in recent years. She works tirelessly with staff to maintain and update the staff fitness and training area, which is essential to the wellness of the Department. Suzanne is an unsung hero working behind the scenes that makes it possible for the Support Services Division staff to excel. She is the face of the Support Services Division's informal motto of "people helping people" and Suzanne adds the smile.



*Employee of the Year Suzanne Santorelli*

## Retirements/Promotions/Appointments

After spending twenty years as Chief of Police for Arlington, Chief Frederick Ryan retired in late 2019.



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## 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 AFD 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.

### Fire Department Role

The AFD continues 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.

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.

Maintaining Emergency Medical Technician status for the majority of the Department is the responsibility of the EMS Officer. New equipment and techniques are consistently introduced requiring hours of additional training. The Operations Division provides these services to fire department personnel in house, minimizing the expense to the Arlington taxpayers.

During 2019 the AFD responded to 5,046 calls for assistance. Reported dollar loss for 2019 totaled \$2,896,766. This includes structure fires, motor vehicle accidents, water hazard incidents, and hazardous condition incidents. Of these 5,046 calls 3,183 were for medical emergencies, which is consistent with 2018 and makes up 63% of all Fire Department responses. Medical emergencies include emergency medical responses and emergency medical assists. Rescue 1, the AFD ambulance, transported 1,761 patients to area hospitals. This is consistent with the amount of transports in 2018.

Responses Fire Call Type	2016	2017	2018	2019
Fire	129	91	123	118
Carbon Monoxide Activations	111	95	99	87
Water Hazards	75	72	74	50
Mutual Aid	31	70	40	24
Lock Out/In	44	53	54	46
Electrical Hazards/ Down Lines	218	294	348	313
Motor Vehicle Accidents	174	168	167	146
Smoke Scares	44	38	65	40
Natural Gas Emergencies	107	77	135	102
Flammable Liquid Hazards	36	13	19	21
Hazardous Conditions	77	20	125	74
Other	235	66	475	145
Emergency Medicals	3,068	3,374	2,883	2,900
Medical Assists	109	175	294	283
Alarms Sounding	747	667	652	697
<b>Total Calls for Assistance</b>	<b>5,205</b>	<b>5,273</b>	<b>5,553</b>	<b>5,046</b>

### Operations Division

#### Inspections/Fire Investigation Unit (FIU)

Fire prevention inspections continue to be a major focus of the Department. The Deputy Chief oversees 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 inspections, 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



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impossible to calculate, but substantial. The Operations Division of the Arlington Fire Department issued 874 permits in the year 2019 totaling \$46,155. Certificates of Compliance for Smoke Detectors and Carbon Monoxide Alarms accounted for 622 permits and 71% of all permits issued. The Arlington Fire Department completed 1,236 inspections for license and life safety during the past year. We have continued our goal towards our ISO Class 2 certification. One of the biggest goals we have achieved towards this goal is to inspect every mercantile property within the town's borders.

Fire Permits and Revenue			
2016	2017	2018	2019
1,099	928	953	874
\$54,943	\$48,070	\$49,300	\$46,155

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 General's Office allows for numerous resources to successfully investigate and prosecute all fire related crimes. The FIU consist of Team Coordinator Deputy Chief Ryan Melly and a staff of three.

The FIU was activated 118 times this past year to investigate various incidents including, structure fires, vehicle fires, dumpster fires, and grass fires.

2019 FIU Investigations	
Structures	21
Cooking	47
Motor Vehicle	11
Outside	31
Other	8



In terms of fire prevention for the Town of Arlington, public education is a key component. Without question the most influential group of citizens reached are children. The program, Student Awareness of Fire Education (SAFE), has been an extremely successful curriculum that has been presented to the grammar school children since 1996. Our instructors continued to teach selected topics from the National Fire Protection Association.

This year's topic was "Not every hero wears a cape. Plan and practice your escape!" The curriculum produced by the National Fire Protection Association is to teach the key Fire Safety Behaviors in the Massachusetts Fire and Life Safety Education Curriculum Planning. This theme was stressed during the AFD's annual visit to elementary schools where 6,840 students were taught fire safety during their regular school day. The SAFE instructors also participated in Town Day by using the "Smoke House" to demonstrate to both adults and children different fire safety tips.

The SAFE Program also continued to roll out Senior Safe targeting the elderly. The AFD started this program in 2014 in an attempt to reach a broader range of our citizens by providing fire safety education at elderly housing units, nursing homes, and the Council on Aging. The head of our SAFE program, Lt. Paone, estimates that this year his team has gotten their message out to over 12,000 residents of all ages.

The Juvenile Fire Setter Intervention Program (JFIP) run by Deputy Chief James Bailey

counseled young, potential fire setters in the dangers of playing with fire. SAFE and JFIP are the only two programs that Arlington Firefighters volunteer to be trained in to protect and educate their community.

## Training

The Operations Division is responsible for managing a comprehensive training program designed to meet the needs of all members of the Department. The primary focus is to prepare firefighters for the tactics and tasks that they need to complete in order to mitigate daily hazards in town. 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 AFD 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 graduate 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.

The Operations Division strives to offer fire service personnel complete and progressive training required to perform the job to which they are entrusted, the protection of the lives and property of the citizens of Arlington. Courses have been hosted internally with our staff as well as externally by bringing in Mass. Fire Academy professionals as instructors. Private sector representatives have also delivered training to all members of the Department. The Department EMS coordinator oversees all emergency medical service training.

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

In 2019 AFD members received training in such areas as engine pumping drills, high-rise operations, OSHA safety, boat drills/ ice rescue, cancer prevention, Rapid Intervention Team tactics, and the National Registry of EMTs National Continued Competency Program.

The Department was able to obtain hands on training when its members were allowed access to several homes that were scheduled for demolition. Firefighters were able to practice apparatus placement, hose line advancement, forcible entry, roof ventilation, roof operations, and search and rescue techniques in limited visibility with simulated smoke.

## Emergency Medical Services

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 seventy-five EMT's. When staffing allows Rescue 2 is placed in service as a second transporting vehicle.

EMS Staff	2016	2017	2018	2019
EMTs	75	77	77	75
First Responders	1	0	0	0

In response to a 2014 change at the Office of Emergency Medical Services (OEMS), all EMT's are now being certified as Nationally Registered EMT (NREMT). This transition by OEMS had a significant local impact as well. AFD is responsible for keeping records on all EMT training under the oversight of both Region 4 of OEMS and Medical control at Mt. Auburn Hospital. AFD is now the training center for all of its EMT's. Capt. Paul Houser is assigned to the Operations Division as the full time EMS Coordinator. The EMS Coordinator's role is responsible for all medical training, recertification, ordering medical supplies, and keeping all EMT's updated with the latest information from the Office of Emergency Medical Services (OEMS), Department of Public Health. Additional duties include patient follow up, quality assurance of patient care reports, auditing call volumes, compliance with HIPPA laws, communicating with medical control, record keeping on both ambulances and assisting with the routine operations of the Department. Another role assigned to the EMS Coordinator is acting as a liaison with the Board of Health, Council on Aging, and the police clinician to recognize and assist at-risk citizens in an effort to provide a safe home environment.

Each EMT recertification requires 40 hours of continuing education every 2 years, the majority of which is taught by the EMS Coordinator. All Department EMT's

have an obligation to provide pre-hospital patient care in accordance with the Massachusetts statewide treatment protocols, Department of Public Health. In 2019 the Department responded to 2,832 medical emergencies. Of those emergencies, 617 were for advanced life support and 1,144 for basic life support and were transported to the appropriate facility by the Town operated ambulance, Rescue 1. There were 512 medical emergencies where Rescue 1 was at another emergency medical call and another agency assisted with patient care and transport. 559 medical emergency responses occurred where no transport to a hospital was needed based on a variety of circumstances.

In 2020 the Department will be partnering with PRO Ambulance from Cambridge, MA to incorporate additional EMS training utilizing their subscription based "Prodigy" education system. This platform will enable department personnel to engage training material through various mediums and deliver high quality case based, interactive learning.

Ambulance Response	2016	2017	2018	2019
Advance Life	644	777	684	617
Basic Life	1,204	1,164	1,184	1,144
Patient refused transport/ NO EMS	538	661	626	559
Transports Missed Because R1 was on Other Call/ training	632	567	567	512
<b>Total Medical Emergencies</b>	<b>3,068</b>	<b>3,169</b>	<b>3,061</b>	<b>2,832</b>

## 2019 Highlights

- Performed Fire and Life safety inspections of 37 high-rise buildings. Crews physically walked through all high-rises familiarizing themselves with fire protection systems, layout, and issues particular to each building.
- Involved in planning and supporting of Town events including: Town Day, Veterans Day parade, and Memorial Day ceremonies.
- Ongoing training and implementation of new procedures and medications for responses to Opioid overdoses and fentanyl usage.
- Continued community CPR training program educating several members as instructors and teaching lifesaving skills to about 85 Town employees.
- Inspected over 600 residences to ensure proper smoke/carbon monoxide detector installation.
- As part of October being Fire Prevention Month the AFD hosted an Open House at

# COMMUNITY SAFETY

Fire Headquarters and visited all 8 elementary schools speaking in approx. 144 classrooms about fire safety.

- Purchased ballistic helmets and vest and started the development of Active Shooter training, in coordination with the Police Department.

## Retirements/Promotions/Appointments

- Chief Robert Jefferson retired June 25th. He was appointed on October 24th, 1982.
- Captain Jeff Cummings retired January 3rd. He was appointed on July 27th, 1986.
- Firefighter Donald Murphy retired April 7th. He was appointed on April 5th, 1998.
- Firefighter Jack Tracey retired April 7th. He was appointed on April 5th, 1998.
- Deputy Chief Kevin Kelley was promoted to Fire Chief on June 26th
- Captain Ryan Melly was promoted to Deputy Chief on August 4th.
- Lt. Paul Houser was promoted to Captain on March 24th.
- Lt. Martin Conroy was promoted to Captain on August 4th.
- Firefighter Paul Stanton was promoted to Lieutenant on September 22nd.
- Firefighter Rich Gallagher was promoted to Lieutenant on September 22nd.
- Appointed Jon Byrne to the position of Firefighter on October 20th.
- Appointed Mitchell Cummings to the position of Firefighter on October 20th.
- Appointed Andrew Flynn to the position of Firefighter on October 20th.
- Appointed Mikkel Flynn to the position of Firefighter on October 20th.
- Appointed Andrew Nadeau to the position of Firefighter on October 20th.
- Appointed Fidel Noguera to the position of Firefighter on October 20th.

## 2020 Goals

- Continue to provide ancillary programs such as the Fire Investigation Unit, Juvenile Fire Setter Intervention Program, Community CPR Training, Vial of Life, and Student Awareness Fire Education, within the limited resources and funding available.
- Change the frequency and types of annual Fire and Life Safety Inspections to include high-rises, mercantile, schools, and places of assembly.
- Train with APD, local and state agencies, and private partners to implement an ASHER, Active Shooter/Hostile Event Response, coordinated incident plan.
- Implement online scheduling of smoke detector inspections for sale of homes.
- Continue to identify opportunities for the improvement / streamlining of Department processes.
- Increase and improve Department readiness for responding to new threats including terrorism, mass casualty, and hazardous substances through local and regional training.
- Oversee Fire and Life Safety planning of the new High School.
- Purchase new frontline ambulance to replace 2013 Ford Horton.
- Become OSHA compliant to increase safety and minimize injuries.
- Continue to look for and promote existing collaborative efforts with other departments, such as the CPR training of School and Town employees and supporting Health and Human Service's Homeless Outreach programs.
- Research and secure alternative sources of funding to continue Smoke/CO program for seniors.



*Open House at Arlington Fire headquarters in Arlington Center held in October as part of Fire Prevention month.*

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## 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 Inspectional Services Department implements strategic projects as assigned by the Town Manager.

### 2019 Accomplishments

- Inspection and issuance of Certificate of Occupancy for 2 Fremont Court, Life & Skills Center.
- Issuance of Certificate of Occupancy for Hardy School.
- Permit issuance and inspection of Mass Save initiatives such as window replacement, air sealing, and insulation projects.
- Assisted with compliance of our Good Neighbor agreement.
- Continued review and inspection of Solarize Arlington and Mass Save initiatives.
- Permits were issued for 15 new single-family homes and 2 new two-family homes, and 15 new mixed-use residential units
- Processed 110 public records requests, many of which were seeking multiple files.
- Assisting ZBA with appeals process.
- Participated in Master Plan Implementation Committee, Zoning Bylaw Law Working Group, and Residential Study Group.
- Assisted in implementation of new Tree Bylaw.
- Annual inspections of restaurants and places of assembly.

### 2020 Goals

- Assist Zoning Board of Appeals in their consideration of proposed 40B project.
- Continue participation in zoning recodification project, including MPIC and ZBRC
- Work with the Planning Department, implementing and enforcing new Vacant Storefront Registry.
- Continue improvement of the “Good Neighbor Agreement” our community’s new local construction regulations.
- A continuing goal is to maintain and improve transparency of information including plans and permits for active projects.

In 2019 the Inspectional Services Department issued a total of 5,631 permits, of which 2,797 were building permits, 930 were plumbing permits, 725 were gas permits, and 1,179 were wiring permits. Total fees collected by the Inspectional Services Department were \$1,704,704 with an estimated construction value of \$75,878,063.



# CENTRAL MANAGEMENT SERVICES

## HUMAN RESOURCES DEPARTMENT

The Human Resources Department serves all of the employees of the Town that are appointed by the Select Board, Town Manager, and Town Clerk. 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 over 43 new permanent hires, 16 senior tax work-off employees, 48 new seasonal employees and the Department transitioned 170 election workers to employees (mandated by the IRS) in the year 2019.

Among the searches the Director facilitated over the course of the year were recruitments for Fire Chief, Police Chief, and the newly created position of Coordinator of Diversity Equity and Inclusion. These searches utilized assessment center style evaluations and talented professionals from across Town departments and from within the community. The result is the successful recruitment of highly talented and well-qualified individuals to these positions.

The HR Director and the Deputy Town Manager serve as the Town's collective bargaining team. They conducted bargaining sessions with all Town Unions throughout 2019. Together they reached successor bargaining agreements with four of the six Town Unions: Fire, Robbins Professional Librarians, Service Employees International, and the Association of Federal, State, County and Municipal Employees (AFSCME). In the spring of 2019 agreement with the Arlington Ranking Officers' Association was reached. Bargaining conversations with the Arlington Police Patrol Officers' Association is ongoing.

The Town receives its group health insurance plans through the Commonwealth's Group Insurance Commission (GIC). In early 2019 the Town requested claims data from the GIC to initiate the process of analyzing whether or not it makes financial sense to continue with the GIC. The analysis showed that the lowest alternative health plan would have been a 20% increase over current costs (the FY2020 Group Health Appropriation is just under \$16 million). The Department continues to work in partnership with Union and Retiree leadership to monitor its group insurance plans.

The Department believes strongly that the successful delivery of Town services is a rigorous and crucial Human Resources program. In 2019 the Department

worked closely with Department Heads to successfully facilitate a number of labor relations issues, disciplinary matters, and workplace investigations.

### 2020 Objectives

Human Resources will continue to assist departments in the recruitment and retention of high caliber employees committed to excellent public service.

In late January the Department will facilitate training on Racial Equity for Department Heads and middle-managers. This training, performed by the National League of Cities Race Equity and Leadership (REAL) institute will be the first of four intensive day-long trainings that will take place over a year.

We look forward to enhancing our use of technology as it relates to the streamlining of Human Resource Functions. We will transition to electronic personnel actions in early January. Additionally the Department has requested capital funds to support the acquisition of a free online applicant tracking system that will eliminate duplicative work among the Human Resources and Payroll Departments.

The Department will strive to provide quality service and support to all employees and retirees who may have questions about their insurance plans. The Department continues to strengthen its auditing practices in partnership with the Comptroller. The Department will also continue to audit our policies and practices to ensure compliance to various collective bargaining agreements and employment 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 (EOAC), a volunteer committee appointed by the Town Manager, is committed to the Equal Opportunity program to prevent discriminatory employment practices. The Director of Human Resources serves as an ex-officio member of the EOAC. 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 EOAC meets on the 2nd Wednesday of each month at Town Hall Annex. The Committee meetings are open to the public and public attendance is encouraged.

Throughout 2019 the Committee reviewed monthly reports from the Human Resources Director/Equal

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Opportunity Officer regarding employment opportunities for the Town. The principal focus of the Committee is to ensure that people of all race, gender, and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment here in Arlington.

The Committee is dedicated to increasing the number of minority and female applicants for positions of employment. In 2019 18% of those interviewed for open permanent positions were minority applicants, a 5% increase over 2018. Of the 43 permanent positions posted in 2019 the Town appointed six minority candidates. The Committee continues the ongoing process of strategizing new and inventive ways to attract a qualified and diverse applicant pool. The Committee looks forward to enrolling the support of the newly appointed Coordinator of Diversity Equity and Inclusion in its efforts to diversify the Town's workforce.

The Committee monitors all Town-funded construction projects exceeding a \$200,000 budget. In 2019 these projects included the Spy Pond Edge and Erosion Control Project and the Mill Brook Corridor/Wellington Park renovation. In order to help promote equal opportunity and diversity on construction projects in Arlington, the Committee developed a detailed Contractor Certification requiring Contractors to disclose specific efforts being made to diversify their workforce. This year the Committee employed an educational approach resulting in positive conversations, which helped sensitize contractors to the importance of continuing their efforts to diversify their workforce. The Committee looks forward monitoring hiring efforts for the Arlington High School rebuild project.

Through membership in the School Superintendent's Diversity Task Force, Chairman Barbara Boltz worked with School Committee members to maintain cultural competency as one of the District Goals for the Arlington Public Schools.

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](mailto:cmalloy@town.arlington.ma.us).

## FACILITIES DEPARTMENT

The Facilities Department provides the Town and School District with quality custodial services, repair and maintenance services, and the implementation of building upgrades and capital improvement projects to its public buildings and facilities. The Department also focuses on a long-term preventive maintenance schedule for all buildings in order to support the life cycle of the Town and School assets and to increase the operating efficiency of the buildings. The Department is responsible for the maintenance of thirty-four public buildings listed in the table below.

Public Buildings maintained by the Facilities Dept.	
<p><b>Arlington Schools</b> Arlington High School Ottoson Middle Peirce Elementary Dallin Elementary Brackett Elementary Bishop Elementary Hardy Elementary Thompson Elementary Stratton Elementary Gibbs Middle</p> <p><b>Non-Public Schools</b> Parmenter Dallin Library Building</p> <p><b>Public Safety</b> Police Headquarters Central Fire Station Park Circle Fire Station Highland Fire Station</p> <p><b>Library</b> Robbins Library Fox Library</p>	<p><b>Public Works</b> Administration Hall Director/Engineering/ Inspectional Services Snow Fighting Garage Maintenance Garage Salt Sheds (2) Cemetery Chapel Cemetery Garage</p> <p><b>Central Services</b> Town Hall and Annex</p> <p><b>Miscellaneous</b> Robbins House Robbins Cottage Jarvis House (Legal Dept.) Jefferson Cutter House Mount Gilboa 23 Maple Street (Senior Center) 27 Maple Street (House)</p> <p><i>34 Buildings Total</i></p>

## Performance Measurements

### Organizational

- Re-aligned supervisory structure for day to day operational efficiency with Custodial and Maintenance Supervisors reporting to Superintendent of Building Maintenance.
- Hired and trained 2 new craftsmen, 4 new custodians, as well as a new 3<sup>rd</sup> party cleaning vendor servicing buildings Town-wide.
- Re-implemented work order software district-wide.

### Major Projects

- Completed the \$27M Gibbs School renovation and \$4.8M Hardy School addition with a new \$200K Lake Street playground.
- Closed out school renovation accounts.
- Provided support to the Arlington High School, DPW, and Central School planning and design process.

### Capital Projects and Building Upgrades

- Completed several building upgrades, including installation of a chiller at the Dallin School, exterior step repairs at Ottoson Middle School, repairs to the exterior envelope and design of rooftop HVAC unit of

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the Robbins Library, modification to daycare rooms, and various accessibility upgrades at Hardy School, further installation of ADA-compliant water bubblers across the school district, refinishing of multiple gymnasium floors, exterior painting and masonry repairs at Dallin Library, upgraded video intercoms and access control at multiple sites, various acoustical upgrades to music room spaces at Ottoson Middle School.

- Installed energy saving LED lighting at Ottoson Middle School (est. cost savings \$6,721/yr.), Hardy School (est. cost savings \$13,551/yr.), Bishop School (est. cost savings \$9,582/yr.).
- Completed weatherization upgrades to loading dock at Arlington High School (est. cost savings \$1,128/yr.) and Ottoson Middle School (est. cost savings \$825/yr.).
- Installed VFD on chiller at Ed Burns Arena (est. cost savings \$6,640/yr.).

## *Preventative Maintenance and Repairs*

- Completed annual life safety inspections.
- Received compliance certificates for elevators, boilers, and fire suppression systems.
- Performed scheduled HVAC maintenance and repairs including repairs including new heating pump installation at Thompson School and heating pump repairs at Hardy School.
- Performed in-house carpet cleaning and floor refinishing at various facilities.
- Executed and managed multiple preventive maintenance contracts with 3<sup>rd</sup> parties, including elevators, fire alarms, fire suppression systems, fire extinguishers, water treatment, security systems, emergency generators, oil and gas burners.
- Managed snow removal at school and Town properties.
- Bid out and managed new service contracts for electrical, plumbing, HVAC and pest control.

## **Recognitions**

We would like to offer our appreciation to the custodial and maintenance teams for their continued service and dedication to providing the Town and School District with safe, clean, and well-maintained facilities.

## INFORMATION TECHNOLOGY

### **Overview**

The Information Technology (IT) Department is responsible for supporting, implementing, and upgrading over 1,000 personal computers, 150 cellular PDA's, over 200 printers, 5,500 tablets and 25 resident and hosted servers, across Town and School Departments. Also under the purview of the IT Department is the Town and School network infrastructure, including ACMI video network and the management of over 125 network switches, 25 VOIP Telephone switches, 750 Phones, 600 wireless access points. IT also manages the MUNIS financial software systems, GIS Systems, PowerSchool (student information system), Teacher and student evaluation systems, Parent Teacher Conferencing system, Special Education system, Electronic Security and Video systems, Energy Management systems, ESRI, PeopleGIS, Integrated Collection System, Automated Meter Reading System, Police and Fire Applications (FireHouse, QED, Digital Headquarters, and COPLINK), and numerous Town and School websites.

### **Initiative Overview**

In 2019 IT continued to upgrade the Town and School information technology infrastructures, and improved the systems performance and security, while accommodating various departmental requests. IT supports the Town and School's files, applications, websites, database servers, data, voice, and security networks, and hosted services environments. IT is also responsible for testing and evaluating new hardware and software while consolidating and implementing systems as needed. The IT department was also called on to outfit new classrooms that were added across the School District due to enrollment increases.

Ongoing improvements are being made to the security infrastructure by continually upgrading anti-virus, anti-spyware, content filters, firewalls, and spam protection services. We continue to upgrade and reconfigure Town network switches with the capability to support wireless connectivity, VOIP (Telephone project) is 90% completed and taking advantage of gigabit speeds to provide better performance and greater security. Wireless Network capability is installed in all of our Town and School buildings. We continue to gain valuable insights into our systems performance and user behaviors through analysis of our Help Desk ticketing system data.

**Software** category includes Web site, operating systems, and applications software for business and academic use.

**Hardware** category includes all work on user machines, phones, printers, scanners, projectors, cameras, security systems, and does not include servers or networks.

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**Servers/networks** category includes all backend work including server and network switch hardware and also includes software related events.

**New user** category includes new computer and account setup for staff and students.

**Change management** is alterations to existing systems (backups, patches, updates/upgrades).

**Building Security/Video Security** category includes Card Access systems and Video Surveillance systems.

**Renovation and Construction** projects required a wide variety of IT resources to be dedicated to AHS, Parmenter School, DPW (New Construction), DPW existing building renovation, and Central School building projects are in progress phases.

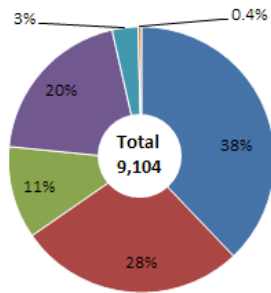
## Strategic Initiatives

- Continued to upgrade Town and School Network infrastructure to support VOIP, Wireless Networking, Video and Building Security systems and Energy Management systems.
- VOIP (Voice Over Internet Protocol) project is 90% completed
- Refresh Chromebooks in Grades 3,4, and 5 at the Peirce, Brackett, Dallin, and Bishop Elementary Schools per Strategic Plan.
- MUNIS Financial System Project continues to make progress completing Employee Self Service, Tyler Cashiering, while kicking off Utility Billing.
- Completed IT service upgrades and installs in new classrooms at AHS, Stratton, and Ottonson Middle School that were added due to increases in enrollments.
- Research and Plan the physical move of the Town and School Core Networks and Server Infrastructure as well as the IT Department Staff who currently reside at AHS.

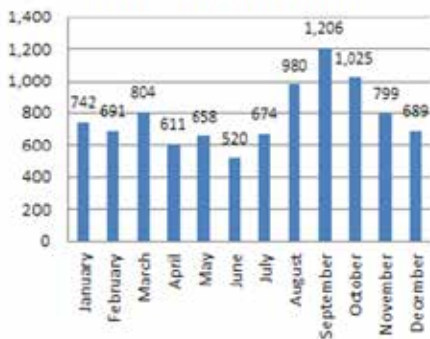
## Infrastructure/Instructional/Operational Initiatives

- VIOP (Voice Over Internet Protocol) Telephony implementations completed at the Stratton, Peirce, Bishop, Thompson, Dallin, Ottoson Schools, Cemetery, Fox Library, Central School, Recreation Dept., Town Hall and Annex, Police Dept., Legal Dept., and DPW. Project is ongoing.
- As part of School Chromebook Refresh Program we procured, provisioned, and installed 1,000 new Chromebooks and built 40 new Chromebook carts for all 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Grade Classrooms, for the Bishop, Brackett, Dallin, and Peirce elementary schools. In addition 900 older Chromebooks were also redistributed throughout the District.
- Increased Schools Internet Bandwidth to two 3 Gig redundant circuits located at the Ottonson Middle School and Arlington High School
- Upgraded 500 Town and School from Windows 7 to Windows 10 which provided improved functionality and more robust security features.
- Town Hall Annex Conference Room Presentation Equipment Installation completed in the 1<sup>st</sup> and 2<sup>nd</sup> floor Annex conference rooms as well as the Town Manager's Conference Room.
- Major Participant in the development of RFP's and vendor selection for Water/Utility Billing System, Meter Device Management system, and Automated Meter Reading system.
- Major PowerSchool SIS and PowerTeacher Pro upgrades to further the expansion and enhancements to the "Student Contact" Module.
- Successfully completed electronic MCAS testing District wide.

Help Desk Tickets by Category



Help Desk Tickets by Month



Category	Count	Percent
Hardware	3,449	38%
Software	2,500	27%
New User Setup	1,022	11%
Change Management	1,809	20%
Servers/Network	286	3%
School Door/Video Security	38	0.4%
<b>TOTAL</b>	<b>9,104</b>	



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- MUNIS Financial, Excel and PowerSchool trainings held during the year for Department Heads and Staff.
- School Registration Department registered 573 Kindergartners and an additional 330 upper class enrollees this year.
- Installed Network and Computer infrastructure at the new Police Sub Station in the Menotomy Manor.
- Upgraded/Replaced Video Surveillance system in the Treasures Office to Town-wide system standard.
- Town Hall Auditorium Network enhancements made as part of Town Meeting Assessment Committee recommendations.
- MUNIS Parking Module, Employee Self Service implemented as part of our on-going Financial system upgrade. MUNIS Utility Billing is being provisioned and tested.
- Increased enrollment required the addition two new Elementary Classrooms and two AHS Science Classrooms to be outfitted with Academic Technology Package
- Assisted with assessment and selection of School Bus Video Camera system.
- Outfitted 10 Ottoson Classrooms with overhead projection systems.
- Central School Renovation IT Infrastructure design completed. Bids due February, 2020.
- Installed Video Surveillance system at the Ottoson Middle School.
- Recreation Dept./Burns Arena converted video surveillance system to new Town/School surveillance system standard.
- IT subject matter expert assigned to AHS, DPW, Parmenter School, and Central School construction/renovation projects.
- GIS Census 2020 LUCA (Local Update of Census Addresses) data review and submission project in progress.
- 
- Processed 5,502 Help/Work Request Service Desk tickets last year for Town and School users.
- Participated in Select-Board created, video surveillance study group.
- Testing of Threat Alert System for the School District is ongoing.
- Redistributed ChromeBook and iPad Carts at AHS and the Ottoson Middle School as a result of replacing Chromebooks in grades 3,4,5, at the Bishop, Brackett, Dallin, and Peirce Elementary Schools.
- All School State and Federal Reports were created and submitted on schedule

## 2020 Objectives

- Participate in the IT Infrastructure design in design/build of new Arlington High School.
- Create plan for the relocation of Town/School network, VOIP, Security, and server infrastructure to renovated DPW building
- Investigate, choose, and implement new enterprise-wide messaging system.
- Create, plan, and design work pace plans for IT Dept. Staff relocation.
- Relocate Comptroller's Office to Town Hall.
- Plan and Install IT Infrastructure as part of Central School, DPW and Parmenter School Renovations.
- Implement MUNIS Utility Billing over a two year period.

## LEGAL DEPARTMENT

The Legal Department functions as a full-service law office that furnishes legal opinions and legal advice on a daily basis concerning matters referred to it by the Select Board, Town Manager, School Department, and all other Town departments and the various boards and commissions. 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 operational and project-related legal issues. The Town Counsel researches, drafts, and prepares warrant articles and votes for Town Meeting. The Department investigates all claims made against the Town and advises and monitors Town regulatory compliance in order to coordinate all legal affairs of local government. The Legal Department commences, prosecutes, and defends all legal actions and other matters on behalf of the Town in all state, federal, and administrative proceedings.

As with any corporation, The Town of Arlington has constant involvement in the development of policies, as well as contractual and other legal instruments with public, private, and governmental agencies. These include, but are not limited to, the purchase of properties and materials, rendering of services, awarding of grants, drafting of applications, contracts, leases, deeds, and other legally binding instruments. Moreover, the Legal Department is charged with drafting and reviewing a further array of legal instruments such as licenses, releases, easements, and a multitude of other documents as required for protection of the Town's interests in increasingly complex legal matters.

The Legal Department is responsible for the management of the Town of Arlington's Workers' Compensation Self-Insurance program. From the timely processing of claims through the vigorous investigation of accidents, the Department aims to protect workers from the economic consequences of injury, promote safe work environments, and assist injured employees

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Performance / Workload Indicators				
Legal/Line-of-Duty	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual
MGL Chapter 84 Claims				
<i>Personal injury/property damage as a result of a claimed defect in a public way</i>				
Total	30	31	23	32
Claims closed	9	9	20	5
New claims	17	9	13	14
MGL Chapter 258 Claims- Massachusetts Tort Claims Act				
Total	46	43	41	32
Claims Closed	14	18	17	21
New claims	13	16	18	12
Fire - Injured on Duty Claims	33	12	20	23
Police - Injured on Duty Claims	10	9	13	4

in both their medical recovery and return to work, all with the overarching goal of limiting the Town's liability while focusing on the fair treatment of injured workers. The Legal Department is prepared to, and does, litigate all contested Workers' Compensation cases before the Department of Industrial Accidents as well as tracking and commenting on any pending legislation affecting the Town's Workers' Compensation program.

The Legal Department oversees line-of-duty injury claims administration for all police and fire personnel and provides 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 Legal Department appeared regularly in the District, Superior, and Appellate Courts of the Commonwealth as well as administrative legal bodies for hearings on motions, including many significant dispositive motions, as well as many successful hearings and trials.

### Future Objectives

- Defend and pursue the Town's interests in active and potential litigation matters, including following the directives of Town Boards and Commissions to assert the Town's rights and policies regarding land use and development.
- Work with Town departments on efforts to recover and protect Town financial resources from contracted entities and other parties.
- Develop and promulgate requested legal and policy positions in a variety of substantive areas, including assisting various stakeholders in evaluating future policies, especially for land use, zoning, and emerging issues which continue to be at the forefront of Arlington's concerns.
- Foster increased collaboration with other municipalities and State offices to best leverage the Town's legal positions.
- Provide additional training opportunities for Town committees and commissions.



Restored Cyrus E. Dallin's Menotomy Hunter statue and reflecting pool in the Winfield Robbins Memorial Garden in spring.

# HEALTH & HUMAN SERVICES

HEALTH  
& HUMAN  
SERVICES



The Arlington Department of Health and Human Services (HHS) consists of the following divisions:

- Health Department
- Council on Aging
- Veterans Services
- Youth Health and Safety Coalition
- Youth Counseling Center

The Department also coordinates the activities of the following boards and commissions:

- Board of Health
- Council on Aging
- Veterans Council
- Board of Youth Services
- Disability Commission
- Human Rights Commission
- Rainbow Commission

The mission of the Department of Health and Human Services is to protect the health of the public and assist residents with accessing services to meet basic human needs. In order to accomplish the mission of the Department, it relies on many different sources of funding including Town, state and federal funds, grants, foundation funding, and donations. Additionally, hundreds of volunteers assist with carrying out the Department's mission.

In 2019 the Department continued to promote racial equity work within its divisions. A Diversity, Equity and Inclusion Coordinator was hired to coordinate the work of the Human Rights Commission, Disability Commission, and Rainbow Commission as well as coordinate the work of the Town related to racial equity.

## BOARD OF HEALTH

The mission of the Arlington Board of Health is to protect the public health of the Town of Arlington through enforcement of health codes and regulations while promoting a healthy community. The Board of Health is a statutory board comprised of three community members at large, one of which must be a physician, appointed by the Town Manager for three year terms. The Board holds public meetings and conducts public hearings as necessary for health code violations. Additionally, the Board adopts Regulations that provide protections beyond the minimum standards outlined in Massachusetts General Laws (M.G.L.) and State Sanitary Code (codified in the Code of Massachusetts Regulations, C.M.R.) and sets town-wide policy related to important health

issues. In 2019 the Board met seven times to conduct hearings and discuss the following topics:

- Keeping-of-hens permit applications
- Housing code violations
- Food code violations
- Food code variance requests
- Body art variance request
- Regulations restricting the sale of Cannabidiol
- Amendments to the Regulations Restricting the Sale of Medical Marijuana
- Amendments to the Regulations Restricting the Sale of Tobacco and Nicotine Delivery Product



**Public Health**  
Prevent. Promote. Protect.

## HEALTH DEPARTMENT

The Health Department is located at 27 Maple Street in the Arlington Senior Center. The Department handles the day-to-day procedural operations and administrative duties associated with the Board of Health. The Department is required by State statutes and regulations to perform many 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 fulfilled by environmental health and public health nursing staff within the Health Department. The Department is comprised of a Public Health Director, two Health Compliance Officers, one Administrative Assistant (which is shared with Human Services), a part-time Public Health Nurse, a part-time Sealer of Weights and Measures, and a Public Health Associate.

### Environmental Health Permitting and Inspections

Staff annually permits and regularly inspects restaurants, tobacco retailers, tanning establishments, body art establishments, swimming pools, chicken coops, camps, the ice-skating rink, and three bathing beaches. Inspectors from the Department also investigate numerous resident complaints related to any health issue within the community, ranging from trash and dumpster complaints to housing code violations, pest activity, as well as noise and odor concerns. In 2019 the environmental health division was comprised of two full-time inspectors and hosted two public health associates from Northeastern University. The Depart-



# HEALTH & HUMAN SERVICES

ment also contracts with two food safety consultants to conduct a portion of mandated food establishment inspections.

## Environmental Health Highlights

- Staff investigated eight food complaints.
- Fifteen new food establishments opened or changed ownership and fifteen establishments closed.
- Staff conducted 138 housing inspections and collaborated with the Attorney General's Abandoned Housing Initiative Program on six properties.
- The Hoarding response team received eleven referrals and identified four new hoarding cases, while conducting follow-up on seven ongoing cases.

Permits Issued	2016	2017	2018	2019
Food	341	349	324	368
Tobacco	19	19	19	19
Waste Hauler	18	19	20	21
Funeral Director	8	7	7	7
Tanning Establishment	1	1	1	1
Public Pool	8	8	8	8
Public Beach	3	3	3	3
Ice Rink	1	1	1	1
Keeping of Hens	13	12	13	14
Camps	6	6	6	6
Body Art Establishment	1	1	1	1
Body Art Practitioner	2	2	2	2
<b>Total</b>	<b>421</b>	<b>428</b>	<b>405</b>	<b>448</b>

Inspection Type	2016	2017	2018	2019
Food Establishment & Temporary Food Event*	490	459	503	484
Tobacco Compliance Check	38	38	12	20
Housing	185	160	172	138
Demolition Inspection	18	26	21	16
Nuisance Inspection	609	417	405	408
Keeping of Hens	19	11	3	10
Bodywork Establishment	4	0	3	0
<b>Total</b>	<b>1,363</b>	<b>1,105</b>	<b>1,119</b>	<b>1,076</b>

\*Temporary food event inspections include: Farmer's Market, Feast of the East, Town Day, and other various public health events.

Type of Food Permits Issued	2016	2017	2018	2019
Food Establishment Permits	183	193	191	193
Mobile Food Permits	2	3	1	3
Residential Kitchen Permits	11	11	12	11
Farmers Market Permits	11	13	9	12
Temporary Event Food Permit	134	126	132	149

## Public Health Nursing

The primary responsibility of the Public Health Nurse is to prevent the spread of disease in our community. The roles and responsibilities of this position include communicable disease surveillance and investigation, as well as, health promotion, education, and emergency preparedness planning.

## Health Promotion

Each year the Health Department plans and holds flu vaccination clinics for our residents. In 2019 the Department partnered with the Council on Aging, Arlington Housing Authority, Arlington Public Schools, and the Fire Department to hold over twenty clinics throughout the community. Clinic locations included public schools, public housing buildings, and the Senior Center. This year we relied on over twenty Medical Reserve Corps (MRC) volunteers to help run our clinics. As a result we were able to vaccinate over 1,600 residents. In addition to immunizations, our Public Health Nurse participated in the Town Wellness Committee, the Massachusetts Association for Public Health Nurses, various emergency preparedness exercises and drills, and management of the Medical Reserve Corp.



Public health official administering flu vaccine.



# HEALTH & HUMAN SERVICES

## Communicable Disease Surveillance

Below is a list of communicable diseases that have been investigated and monitored by the public health nurse over the years.

Communicable Disease	2016	2017	2018	2019
Babesiosis	1	3	--	3
Calciavirus/norovirus	1	2	--	3
Campylobacter Enteritis	6	8	10	9
Cryptosporidiosis	--	1	2	2
Cyclosporiasis	--	--	--	4
Dengue Fever	--	--	--	1
Giardia	5	2	5	4
Group A strep	3	--	2	2
Group B Strep	--	1	1	2
Haemophilus influenza	1	--	--	1
Hepatitis A	--	2	1	2
Hepatitis B	12	13	18	9
Hepatitis C	10	20	12	10
Hepatitis D	--	--	--	1
Hepatitis E	--	1	--	--
Human Granulocytic Anaplasmosis	3	4	2	2
Influenza	79	104	170	130
Invasive Bacterial Infection	--	--	1	--
Legionellosis	1	1	2	1
Lyme Disease	45	37	52	45
Malaria	1	1	1	1
Mumps	1	2	--	--
Pertussis	1	3	1	--
Q fever	--	1	--	--
Salmonella	6	9	7	2
Shigatoxin	3	1	1	1
Shigellosis	--	--	1	1
Strep pneumonia -invasive	3	3	3	3
Tickborne	--	1	--	4
Tuberculosis <i>contact, and suspected cases in addition to probable and confirmed cases</i>	36	40	42	64
Varicella	2	7	4	3
Vibrio	--	1	--	--
West Nile Virus	3	--	--	--
Yersiniosis	2	--	--	1
Zika	--	1	--	--
<b>Total</b>	<b>225</b>	<b>269</b>	<b>338</b>	<b>311</b>

-- Denotes disease not tracked/present in those years

## Emergency Preparedness

In 2018 the Health Department became the host agency for the 4B Medical Reserve Corps (MRC), now known as the Metro East MRC. The Metro East MRC is one of the four federally recognized MRC's in the region and consists of 18 communities, including Arlington. The MRC is comprised of local health professionals and non-medical laypersons that contribute their skills and expertise during times of public health emergency and non-emergency community events. They assist existing community emergency medical response systems, as well as provide a group of readily trained and available resources to help a community deal with pressing public health needs and improvements.

In 2019 the Metro East MRC welcomed over 140 new volunteers to the unit and provided numerous outreach and training opportunities throughout the region. These include multiple recruitment events, Stop the Bleed, Stop the Bleed - Train the Trainer, Pet First Aid, and a regional MRC Conference, which included presentations on the 2018 Merrimack Valley Gas Explosions, Services Animals and Pets in Disaster Response, and Emergency Risk Communication.

## Weights and Measures

To ensure compliance with the Consumer and Merchant Protection Act, the Sealer of Weights and Measures conducts inspections of scales, scanners, and dispensing equipment. This includes retail stores, gas stations, oil trucks, taxi cabs, 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.

Below is a table of devices that were sealed in Arlington for 2019:

Device Sealed	Arlington
Scales 10 lbs and under	9
Scales 100lbs and under	89
Gasoline pump meters	117
Vehicle tank meters (heating oil trucks)	33
Taxi Cab Meters	10
Bulk heating oil tank meters	3
Bottle and can return dispensers	2
Individual Weights	0
Other devices	2
<b>Total</b>	<b>265</b>

# HEALTH & HUMAN SERVICES

## COUNCIL ON AGING

The Council on Aging, a division of the Department of Health and Human Services, is a community based social services organization that supports residents age 60 and over in Arlington. The agency's primary responsibilities are to provide information and referral, develop health and wellness programs, provide a sense of well-being through social programs, and promote volunteering and civic engagement.

In 2019 the Department worked with Architect Bill Sterling and his team to capture the needs of Arlington's older population in order to guide the design of the new Community Center which will undergo renovations in the spring of 2020. The new center will include more space for community programming, a café, a full kitchen for meals to be provided, a billiard room, exercise studio, arts and crafts room as well as multiple meeting spaces. The Department kicked off a capital fundraising campaign to raise funds to support the furniture and equipment purchases that will be made once the building renovation is complete. Once renovations are complete, the new space will be officially named the Arlington Community Center. The space will remain a center for Arlington's older population but with a redesign and a new name, the goal will be to draw a more diverse cross section of Arlington's older residents.



*Design depicts ground floor of newly designed Community Center to be improved in 2020.*

### 2019 Highlights

#### Social Work

There were two full-time social workers at the Council on Aging and two social work interns for the year.

- 950 individuals 60 and older received one-on-one direct social work services for a total

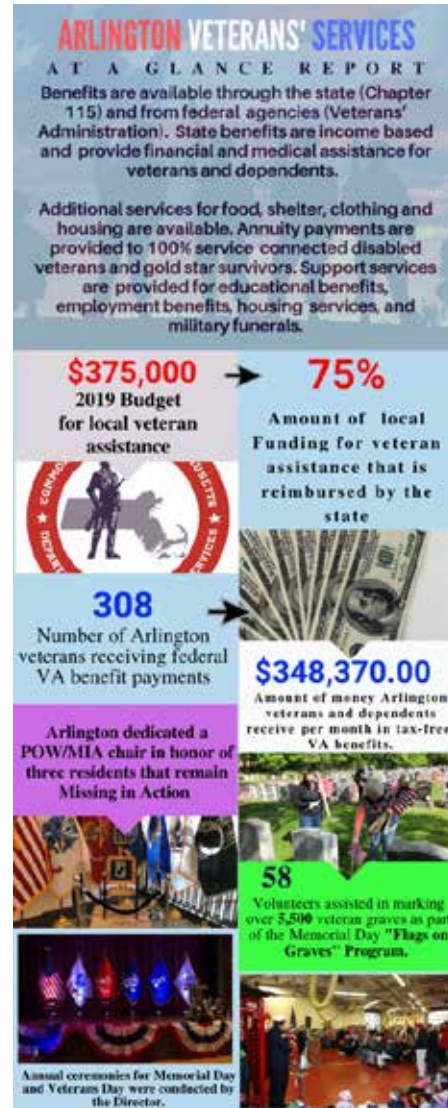
- of 3710 cumulative contacts via home visits, office appointments or phone consultation.
- 75 individuals served through support groups that include: bereavement, low vision, caregiver, grandparents raising grandchildren and decluttering support groups.
- 260 medical equipment items loaned to 140 individuals
- Hosted on-going intergenerational programming with elementary through high school aged youth.
- Hosted LGBTQ+ events twice per month at the Senior Center and partnered with the Robbins Library to host a bimonthly LGBTQ+ intergenerational movie series.
- Continued as SNAP outreach provider, enrolling 60 households in the program.
- Information and Programming
- Provided organic, local, fresh produce to 70 individuals for 20 weeks through our Lahey Farm Share program.
- Organized and implemented the annual Arlington for All Ages 5K Road Race with 362 runners and 58 volunteers, raising funds for the Capital Campaign to furnish the renovated Arlington Community Center.
- Implemented tax relief work-off programs for 20 homeowners, 5 renters and 5 veterans who each were placed within Town departments and completed 136 volunteer hours each.
- Age Friendly kick-off was held at Senior Center, residents learned about program, completed surveys. Over the course of several months over 600 surveys were completed, multiple focus groups held and data was analyzed to provide context for working group to select areas to focus future efforts on.
- AARP income tax support provided direct support to over 300 residents to assist with filing income tax paperwork.
- Fire safety program organized through American Red Cross and Arlington Fire Department.
- Leaf and snow removal programs supported 75 seniors in 2019.
- Annual celebrations held at the Senior Center include Diwali Celebration, holiday luncheons, Chinese New Year, Older Americans Month celebration, and National Senior Center month celebration.

#### Transportation

- Launched pilot programs expanding the van service to Burlington Mall, Market Basket, and Target.

# HEALTH & HUMAN SERVICES

- Offered 3-months of free van rides within Arlington to all age 60+ residents who live at each low income senior housing property in town, thanks to an \$11,000 grant from Lahey. This complementary van service grew ridership from the addresses it served by 20% and encouraged new riders to try the van service.
- Added one full day and two half days of van service to the schedule by hiring a 5th part-time van driver, allowing the Department to schedule, on average, 30 more van rides per week.
- Launched ride share options using Uber Central for age 60+ Arlington residents to medical appointments, even for riders who do not have a cell phone.
- Encouraged independent use of ride sharing apps such as Uber and Lyft through training and education, including hosting a hands-on seminar put on by TRIPPS (a local organization helping older adults learn how to use and manipulate the rideshare apps of Uber & Lyft).
- Completed 12 week pilot for van transportation to winter "Walk the Mall" program, providing round trip rides for exercise, socialization, shopping and blood pressure checks at the Burlington Mall weekly from January - March.
- Launched weekly pilot for van transportation to Market Basket for grocery shopping in addition to local Arlington stores.
- Launched weekly pilot for van transportation to Target for riders to complete holiday shopping during the month of December.



## ARLINGTON VETERANS SERVICES

Benefits are available through Massachusetts General Law Chapter 115 and from federal agencies including the Veterans' Administration to support veterans and their dependents in Arlington. State benefits are income based and provide financial and medical assistance. Additional services for food, shelter, clothing and housing are available. Annuity payments are provided to 100% service connected disabled veterans and gold star survivors. Support services are provided for educational benefits, employment benefits, housing services and military funerals.

\$375,000	2019 Budget for local veteran assistance
75%	Amount of local funding for veteran assistance that is reimbursed by the state
308	Number of Arlington veterans receiving federal VA benefits
\$348,370	Monthly payment amount to Arlington veterans and dependents from the VA
58 Volunteers	Helped to mark over 5,900 veteran graves as part of the Memorial Day Flags on Graves Program.



# HEALTH & HUMAN SERVICES



## ARLINGTON YOUTH COUNSELING CENTER

The Arlington Youth Counseling Center (AYCC), a division of Arlington Health and Human Services, is a community-based and DPH-licensed mental health center serving Arlington youth (ages 3-21) and their families. AYCC is the leading provider of outpatient and school based child and adolescent mental health services in Arlington. AYCC is also one of the only providers in the area that accepts youth with public health insurance, and is committed to ensuring that all community youth and families have access to necessary mental health services, regardless of their ability to pay. In addition to mental health services, AYCC oversees First Step- a support group for victims and survivors of domestic violence, and offers community resource supports and case management services to Arlington residents (under the age of 60) experiencing basic life needs.

The following list captures some of AYCC's highlights from 2019:

- Provided outpatient and school-based mental health services to over 350 children, teens, and adult caregivers, including 143 new clients in 2019. Conducted a total of 6,580 sessions (including psychotherapy, psychiatric evaluation, and medication treatment).
- Provided ongoing, school-based counseling to 77 students in Arlington Public Schools through the Project Success program.
- Facilitated therapeutic groups at Ottoson Middle School and the Gibbs School, including Cognitive Behavioral Therapy (CBT) groups for students experiencing depression and anxiety, and friendship groups for students in need of developing social skills.
- Provided weekly therapeutic support to students in the Workplace, an alternative program at Arlington High School, and co-led a Workplace program hiking/camping trip at Mt. Monadnock.



- Provided over \$19,000 in free and reduced fee care to 19 families in need of financial assistance.
- Facilitated weekly therapeutic groups for victims and survivors of domestic violence.
- Provided community resource support to over 70 Arlington residents experiencing a range of issues, including housing instability and homelessness, food insecurity, utility arrears, childcare, and unemployment.
- Created a new Case Manager and Homeless Outreach Worker position to offer resource support to homeless individuals in Arlington, and more intensive case management services to Arlington residents in need.
- Awarded a "100K for 100" grant for a second time from the Cummings Foundation. This 100K grant will help fund the work of AYCC's Psychiatric Clinical Nurse Specialist over the next three years.
- Collaborated with the Board of Youth Services and Arlington Public Schools to offer two community forums focused on mental health: "Understanding Teen Depression," a presentation by Families for Depression Awareness, and "Adolescent Wellness: Understanding and Responding to Depression and Suicide Risks," featuring guest presenter Dr. Larry Berkowitz.
- Renovated AYCC's therapy playrooms, with support from a local therapeutic interior designer, to create a more welcoming, organized, and therapeutic environment for clients of all ages.
- Raised over \$47,000 at AYCC's 9<sup>th</sup> Annual Gala. This year we had the great pleasure of honoring beloved Board of Youth Services member, Carlene Newell. Carlene has been a fierce advocate for AYCC and youth mental health services and a champion for youth in the community for over thirty years.





## ARLINGTON YOUTH HEALTH & SAFETY COALITION

Arlington Youth Health & Safety Coalition (AYHSC) community-based coalition with a mission to prevent and reduce substance abuse and other risk behaviors that adversely affect youth in Arlington.

The Coalition includes representatives from the public sector (police, schools, healthcare, local government) and private agencies (churches, businesses, youth-serving organizations), as well as parents and youth. Employing a public health approach to prevention and intervention, AYHSC focuses on population level change through education, environmental initiatives, policy development, and improving youth access to treatment.

2019 was the concluding year of the ten-year federal Drug Free Communities Program (DFC) grant. As AYHSC faced the end of DFC funding, there was a focus on sustainability, increased community engagement and raising awareness about our mission and community contributions. AYHSC received additional grant funding from the Sanborn Foundation, Communities Talk Events, SAMSHA and MA Department of Public Health's Bureau of Substance Abuse Services.

The Coalition was asked for expertise and to provide data to:

- The Attorney General and District Attorney's office
- School Administration
- Parents
- Community Members
- Youth
- The Robbins Library
- Neighboring Communities
- TV and Print Media

### Summary of Accomplishments

During 2019, the coalition documented 785 accomplishments/outputs addressing a broad range of issues. Most of the Coalition's activities addressed general ATOD (Alcohol, Tobacco and Other drugs), followed by youth vaping and mental health.

The Coalition accomplished these community changes in 2019:

- New practice of distributing self-care resource documents to students after the

YRBS.

- Conducted first environmental scan of alcohol littering.
- First-time students participated in Kick Butts Day where they went to Boston to march and met with state legislators focusing on tobacco and marijuana.
- Conducted outreach to retailers with youth about reducing access to vape materials.
- Students at risk are presented with a diversion opportunity.
- Implementation of the photo-voice research project.
- New partnership with pediatricians to use the SCOPE of Pain curricula to help them safely prescribe opioids.
- New resource website created by the Parent Advisory for Parents.
- Implementation of a new parent survey.

## COMMISSION ON DISABILITY

The Commission on Disability continued 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, mental illness, and other disabilities have equal access to Town facilities, services, and programs. As mandated by State law, the majority of Commissioners have a disability. The 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 other residents as to the legal rights of people with disabilities, enforcing those rights and working towards community inclusion to make Arlington a stronger town by capitalizing on the strengths that each person living and working here has to offer.

The following are Commission on Disability activities that took place during 2019:

- The Commission co-sponsored the Diversity Career Fair at Arlington Town Hall. Employers from health care, government, financial, retail, and non-profit organizations participated in the career fair.
- The Commission continued to meet with Town Officials to discuss the rights of people with disabilities in order to work towards full community inclusion with in the Town of Arlington.
- The Commission advocated for, and received, an increased budget. The funds were used to implement one strategy from the self-evaluation and transition plan, improve website accessibility, conduct educational

# HEALTH & HUMAN SERVICES

outreach, and improve accessibility at the Commission meeting space.

- Long time ADA Coordinator, Jack Jones retired from the Town after over forty years of service.

The following are Commission on Disability goals for 2020 that will continue to revolve around the very clear parameters of the Americans with Disability Act.

- The Commission will continue to advocate for and ensure the rights of Arlington residents living with disabilities.
- The Commission plans to co-sponsor the annual Diversity Career Fair in partnership with the Massachusetts Rehabilitation Commission.
- The Commission will continue to advocate for safer sidewalk surfaces and for full curb cut ramp compliance.
- The Commission plans to designate members of the Commission to meet with other Town Commissions / Town Committees for the purpose of sharing information.
- The Commission plans to work with the Town's Business Community for the purpose of improving access.
- The Commission plans to collaborate with the Council on Aging regarding an age friendly community's initiative.
- The Commission will be actively involved with a Town sponsored accessibility evaluation and transition plan.
- The Commission will work with the Town to implement the strategies listed in the self-evaluation and transition plan.

The Commission meets on the third Wednesday of each month at 4:00 p.m. in the Health and Human Services conference room located at 27 Maple Street, 2<sup>nd</sup> Floor, in the Arlington Senior Center. Meetings are open to the public. All interested residents are encouraged to attend to either observe or voice their opinion.



## HUMAN RIGHTS COMMISSION

The Arlington Human Rights Commission (AHRC) was created by Town Meeting in 1993 to advance issues related to the fair and equal treatment of individuals and

to create a mechanism for addressing complaints arising out of these issues. The mission of the AHRC is to work individually and collaboratively with other groups in our community to celebrate the ever changing tapestry of our Town, and to emphasize, through educational outreach, the danger of intolerance at every level. The Town Manager, School Committee, and the Town Moderator have appointing authority for thirteen members of the Commission.

The AHRC met monthly throughout the year. New co-chairs, Sharon Grossman and Kristen Bauer, were elected in August 2019.

The AHRC collaborated with, co-sponsored events with or publicized events for many Town government and community groups, including: Arlington Public Schools (APS), Arlington Health and Human Services (AHHS), Arlington Police Department (APD), ACMi, True Story Theater, Mystic LGBTQ+ Youth Support Network, Communities for Restorative Justice (C4RJ),, Arlington Rainbow Commission, Anti-Defamation League of New England, and human rights organizations in several neighboring towns, Diversity Inclusion Groups through the APS, and the MLK Birthday Celebration Committee.

### Education and Trainings

- Training of Commission members related to Open Meeting Laws, Town By-laws conducted by Arlington Town Counsel
- Held a retreat for AHRC Commissioners to address issues including continuing to develop consistency and protocols related to investigation of increasing response and communication, team building, and develop working groups to maximize the Commission's impact.

### Community Outreach

- Continued to offer a citizen's forum at the beginning of each monthly meeting to give residents the opportunity to address the Commission on matters relating to equality and fairness. This year, at least several dozen citizens took advantage of this opportunity. Citizens attended the Commission's 12 meetings.
- Began a new monthly agenda item to enable Commissioners to discuss issues raised by community members at the previous month's meeting.
- Instituted a new monthly Commissioners' Coffee Chat to enable members of the community to informally meet and share ideas on human rights issues with two Commissioners each month.
- Regularly attended and participated in

- Massachusetts Association of Human Rights Commission (MAHRC) meetings and ADL's Northeast Regional Advisory Committee.
- Continued co-sponsorship of the Town's Martin Luther King, Jr. Celebration.
  - Hosted the second Double Take event in Town Hall in February. Over 100 people attended, while others viewed it on ACMi.
  - Hosted popular booths at Town Day and Feast of the East. Distributed approximately 360 more Hate Has No Home Here (HHN-HH) lawn signs, window signs and car magnets in English, Urdu, Korean, Hebrew, Arabic, and Spanish. Distributed signs along Lake Street to households that were willing to accept them after the arson fires at the Center for Jewish Life of Arlington/Belmont. Added Love Lives Here lawn and window signs to the original HHNHH signs for distribution.
  - Supported a gathering in response to hate graffiti at Magnolia Park in April.
  - Cosponsored two workshops on Courageous Conversations in elementary schools for parents/guardians in April about race.
  - Cosponsored a parent program with True Story Theatre in April to share stories related to diversity, equity and inclusion.
  - Organized a community gathering at Town Hall in May in response to suspicious fires at the Center for Jewish Life of Arlington/Belmont and the home of Rabbi Avi Bukiet and his family; over 500 people attended.
  - Crafted and released public statements in response to incidents.
  - Co-sponsored a gathering in Lexington in response to the Christchurch Mosque shootings.
  - Sent several e-correspondence via MailChimp to our list of over 400 subscribers.
  - Posted 70 times on Facebook, reaching about 39,000 people.
  - Continued sending an AHRC commissioner to the regular meetings of the Superintendent's Diversity Advisory Committee.
  - Clarified and agreed to a liaison program between the AHRC and APS.
  - Continued to send an AHRC commissioner to serve on the Town's Surveillance Study Committee.
  - Began working with two Arlington High School students who are serving as Interns.
  - Co-sponsored and financially supported events with the APS DIGs (Diversity and Inclusion Groups that are connected to each school and led by parents/guardians)

## Incidents and Complaint Response

- Hate incidents continued, with increasing complaints of tagging/graffiti of hate messages and other forms of hate speech in schools.
- Collected information regarding hate incidents occurring in Arlington from citizens, schools, and the APD, as follows: 21 Cases, 11 of which involved the APS and 16 of which were also referred from or handled by the APD.
- Continued to work closely with the APD and APS to learn of, track, and where necessary, address incidents involving graffiti, texting, racist speech, anti-Semitic speech and threats, and racial profiling.
- Completed a Memorandum of Agreement that included the APS, AHRC, and APD through a collaborative process that set forward Guidelines for Responding to Hate Incidents in the Arlington Public Schools

AHRC Year and Goals Moving Forward Our Commission of 13 has 6 new members, increasingly reflecting the growing diversity of our town. Our entire Commission is energized to work together with the community to address the challenging human rights issues facing those who live, work and visit Arlington.

As we move forward, we are mindful of the damage to our community that has yet to be repaired. Regrettably, our town has experienced incidents of hate, intolerance, and inflammatory language, stemming from racism, anti-Semitism, anti-immigrant sentiment, and systemic discrimination. Homophobic, anti-Semitic, and racist graffiti has been scrawled in our schools. A house of worship and home of a Rabbi and his family was set on fire twice. Hate speech targeting communities of color, immigrants and refugees, religious minorities and other vulnerable communities has been circulated and heard. Hateful incidents like these have caused widespread fear. Arlington can and must do better.

We recognize that every person in Arlington deserves to be valued, respected, and protected. Thus, we are increasing opportunities to be heard. We are hosting, sponsoring, and partnering with community programs and events to welcome and celebrate diversity. We are participating in town programs, including community activities, discussions with police, and outreach to community groups to foster respect. We are facilitating training, education and incident reporting with the police, the town, and our schools to increase protection for all in Arlington.

# HEALTH & HUMAN SERVICES

## LGBTQIA+ RAINBOW COMMISSION

Established by Town Meeting in 2017, the LGBTQIA+ Rainbow Commission is a volunteer group of Arlington residents, appointed by the Town government, who promote the inclusion of LGBTQIA+ individuals and groups through affirming policies and programs, resources, advocacy, and community-building with the vision that the Town of Arlington will fully include the LGBTQIA+ community in all aspects of Town life.

During 2019 the Commission focused efforts in these main areas:

### *Community-engagement events hosted by the Rainbow Commission*

- 3rd Annual Arlington Pride Picnic – Hosted 80+ at the Arlington Senior Center with opportunity to meet new and old friends and enjoy picnic, balloon-twisting, crafts and outreach about Rainbow Commission itself.
- Porchfest – welcomed 35 + people to our karaoke porch at the Arlington Senior Center.
- Town Day – Welcomed nearly 100 people to Commission booth and distributed rainbow flags, pronoun buttons and other items while building our contact list and educating the community about our work.
- Community Conversation – Hosted a discussion of LGBTQIA+ issues and efforts in Arlington Public Schools with participation from 20 interested parties including the Superintendent, School Committee members, teachers, school nurses, parents and other community members.
- Crafts & Community and Cookies & Community – Created opportunities for youth and adults to meet and build community, and helped them create their own pronoun buttons.

### *Community events cosponsored by the Rainbow Commission*

- Parent Forum: Building Community to Support LGBTQIA+ Youth – Arlington Public Schools and LexPride
- Intergenerational SAGE Table – Council on Aging
- Transgender Day of Remembrance – LexPride
- ABCs of LGBTQIA+ Aging: Planning for the Future – Council on Aging
- Inclusion Day – Arlington High School
- Queer Book Group (monthly) – Robbins Library
- Reel Queer films (bimonthly) – Council on Aging and Robbins Library.



*Porchfest karaoke*

- Collaborations with Town Government and staff.
- Worked with Town Manager and Health and Human Services to implement changes that earned a Municipal Equality Index Score of 100 for Arlington for the first time.
- Engaged in dialogue with AHS Principal about the inclusion of gender-neutral spaces in proposed plans for the new high school.
- With safety assistance from the Police Department, painted rainbow and trans flags in the crosswalk in front of Town Hall for Pride Month.
- Created a display at Robbins Library for Pride Month.
- Recruited liaisons from Council on Aging, Robbins Library, Ottoson QSA, AHS QSA, Police Department, and LexPride to occasionally attend our meetings to expand the reach of and inform Rainbow Commission work.
- Attended meetings of the Diversity Task Group, Human Rights Commission, LexPride, and the Select Board.



*Coming Out Day pronoun-button-making*

### **Advocacy and Social Justice**

- Participated in final Restorative Justice Circle for high school youth who spray-painted homophobic graffiti on Arlington High School.
- Participated in the interview process for the Town's new Diversity, Equity & Inclusion Coordinator.
- Participated in Reclaiming Our Park, a community gathering in response to white supremacist graffiti at Magnolia Park.
- Helped draft the annual Pride Proclamation from the Select Board.



## Communications

- Maintained Facebook page (275 followers), Twitter (170 followers), email list (195 contacts) and website (2,400 views, 1,350 visitors) to update the community on Commission activities, other area events and issues of interest or importance to the LGBTQIA+ community.
- Responded to countless emails from individuals seeking resources and advice regarding LGBTQIA+ issues.
- Hosted 44 guests at Commission and subcommittee meetings.
- Posted about events, engaged in community discussions, and shared resources in various Arlington Facebook groups.

The Commission secured \$1,500 in grant money from the Boston Pride Community Fund to support Pride events in June and three subsequent community-building events. The grant was needed to fund events held prior to our first year of Town funding, which started this July.

The Commission generally meets on the third Thursday of the month at 6:30 p.m. in the Robbins Library's 4th floor conference room. All meetings are open to the public and we encourage community members and representatives from other Town committees and commissions to attend. For more information, see [rainbowarlington.org](http://rainbowarlington.org) or email [rainbow@town.arlington.ma.us](mailto:rainbow@town.arlington.ma.us).

# RECREATION

## RECREATION DEPARTMENT

Arlington's Recreation Department continued to offer a variety of programs and facilities for the residents in 2019. The Department operates as a self-supporting enterprise in the Town and does not utilize general fund dollars to support the staff, programs, or the Ed Burns Arena.

The chart below gives an overview of the usage at the rink for the previous 5 years:



Skating at Ed Burns Arena

Ed Burns Arena	FY2015	FY2016	FY2017	FY2018	FY2019
Ice Rental Hours	2,055	2,032	1,795*	1,643	1,384
Public Skate - Adult	4,567	4,795	6,288	5,730	4,221
Public Skate - Child/Senior	7,091	7,643	4,805	6,623	7,077
Public Skate Passes - Adult	116	107	65	55	24
Public Skate Passes - Child/Senior	148	140	109	86	61
Skate Rentals	3,621	3,325	3,386	4,106	3,414
Skate Sharpening	785	845	528	636	359
Stick and Puck	1,005	1,377	1,425	1,469	1,102

The Department has been committed to providing quality programs and special events. The chart below gives you an overview of the Department's participation numbers for the past 5 years:

Season	FY2015	FY2016	FY2017	FY2018	FY2019
Summer	2,403	3,806	3,469	3,197	2,807
Fall	1,097	1,370	1,265	1,300	1,042
Winter	2,299	2,333	2,445	2,525	2,387
Spring	1,184	1,529	2,145	2,223	1,306
Kids Care Memberships	148	163	135	124	169
Total	7,131	9,201	9,459	9,369	7,711

Overall the participation numbers in recreational programs has fluctuated over the past five years. Over the last three years program numbers have been steady at over 9,000 participants annually. However there will be a number of factors that could impact these numbers moving forward.

The access to a primary recreational program space has the biggest potential impact on the Department's ability to maintain participant numbers. Continued access to school gymnasiums, cafeterias and classrooms will be critical in the Department's ability to maintain its level of programming. It is important for the Department to continually explore alternative program locations.



Rejuvenating grass at the playing field at Robbins Farm Park

# RECREATION

The numbers at the Reservoir bathing beach have fluctuated over the past 5 years. The chart below represents the number of beach goers:

Reservoir	FY 2015	FY 2016	FY 2017	FY 2018	FY2019
Adult Resident	363	279	215	132	142
Child Resident	374	339	198	153	122
Senior Citizen	74	68	53	56	42
Resident Family	470	404	338	281	217
<b>Total Tags Sold</b>	<b>1,281</b>	<b>1,090</b>	<b>804</b>	<b>622</b>	<b>523</b>
<b>Total Daily Passes</b>	<b>9,565</b>	<b>8,806</b>	<b>11,782</b>	<b>9,239</b>	<b>8,000</b>

Supply and demand continues to be a challenge with the parks and playing fields in Arlington. The Department works closely with Public Works to try and balance usage with conditions. The number of fields has remained constant over the years, but the influx in the school age population has increased the demand. There is also a growing request for new leagues and pick-up adult usage. The Department will continue to work with the various user groups, friends groups, and residents to seek solutions for these challenges.

## PARK AND RECREATION COMMISSION

Arlington Recreation continues to manage the capital improvement projects for the Park and Recreation Commission. Projects in 2019 consisted of:

- Reservoir Phase I of the Arlington Reservoir Master Plan improvements began last fall and included a complete overhaul of the circulation, filtration and disinfection system inside the pump house as well as the piping under the beach to the water. Later phases will include a new playground, a perimeter loop trail around the Res, as well as improvements to the parking lot and a boat ramp.
- Playground Study – The Department hired an outside consulting firm to do an assessment and recommendation report for twenty (20) of our Town-owned playgrounds. Also identified in this report are maintenance needs, short-term retrofits, and surfacing needs.
- North Union/Lussiano Playground

### 2020 Goals

The Department will be working once again with Arlington Public Schools to continue to offer its state licensed afterschool program. The steady growth in the school age population will continue to increase the need for afterschool recreational space, as well as the Arlington High School Project further compounding the afterschool, programming and field challenges in 2020 and beyond. The Department has a number of projects on the books for 2020 including ADA upgrades at the Ed Burns Arena, completing the Reservoir Pump Building, and beginning design work for Reservoir Phase II Project, demolition and construction of the North Union Playground Project, and beginning to implement upgrades in regards to the Playground Study.



Phase 1 work at Arlington Reservoir

# EDUCATION

## ARLINGTON PUBLIC SCHOOLS 2018-2019 ANNUAL REPORT

The tradition of excellence in the classroom, performing and visual arts, and athletics continued in the 2018-2019 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 vision of the Arlington Public Schools (APS) as detailed in the four over-arching district goals.



- The Arlington Public Schools will ensure that every graduate is prepared to enter and complete a post-secondary degree program, pursue a career, and be an active citizen in an ever-changing world by offering a rigorous, comprehensive, standards-based and data-driven K-12 system of curriculum, instruction, and assessment that integrates social, emotional and wellness support.
- The Arlington Public Schools will recruit, hire, retain, and build the capacity of a diverse staff to be excellent teachers and administrators by providing high quality professional development aligned to needs, instructional support, coaching, and an evaluation framework that fosters continuous improvement.
- The Arlington Public Schools will offer a cost effective education that maximizes the impact of taxpayer dollars and utilizes best practices, academic research, and rigorous self-evaluation to provide students and staff the resources, materials and infrastructure required for optimum teaching and learning in a safe and healthy environment.
- The Arlington Public Schools will be run smoothly, efficiently and professionally. The district will operate transparently and engage in effective collaboration and responsive communication with all stakeholders. It will provide timely, accurate data to support financial decision-making, envisioning of the district's future, and long-range planning in partnership with other Town officials. Through these actions it will create broad support for a high quality education system that is the community's most valuable asset.

APS teachers and administrators in collaboration with members of the community and School Committee developed a vision of what skills, knowledge, and dispositions Arlington students should attain and develop during their years in Arlington Public Schools.

### **Vision of Student as Learner**

The APS vision for students as learners and global citizens outlines what the district wants all students to know and be able to do by the time that they graduate from Arlington High School (AHS). This requires that all students experience a coherent curriculum that is aligned with the Massachusetts State

Curriculum Frameworks that support the development of critical thinking, social-emotional and relationship skills. Students are supported in their development by highly qualified teachers, who engage in continuous professional learning. This vision informs the strategic initiatives, instructional decisions and budget requests in the multi-year plan.

These characteristics will be demonstrated by student's ability to:

- work independently and collaboratively.
- observe, analyze, and synthesize information from a variety of sources to enhance existing understandings and construct new knowledge.
- demonstrate perseverance by using repeated reasoning and inquiry.
- participate in rigorous, focused discourse.
- develop and defend arguments based on evidence and respectfully consider different perspectives.
- create and critique original work.

### **Vision of Student as a Global Citizen**

Students will strive to be empathic, responsible, active members of a local and global community who are aware of the role that bias and prejudice play in society, as demonstrated by their ability to:

- speak with and listen to others in a manner that is respectful of multiple perspectives.
- cultivate and maintain healthy and rewarding relationships with diverse individuals and groups.
- develop self-awareness and self-understanding.



# EDUCATION

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- think critically and reflect upon choices and their impact on others.
- participate as a consumer of and contributor to the cultural and civic life of local and global communities.

The results of our efforts include:

- 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 with curriculum aligned to the Massachusetts State Standards. District-wide common assessments continued to be refined and updated in all disciplines at all levels, including mathematics, English, and writing to help teachers pace their instruction and inform them about students who had mastered the skills and content and those who needed further instruction. At all levels, teachers and administrators focused on incorporating the Vision of Student as Learner and Global Citizen skills into every classroom with emphasis on team work, working in a multicultural global society, perseverance, communication skills, creative problem-solving, and the ability to evaluate and synthesize information.
- Sixth grade students and staff moved into the newly renovated Gibbs School in September 2018. The Gibbs School will house sixth grade classes in order to alleviate over-crowding at the Ottoson Middle School. Six new classrooms were completed on time at Hardy Elementary School in December 2018. The building expansion projects are in response to growing enrollment in the Arlington Public Schools. Student enrollment has increased by over 900 students since 2013. The District welcomed 117 additional students this year, representing a 2% growth from last year.
- The Massachusetts School Building Authority (MSBA) Board of Directors approved Arlington moving into Schematic Design for the new high school at their meeting in August 2018 following submittal of the Preliminary Design Program and a Preferred Schematic Report in July 2018. A Schematic Design is a design plan of sufficient detail to establish the scope, budget and schedule for the Proposed Project.
- In 2018, Grades 3-8 took the new Next

Generation MCAS test for ELA and Math. This was the second year that this test was administered state-wide. District baseline results for the Next Generation MCAS are positive, with all schools showing strong results. In general, the new standards for Meeting Expectations on the Next Generation MCAS are more rigorous than the standards for reaching the Proficient level on the legacy MCAS. On the Next Generation MCAS, the majority of students in subgroup populations, including Special Education, English Language Learner (ELL), Former ELL, and economically disadvantaged students, are scoring above state averages. Arlington High School received an accountability rating of 1, the highest rating. There is no accountability rating based on 2017 results for schools that include grades 3-8. Fifth and eighth grade students took the Legacy MCAS for Science and Technology/Engineering. Tenth grade students took the Legacy MCAS for ELA, Math, Science and Technology/Engineering. Grades 4-8 took the computer-based Next Generation MCAS, while third grade students took the paper-based Next Generation MCAS. The Next Generation MCAS focuses on a student's critical thinking abilities, application of knowledge, and the ability to make connections between reading and writing. It also gives a clearer indication of career and college readiness. Next Generation MCAS 2017 results are baseline; they cannot be compared to prior results. The percentage of Arlington students in each grade who are meeting or exceeding grade level expectations is considerably higher than the state average in each assessed content area. 2018 is the first year Arlington received an accountability rating since the inception of the Next Generation MCAS. The district received an accountability rating of "Partially Meeting" expectations. This will serve as a baseline for how the district improves over future years.

- During the 2018-2019 school year, the staff, teachers, and administrators of Arlington Public Schools participated in professional development focused on topics which enable the district to effectively work towards increasing the capacity of all staff to deliver an effective learning experience for all students. Teachers at all levels participated in professional development centered around instructional techniques that are necessary to close the achievement gap between struggling and

succeeding students, to assist teachers in creating supports necessary to provide each student with the social-emotional growth that will prepare them to become purposeful adults, and to provide teachers with the skills necessary to integrate the development of twenty-first century skills into the curriculum K-12. Major curriculum initiatives included a continuation of aligning classroom resources and units of study with the common core curriculum and state standards. Work was also completed to support district goal 1.2, which states, “Students will develop their social and emotional (SEL) skills through age-appropriate SEL instruction that includes an awareness of cultural bias, and by learning in classrooms where responsible decision making, empathy, and the importance of positive relationships are the norm.” The plan supported all district personnel receiving ten hours of professional development. Coupled with the district focus on Cultural Competency, 60 elementary teachers and 30 middle school teachers participated in a summer training in “Responsive Classroom.” Responsive Classroom is an evidence-based approach to teaching that focuses on engaging academics, positive community, effective community, effective management, and developmental awareness. The underlying foundation for Responsive Classroom assists with building the five SEL competencies of self-awareness, self-management, responsible decision making, social awareness, and relationship skills.

- To further support curriculum work and to ensure that classroom instruction continues to respond to the individual needs of students, professional development opportunities that focus on using data were offered throughout the year. This focus on data also addresses goal objective 3.1 which states, “Research and implement a data platform to support the district in collecting, aggregating, analyzing and sharing student data in order to assist teachers in targeting instruction and improving student learning and wellness.” This year the district piloted the newly developed Data Bank at the elementary level. The Data Bank is designed to house student assessment data that is collected from district and state testing. Coupled with the implementation of the Data Bank, 10 staff members took an afterschool course that taught them how to use the Data Wise Improvement Cycle, collect

multiple forms of data, build a repertoire of strategies for guiding teams to understand, analyze and use data in decision-making and to communicate data results in ways that empower community members to envision their role in improvement. Building and district administrators took a similar version of the Data course which was made possible through a grant from the Arlington Education Foundation (AEF).

- Arlington Public Schools understands the importance of having safe and supportive schools so that every child feels known and appreciated in school, while also supported in learning age-appropriate social-emotional skills in an atmosphere of equity. This work is shared by all administrators, faculty, and staff. It is supported by specific programs that the district has adopted, as well as through a variety of professional development offerings and school and district-level Safe and Supportive Schools teams. Curricula and programs such as Tools of the Mind, Responsive Classroom and Open Circle help build predictable, safe, and energizing classrooms. Over 240 faculty and administrators have been certified in Youth Mental Health First Aid, and a cohort of teachers has completed a graduate certificate program in Trauma and Learning. Teachers have attended professional development on cultural competency offered district-wide.
- Arlington High School (AHS) continues to provide high levels of academic quality and a positive environment in spite of persistent challenges in facilities. AHS continues to grow in a number of areas including use of technology, school climate, student leadership, and learning beyond the school walls. AHS continues to excel on assessments of academic quality reflecting both high achievement and improvements in academic equity. AHS has again received Gold Medal distinction in the U.S. News & World Report Best High School Rankings, rising in its ranking for the 5th consecutive year both in the state and nationally. This year AHS ranked 9th among Massachusetts schools, up from 12th the year before, and in the top 2% of schools nationally. AHS is recognized as a top school in science, technology, engineering and mathematics, or STEM, ranking 166 nationally. Students at AHS also continue high levels of performance in the National

# EDUCATION

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Merit Scholarship Competition over the years.

- Arlington Public Schools was named a 2018 recipient of the US Department of Education's Massachusetts Green Ribbon School District, being listed as an environmentally aware and civic minded school system. Massachusetts Department of Elementary and Secondary Education (DESE) announced that Arlington Public Schools was named a 2018 Massachusetts Green Ribbon School District. The District received this honor in recognition of its leadership in reducing environmental impact and costs, improving the health and wellness of students and staff, and delivering effective environmental and sustainability education that incorporates science, technology, engineering and math (STEM), civic skills, and green career pathways. The state designation qualified the District for nomination for a similar award at the national level. Arlington Public Schools was one of six districts across the country to receive the U.S. Department of Education Green Ribbon School District Sustainability Award. This honor recognizes three areas of excellence: reduction of greenhouse gases, efforts to address the nutrition, fitness, mindfulness, and overall health of students and staff, and the incorporation of curricula that addresses environmental topics at all school levels.
- The Technology Plan was further implemented this year by increasing technology hardware, including LCD projectors, in all schools. Purchased and deployed additional Chromebooks and carts to all elementary schools to support the addition of the Third Grade Students taking MCAS test electronically this year. VOIP (Voice Over Internet Protocol) Telephony implementations were completed at the Gibbs School, Brackett School, Hardy School, and IT Department. Installed at Gibbs were 550 Chromebooks and 24 Carts for students and teachers. The capacity of the school Internet circuits were increased from two 1Gig circuits to two 2Gig redundant circuits located at the Ottoson and AHS. The AHS CADD, STEM, Music, and Digital Media Lab Equipment were updated. Kindergarten electronic registration enabled 584 students to register for Kindergarten this year. The Elementary School Electronic

Report Card Process was developed and implemented.

- Grants received by the District supported the expansion of technology, curriculum initiatives, professional development and academic and social-emotional support for students. Arlington Education Foundation (AEF), MA Department of Elementary and Secondary Education (DESE), and Community Health Network Area 17 (CHNA17) all supported initiatives to help ensure that Arlington's students feel safe and supported at school, learn mindfulness techniques along with their teachers, and learn skills that help youth make good decisions about substance use as they grow into healthy adults. AEF continued its commitment to a three-year initiative with the Arlington Public Schools, investing in behavioral health so that every student, preschool to high school, has the best environment in which to learn. The grant supported Youth Mental Health First Aid training for 300 teachers, staff, administrators, and support staff. All schools implemented actions plans for Safe and Supportive Schools with the support of AEF and a Safe and Supportive Schools grant from the DESE. AEF also provided key support for innovative educational projects in the humanities, arts, and STEM areas. CHNA 17 awarded the district a Mental Health and Racial Equity grant to address issues regarding access to mental health care among Arlington's African-American/Black students. This comes out of CHNA 17's Mental Health and Racial Equity report that explored the experiences of American-Born Blacks in Arlington, Belmont, Cambridge, Somerville, Waltham, and Watertown. Bishop, Brackett, and Hardy elementary schools, along with district leaders, were accepted into the "Systemic Student Support (S3) Academy" supported by the DESE, Rennie Center, and Boston College. Arlington's interest is integrating student supports to address the whole child, in inclusive settings, while addressing the barriers to access and equity; not just at an individualized level of targeted interventions, but at a universal, all students level. AEF awarded AHS a grant to integrate DBT (dialectical behavior therapy) for students with social/emotional/behavioral difficulties at AHS. AEF provided funding support for the AHS Wellness Day. A course for teachers in "Building Culturally Responsive Skills

for Engaging All Students” was supported by a grant from AEF and the METCO grant. The district is also grateful for additional AEF grants in a wide variety of areas, including: STEM - Beautiful Brain: AP Psychology Conference at the MIT Museum, Fun & Games with Math in the Community for Gibbs, and Mobile & Flexible Digital Investigating for science at AHS. Humanities - Discovering Our Voices with Literature Circle at Gibbs School, Diversify & Innovate Stratton Library, and Crafting Minds, and Targeted Reading Intervention at the elementary schools.

- The schools continued to work in partnership with the police, town, and community to ensure consistent and coordinated responses to inappropriate student behaviors. The Diversion Program started in 2006, which focuses on restitution and rehabilitation for first time, non-violent behavior, has proven to be an effective model. The APS 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 Parent Forum series continued again this year, free to all parents and community members. These forums included a variety of topics including: This year the topics ranged from: “Encouraging Honest Conversation with your Elementary-Age Children about LGBTQIA+”, “Redefining Mealtime”, “Screenagers” (the impact of digital time on children), “Changing the Culture Around Mental Health”, “How to Raise Ethical/ Thoughtful Children in The Age of Me Too”, “Smoking Cessation”, “Partying=intoxication a harmful message for teens”, “Unstuck: An OCD Kids Movie”, “Guiding Good Choices”, “Smoking and Vaping: Preventing Teen Trends”, “Homesick and Happy”, “I’m Done; What Do I Do Now?”

For additional information, please see the Superintendent’s newsletters: <http://www.arlington.k12.ma.us/administration/newsletters/>

The Arlington Public Schools have 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.



## ARLINGTON

**Annual Report to the Towns  
Minuteman High School  
Dr. Edward A. Bouquillon, Superintendent-Director  
January, 2019 – November, 2019**

### A Historical Year for Minuteman

The year 2019 marked a pivotal and historic moment in the history of Minuteman High School, with the opening of a cutting-edge building to begin the school year in September, one year ahead of schedule and on-budget, increasing enrollment of students from member district towns, increasing enrollment of adult students in Minuteman Technical Institute, and 99% of Class of 2019 graduates entering college, career, or advanced technical training.

### Class of 2019 Achievements

Of the Minuteman High School Class of 2019, 63% enrolled in a two- or four-year college/university, 33% entered a career, and 3% began advanced technical training. Nearly all students who sought certifications in their respective fields received them prior to graduation, which includes various certifications from Occupational Safety and Health Administration (OSHA) in hazardous materials removal, biotechnology, plant science, and health care, among others. Members of the Class of 2019 were accepted to 80 different colleges and universities, including Boston University, Carnegie Mellon, Roger Williams University, George Washington University, Worcester Polytechnic Institute, and many more.

### Outstanding Students from Arlington

Nearly all Class of 2019 students from Arlington enrolled in a college/university or a career in their trade of study. **Anthony Attar**, a design and visual communication major, enrolled in Middlesex Community College; **Benjamin Cook** (environmental science), enrolled in University of Vermont; **Sabrina Correa** (health assisting), enrolled in UMass Lowell; **Treyvon Dix** (carpentry), began a carpentry apprenticeship; **Fae Eisenheim** (horticulture), enrolled in Gordon College; **Lyazzat Feldman** (design and visual communication), enrolled in California College of the Arts; **Rosa Fox** (health assisting), began work at the Animal Rescue League of Boston; **Erica Grandon** (electrical), enrolled in Bridgewater State University; **Adnan Kabir** (automotive), enrolled in UMass Dartmouth; **Joseph Perry** (design and visual communication), enrolled in Lesley University;



**Edwin Randolph** (plumbing), began a plumbing apprenticeship; **Daniel Spencer** (environmental science), enrolled in UMass Lowell; **Amanda Sullivan** (health assisting), enrolled in Salem State University; **Gaetano Taranto** (robotics), joined the U.S. Coast Guard; **Samantha Thebodo** (biotechnology), enrolled in Lasell College; and **Dara Wall** (biotechnology), enrolled in University of New Haven.

Grand Opening of the New Minuteman Regional Vocational Technical High School

The Grand Opening and Ribbon Cutting Ceremony of the new Minuteman High School took place on October 4, 2019, launching a new chapter in college and career academy-style learning for students in a state-of-the-art building.

The opening of the facility, on the same campus as the former Minuteman building at 758 Marrett Road in Lexington, was the culmination of a momentous effort over a decade. The architecturally stunning and practical building is designed to foster collaboration, a safe and secure environment, and to serve as a showplace for exceptional technical and academic learning for decades to come.

“We have built a school that lets us dream big and be brave,” Superintendent-Director Dr. Edward A. Bouquillon said during the ceremony. “We have built a school that unites the disciplines and promotes our commitment to deep integration of academics and high-quality career and technical education. For those of you who have been with us since the beginning, I thank you from the bottom of my heart.”

The new Minuteman was designed to integrate rigorous academics with relevant technical programming in occupational areas. The academy model was adopted to create smaller “schools within a school” for more personalized learning.

As an accredited member of the New England Association of Schools & Colleges (NEASC), Minuteman inspires all students to attain their full potential, accelerate their learning, and become purposeful citizens in the global community.

## Increasing Enrollment

As word spreads that Minuteman High School produces successful college and career results for students, and helps fill the statewide and national skills gap, the number of applications to attend Minuteman has increased tremendously in the past two years from students living in the district’s member towns. The number of students attending Minuteman from mem-

ber towns, including Arlington, has increased from 337 in FY17 to 395 in FY20, and is projected to reach 502 for next school year in FY21. The number of students from Arlington has increased from 115 in FY18 to 142 in FY20. As of March 2, 2020, an additional 92 students from Arlington applied to attend Minuteman in the ninth grade for the fall of 2021.

Minuteman Technical Institute, the 10-month-long evening program for adults seeking certifications in trades such as advanced manufacturing, automotive, electrical, and metal fabrication/welding, and others, experienced an enrollment increase from 25 to 42 students over the past year. This year, Governor Charlie Baker has proposed awarding \$15 million to regional vocational-technical schools that offer Technical Institutes, such as Minuteman, to help alleviate the state-wide skills gap and ensure more people are receiving education for high-demand, high-paying careers.

## About Minuteman

Minuteman is an award-winning regional career and technical high school and continuing education institution that integrates robust academic and technical learning. As an accredited member of the New England Association of Schools & Colleges (NEASC), Minuteman challenges all students to aspire to their full potential, accelerate their learning, and achieve success in the 21<sup>st</sup>-century global community. Located in Lexington in a new state-of-the-art facility, Minuteman’s member towns are currently Acton, Arlington, Belmont, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow.

# LIBRARIES

## ROBBINS AND FOX LIBRARIES

### Mission

Arlington's Libraries are vital community centers for all, providing opportunities for lifelong learning, personal fulfillment, and enjoyment that make Arlington a great place to live, work, study and visit. The Library is committed to services that anticipate and respond to the needs and interests of all users.

### Accomplishments

- Eliminated overdue fines, removing a socio-economic barrier to library use and promoting equality among borrowers of physical and digital materials.
- Presented the FY18 Reimagining Our Libraries building studies and conceptual designs to the Capital Planning Committee, setting the Robbins Library and Fox Branch Library on a path for major improvements.
- Following an appraisal of the Winfield Robbins Art Prints, gained permission through Town Meeting to deaccession the collection.
- Completed an RFP process and awarded a lease for children's resale shop space in the Fox Library.
- Attracted national media attention for the library's third annual LGBTQ+ prom, co-sponsored by the Arlington Rainbow Commission, Queer Mystic, ACA, Waltham Public Library, Newton Free Library, and the Arlington Housing Corporation.
- Held community education events and a teen-designed vaping cessation program co-sponsored by AYHSC to help address the vaping epidemic.
- Partnered with Arlington Eats to establish the Robbins Library as a distribution site for lunches on Fridays in July and August.
- Opened the Robbins Library as a cooling center on Sunday, July 21 during the heat wave, and offered family-friendly films in the Community Room.

- Joined the Housing Corporation of Arlington's Human Services Network, a collaboration of relevant Town departments and non-profit social services organizations working to identify and stabilize vulnerable community members by connecting families and individuals to resources that promote healthy living.
- As a Managing Partner of the Arlington Cultural District, won the maximum \$5,000 grant from the Mass Cultural Council to support district activities and benefit the Arlington Commission for Arts and Culture.

### Services for Adults

The Library offered entertaining and educational programs throughout the year. Book discussion groups included the Cookbook Club, Guys Book Group, Not-So-Young Adult Book Group, Queer Book Group (QBG), and the Robbins Library Book Discussion Group, now in its 26<sup>th</sup> year. The sixteenth annual Arlington Reads Together program, co-sponsored by the Diversity Task Group of Envision Arlington, took place in March with events and discussions inspired by Alan Gratz's *Refugee*. The Library continued outreach efforts through partnerships with the Arlington Poet Laureate, Sustainable Arlington, the Rainbow Commission, the Chamber of Commerce, and other town groups.

The Robbins Library Community Room, the Fox Branch Library Community Room, and the Robbins Library Conference Room were used by over 100 local organizations for regular meetings. In addition, the two study rooms were in demand by students and tutors. Local organizations and individuals took advantage of the Library's public art display opportunities, and public information display spaces at Robbins and Fox.

### Services for Teens

The Robbins Library Teen space and teen collections were heavily used by teens in grades six through twelve, during the week and on weekends. The Head of Teen Services engaged teens by cross-promoting programs in the schools, through local teen support networks, and via the teen blog and social media. The

Robbins Library and Fox Branch Library	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual
Circulation Total	756,226	731,597	741,374	749,636
<i>Physical materials</i>	693,347	666,966	663,644	643,004
<i>Digital materials (e-books/audio/video)</i>	62,879	64,631	77,730	106,632
Interlibrary loans processed	145,677	143,729	148,384	153,964
Children's program attendance	25,967	27,454	24,769	24,356
Adult and Teen program attendance	2,895	3,952	4,465	3,784
Usage of public meeting rooms	1,099	1,136	1,144	1,471
Number of public use computers	46	58	72	93

Library is a regional leader in offering LGBTQ+ teen programs and outreach. The Teen summer reading program saw close to 1,000 participants, and multiple copies of titles on the middle and high school summer reading lists were available for students all summer long.

## Services for Children

The Children's Department welcomed children from infancy to fifth grade and their caregivers, offering books, magazines, music, books on CD, books in braille, Playaways, DVDs, and video games as well as toys, games, puzzles, a "Discover It Yourself" collection, American Girl dolls, and puppets.

Children and caregivers participated in story times, sing-a-longs for infants and toddlers, craft times, toddler programs, workshops, various performances, and middle-grade book groups. The children's librarians offered assistance to children, parents, and teachers in researching homework assignments and for general use of physical and virtual library collections.

Community outreach efforts included visits to all seven elementary schools, attendance at school library aides' meetings, Diverse Books workshops for educators, letters to teachers, assignment support for teachers and students, extended loan periods for educators, library tours, and the preparation of curriculum kits. Children's librarians presented book talks in the schools and instruction for classes and prepared summer reading list titles for the elementary schools. Library staff also held bi-lingual story times, early childhood literacy discussions and board book giveaways.

## 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 and services for children that could not be afforded otherwise. Program highlights include a Baby Brunch for new parents, Kindergarten Kits for children turning five who are ready for their first library card, puppet shows, animal and nature programs, and outdoor summer concerts.

## Edith M. Fox Library

The vibrant East Arlington branch of the Robbins Library continued to offer services on Tuesday-Friday, year-round and on Saturdays September through June, with Saturday hours made possible with private funding. Children and parents enjoyed a variety of programs at the Fox including story times, sing-a-longs, craft programs, drop-in play, the "Reading to Dogs" program, and the summer reading programs for all ages. Elementary schools, nursery schools, and the Arlington Boys and Girls Club brought classes to the Fox Branch Library for stories and instruction. The library added after-school programming at Fox to support students from the Gibbs School. All ages enjoyed the monthly book

displays that highlighted the collection and exhibits from community groups and schools. A new lease agreement was reached between the Town and the children's resale shop known as the Little Fox Shop following an RFP process, and proceeds will continue to benefit Fox Library programs and services.

## Circulation and Technical Services

The Circulation Department checked out and returned hundreds of thousands of items, coordinated the 30-person volunteer program, maintained good order on the shelves, shifted collections, updated the periodical list, and checked shelves for missing items. Regular activities also included issuing new cards, reserving museum passes, and processing hold requests, which are largely submitted through the Minuteman Library Network's online catalog.

The Technical Services Department processed 18,236 new items in 2019, updated the records in the catalog, coded vendor bills, and maintained selector accounts. Circulation Department staff and the Tech Services team, along with trained staff and volunteers, tagged and encoded thousands of items for the library's enhanced RFID circulation system.

## Board of Trustees

The seven-member Board of Trustees supported the Director with library policies and administered library trust funds so that essential library services could be delivered, approving funding for materials for adults, teens, and children at Robbins and Fox. Other services funded include the summer reading programs, activities for children, volunteer and staff appreciation, Staff Development Day, and staff attendance at library conferences and workshops.

## Changes

The Board welcomed new Trustee Stephen Quinlan in February 2019.

## Arlington Libraries Foundation

The Arlington Libraries Foundation was established in 2013 to continue the long tradition of supporting the libraries by raising private funds. The Foundation seeks to create ways to build a legacy for the Library and create ongoing sources of support. These include an annual campaign to support purchases of materials for Robbins and Fox, creating endowed funds and providing a structure for bequests. The Foundation was able to fulfill the library's fiscal year 2020 requests, funding all downloadable e-books and audiobooks available to Arlington card-holders through the Overdrive Advantage digital collection platform. In addition, the Foundation funded books and audiovisual material for the Robbins and Fox libraries and sponsored an additional librarian to help meet the demand for children's

reference services on Sundays at the Robbins Library.

## Friends of the Library

The Friends of the Robbins Library, with a membership of over 350, continues to assist the Robbins and Fox Branch libraries with monthly programs for adults, fundraising, and advocacy efforts. This vital support group raises supplemental funds to maintain the library's website, the museum pass program, books and prizes for the adult, teen, and children's summer reading programs. In 2019 the Friends launched a new winter concert series featuring live performances in the Robbins Library Reading Room. Annual projects include canvas Robbins/Fox bags for children receiving their first card, co-sponsorship for the Arlington Community Reads speaking program, and subsidized "free" printing for library users. The Friends' Annual Book Sale took place at Town Day 2019, drawing hundreds of book-lovers and raising funds. The Friends maintained their ongoing book sale on the fourth floor of Robbins and curated a themed book sale shelf in the lobby to promote sales.

The Friends of Fox Library board supported the Fox Library by sponsoring a portion of Fox Library sing-alongs in 2019. Special projects of the Friends of Fox include sponsoring library activities in connection with the Arlington Commission for Arts and Culture, especially at the annual Feast of the East festival. The Friends of Fox Library opened a new thrift shop on Mass Ave in 2019, with proceeds planned to benefit the Fox Library.

## Acknowledgments

### Volunteers

The Library staff is grateful for the contributions made by volunteers who donated over 2,000 hours assisting with many aspects of Library operations. Lanie Cantor and Lynne Davis gave significant hours to operate the homebound delivery program. Therese Henderson continued to serve as trained volunteer coordinator of the Robbins Library Book Discussion Group.

Volunteers assisting at the Robbins Library in a variety of capacities were: Becky Anthony, Raquel Balmelli Newell, Joanne Burstell, Nancy Brooks, Carol Browne, Stephanie Chiha, Graciela Correa, Ann Michelle de Castro, Catherine Farrell, Gail Fillion, Heidi Gilliam, Sharon Green, Aileen Grunder, Kim Haase, Sarah Huntington, Marion Kilson, Mary Kokaras, Judy Larson, Nick Lee, Ann LeRoy, Max Litvinov, Kaz Lockwood, Sharyn Lowesstein, Tomi Magome, David McGowan, Melanie Mendez, Donald Mugnai, Ann Marie Peterson, Vielle Roby, Richard Schmeidler, Dolores Schueler, Edda Shaffer, Rose Udics, and Susan Whitney. The Library acknowledges the efforts of all the students who volunteer hours at Robbins and Fox to fulfill their community service requirements for high school: Madeline Amidon, Harleen Bassan, Lily Bell, Darcy Coleman, Rhandy Ghermosen, Gabe Ibarrodo, Gabe Higgins, Aleksander

Makowka, Dinor Nallbani, Davis Rennella, Samuel Reyes, Donatello Sassaroli, Nayara Rodrigues, and Pauline Sanooval-Alvarez. The Library is grateful to Fox Library volunteers Justine Barnes, Joe Cook, Debbie Hayes, and volunteer Guys Book Group facilitator Brad McKenna.

Library administration and Trustees acknowledge the Friends of the Robbins Library Board members for their support: Ruth Hersh (chair), Harold Forbes (vice chair), Karen Kittridge (treasurer), Katherine Krister (assistant treasurer), Gwendolyn Wong (secretary), Alison Goulder, Andrew Fischer, A. David Lewis, David Warrington, Rebecca Kittredge, Susi Barbarossa, Timothy Wilson, Sally Naish, and Amy McElroy (coordinator).

Library administration and Trustees acknowledge the Friends of Fox Library Board members: Scott Weaver (chair), Jack Hurd, Hilary Rappaport, and Shunsuke Yamaguchi.

Library administration and Trustees are grateful to the Arlington Libraries Foundation Board members for their support: Karin Barrett (chair), Maryellen Loud, J.B. Maxwell, Michele Meagher, Marian Hanley, Patrick Hanlon, Jeff Miller, and Jonathan Wallach. The Library also acknowledges the commitment of advisory board members Melissa King and Sara McCabe.

## Future Goals

- Promote the Reimagining Our Libraries capital improvement projects at the Robbins Library and Fox Branch Library by supporting the Arlington Libraries Foundation in preparing for a capital fundraising campaign, and by working with Town leadership and appropriate departments to explore public/private opportunities for the Fox Library site.
- Publicize and begin implementing the new Strategic Plan for Arlington's Libraries, a 5-year long range plan.
- Identify ways to promote the fine-free initiative among community groups with the goal of increasing library card registrations and overall circulation/use.
- Renovate the circulating art prints collection with a local arts focus, complete the deaccessioning of the Winfield Robbins Art Prints collection through sale or gift, and pursue the related goal of applying trust funds to future library improvements.
- Promote increased use of the Library of Things, including developing programming and partnerships to support the maker community.
- Promote the Library as a key component of Arlington's cultural landscape within the Arlington Cultural District.



# CULTURAL AND HISTORICAL ACTIVITIES

## ARLINGTON COMMISSION FOR ARTS & CULTURE (ACAC)

### Mission

The Arlington Commission for Arts and Culture cultivates a sustainable and supportive environment for the arts and enlivens public space with accessible creative experiences to strengthen and enrich our community, create opportunities for artists, and invigorate the local economy.



Hardy School students with their dolphin puppets at the Fox Festival Parade; Photo credit: Greg Cook

### Operations

ACAC is an umbrella organization including the following:

- Grants Committee (formerly the Arlington Cultural Council)
- Community Engagement Committee
- Cultural District Managing Partnership (CDMP)
- Representative of non-profit arts community from Arlington Center for the Arts
- Representative of business community from the Chamber of Commerce
- Representative of the local community of working artists, elected by ArtLinks
- Representative appointed by the School Committee
- Liaison from the Department of Planning and Community Development
- And 3 at-large members

In fiscal year 2019, ACAC leveraged a \$40,000 allocation from the Town to raise an additional \$25,790 toward local arts and culture programming and infrastructure. Funds were raised via the Mass Cultural Council (MCC), programming grants, beloved annual events like Chairful Where You Sit, and donations from local businesses and individuals.

In 2019 ACAC updated its mission and vision state-

ments and adopted three-year strategic and operations plans. The strategic plan can be found at [artsarlington.org](http://artsarlington.org) in the "About Us" section. ACAC works closely with the Department of Planning and Community Development and employs two part-time contractors, a marketing coordinator who promotes Arlington-based arts and culture activities, and a public art curator focused on community engagement.

While the focus of this report is ACAC's work, it's important to note that ACAC is one part of a diverse community of arts and culture non-profits, for-profits, and individual artists striving to help Arlington thrive.



Freedom Baird and a volunteer in Freedom's piece Room to Grow; Photo credit: Johnny Lapham

### Cultivating the Arts and Culture Environment

ACAC maintains [artsarlington.org](http://artsarlington.org), an invaluable resource for audience members discovering, and artists and arts organizations promoting, cultural activities. The site features a cultural calendar powered by Arts Boston, and a comprehensive listing of Arlington's arts and culture assets. The Arts Arlington monthly newsletter is sent to over 1,000 subscribers. From Jan 1 – Dec 1 2019, [artsarlington.org](http://artsarlington.org) had 7,472 users, 11,195 Sessions and 48,171 Page views, more than quadrupling the numbers from 2018.

In 2019, ACAC launched a major effort on destination marketing, which resulted in a 13.28% increase in regional, MA traffic from outside of town. Statewide traffic now constitutes 54.78% of [artsarlington.org](http://artsarlington.org) users. ACAC programming was featured in The Boston Globe, on WBUR's *Artery* blog, regularly on ACMi, and in [YourArlington.com](http://YourArlington.com), and in a variety of regional arts and news media and statewide inbound tourism media. ACAC is committed to building on these efforts in 2020.

The Grants Committee, a local council of the MCC, a state agency, received 30 applications and funded 16 projects, distributing over \$15,000 in state funds to local arts organizations and artists. In 2019 174 artists and over 15,000 audience members participated in programs funded by the Grants Committee.

Using funds from a 2019 MCC grant to Cultural

# CULTURAL AND HISTORICAL ACTIVITIES



Brochure for Arlington's Cultural District

Districts, the CDMP hired a coordinator for the Feast of the East festival and created a brochure to draw traffic to the Cultural District, featuring cultural assets and local businesses throughout the district. The brochure has been distributed to local hotels, libraries, banks, local businesses and in Chamber of Commerce “Welcome to Arlington” totes.

merous audience members who came out specifically because of the cultural activity, some coming from as far away as Reading, Concord, and New Hampshire. Live Arts audience members and local business owners reported that patrons spent more time and more money locally because of the cultural programming.

## Enlivening Public Space to Strengthen and Enrich our Community

In 2019 ACAC continued its longstanding Public Art (APA) programming and piloted Live Arts Arlington, a new initiative bringing performance to public spaces, especially in commercial areas. Through its programming, the ACAC reached hundreds of thousands of Arlington residents and visitors to town; activated 15 public spaces, including Spy Pond Park, Uncle Sam Plaza, the lawn of Jason Russell House, and the Minuteman Bikeway; and collaborated with over 400 participant artists and more than 30 town organizations and local businesses.

Volunteers for Live Arts Arlington documented nu-

Please see short program descriptions on the next page and visit [artsarlington.org](http://artsarlington.org) for more detail.

CULTURAL/HISTORIC



Garage Band at Arlington Service Station; Photo credit: Johnny Lapham



# CULTURAL AND HISTORICAL ACTIVITIES

Program Name	Description	Collaborators and Funders
ARTIST in RESIDENCE	Launched in December 2019, ACAC's first Artist-in-Residence is Michelle Lougee, who began using plastic bags as material over 10 years ago to draw attention to plastic pollution in our oceans. Through this residency Michelle is working for the first time with volunteer craftivists to create public art. Over a dozen participatory workshops will be held from January through June. The work will be installed in Summer 2020 along the Minuteman Bikeway.	Arlington's Libraries, ACMi, Arlington Bicycle Advisory Committee, Arlington Center for the Arts, Arlington Council on Aging, Arlington Department of Public Works, Arlington Knitting Brigade, APS Green Teams, Arlington Recycles, Arlington Scouts, Sustainable Arlington, 13Forest Gallery, Fox Library, Zero Waste Committee, Roasted Granola Café, MCC, the ACAC Grants Committee and Friends of the Fox Library
FOX FESTIVAL WORKSHOPS AND PARADE	Afterschool art making workshops held at Thompson and Hardy schools; family workshops at the Fox Library; parade kicking off the Feast of the East with brass band.	Over 200 students and their families; visual artists Sara Peattie and Kari Percival, Friends of Spy Pond Park, Fox Library, Friends of the Fox Library, Hardy School PTO
GARAGE BAND	2 pop-up outdoor dance parties following ACA's Porchfest and Town Day	Over 100 performers, Arlington Center for the Arts, Arlington Service Station and Column Health
LESLIE WILCOX INSTALLATION	Installation on the Jason Russell House Lawn for one year Fall 2019 – Fall 2020.	Arlington Historical Society
LIVE ARTS	10 diverse street performance events in Arlington Center. Program will expand town-wide in 2020.	50 artists including musicians, visual artists, a dancer and a puppeteer, and Morningside Music Studio
PAINTED TRANSFORMER BOXES	Five more transformer boxes throughout town were painted this year, sponsored by local businesses	5 artists and Kickstand Cafe, Zhen Ren Chuan Martial Arts, Arlington Center for the Arts, Ellenhorn, and Custom Contracting
PATHWAYS	Public Art projects on the Bike Path included Colony by Christopher Frost Room to Grow by Freedom Baird, Dots and Dashes by Johnny Lapham, ExtraOrdinary Birds by Resa Blatman, and Bikeway Haiku	Over 100 artists, musicians and poets, MCC, ACAC Grants Committee, and National Park Service
POET LAUREATE	Steven Ratiner was appointed Arlington's Poet Laureate in August 2019. He is developing programs to expand the ways audiences experience poetry and the arts and promoting educational partnerships between schools and artists.	Poet Laureate Committee and Arlington's Libraries
YOUTH BANNER PROJECT	95 young people – the most ever! - in grades 6-12 submitted designs. 20 designs have been chosen to be printed on banners hung in Arlington Center in the Spring and Summer 2020.	The Arlington Public Schools and the Gracie James Foundation

# CULTURAL AND HISTORICAL ACTIVITIES

## 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 340 Local Historic Commissions across Massachusetts are already established and working closely with the Massachusetts Historical Commission. They serve as local preservation advocates and as an important resource for information about their community's cultural resources and preservation activities.

Arlington has seven established historic districts that include approximately 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 2019 the Commissions met twelve (12) times to hold hearings for property owners seeking approval for certificates for exterior work to be conducted on their properties or to discuss ongoing litigation. During the year they entered into Executive Session one (1) time to discuss pending or ongoing litigation. Part of the regular meetings included twelve (12) Informal Hearings held for property owners seeking advice or resource information for work to be conducted and twenty-seven (27) Formal Hearings. As a result of those meetings and additional CONA applications not requiring a hearing, twenty-seven (27) Certificates of Appropriateness (COA) and forty (40) Certificates of Non-Applicability (CONA) to be undertaken were granted. In addition, there were two (2) Application Denials for new construction.

During the year the Commissioners also worked on educating the public on the role of the Historic District Commission, fostering preservation pursuant to the Town's Master Plan and the Community Preservation Act, and with the Town to plan streetscape standards for use throughout the local Historic Districts.

## HISTORICAL COMMISSION

The Arlington Historical Commission (AHC) was established in 1970 as the Town agency responsible for community-wide preservation planning as described in Massachusetts General Laws, Chapter 40, Section 8D.

The Commission is an advocate for historic preservation in Arlington and

- Encourages appropriate maintenance and restoration of the Town's historic structures and open spaces.
- Educates and advises municipal departments, boards, commissions, and citizens on historic preservation and the significance of Arlington's historic buildings, landscapes, objects, documents, and other landmarks.
- Provides guidance and advice to owners of historically significant properties.
- Participates in the management and maintenance of historic resources owned by the Town, e.g., Arlington Town Hall, the Whittemore-Robbins House.

In addition the Commission reviews and acts upon any applications for building permits that involve changes to historically or architecturally significant structures in Arlington under the Town's demolition-delay bylaw.

To accomplish these goals the Commission maintains Arlington's *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.

### Hearings and Property Monitoring

The Commission conducted formal hearings on seven inventoried properties in 2019: 20 Belton Street, 17 Brantwood Road, 15 Kensington Road, 44 Kensington Road, 44 Lockland Avenue, 30 Orvis Road, and 151 Warren Street.

Monitored properties included the ones listed above plus : 36 Draper Avenue, 32 Kensington Road, 96 Jason Street, 81 Hillside Avenue, 3-11 Lakeview Street, 418 Massachusetts Avenue, 47 Mystic Lake Drive, 21 Teel Street.

In addition to property hearings, the Commission held formal hearings for approval of new signs in the Arlington Center National Register Historic District at: - 311 Broadway, 325 Broadway, 451 Massachusetts Avenue, 630 Massachusetts Avenue, 474 Massachusetts Avenue, 456A Massachusetts Avenue, and 635 Massachusetts Avenue.

### Arlington Community Preservation Act (CPA)

The Historical Commission is actively supporting historic preservation grants approved by the CPA Committee and Town Meeting in 2017 and 2018. Members of the Commission worked with the Master Plan Imple-



# CULTURAL AND HISTORICAL ACTIVITIES

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mentation Committee's Historic Resources Working Group on a Survey Master Plan. In addition CPA-funded projects include the restoration of the Whittemore-Robbins Cottage and the preservation of the Old Burying Ground.

## **Historic Markers**

The historic house marker program is for all Arlington properties on the *Inventory*. Each plaque displays the year the property was built and a historic house name, if any.

## **Website**

The Commission continues to maintain 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](http://www.arlingtonhistoricalcommission.org).

## **Education and Outreach**

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

## **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 Garden, Town Hall and its grounds.

Commissioners represented the Historical Commission on various municipal boards and historic organizations in Arlington, including the Arlington Preservation Fund (Patrick Guthrie and Dianne Schaefer) the Arlington Historical Society (Pamela Meister), and the Arlington Community Preservation Act Committee (JoAnn Robinson).

# CULTURAL AND HISTORICAL ACTIVITIES



## CYRUS E. DALLIN ART MUSEUM BOARD OF TRUSTEES

April 26, 2020 marks the twenty-fifth anniversary of the Town Meeting's 1995 vote to establish the Board of Trustees with the purpose of "establishing an art museum to store, repair, collect, maintain, preserve, acquire and display the sculptures, pieces of art and archives of Cyrus E. Dallin; to educate the residents of Arlington and the general public in the importance of Cyrus Dallin as an artist and to oversee and administer the collection and museum." The museum opened only three years later in October 1998.

The Cyrus Dallin Art Museum promotes new insights into our shared history by exploring the life, work, and values of this celebrated sculptor of Arlington. The values of the Museum are shaped by Cyrus Dallin's own values, as manifest in his life and work. In accordance with Dallin's ideals, the museum makes art accessible to all, provides opportunities for learning and exploration, works in partnership with others who share Dallin's commitment to artistic expression, education, and social justice, and interprets our country's complicated history.

Museum visitors in 2019 totaled 1,052—an increase over last year of 33 percent. A concerted effort to increase group tours and publicity accounts for this impressive boost to our numbers. The museum is open year-round on Fridays, Saturdays and Sundays from 12:00 p.m. to 4:00 p.m., and for group tours at other times by appointment. Dedicated volunteer docents make this all possible with the gift of their time and talents. Tours are tailored for adults and children with consideration for each group's area of special interest. The museum is located in the Jefferson Cutter House at 611 Massachusetts Avenue. Contact the museum at [info@dallin.org](mailto:info@dallin.org) or call 781-641-0747. The web address is [dallin.org](http://dallin.org).

### 2019 Achievements

- Created a Friends group to advise the museum and build strategic partnerships.
- Acquired two new paintings by Dallin, *Mrs. Hall's Letter* and a self-portrait of the artist.
- Increased the number of group tours to the museum with outreach to other museums, alumni associations and adult learning orga-



MFA Senior Associates with Board of Directors President and Trustee Geri Tremblay and Trustee Emeritus James McGough.

nizations. Pictured is a group of MFA, Boston Senior Associates. These MFA guides came for a tour of the Dallin Museum and enjoyed learning more about Cyrus Dallin, artist of the *Appeal to the Great Spirit* sculpture located at the Huntington Avenue entrance to the MFA.

- Boston *Globe* highlighted the Dallin Museum along with six other museums in the state that focus on the works of a single artist.
- Received a grant from the Arlington Cultural Commission for \$1,000 to clean and restore the ca. 1890 French landscape painting by Dallin, entitled "Village Road, Auvers-sur-Oise," which will be unveiled to the public at an event this spring.
- Continued an affiliation with the North American Reciprocal Membership organization, which offers discounted or free admission at over 1,100 participating institutions.



Lakota YouthStay program participants visited Massachusetts from South Dakota. The group toured the museum and learned basic sculpture building techniques. Pictured L to R are: Deshawneigh Iron Cloud and Erica Clairmont.

# CULTURAL AND HISTORICAL ACTIVITIES

## 2019 Activities and Programs

- Heather Leavell, Director and Curator of the museum, was invited by the Museum of Fine Arts, Boston to participate in a panel discussion of the implications of Dallin's *Appeal to the Great Spirit* (1912) as a public commemoration of Native American history and experience. The sold-out event took place in the Remis Auditorium at the MFA. The other panelists were Emily Burns of Auburn University and Jami Powell of the Hood Museum of Art.
- Patriot's Day readings of Longfellow's epic poem, *Paul Revere's Ride*.
- Provided a tour of the museum to eleven Lakota youth from the Pine Ridge reservation in South Dakota. A new group of youth visit the Boston area each summer as part of the Medford-based Lakota YouthStay program. After the tour, a hands-on workshop taught the young visitors basic hand-building clay sculpture techniques.
- Collaborated with the Town, Friends of Robbins Town Gardens, Arlington Historical Commission, and the Arlington Garden Club to celebrate the restoration of the refecting pool and the *Menotomy Hunter* sculpture in the Winfield Robbins Memorial Garden.
- Hosted the fifteenth-annual Art on the Green in Whittemore Park on Town Day. The event gives area artists and authors an opportunity to exhibit and sell their works.

## Future Goals

- Redesign the website including a virtual tour of the Museum galleries and collections.
- Maintain visitor numbers during landscape reconstruction work in Whittemore Park
- Seek funding for the interior restoration of the Jefferson Cutter House.
- Upcoming spring events: Kids Sculpture Workshop (February). Reading of Longfellow's *Paul Revere's Ride* (April). Spring fundraising Gala to feature the premiere of a play produced by Arlington Friends of the Drama about Dallin's 57-year quest to compete the iconic *Paul Revere Monument*.

## Remembering Paul McGaffigan

The museum lost a dear friend this year. Paul McGaffigan, treasurer of the non-profit arm of the museum since 2007, was steadfastly dedicated to the growth and prosperity of our small organization. He was both incredibly detail oriented and able to see the big picture. The museum prospered under his sound financial guidance. In addition to his treasurer duties, Paul was always happy to help with museum events such as the Art on the Green and Summer Soiree. He often enlisted the help of other members of his family including his wife daughter and grandchildren. Paul was also invested in the broader Arlington community, having served as a Town Meeting Member and on the Finance Committee. We will miss his quiet, reassuring presence, his expert guidance and unwavering support.



Paul McGaffigan and his granddaughter Lauryn White, at 2017 museum Soiree.



# COMMUNITY DEVELOPMENT

## REDEVELOPMENT BOARD

The Arlington Redevelopment Board (ARB) is the Town's Planning Board, under G.L. c. 41, § 81. There are five members of the board: four are appointed by the Town Manager and the fifth is a gubernatorial designee appointed by the Massachusetts Department of Housing and Community Development.

The board serves as the Town's special permit granting authority for projects which require an Environmental Design Review per the Town's Zoning Bylaw; four applications were approved by the Board in 2019. Three of these reviews were for renovations of existing commercial spaces, including Food Link's new headquarters on Summer Street, the expansion of the Arlington Animal Clinic on Broadway, and a new restaurant in Arlington Heights. The ARB also reviewed new signage for one of the CVS locations in the community. The Board began reviewing a new mixed-use building containing a 50-room hotel and restaurant on Mass Ave; the project includes replacement of the former Town-owned Disabled American Veterans building. The Board also began reviewing a co-located medical and recreational marijuana dispensary on Mass Ave.

The ARB is also the Town's Urban Renewal Authority under G.L. c. 121; with Town Meeting approval, the Board may hold land or buildings to improve and rehabilitate them to meet community development goals. The ARB currently manages three properties: the Central School at 20 Academy Street, 23 Maple Street, and the Jefferson Cutter House at 611 Massachusetts Avenue, which includes Whittemore Park. Building tenants include the Senior Center, Mystic River Watershed Association, Arlington Chamber of Commerce, Arlington Center for the Arts, Dallin Museum, and Town departments.

Lastly, the ARB serves as the Board of Survey with authority to approve the design of roads for the purposes of ensuring that new building lots can meet zoning frontage and access requirements. There were no Board of Survey applications for consideration in 2019.

Progress continued on the final design of the new Senior Center. The Historic Districts Commission and state Architectural Access Board reviewed and approved exterior and accessibility improvements. The project went out to bid in fall 2019 and construction is expected to start in March 2020.

A revitalization plan for Whittemore Park continued. Supported by FY2018 CPA funds, the design includes improving ADA accessibility in the park, installing new seating and lighting, upgrading the landscape, and improving historical and cultural signage. Revitalization of the park will be completed in phases utilizing CPA, Community Development Block Grant, and Town capital funds.

The Board has a range of goals for the upcoming year, including:

- Making capital improvements to properties in the Arlington Redevelopment Board portfolio, including significant renovations to the Central School and Jefferson Cutter House and adjacent improvements to Whittemore Park;
- Developing Residential Design Guidelines and recommend options for Design Review process;
- Completing an Economic Analysis of Industrial Zones;
- Working with the Select Board on community outreach and dialogue on the need to address housing issues, including creating and preserving housing;
- Advancing Zoning Bylaw amendments to future Town Meeting to encourage development and redevelopment opportunities to generate a full range of housing options for all incomes and housing types, encouraging mixed-use development, and new commercial development;
- Reviewing progress on implementation of the Master Plan, including developing a process to amend Master Plan goals and objectives;
- Working with the Select Board, Conservation Commission, Historical Commission, Historic Districts Commission, Board of Health, Zoning Board of Appeals, Engineering, Inspectional Services, and Health and Human Services to ensure transparent, welcoming, and efficient permit review and delivery system.



Students from MIT's Department of Urban Studies and Planning facilitated a community meeting about the Broadway corridor.  
Photo Jenny Raitt.



# COMMUNITY DEVELOPMENT

## DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT (DPCD)

The Arlington Department of Planning and Community Development (DPCD) oversees planning and community development activities within the town. The DPCD is committed to improving the quality of life for Arlington's residents by improving housing opportunities, transportation access, and economic development to enhance the vitality of our business districts and generate commercial tax revenue, providing opportunities for households with low- and moderate-incomes, and preserving and promoting the Town's natural, historic, and cultural resources.

The staff is involved in many key Town initiatives including Master Plan implementation, the development of a Sustainable Transportation Plan, "net zero" planning initiatives, and a range of efforts in our business districts. The Department administers the Town's federal Community Development Block Grant Program and has done so since the program's inception in 1974. The Menotomy Weatherization Program is part of the Department and serves eligible homeowners and renters in Arlington, Belmont, Cambridge, Lexington, Somerville, Waltham, and Watertown to make their homes more energy efficient. The Department provides staff support to many Town boards, commissions, and committees, including the Arlington Redevelopment Board (ARB), the Town's Planning Board and redevelopment authority. The ARB manages three town buildings: Jefferson Cutter House with Whittemore Park, Central School, and 23 Maple Street.

Department staff also represents the Town on a number of regional bodies: the Boston Metropolitan Planning Organization (MPO); the North Suburban HOME Consortium; the Somerville-Arlington Continuum of Care; the Metropolitan Area Planning Council (Council, Executive Committee, and MetroCommon 2050 External Advisory Committee); Metropolitan Mayors Coalition's Climate Preparedness Taskforce and Regional Housing Partnership; Mystic River Watershed Association Resilient Mystic Collaborative; and the Charles River Watershed Association Climate Compact.

The Department administers the Town's participation in the Commonwealth's Green Communities Act Program, which includes grants for energy efficiency totaling more than \$1.6 million since 2010.

DPCD has 12 full-time and two per-diem staff. Staff support and participate in a range of Town committees, commissions and boards, and work with other departments in support of Town initiatives. The groups and projects with DPCD involvement include: Arlington Redevelopment Board; Conservation Commission, Master Plan Implementation Committee and five sub-groups (Zoning Recodification Working Group, Residential



*DPCD Staff at Wellington Park renovation site. L>R: Ali Carter, Economic Development Coordinator; Emily Sullivan, Environmental Planner/Conservation Agent; Daniel Amstutz, AICP, Senior Transportation Planner; Ken Pruitt, Energy zProject Manager; Kelly Lynema, Senior Planner; Erin Zwirko, AICP, LEED AP, Assistant Director. Photo Jenny Raitt.*

Study Group, Mill Brook Study Group, Historic and Cultural Resources Working Group, Zoning Bylaw Working Group); Envision Arlington and its Task Groups; Open Space Committee; Bicycle Advisory Committee; Transportation Advisory Committee; Housing Plan Implementation Committee; Arlington Tourism and Economic Development; Parking Advisory Committee; Clean Energy Future Committee; Energy Working Group; Arlington Center Merchants Association; Arlington Heights Merchants Association; Heights Neighborhood Action Plan Committee; Arlington Commission on Arts and Culture; Arlington Cultural District; the Arlington Chamber of Commerce; and the Complete Count Working Group.

The Department also represents the Town locally serving on the boards of the Arlington Chamber of Commerce and the Arlington Preservation Fund and regionally serving on the Boston Region Metropolitan Planning Organization (MPO), the Metropolitan Area Planning Council Executive Committee, Inner Core Committee, and MetroCommon External Advisory Committee, the Battle Road Scenic Byway Committee, the North Suburban HOME Consortium, and the Somerville/ Arlington Continuum of Care.

The Department reviewed and approved 20 sign permits; reviewed and provided memos to the Zoning Board of Appeals on 25 dockets; and reviewed and provided comments to the Select Board on 21 license applications. The Economic Development Coordinator assisted 108 businesses through office visits, site visits, merchants' meetings, and the Chamber of Commerce.

The Department would like to thank Jack Jones, Weatherization and ADA Coordinator, for his 44 years of service to the Town, as well as Mike DiNicola, Technical Resource Administrator, and Doreen Piacitelli, Principal Clerk, for their service to the Department and Town and congratulate them on their retirements. We also thank Julie Wayman, CDBG Administrator, for her work in the Department.

We welcomed Carl Forgo, Energy Efficiency Inspector, to DPCD this fall.

During 2019, DPCD staff worked with students at Boston University (BU), Northeastern University, and the Massachusetts Institute of Technology (MIT). Through BU's MetroBridge Program, we worked with undergraduate students in the Urban Politics and Policy and Urban Public Policy Lab to prioritize interventions for transportation safety based on data-driven analysis. Staff served as local experts for graduate students in Northeastern's Big Data for Cities course. And finally, graduate students in the MIT Department of Urban Studies and Planning's Community Growth and Land Use Planning course to study the Broadway corridor and produce recommendations for improving mobility, housing and neighborhood character along the corridor.

## 2019 Highlights

### Economic Development

DPCD worked with more than 100 individual entrepreneurs and merchant groups in the neighborhood business districts to address the issue of business district improvements. Top economic development priorities for the town are supporting and retaining existing and attracting new businesses, and planning initiatives that stimulate Arlington's local economy. Work continued to engage with property owners and potential developers to encourage mixed-use, residential, and commercial development along major corridors and in support of business districts.

Key achievements included kicking off Phase I of the Whittemore Park Revitalization Project, commencing implementation of the Arlington Heights Neighborhood Action Plan by convening an Implementation Committee, organizing a second season of pop-up beer garden hosted by Aeronaut Brewing Company in Whittemore Park, and coordinating two pop-up markets at Uncle Sam Plaza during the summer in collaboration with Boston Women's Market.

DPCD also secured a District Local Technical Assistance Grant from MAPC to assess the data collection strategies for the town's arts and culture sector. The Department updated the Economic Development page on the Town's website to include market data tailored to Arlington businesses via Local Intel and updated Arlington Business Guide. In collaborating with the Battle Road Scenic Byway committee, DPCD staff was key in the creation and management of a website for the Battle Road Scenic Byway, [www.battleroadbyway.com](http://www.battleroadbyway.com).



### Transportation Initiatives

DPCD worked on several key transportation initiatives in 2019, including helping implement a permanent bus lane on Mass Ave as a follow up to the bus rapid transit (BRT) pilot, continuing to oversee the dockless bike share program, developing a bicycle parking guide, and laying the groundwork for the development of a Sustainable Transportation Plan for the Town. DPCD has been involved in major transportation projects for Arlington, including a state-funded Safe Routes to School project for the Stratton Elementary area, the Arlington Center Sidewalk Project, and the Lake Street/Minuteman Bikeway signal project. DPCD also works closely with the Transportation Advisory Committee (TAC), Bicycle Advisory Committee (ABAC), Parking Advisory Committee (PAC), and the Boston Metropolitan Planning Organization (MPO).



An MBTA bus uses the new Mass Ave priority bus lane between Lafayette Street and Boulevard Road. Photo credit: MBTA

### Permanent Bus Lane on Mass Ave

Arlington was one of four municipalities in Greater Boston to receive \$100,000 in grant funding from the Barr Foundation to pilot elements of BRT along local bus transit routes. The pilot goals were to reduce travel time and increase reliability for MBTA buses, as well as improve traffic flow in the corridor. Working in cooperation with the City of Cambridge, the MBTA, Department of Conservation and Recreation (DCR), and other partners, bus priority features were installed along Mass Ave from Lake Street to Alewife Brook Parkway.

Data and rider experience surveys showed the fall 2018 Bus Rapid Transit (BRT) pilot was a major success, improving travel times by 6-10 minutes and increasing reliability considerably. Considering this in-

formation, in February 2019 the Select Board approved the installation of a permanent bus lane on Mass Ave in East Arlington. Over the summer, DPCD worked with the Town Manager's Office, the Department of Public Works, the Arlington Police Department, and the MBTA to design the bus lane with pavement markings and signage. With funding assistance from the MBTA, the bus lane was installed in the fall and became operational on October 21. The bus lane operates in the parking lane on the eastbound section of Mass Ave between Varnum Street and Alewife Brook Parkway and serves MBTA routes #77, #79, and #350. It operates Monday through Friday, 6:00 a.m. to 9:00 a.m., and is designated by red lane pavement markings and new signage. The other elements of the fall 2018 BRT pilot that have remained in place to speed bus riders through this corridor include: relocation of the Mass Ave at Lake Street bus stop to the far side of the intersection; transit signal priority and a queue jump at the same intersection; and traffic signal and lane changes at the intersection of Mass Ave and Alewife Brook Parkway.

Town staff are monitoring the Mass Ave bus lane to ensure compliance with the new morning parking restrictions, efficient traffic operations, and the safety of all users. The Town continues to learn how to manage, operate, and maintain the many elements of the dedicated lane, which will be instructive for future bus priority improvements around the town. This is expected to be reviewed as part of the Sustainable Transportation Plan development in 2020.

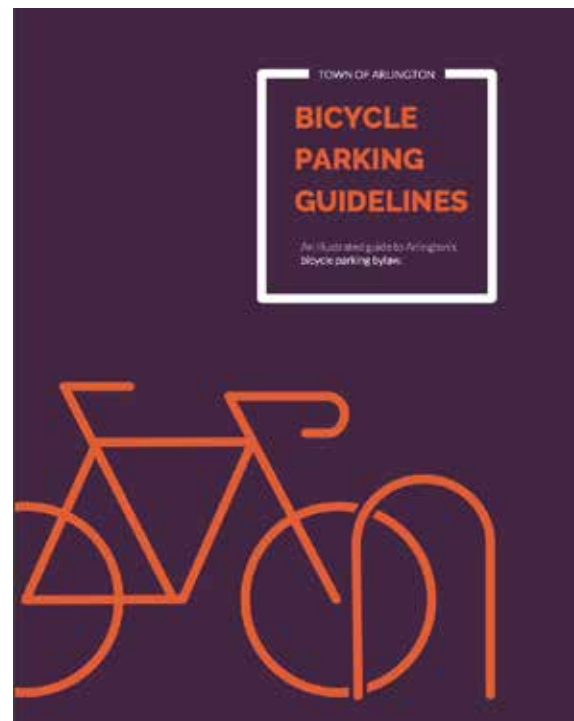
### *Bike Share*

The dockless bike share program, a partnership with the Metropolitan Area Planning Council (MAPC) and fourteen other municipalities, continued to be a success in 2019. After a brief hiatus in the winter, the LimeBike program returned in spring 2019 with a fleet fully converted to pedal-assist electric bicycles. Using data provided by Lime, MAPC analyzed over 300,000 LimeBike trips in the 15-community regional service area over 18 months, from April 1, 2018 to September 30, 2019. Over this period Arlington had the fourth-highest number of trips in the region, more than 21,400, and the third-highest number of trips per capita, with 233 trips per 1,000 people. 68 percent of trips that started in Arlington ended within the town, while 22 percent ended in Cambridge, and the rest in various other communities. The research also discovered that the Minuteman Bikeway is very popular with Lime bike riders, especially between Arlington Center and Alewife T station, which is the destination for approximately 10 percent of all trips that start in Arlington. Roadways with high bike share activity include Mass Ave, Lake Street, Pleasant Street, Broadway, and Mill Street, as well as several neighborhood streets in East Arlington such as Herbert Road and Thorndike Street.

Due to the experience of low ridership during the winter months from January 2019 through March 2019, Lime suspended winter operations in December and informed the region in early 2020 that it would not return. The Town is actively working on preparing for the next phase of bike share in Arlington, which has included discussions with Bluebikes and other potential bike share operators. The success of bike share is clear, and the Town continues to consider the long-term viability of a program for residents.

### *Bicycle Parking Guide*

The 2019 Annual Town Meeting approved an amendment to the Arlington Zoning Bylaw to update the bicycle parking standards in section 6.1.12. Both short-term and long-term bicycle parking is to be provided for any development or change of use, and building expansions or conversions in the majority of cases. As a follow-up to this amendment, DPCD developed Arlington's first Bicycle Parking Guidelines to provide guidance on physical location and design of short- and long-term bicycle parking. The guidelines are part of a collection of resources created to provide clear and illustrated descriptions of Arlington's zoning bylaw requirements, as well as industry best practices. They are also intended to create a standard for bicycle parking installed in public spaces by the Department of Public Works, Parks and Recreation, or contractors selected through public projects and programs. DPCD plans to work with DPW and other departments over the next couple of years to begin increasing the capacity for bicycle parking in various locations around town, using these guidelines to ensure that bicycle parking is well-designed and at-





tractive.

## *Sustainable Transportation Plan*

Funding to develop a Sustainable Transportation Plan was approved at 2019 Annual Town Meeting. DPCD is leading this effort, which intends to create a town-wide transportation plan with a 20-year vision that addresses and balances the needs of all transportation modes. It will emphasize transitioning everyday travel to environmentally-sustainable modes such as walking, bicycling, public transportation, rideshare, micro-mobility, and emerging low-carbon technologies, including electric automobiles. In summer 2019 the Select Board approved the creation of a Sustainable Transportation Plan Advisory Committee, which is made up of citizen representatives from transportation-related existing town committees, business owners and residents, local advocacy groups, and several key Town Departments.

A Request for Proposals (RFP) was released in fall 2019 to seek professional services from experienced planning, transportation, and engineering firms to assist the Town with the development of the Sustainable Transportation Plan. Four proposals were received. After a thorough review of the proposals by two members of DPCD staff and two members of the Sustainable Transportation Plan Advisory Committee, including individually scoring the proposals and conducting consultant interviews, the proposal review team selected Nelson\Nygaard Consulting Associates to develop this Plan. Nelson\Nygaard is expected to hold a kick-off meeting with the Plan Advisory Committee in January. The entire project is expected to take 12 months to complete, with the final plan wrapping up towards the end of December 2020.

Public outreach and community buy-in are critical to the implementation of the Sustainable Transportation Plan. Engagement with a diverse and broadly representative segment of the population in a variety of means is expected as part of this plan development. Public outreach will begin in earnest in early 2020.

## *Safe Routes to School*

The Town supports safe walking and bicycling for children to reach their schools to increase their daily physical activity; reduce traffic congestion around schools during drop-off and pick-up times; reduce environmental pollution from vehicle emissions; and promote traffic safety for all street users. DPCD works with the Transportation Advisory Committee and other Town departments to ensure that all schools have safe and accessible routes for children to walk and bicycle to school year-round.

DPCD worked with Stratton Elementary parents, Principal Michael Hanna, and key Town departments to apply for a Massachusetts Safe Routes to School (SRTS) Infrastructure Grant in January 2019. The Town learned in March 2019 that it was one of 14 communi-

ties in the state to be awarded grant funding for a SRTS infrastructure project. Working with Massachusetts Department of Transportation's (MassDOT) consultant AE-COM, Town staff refined the scope of the project over summer 2019. The proposed project will provide a fully accessible walking route with safe roadway crossings for children and others walking to Stratton along Hemlock Street between Brattle Street and Dickson Avenue and Dickson Avenue between Hemlock Street and Pheasant Avenue. This will include new curb ramps, new sidewalks, sidewalk repairs, and pedestrian crossing improvements. The estimated project cost, of which the design and construction are fully funded through MassDOT, is \$993,289. The project was approved by MassDOT's Project Review Committee in August. MassDOT will start the project development process and further development of the design, along with public involvement, is expected for 2020.

## *Complete Streets*

As part of Arlington's Complete Streets Action Plan, improvements have been designed for the intersection of Lake Street and the Minuteman Bikeway that will include the installation of a new traffic/pedestrian/bicycle signal at the intersection that would be coordinated with the signal at Brooks Avenue and Lake Street, which will be upgraded. There will also be signage and pavement marking changes, handicap access improvements, and vegetation maintenance as part of the project. The 2019 Annual Town Meeting approved \$750,000 in funding for this project. The project went out to bid for construction in fall of 2019 and a contract will be awarded in early 2020 with construction expected to occur in summer 2020, in between the end of the school year in June and the beginning of the next school year in September. The Minuteman Bikeway will remain open during construction so there is no disruption to the travel of Bikeway users.

Future Complete Streets projects include traffic calming and pedestrian accessibility improvements on Lowell Street near Reservoir Beach; improvements to the Medford Street Rotary; and pedestrian improvements on Park Avenue.

## *Boston MPO*

Arlington is an active participant in the Boston Region Metropolitan Planning Organization (MPO). DPCD staff attends MPO meetings representing the Chair of the Select Board, Diane Mahon. The Boston MPO is responsible for conducting the federally required metropolitan transportation planning process for the Boston metropolitan area. The planning process is necessary to develop a vision for transportation in the region and to decide how to allocate federal and state transportation funds to transportation programs and projects that improve roadway, transit, bicycle, and pedestrian in-



frastructure. In 2019 the MPO approved a new Long-Range Transportation Plan, *Destination 2040*, which establishes a vision for the region's transportation system and funds both capital investments and research studies to support that vision.

The Central Transportation Planning Staff (CTPS) provides staff support to the MPO and conducts transportation studies and data collection for the Boston region. Arlington participated in one report in particular, "Transportation Access Studies of Central Business Districts", which sought to understand the modes of transportation customers use to access central business districts in the region. The results of the study for Arlington showed that merchants significantly overestimated the number of customers who drove to their stores, and underestimated the number of customers that walked or used other means to get to the business.

Arlington continues to be involved with the development of the plans and studies in the region, including the Transportation Improvement Program, the Unified Planning Work Program, and other projects.

### *Arlington Center Sidewalk Project*

The Arlington Center Sidewalk Project is one component of ongoing improvements to the Mass Ave corridor. The Town began working with consulting firm VHB in summer 2019 to prepare a design for sidewalk improvements in the Center. The limits of the project are Mass Ave between Pleasant/Mystic Street and Franklin Street; Franklin Street from Mass Ave to just north of Broadway; and Broadway from Broadway Plaza to just beyond Franklin Street. Improvements include removing the brick sidewalks and replacing them with concrete sidewalks, upgrading curb ramps and improving ADA accessibility, and removing and replacing street trees. The project will begin in the spring of 2020 and will eventually involve reconstruction of Broadway Plaza, which is the location of a Massachusetts Water Resources Authority project scheduled for 2021.

### **Complete Count Working Group**

In 2019 DPCD worked to establish the Complete Count Working Group (CCWG) to promote and encourage residents to respond to the 2020 Census. The CCWG began meeting in November to develop a campaign to raise community awareness of the census. Resident responses to the census will determine the level of federal funding allocated to the town for programs and services such as healthcare, education, housing assistance, transportation, and emergency services, and will also determine congressional and precinct district boundaries. Communications will focus on responding to questions residents have about the census and how the data is used, communicating the message that responding to the census is safe, confidential, easy, and important. The group is a cross section of



Town Departments and local community groups.

### **Clean Energy Future Committee**

The Clean Energy Future Committee (CEFC) was created by the Select Board on July 16, 2018. The mission of the CEFC is to guide the Town of Arlington to a future where, by 2050, net emissions of carbon dioxide and other greenhouse gas emissions attributable to all sources in Town are zero.

The Committee is charged with identifying short and long-term energy goals; facilitating research studies, projects and collaborations; enlisting the support of residents and businesses; recommending changes to laws and regulations; seeking state and local funding; and taking any other actions necessary for Arlington to achieve net zero carbon emissions by 2050.

The Committee includes three members of the Department of Planning and Community Development: the Energy and Project Manager, Environmental Planner and Conservation Agent, and Senior Transportation Planner. There are currently 10 other members. The Committee met 10 times in 2019.



CEFC members (L to R) Dan Amstutz, Coralie Cooper, Emily Sullivan, Ryan Katofsky, Adam Chapdelaine, Ken Pruitt, Dave Levy, Marc Breslow and Shelly Dein. Not shown: Dan Dunn, Jim DiTullio, Pasi Miettinen and Nellie Aikenhead. Photo Jenny Raitt

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## Net Zero Planning

In 2018 the Select Board voted to commit Arlington to becoming carbon neutral by 2050 (net zero emissions of greenhouse gases from all sources). Following on this vote, Arlington and three municipalities began working with the Metropolitan Area Planning Council after receiving a Planning Assistance Grant from the Executive Office of Energy and Environmental Affairs to develop net zero plans for each community. The Net Zero Plan for Arlington will be completed by December, 2020. The following progress was made on the Net Zero Plan:

- The Town heard from a variety of experts on topics including sustainable mobility, electric vehicles, reducing greenhouse gas emissions from buildings, and the role of street trees in absorbing carbon and cooling neighborhoods;
- Clean Energy Future Committee members participated in formal greenhouse gas inventory training and began work on Arlington's greenhouse gas inventory;
- The Committee held meetings to review and discuss potential building-related greenhouse gas mitigation measures to include in the Net Zero Plan; and
- The Committee conducted Net Zero public outreach, including at the Department of Planning and Community Development's table at Arlington's Town Day.



## Environmental Planning

### Climate Adaptation and Resiliency

In 2017 the Municipal Vulnerability Preparedness Core Group was formed to coordinate a community resilience planning process to address the local impacts of climate change. This initiative is the result of a Municipal Vulnerability Preparedness (MVP) Planning Grant, which was awarded to Arlington by the State's Executive Office of Energy and Environmental Affairs.

Through the MVP planning process, Arlington identified chronic flooding along Mill Brook and extreme heat in tree-deficit areas (like East Arlington and along Mass Ave) as the community's most pressing vulnerabilities and prioritized actions to reduce vulnerability.

In 2018 Arlington received an MVP action grant to increase flood storage capacity in Wellington Park, along Mill Brook, to address flooding along the Mill Brook Corridor. This increased flood storage, which was constructed in Spring 2019, has a capacity of approximately 70 cubic yards. Project construction in Wellington Park included building the flood storage channel, removing invasive plant species, building a boardwalk, installing a porous asphalt pathway, and installing educational signage. In 2020 Arlington and the Mystic River Watershed Association (MyRWA) will lead a design effort for the last phase of the Wellington Park project, which aims to improve the recreational amenities of the park. The project was spotlighted as an example of a local strategic investment to create safer, more resilient communities by the Director of DPCD in her testimony delivered to the U.S. House Appropriations Subcommittee on Transportation, and Housing and Urban Development in March 2019.



The flood storage area slows floodwaters downstream of Wellington Park. Photo Arlington Conservation Commission.

## Regional Resilience Collaborations

Arlington is a member of three regional resilience collaborations: the Metropolitan Area Planning Council (MAPC) Metro Mayors Coalition; Resilient Mystic Collaborative facilitated by MyRWA; and the Charles River Climate Compact facilitated by the Charles River Watershed Association. As a member of these three collaborations, Arlington has committed to climate adaptation and resilience building actions and goals. These actions and goals focus on building capacity for stormwater management, renewable energy, urban heat island mitigation, floodwater retention, public engagement around resilience building, and inter-municipal project and policy alignment. Many of the climate change vulnerabilities that Arlington suffers from are impacting the Town's neighboring communities as well. These regional collaborations strengthen Arlington's resilience through knowledge-sharing and regional projects that more efficiently leverage funding and technical opportunities.

These regional collaborations are particularly effective forums for Arlington to share its stormwater management successes and learn new stormwater best practices. Arlington is the chair community for the Resilient Mystic Collaborative's Upper Mystic Stormwater Working Group. Through its participation in this working group, Arlington and other Mystic Watershed communities received a regional MVP grant to identify locations for large-scale green infrastructure in the watershed.

## Hazard Mitigation Plan Revision

Arlington's Hazard Mitigation Plan was adopted in 2012. Per Federal Emergency Management Agency (FEMA) requirements, hazard mitigation plans need to be updated every five years in order to remain eligible for federal disaster mitigation and recovery funding. In 2018 Arlington received funding from Massachusetts Emergency Management Agency (MEMA) to update the Town plan. Over 2019 Arlington and MAPC updated the plan through public engagement and technical analysis. The goals established through the MVP planning process and regional resilience collaborations, as well as the Open Space & Recreation Plan and Master Plan, have been integrated into the updated hazard mitigation plan. Although still in draft form, the plan will be adopted by the Town in 2020 after public comment and review.

## Stormwater Management

In close coordination with the Engineering Division, DPCD works to improve stormwater compliance. Massachusetts recently revised its stormwater permitting, creating more stringent regulations for nonpoint-source pollution transported through municipal stormwater systems. In 2019 DPCD worked with the Engineering Division to educate residents and businesses on the importance of proactive stormwater management as a strategy for pollution reduction, environmental resource

protection, and floodwater mitigation.

In 2019 Arlington received a Coastal Pollutant Remediation Grant from the Office of Coastal Zone Management to install stormwater infrastructure in East Arlington. This grant was awarded with the partnership of MyRWA. The grant will fund the construction of two rain gardens and 20 infiltration trenches in East Arlington. The rain gardens and trenches will reduce the amount of pollutants entering Alewife Brook and the Mystic River, improving compliance with the state stormwater permit. The rain gardens and infiltration trenches will be constructed in 2020.



*A rain garden in East Arlington is vegetated with native plants. Rain gardens slow down stormwater runoff and remove pollutants before the stormwater enters the municipal stormwater system and travels to a water body, like Alewife Brook. Photo Patrick Herron, MyRWA.*

## Housing Initiatives

The Town of Arlington continued its strong support of affordable housing during 2019. The Housing Plan Implementation Committee (HPIC) continues its work to implement the goals of the Housing Production Plan and is currently considering establishing a Municipal Affordable Housing Trust Fund MGL c.44 s.55C to help advance initiatives to create and preserve affordable housing.

DPCD began work on a Fair Housing Action Plan with assistance from the Metropolitan Area Planning Council (MAPC). The Fair Housing Action Plan will include an Analysis of Impediments to Fair Housing Choice (AI), as currently required by the U.S. Department of Housing and Urban Development (HUD). It will also incorporate some elements of an Assessment of Fair Housing, as previously required under the Affirmatively Furthering Fair Housing Final Rule, to more deeply understand the Town's fair housing issues and to proactively identify strategies to address them. The plan will identify and prioritize contributing factors to fair housing barriers and will set fair housing goals and priorities to address these contributing factors. Engagement with stakeholders will begin in early 2020.

DPCD, in coordination with the North Suburban



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Consortium and the seven other communities that are a part of the consortium, began work on the Consolidated Plan. The Consolidated Plan creates a 5-year strategic plan for spending CDBG and HOME funds on affordable housing and community development activities. Once submitted to HUD, the Consolidated Plan will be in effect for five years, starting in July 2020 and expiring in June 2025.

Lastly, DPCD participated in the discussions around the merger of the Somerville/ Arlington Continuum of Care (CoC) and the Balance of State CoC through active participation in this committee. A CoC promotes a commitment to the goal of ending homelessness, provides funding for these efforts by nonprofit providers and local governments to rehouse homeless individuals and families, promotes access to mainstream programs, and promotes self-sufficiency among individuals and families experiencing homelessness. Merging with the Balance of State CoC will enable providers in these two communities to access resources in a larger region and refer clients to a wider range of services in Massachusetts.

Additionally, multiple developments that include affordable housing units, moved forward:

- 20 Westminster Avenue. HCA continued the renovation of this former church into nine units of affordable housing. It is anticipated that the building will be tenanted in early 2020.
- Downing Square. HCA secured all of the funding necessary to develop 34 units of affordable housing through the Massachusetts Department of Housing and Community Development with the support of DPCD.
- 117 Broadway. HCA secured all of the funding necessary to develop 14 units of affordable housing through the Massachusetts Department of Housing and Community Development with the support of DPCD.
- 483 Summer Street. Construction of a new mixed-use building at 483 Summer Street

continued, which will include one unit of affordable housing to be offered through a lottery.

## Community Development Block Grant Program (CDBG)

This past year, the program supported seven public service agencies to assist lower-income individuals and families with daily transportation, access to jobs, access to healthy foods, scholarships to athletic and summer camp programs, and access to mental health services and adult day health services; with CDBG, the social service agencies reached 1,126 people.

The program also supported the Department of Public Works with installation of ADA-compliant ramps to make streets and sidewalks more accessible. The Recreation Department was supported with funding committed for the Wellington Park Mill Brook Revitalization Project and the design phase of the North Union Street Lussiano Playground reconstruction. Food Link, Inc. was supported with funding site work at their new facility on Summer Street. The Housing Corporation of Arlington made capital improvements to existing properties in their portfolio, and will utilize funding to install solar panels at their Capital Square Apartments to help reduce energy costs.

## Menotomy Weatherization Assistance Program

The Weatherization Program provides weatherization, heating system, and appliance management assistance to the towns of Arlington, Belmont, Lexington, Watertown and the cities of Cambridge, Somerville, and Waltham. In 2019 the program replaced 72 heating systems, weatherized 15 homes, and audited appliances at 38 homes. The appliance management program subsequently installed 29 refrigerators, 17 air conditioners and seven washing machines. The program receives public utility, state, and federal funds and continues to be recognized by the state as providing high quality energy conservation services for eligible households.



Town and state official gather for Community Development Week on the Council on Aging van. Photo Julie Wayman.



## Master Plan Implementation Committee

### *Zoning Bylaw Working Group*

The Zoning Bylaw Working Group is reviewing and proposing zoning amendments as identified through the Master Plan and the recodification processes. During 2019 the Zoning Bylaw Working Group oversaw the preparation of amendments to Arlington's sign regulations in consultation with Lisa Wise Consulting, which were ultimately adopted by Town Meeting. The new sign regulations are clear, well-organized, straightforward to understand and administer, consistent with state and federal law, and representative of best practices. Work also began on the Economic Analysis of the Industrial Zoning Districts, a project contemplated in the Master Plan to modernize the industrial zoning districts. RKG Associates is working with the Zoning Bylaw Working Group on this project and, to date, existing conditions, market analysis, and fiscal impact study have been reviewed. The next steps are to look at scenarios that might inform future bylaw and policy amendments.

### *Historic and Cultural Resources Working Group*

The Historic and Cultural Resources Working Group (HCRWG) includes representatives from the Town's Historic Districts Commission and Historical Commission, the Arlington Historical Society, and DPCD. The group is currently involved in a three-phase, historic preservation project; work is funded by the Massachusetts Historical Commission and CPA. In 2019 the HCRWG released a [Community-Wide Historic Preservation Survey Master Plan](#), which was prepared by consultants Wendy Frontiero and Kathleen Boomer. The Master Plan guides the Town's historic preservation efforts by identifying and prioritizing outstanding needs regarding the inventory and documentation of Arlington's local historic resources. The plan identifies Arlington's local historic resources, including historic buildings and places, cultural and archaeological elements, and other significant objects and structures, for inventory with the Massachusetts Historical Commission. The plan provides an overview of the Town's historic development and existing inventory of historic resources, and offers recommendations for neighborhood areas and individual properties that merit study from a preservation planning perspective.

Although the Survey Master Plan offers these recommendations, it also recommends that resolving record discrepancies and clarifying the inventory process be prioritized over the documentation of additional privately-owned properties, which will be a focus of the DPCD and the HCRWG in the future.

### *Residential Study Group*

The Residential Study Group (RSG) worked on addressing neighborhood concerns about new residential development in existing residential neighborhoods. DPCD worked with the group on the [report on Demolitions and Replacement Homes](#).

The Department presented the report to the Select Board. The report includes baseline data and trends related to replacement homes in Arlington, describes the current regulatory framework, spotlights best practices, and makes recommendations. The Board unanimously accepted the report and recommendations, including establishing Design Guidelines. Town Meeting appropriated funds to develop the guidelines. The Town formed a Design Review Working Group to advise on the development of design guidelines for lower-density residential districts (R0, R1, and R2) and a companion design review process for the Town.

Additionally, the 2019 Annual Town Meeting adopted two amendments proposed by the Residential Study Group. The first was an amendment to the Zoning Bylaw, which brought Arlington's Zoning Bylaw definition of half-story in conformance with State Building Code. This change may result in a decrease in building height when building additions are proposed or new construction is proposed for single-family and two-family dwelling units. The second was an amendment to the Town Bylaw building off of the adoption of the 2017 Residential Construction Notification Agreement, also known as the Good Neighbor Agreement. The purpose of the Good Neighbor Agreement is to promote communication between a property owner (either a homeowner or a contractor) and the surrounding neighbors. When the Good Neighbor Agreement was put into place, the triggers included demolition, large additions, and a few other site preparation thresholds. However, in some cases, a lot is clear cut prior to the start of construction and is done without the knowledge of neighbors. Inclusion of tree removal, in particular trees that are subject to the jurisdiction of the Tree Protection and Preservation Bylaw, would ensure that the Good Neighbor Agreement includes the totality of work proposed on a project site. This adoption of this amendment promotes the express purpose of the Good Neighbor Agreement: clear communication.

### *Mill Brook Working Group*

The Mill Brook Working Group (MBWG) was formed to increase awareness and guide change along the Mill Brook. The MBWG completed an update to the 2010 Mill Brook Linear Park Report in 2019. The [updated Mill Brook Corridor Report](#) supplements the information in the 2010 report and

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examines new opportunities to support the vision for the corridor as an ecological and cultural resource for the community. The report describes planning studies and physical improvements that have taken place since 2010, and identifies specific ongoing, near-term, mid-term, and long-range actions that can be taken to link public open spaces with the parallel routes of the Minuteman Bikeway, Mass Ave, and Summer Street. The report will help the Town target initiatives that prioritize and improve Mill Brook by identifying actions that can be taken in multiple areas: environment and ecosystem management, flood control, recreation, economic development, transportation, historical context, and placemaking. The report also offers simple suggestions on what property owners can do to improve the Mill Brook.



Mill Brook Corridor Report

The OSC participated in the Mill Brook Corridor Report update, facilitated by the Mill Brook Study Group.

## TRANSPORTATION ADVISORY COMMITTEE

The goal of the Transportation Advisory Committee (TAC) is to enhance the quality of life in Arlington by improving safety, mobility, and access for people using all modes of transportation, and contribute to improving the environment and public health. In this effort, the TAC works closely with the Arlington Police Department's (APD) Traffic Division, the Department of Public Works (DPW), and the Department of Planning and Community Development (DPCD), along with Arlington Schools and the Arlington Bicycle Advisory Committee.

The TAC was established in 2001 by the Select Board, which serves as the Traffic Authority for Arlington, to advise the Board on transportation matters.

### 2019 Major activities

**Crosswalk Guidelines:** As a result of several requests for new crosswalks, TAC instituted a review of its crosswalk guidelines originally adopted in 2003. The existing guidelines did not provide sufficiently specific criteria to help with the evaluation of the several requests for new crosswalks. TAC adopted the revised Crosswalk Guidelines early in 2019.

**Arlington High School Traffic Review:** A TAC working group continued coordination with the AHS Building Committee regarding transportation at the new high school. The working group met with the committee and the architects in March 2019, to discuss the site plan, and the flow of vehicles, bicycles and people around the site.

**Stop Signs on Hayes at Maynard/Mystic Lake:** Neighborhood residents raised concerns about the lack of intersection control on Hayes St. at Mystic Lake Dr. and Maynard St., and about speeding and excessive rush hour traffic on Hayes St. TAC noted that STOP signs could not be installed on Hayes St., as requested by neighbors, based on Manual on Uniform Traffic Control Devices (MUTCD) guidance. Traffic volume and crash data collected by town staff was too low to meet MUTCD warrants for traffic control at the intersections but severely constrained sight distance warranted STOP on the approaches to Hayes St. from Mystic Lake Dr. and Maynard St. The signs have been installed by DPW.

**Traffic Calming on Kensington Park:** TAC was asked to consider traffic calming measures for Kensington Park. Based on traffic counts that showed relatively low traffic volumes and speeds, the TAC voted unanimously to recommend no action.

**Chestnut Street at Chestnut Terrace:** At the request of residents of Chestnut Terrace, TAC agreed that APD should write a regulatory note to install MUTCD signage to direct drivers "Do Not Block Intersection".

**Speed Safety Zone on Herbert at Magnolia Park:** TAC recommended a 20-mph speed safety zone on Herbert Rd. at Magnolia Park that has been installed by the DPW.

**Parking and Traffic Direction on Bartlett Avenue:** Based on complaints about inadequate space for vehicles to pass each other on Bartlett Ave., TAC evaluated parking restrictions or one-way operation on Bartlett Avenue. A TAC working group developed some concepts to restrict parking in certain locations to provide more room for passing vehicle. The working group will share the options with Bartlett St. residents to obtain feedback for TAC.

**Crosswalk on Grove Street:** The TAC was asked to consider a crosswalk on Grove St. in the vicinity of Wellington Park to provide a safe crossing for high school students and park users. TAC conducted pedestrian counts at peak high school arrival and departure times. The total volume of pedestrians appeared to meet volume guidelines for installation of a crosswalk, however, those volumes were scattered along a section of roadway and not in one location. Since DPW is planning to redevelop its property on Grove St., TAC will wait to finish its evaluation when DPW plans for its property are more formalized.

**Wellesley Road One-Way:** Residents of Welles-

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ley Rd. requested TAC to review making it one-way away from the Thompson School. In the mornings, cars use Wellesley Road to get to the school and there is a high volume of pedestrian activity but there are no sidewalks. TAC considered short-term measures, including improving pedestrian access along River Street with crosswalks and stop bars on intersecting streets, installing edge lines to narrow the space for vehicular travel, and adding a sidewalk on Wellesley Road. The TAC working group will conduct outreach to residents to get their feedback on the various options.

**Crosswalk on Summer Street at Victoria Road/ Buzzell Field:** Based on concerns about the visibility of the crosswalk on Summer St. at Victoria Rd./Buzzell Field, the TAC undertook a review of the situation. The TAC recommended removing two parking spaces on the Summer St. eastbound approach and one space on the westbound approach to improve visibility. The Select Board approved the parking restrictions which were made by the DPW. It was noted that there was also interest in moving the crosswalk to the west side of the intersection but no action was taking on this as the Town plans major improvements on Summer St. in a few years and the move could be considered then.

**Crosswalk Flag Program:** Based on previously adopted Pedestrian Flag Program Guidelines, TAC approved requests for placing pedestrian flags at three locations: Mass Ave. at Wyman St., Mass Ave at Water St., and Bates Rd. at Raleigh St.(not yet installed).

**Appleton Street at Park Ave:** The Select Board asked TAC to evaluate Appleton Street for safety and traffic operations, including the intersection of Appleton St. and Park Ave. TAC analyzed traffic volumes and crash data for the intersection and determined the intersection met MUTCD signal warrants. TAC also conducted additional counts along Park Ave. to determine if a signal at Appleton St. can operate effectively in conjunction with the existing signals at Mass Ave. and Florence Ave. TAC's review of this intersection is ongoing.

**Apothca Marijuana Dispensary:** The Arlington Redevelopment Board (ARB) asked TAC to review the Transportation Impact Statement provided by Apothca's engineer. The TAC review was prepared by the Executive Committee and noted some discrepancies between various numbers presented in the report and suggested potentially better sources for traffic and parking generation, including information from existing marijuana dispensaries in Massachusetts. The review stressed the need for developing opening period and long-term traffic management plans in consultation with the APD.

## BICYCLE ADVISORY COMMITTEE

The Arlington Bicycle Advisory Committee (ABAC) has continued to work on making Arlington a better place to bicycle within and through. The following de-

scribes ongoing and annual activities:



*People bicycle across the intersection of the Minuteman Bikeway and Mill Street. Photo Phil Goff.*

## 2019 Highlights

This was a big year for data collection on the Minuteman Bikeway. ABAC and the Department of Planning and Community Development (DPCD) organized the annual Bikeway counts at Swan Place in May and September to gather data on the volumes of different types of Bikeway users. The count on Saturday, May 18, logged 4,865 trips over 12 hours on the Bikeway, more than any other previous manual count.

Additionally, DPCD worked with the Massachusetts Department of Transportation (MassDOT) to install a permanent automatic bicycle and pedestrian counter on the Bikeway near Swan Place. MassDOT funded the counter and the installation as part of their MassTrails Bicycle/Pedestrian Counts Pilot Program. From July through October, the counter recorded over 320,000 trips on the Bikeway. The September manual counts were used to validate the counts of the automatic counter and help the Town to understand how to interpret the data produced by the counter. Next year ABAC is planning to explore counting in other locations to get a better overall picture of numbers of cyclists and Rail Trail users throughout the town. These recent data clearly indicate that the Bikeway is continues to be extremely popular and is a critical local and regional transportation artery, as well as a major recreational destination.

The Winter Social was a success with 50 people in attendance. This year's presentation was given by Scott Mullen of Lime. Scott discussed micro mobility and the issues of "last mile" connections for commuters.

ABAC continued interactions and meetings with the bicycle advisory groups in Lexington and Bedford to discuss common issues, such as unified wayfinding signage and courtesy and safety on the Minuteman Bikeway. Discussions have been held with the two other towns and within ABAC and other groups within Arlington as to how to improve safety via information dissemination, signage and posting an advisory speed limit.



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Members of ABAC worked with the DPCD and DPW to introduce warning signs and pavement markings on the Bikeway at the intersection of the heavily used crossing between the Hurd Field parking lot and stairway at Trader Joe's. This has been the location of a past bike on pedestrian collision and is heavily used by Bikeway users as well as an access point to the stores by occupants of Drake Village.

Arlington's COBWEB (Cops on Bicycles with Education for Bicyclists) continues to attend our meetings.

Committee members participated in Town Day, distributing 60 youth helmets generously supplied by the law firm of Breakstone, White & Gluck PC, sold Minuteman Bikeway 25<sup>th</sup> anniversary t-shirts to raise funds for future bikeway efforts, and spoke with many residents about bikeshare, local bicycling rules and regulations, and the importance of safety and visibility regarding sharing the road with other transportation modes.

ABAC has been involved with the planning of the transportation issues around the new High School rebuilding plans and as part of the newly formed Sustainable Transportation Plan Advisory Committee.

In May, ABAC conducted its first overall strategy meeting developing a list of action areas that were built around the League of American Cyclists' six Es: engineering, education, encouragement, enforcement, evaluation and equity.

## CONSERVATION COMMISSION

Arlington Conservation Commission (ACC) is required by state and town laws to protect and preserve wetlands, waterways, and their surrounding areas. ACC is comprised of seven volunteer Commissioners and two volunteer Associate Commissioners, who are appointed by the Town Manager with the approval of the Select Board, and supported by the full-time professional Environmental Planner & Conservation Agent at bimonthly meetings and onsite visits. ACC is mandated to protect wetlands, waterways, water supplies, fisheries, wildlife, and wildlife habitat as well as regulate floodplain activities through its administration of the Massachusetts Wetlands Protection Act and the Arlington Bylaw for Wetlands Protection.

In 2019 ACC held 24 public meetings, and provided coordination, monitoring, permit review, and consultation on numerous residential, commercial, and municipal projects around Town. ACC reviewed 32 applications. Of the 32 applications, the Commission issued 14 Permits/Orders of Conditions, 10 Determinations of Applicability, and eight Certificates of Compliance. ACC and its Agent conducted over 45 site visits/inspections.

ACC also protects and manages the Town's Conservation Lands and natural resources through collaboration with other entities and grants from various



*Deb Berger, DCR; Susan Chapnick, ACC; Cathy Kiley, MassDEP; Emily Sullivan, ACC; Bill Copithorne, Arlington DPW with installed signage at the Mystic Riverfront Restoration Project, November 2019. Photo Arlington Conservation Commission.*

sources, as described below.

### *Mystic Riverfront Restoration Project*

Completed in 2019, this project created a native riverbank (riparian) habitat and improved stormwater infrastructure, ultimately improving stormwater quality that enters the Mystic River. The project is located along the Mystic River at the end of Park Street in the area that was directly impacted by oil released from a tanker truck that overturned nearby on Route 60 in May 2013. In the Spring of 2019, ACC organized a community planting event with the local 3<sup>rd</sup> grade classes of the Thompson Elementary School. The project was funded by the Massachusetts Department of Environmental Protection (MassDEP) through a \$47,325 grant under the Natural Resource Damages Assessment and Restoration Program.

### *Spy Pond Shoreline Protection Project*

The goals of this project include preserve, stabilize, and strengthen the pond's banks to control erosion; protect and enhance wildlife habitat; prevent unauthorized paths; broaden and strengthen constituency groups; improve water quality and recreational opportunities; and improve stormwater infiltration. Construction elements of this project include a new porous pathway through the park, a new timber overlook, a rain garden/vegetated detention basin, and native plantings along the pond banks. The project will promote educational opportunities for shoreline protection along Spy Pond and provide maintenance recommendations. Various funding sources are funding this project, including a Community Preservation Act grant (\$552,900), a Land and Water Conservation Fund grant from the Massachusetts Executive Office of Energy and Environmen-



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tal Affairs ( \$40,040), a Community Development Block grant (\$94,000), a Mass Audubon's Judy Record Fund grant (\$10,000), and a donation from the Friends of Spy Pond Park (\$5,000). The project will be completed in early 2020.

In addition to its Spy Pond Shoreline Protection Project, ACC has also worked closely with the Spy Pond Committee to ensure the health and well-being of Spy Pond and with the MassDOT to permit dredging the Spy Pond sand bar. ACC is generally working towards reducing chemical usage to control invasive plants in these prized environmental resource and recreational areas.



*The Spy Pond Project included resurfacing the pathway with an ADA accessible porous pavement.*

## **Water Bodies Oversight**

ACC, through its Water Bodies Working Group, continued investigation of the iron flocculation at the McClennen Park Detention Ponds to improve the site's aesthetic, recreational, and wildlife values and functions. These stormwater detention ponds were created during the capping/closure of the landfill in this area, formerly called "Arlington Summer Street Landfill," which was officially closed in 2006 with no further monitoring required. Technical contractor Woods Hole Group (WHG) submitted a memorandum report in 2019 about the evaluation, based on site visits and sampling and analysis of surface water and sediment. WHG concluded that the observed iron flocculation at Reeds Brook does not constitute a condition of "readily apparent harm" (MassDEP terminology) to the environment of the wetland resource area. However, some sediment data exceeded MassDEP sediment screening level benchmarks for arsenic, lead, and zinc and several surface water samples exceeded the NRWQC (National Recommended Water Quality Criteria) for iron. WHG did not identify the exact sources of the contamination, which could be due to stormwater (drainage systems/outfalls feed into the detention ponds), the upstream wetland area, and/or the former capped landfill (which was unlined). ACC does not have groundwater data.

Based on the findings, ACC concludes that there is no readily apparent harm to the resource area. However, given the findings of several metal concentrations that exceed screening levels, ACC is being transparent and reporting these findings to the MassDEP Office of Solid Waste. ACC has requested guidance or recommendations on further actions the Town might take, if any, given these findings.

## **Conservation Land Stewards**



*Iron Flocculation at McClennen Detention Ponds / Reeds Brook outfall in Spring 2018. Photo Susan Chapnick.*

ACC's citizen-volunteer organization, Arlington Land Stewards (ALS), assists in managing 28 Town-owned conservation lands comprising approximately 53 acres. Land Stewards monitor, coordinate, and maintain conservation land of their choice, with guidance from ACC. Additional outreach was conducted this year to increase stewardship and identify opportunities for clean-up events, including the Earth Day Clean-Up at Hills Hill, with 35 local volunteers. The Land Stewards also hosted an invasive plant species management training for residents interested in learning more about invasive species.

## **Arlington Reservoir Master Plan**

The Reservoir Master Plan was completed in 2018 and the capital improvement projects identified therein were initiated in 2018. The goal of the Master Plan was to assess all aspects of the Reservoir, considering terrestrial and aquatic issues from both environmental and recreational perspectives. Led by the Park and Recreation Commission, DPCD, ACC, and the Reservoir Committee provided input. Phase 1 construction of this master plan began in Fall 2019, and includes a new water treatment and pump system for the bathing beach. Future phases will address some of the broader environmental issues as well as trail system work. Also planned for 2020 is a pilot accessible path improvement near LexFarm.

# COMMUNITY DEVELOPMENT

## Arlington Great Meadows

Arlington's Great Meadows (AGM) are comprised of 193 acres, making it Arlington's largest open space parcel, although located in East Lexington. AGM is mostly wetlands, but contain many upland trails that make connections to the Arlington Reservoir and the Whipple Hill conservation area through the ACROSS Trail System. The Friends of Arlington's Great Meadows (FoAGM) are active in increasing Arlington's awareness of this wonderful area. In 2019 FoAGM organized multiple walks at AGM and distributed information at Town Day.

FoAGM volunteers maintain the trails and boardwalks at the Meadows. This includes removing invasive plants, consisting primarily of Japanese Knotweed, along the Minuteman Bikeway. More information on FoAGM can be found at: [www.FoAGM.org](http://www.FoAGM.org).

A current concern is the redevelopment of the former nursing site off Emerson Garden Road that will affect a popular access point. Officials in Arlington and Lexington are committed to maintaining public access at this location.



Former Commission Chair, Nathaniel Stevens, with new Chair, Susan Chapnick. Photo Mike Gildesgame, Arlington Conservation Commission.

## Goals and Beyond

ACC will continue to encourage, support, and assist the various volunteer and environmental advocacy groups that are dedicated to preserving the Town's valued conservation lands and other open spaces. These groups include, among others: Arlington Land Stewards, Arlington Land Trust, Open Space Committee, Friends of Arlington's Great Meadows, Friends of Spy Pond Park, Friends of Menotomy Rock Park, and the Mystic River Watershed Association. Additional specific goals include the following:

1. Host additional collaborative community clean-up and educational events
2. Strengthen and update regulations for

performance standards, permitting efficiency, and process clarity

3. Improve the stewardship of conservation lands and other town open spaces
4. Improve communication and educational outreach to residents in resource areas

## Acknowledgments

ACC sincerely thanks all individuals and organizations that contributed directly or indirectly to the activities of its 54th year. Many special thanks go to the active citizenry that attended hearings and informed the Commission's discussions and the scores of volunteers who came out for clean-up projects, assisted as land stewards, or participated in the many Friends groups that work to preserve the Town's natural resources and conservation lands. ACC would like to thank Nathaniel Stevens, who served as the Conservation Commission Chair from 2001-2019, for his superb leadership and tremendous commitment to Arlington's conservation efforts. ACC would like to welcome Susan Chapnick as the new Commission Chair and Chuck Tirone as the new Commission Vice Chair.

## OPEN SPACE COMMITTEE

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

The Committee's primary responsibility is to prepare the Town's official Open Space and Recreation Plan (OSRP), monitor its provisions and goals, and document accomplishments. The current Plan covering the years 2015 to 2022 was prepared and approved as required by the state and adopted as Town policy in the fall of 2015. Printed copies of the complete Plan and Appendices are available at the Robbins and Fox libraries, Department of Planning and Community Development, Select Board's and Town Manager's offices, and other Town departments, and the Plan is posted on the Committee's website.



# COMMUNITY DEVELOPMENT



An example of one of the Take A Walk Maps.

## Take A Walk Maps

OSC's website features several other ongoing initiatives. "Take A Walk" is a digital map-based project to encourage residents to get outside and walk to Arlington's diverse parks and recreational facilities. Committee members worked closely with Arlington's GIS director to identify safe and interesting walking routes that connect open spaces and other significant sites all around Arlington. The website hosts a town-wide map showing all seven interconnecting routes, as well as neighborhood maps for East Arlington North and South, Arlington Center North, South and Central, and Arlington Heights North and South.

The Take A Walk maps can be used with Experiencing Arlington's Open Spaces, an interactive application highlighting 19 major open space sites that are featured in the Open Space and Recreation Plan. For each site there are multiple photographs and a brief description of the property, as well as a map showing access points and internal walking trails.

## Arlington Picture Posts

Arlington Picture Posts is an initiative developed by OSC member John Pickle to encourage residents with digital cameras and smart phones to take documentary photos at designated locations at Menotomy Rocks Park and the Reservoir, with other sites, such as Robbins Farm Park, to be added in 2020. This Picture Post initiative is linked to a national database that archives photos documenting the same locations over time so the visual data can be analyzed for future scientific, maintenance, and planning purposes.

## Community Education

Committee members also continued to monitor and contribute to a wide range of open space projects and activities that affect the Town and its residents' quality of life. As part of its community education goals,

OSC participates in Town Day each September. In 2019 several members also made presentations about the Committee's work at a What's Up Arlington event at the Fox Library and at the state-wide Open Space Conference held at Mt. Wachusett Community College.

## Thorndike Place Development Proposal

An ongoing open space concern is the proposed development of the Mugar property in East Arlington under the state's Chapter 40B provision for housing development. Protection of this sensitive wetland has been a goal of the Town's Open Space and Recreation Plan since the 1990s. OSC has joined many Town officials, the Arlington Land Trust, and other local groups to advocate for conservation of the Mugar land rather than development due to potential flooding and related ecological impacts on the neighborhood.

## Mill Brook Corridor

The Committee's previous work on researching and raising awareness about Mill Brook and the possibility of enhancing that natural resource corridor was adopted as a priority in the Town's 2015 Master Plan. OSC members continue to be involved with the Mill Brook Corridor Study Group, part of the Master Plan Implementation Committee, and with the Mystic River Watershed Association, which has received CPA and CDBG grants to design and construct improvements at Wellington Park and adjacent sections of the brook between Grove and Brattle Streets. The Town also received nearly \$400,000 for flood management and environmental restoration for a related project at Wellington Park through the state's Municipal Vulnerability Preparedness Program.

The Committee is monitoring the many goals and objectives outlined in the 2015-2022 Open Space and Recreation Plan and has established a process for documenting accomplishments in preparation for the next revision of the Plan in 2022. Members are continuing to enhance use of the Town website to disseminate Take A Walk maps and other information about local open spaces and recreational facilities. Members also continue their collaborations with both Town departments and community organizations to ensure that open space and recreation recommendations are fully incorporated into all future town-wide planning.

# COMMUNITY DEVELOPMENT

## ENVISION ARLINGTON

### About Envision Arlington

Envision Arlington, established by Town Meeting in June 1992, is a collection of committees and task groups that brings together residents, Town employees and Town leaders to foster an engaged, culturally diverse, and civically active community. The Standing Committee is charged to “create, implement, monitor, and review methods for town-wide participation in the Envision Arlington process.”

Envision Arlington’s focus is on the Town Goals, enacted by Town Meeting in 1993, as statements of Arlington’s values and aspirations. Task groups and committees are organized around specific Town Goals. A modest budget allows Envision Arlington to sponsor public events and develop community programs. Descriptions of Envision Arlington’s task groups and committees can be found at [arlingtonma.gov/envision](http://arlingtonma.gov/envision).



### 2019 Highlights

Envision Arlington presented 1 article at the 2019 Annual Town Meeting. Article 67 appropriated \$50,000 to the Town’s Water Body Fund for the maintenance, treatment, and oversight of the Town’s water bodies.

Several meetings were held to organize a new task group focused on the Town’s Governance value statement. See below for details.

The Envision Arlington Standing Committee and its committees and task groups hosted a booth at Town Day to engage residents around key town issues of sustainability, housing, governance, and sediment, flora and fauna at Arlington’s water bodies.

### Task Group Highlights

*Diversity Task Group:* The Diversity Task Group (DTG) meets monthly to engage residents on issues that affect the voice and experience of the traditionally marginalized within Arlington. The Diversity Task Group seeks to create a space to welcome and include marginalized voices and offer support between residents and Town leadership. DTG endeavors to build the broadest meaning of the words “community involvement” by taking action on issues that affect the community and offering support and education through projects. DTG creates sub-committees as a way to move these values forward and does so in partnership with many residents, organizations, and government entities.

Throughout the year DTG invites organizations and residents that run town-wide operations with educational, social, cultural, and economic impact to share their stories with task group members. Guests in 2019 included: Todd Morse, Director of Afterschool; Jane Lynch, Visions Consultant; Adam Chapdelaine, Town Manager; and Julie Flaherty, Acting Chief of Police.

DTG participated in several events including Arlington Reads, for which DTG is the founder and lead contributor; APS Annual Coffee Hour; and supporting the advocacy work of the Human Rights Commission in the Reclaiming Magnolia Park after hate graffiti was found after the Christchurch bombing, the vigils at Town Hall after the fires at the Chabad home.



Envision Arlington booth at Town Day. Photo Juli Brazile, Envision Arlington Standing Committee Chair.

### Annual Town Survey

Envision Arlington volunteers work with Town departments and organizations to create an annual survey of the priorities and opinions of people in Arlington. Results of the survey are provided to Town Meeting and to the groups who helped compose the survey; results are also posted on the Town website.

The 2019 Town Survey was administered between January and March. For the second year, the survey was primarily administered online—approximately 99% of respondents used the digital format. A survey notice was mailed to 18,500 households as an insert to the Town’s Annual Census mailing in January. Approximately 25% percent of households responded, providing feedback on transportation, Community Development Block Grants, stormwater management, hazard mitigation, precinct meetings, town meeting warrants, and the Envision Arlington community values. Survey results can be found at [arlingtonma.gov/envision](http://arlingtonma.gov/envision).



# COMMUNITY DEVELOPMENT

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Members of the Diversity Task Group engaged in several projects throughout the year.

- Providing ongoing leadership to the Superintendent's Diversity Advisory Committee, advocating for the recruitment, employment, and retention of staff of color in the Arlington Public Schools (APS).
- DTG Parent Diversity & Inclusion Groups (DIGS) organized two Courageous Conversation Forums for parents within APS to talk to their children about race (with over 180 parents at each event) with Dr. Liza Talusa.
- "Meet and Greet Potluck," an evening for families to connect, share various cuisine, and participate in a True Story Theater performance.
- Starting a new DIG at the Ottoson Middle School.
- Endorsing the work of the Black Student Union within AHS and at Town Day.
- Training DIG parents in Active Bystanding, and successfully adding Active Bystanding Training to the Anti-Bullying Curriculum within APS through an AEF grant.
- Working through DIGs and the Superintendent Diversity Advisory Group to support Arlington Public School's commitment to work on cultural competency.
- Communicating with APS regarding issues concerning African American student suspensions, APS's inclusion of METCO students, and concerns about below state average MCAS scores.
- Supporting students in the METCO program at APS, including participation in their "bridging the communities dinner".
- Directing DTG student intern work on the unmarked grave of enslaved people in the old burial ground behind First parish church, and work with ACMi about restorative justice to develop a video that was played to every student during their advisory period.
- Supporting the development of a town warrant article for a culturally sensitive approach to overnight parking exemptions.
- Supporting the letter to the Town Manager and Acting Chief of Police restricting Lieutenant Pedrini to desk duty, working with an impartial, racially diverse, third party to assess the presence of bias within the APD and offer recommendations and training for APD, as well as the establishment of a racially and class diverse civilian review board.
- Developing the Arlington Fights Racism group and creating a community forum to hear from those feeling harmed.

*Fiscal Resources:* The Fiscal Resources Task Group (FRTG) researches and hosts discussions on topics related to the Town's finances, and reports findings and recommendations to the appropriate town departments, officials and the public at large. In 2019, the following activities were undertaken:

- Citizens Corner: FRTG updated the *Arlington Governmental Primer*, a compilation of a series of articles it has published in the *Arlington Advocate*, summarizing how Town government functions.
- Financial Leadership: As part of an ongoing series of informational interviews with Town financial leaders, FRTG met with School CFO Michael Mason, to discuss the department's operations.
- Long Range Financial Projections: FRTG continued its work on long-range financial planning to help town residents and officials better understand the town's long-term financial situation and how best to seek additional revenues that will foster long-term financial sustainability. Results are shared regularly with members of the Finance Department.
- New Growth Process: FRTG met with Deputy Town Manager, Sandy Pooler, to discuss the new growth recognition process (Building Permit to Tax Bill); and with Jennifer Raitt, Director of Planning and Community Development to discuss various approaches towards fostering growth.
- Town Meeting Warrant: FRTG reviewed the 2019 Annual Town Meeting Warrant. In addition, FRTG made a proposal to the Select Board to reorder the Warrant to improve the efficiency and effectiveness of Town Meeting, which the Select Board fully adopted.
- Residential Exemption/Water & Sewer Debt Shift: FRTG met with Select Board members to discuss removing the Water & Sewer debt shift from the tax bill, and to consider implementing a residential exemption. The Select Board committed to removing the Water & Sewer Debt Shift from the property tax levy. The residential exemption will be focus of future considerations.
- Leadership Interviews: FRTG continues to work on a series of short *Arlington Advocate* articles and expanded online presentations of in-depth interviews of Town and School department heads and other leadership to further acquaint residents to their work.

# COMMUNITY DEVELOPMENT



The fall precinct meeting for Precincts 1, 3, & 5 held at the Thompson School on October 28. Photo Leonard Diggins.

**Governance:** The Governance Task Group (GTG) organized two large, public events in 2019: Candidates Night in March with the League of Women Voters, and orientation for new Town Meeting Members led by John Leone, the Town Meeting Moderator. In the last few years, GTG has organized spring precinct meetings where residents and Town Meeting Members (TMMs) can discuss the warrant for Town Meeting. In addition, the GTG organized a discussion with TMMs and interested residents on how to make planning and hosting neighborhood precinct meetings simple and expected. Attendees at that discussion felt that fall meetings were important for educating residents about Town Meeting and providing information on how and when to submit articles for the warrant. Nineteen out of twenty-one precincts were able to organize fall meetings; planning for similar meetings in both spring and fall of 2020 is underway.

**Sustainable Arlington:** Sustainable Arlington is one of three committees of Envision Arlington's Environment Task Group and also a chapter of the Massachusetts Climate Action Network. It promotes environmental awareness and climate resilience, while engaging residents and Town government in protecting our local environment. Monthly meetings and other events are listed at [www.sustainablearlington.org](http://www.sustainablearlington.org) and on the committee's Facebook page.

Sustainable Arlington members served on the following Town groups in 2019: the Arlington High School Building Committee; the Town Manager's Energy Working Group; the Town Manager's Gas Leaks Task Force; the Clean Energy Future Committee; and the Zero Waste Committee.

Sustainable Arlington volunteered with the Town's HeatSmart program throughout the year. HeatSmart is a program of the Massachusetts Clean Energy Center and the Department of Energy Resources, and is based on the successful Solarize Massachusetts model. It educates the public about and facilitates adoption of highly-efficient, all-electric heating and cooling technol-

ogies, plus central wood pellet boilers. Arlington participated as a team with Winchester, completing 532 site visits, 486 quotes, and 191 signed contracts as of mid-December, 2019.

In March, Sustainable Arlington worked with the Town and other groups to produce "Arlington EcoFest Power Day 2019," a free, public event for all ages at Town Hall. This year's focus was on increasing energy efficiency and supporting the transition off fossil fuels to an all-electric future. Electric and hybrid/electric vehicles were displayed, with their Arlington owners on hand to answer questions. The HeatSmart program was presented in detail, with a technical consultant and Arlington coach available to answer questions. Tours of an Arlington Net Zero home showed two of these technologies, air source heat pumps and solar hot water, in use.

Sustainable Arlington supported Town government in registering to vote on provisions of the next version of the International Energy Conservation Code (IECC). Building codes affect building efficiency, which, in turn, is a critical part of helping the Town achieve Net Zero by 2050.

Additional highlights of Sustainable Arlington's work include:

- Collaborating with the Zero Waste Committee and Robbins Library to hold two free Fixit Clinics at the Thompson School to repair broken household items and mend clothing, saving residents money and (slightly) reduced solid waste
- Encouraging residents to opt up to 50% or 100% New England-generated renewable energy through Arlington's Community Choice Aggregation electricity program. It presented jointly with Arlington Mothers Out Front to the Select Board, requesting that it authorize the Town Manager to seek a higher default level of renewable energy when negotiating new CCA rates.
- Co-sponsoring three Arlington Community Education classes on the scientific understanding of climate change. A well-attended single evening event in the spring led to two fall classes with four sessions each.
- Working with True Story Theater, an improv/playback theater group, on two performances: "Dare to Repair! Stories of preserving treasure and preventing waste" coincided with Arlington's first Fixit Clinic, and "Standing up to climate change: Stories of environmental activists," took place during the worldwide September Climate week.
- Co-sponsoring Arlington's first artist-in-residence who will be working with the community over a seven-month period from

## COMMUNITY DEVELOPMENT

December 2019 to June 2020 to create an environmentally-themed sculpture using plarn (yarn made from recycled plastic bags) for installation on the Minuteman Bikeway.

*Spy Pond Committee:* The Spy Pond Committee monitors the health of Spy Pond and assists the Conservation Commission and Dept. of Public Works with promoting the health and enjoyment of Spy Pond. See [arlingtonma.gov/spypond](http://arlingtonma.gov/spypond) for details. It is part of the Environment Task Group of Envision Arlington.

The Spy Pond Committee assisted the Conservation Commission in the selection of Solitude Lake Management for aquatic plant surveys and a Spy Pond Management Plan. The surveys were completed in May and August, after which excessive vegetation and algae was removed. In June and July, thirty acres of Spy Pond was covered with snail-seed pondweed and curly-leaf pondweed. In August, algae grew rapidly, particularly by the Spy Pond Condominiums. Eurasian watermilfoil was not a problem this year.

The Committee remains concerned about the health of Spy Pond. While eleven water chestnut plants found and removed in 2018, none were found this past year. The seeds are viable for ten years, however, so continued monitoring is essential. Shallow sections such as the sill between the north and south basins have a deep layer of rich, organic muck. Aquatic plants grow well in this environment.

With help from AMC, MassDOT, Arlington Land Trust, and Town, volunteers planted 45 dogwoods and several arborvitae on Spy Pond Trails Day in May. A network of volunteers watered the new plants weekly well into the fall. Volunteers at the event removed trash from the Rt. 2 path, pulled invasive plants, maintained the access points, and pruned vistas. High school students and neighborhood volunteers delivered 3,300 fertilizer education flyers to homes in the Spy Pond watershed.

Spy Pond hosted hundreds of cormorants. Frequent visitors included eagles, mallards, common and hooded mergansers, buffleheads, great blue herons,



*New Dogwood at Spy Pond. Photo Brad Barber, Spy Pond Committee.*

and ospreys. Eagles were frequent visitors. There was one day of skating on black ice. As in 2018, the pond remained ice free more than normal. The swans raised five cygnets and the geese had no goslings.

Eroding shorelines continue to be a problem. Spy Pond was 18 inches low due to the shoreline restoration near Spy Pond Park. The Committee and Conservation Commission will study this problem next year.

The Spy Pond Committee reviewed MassDOT's detailed plans for the sandbar near Route 2 and Pleasant Street. MassDOT will use a hydraulic dredge to remove the top three feet of sand. The dredged material will be dewatered on the Route 2 path. Work should commence in Fall, 2020.

*Reservoir Committee:* 2019 was another busy year for the Reservoir Committee. The Wildlife Habitat Garden had its ninth growing season. The Committee had help from many people on public workdays and from many volunteers. The committee welcomes schools, community groups, and others to participate in the Committee's growth and evolution.

Water chestnut mechanical harvesting continued in the summer under the management of Arlington DPW. Additionally, the Mystic River Watershed Association (MyRWA) organized corporate volunteers for hand harvesting events in the spring and fall.

In 2017 Community Preservation Act (CPA) funding was obtained for developing a Master Plan for the Arlington Reservoir—the first step of a major multi-year capital improvement project. The goal is to assess all aspects of the Reservoir, considering terrestrial and aquatic issues from both environmental and recreational perspectives. This project is being led by the Park and Recreation Commission. The project has now moved into the implementation phases.

CPA funding for phase 1 of the Master Plan work was approved by Town Meeting in 2018. Work is underway at the pump house and new piping is being installed at the beach. A pilot trail restoration project on the dirt path next to LexFarm is planned for 2020. The goals for the future phases of the Master Plan are to address some of the broader environmental issues. Additional funding must be found, and grant options are being explored. Documents related to the Master Plan can be found on the Committee's website.

The Arlington Land Trust maintains a stewardship fund for the work of the Reservoir Committee. This fund has mostly been used for Wildlife Habitat Garden expenses. Those wishing to make a tax-deductible donation can make a check out to "ALT Reservoir Fund" and mail it to ALT, Box 492, Arlington, MA 02476.

More information about the committee's activities, along with photos, can be found at the Reservoir Committee website: [www.arlingtonreservoir.org](http://www.arlingtonreservoir.org), where you can also join the Reservoir email list.



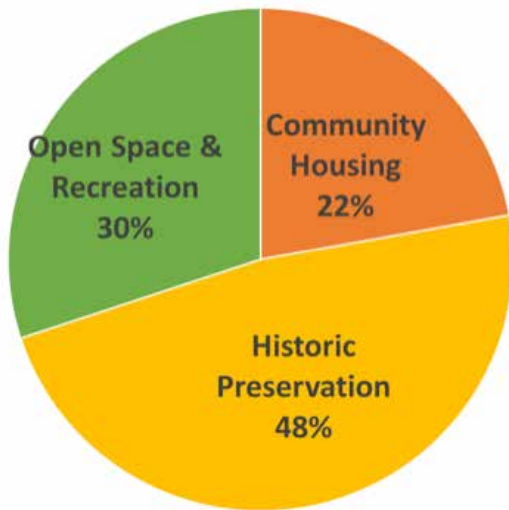
# COMMUNITY DEVELOPMENT

## COMMUNITY PRESERVATION ACT COMMITTEE

Arlington began implementing the Community Preservation Act (CPA) in 2015. The CPA allows cities and towns to reserve dedicated funds to preserve open space and historic sites, create affordable community housing, and develop outdoor recreational facilities. CPA projects are financed by local revenues collected from a property tax surcharge (in Arlington, 1.5% of the net tax levy minus exemptions), plus annual distributions from the state CPA trust fund.

The Community Preservation Act Committee studies local community preservation needs, recommends CPA appropriations to Town Meeting, and oversees projects funded by CPA. In 2019 the committee reviewed project applications for CPA funding in fiscal year 2020, hosted public applicant presentations, and ultimately recommended eight projects to Town Meeting for funding. The Committee consulted with the Select Board, Finance Committee, Capital Planning Committee, and other Town leaders in reaching our recommendations.

### FY2020 CPA Projects



### CPA Projects Funded for FY2020

Following the recommendation of the Committee, Town Meeting appropriated a total of \$2,255,073 in CPA funds for FY2020 projects supporting local community housing, historic preservation, and open space and recreation:

- \$500,000 for Phase 2 of Arlington Reservoir-recreational improvements.
- \$540,429 for Phase 1 of the Whittemore Park Revitalization Plan.
- \$500,000 for building envelope repair at Winslow Towers.
- \$379,144 for Phase 1 Restoration of the Old

Burying Ground.

- \$154,000 for exterior rehabilitation of Whittemore Robbins Cottage.
- \$125,000 for rehabilitation of the North Union Playground.
- \$53,000 for a study of the Spy Pond Field Bleachers.
- \$3,500 to restore Tercentenary Historic Markers.

For more information, please visit [arlingtonma.gov/communitypreservation](http://arlingtonma.gov/communitypreservation).

## PERMANENT TOWN BUILDING COMMITTEE

The Permanent Town Building Committee (PTBC) was established by Town Meeting to oversee the design and construction of new buildings and major renovations for Town of Arlington properties. The Committee is comprised of five citizen members, appointed jointly by the chairs of the Select Board, Finance Committee, and School Committee, a representative of the School Committee and in addition the Town Manager, Superintendent of Schools, and Facilities Director or their designees.

### Activities in 2019

The Committee devoted most of its meeting time in 2019 to finishing a series of projects started in prior years. These included the Stratton School, Gibbs School, and Thompson School projects, as well as the Hardy School project which was issued its temporary Certificate of Occupancy in January 2019.

By the end of 2019, and due to the diligent accounting work of Jim Feeney in his role as Interim Facilities Director, the Committee was able to approve the close-out of the school projects noted above as well as the Community Safety Building project. Through this close-out process, the Committee returned approximately \$850,000 to the Capital Planning Committee for possible re-use on other Town capital projects.



Overview of DPW Town Yard

# COMMUNITY DEVELOPMENT



Exterior of Public Works Town Yard

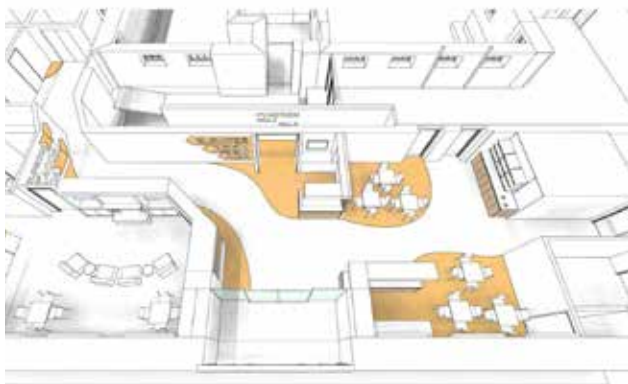
## Upcoming projects

**Public Works Town Yard project (renovation):** At the end of 2019 a construction management selection committee met and made a unanimous recommendation to move forward with the firm that ranked highest in the selection process. The Committee will vote to endorse this selection in early 2020, with full construction expected to start in the summer of 2020.

**Central School (renovation):** Detailed construction documents for this complex, multi-phase project in the historic Central School building were completed in 2019. This renovation project for the ground, first and second floors of the Central School is expected to move into the construction phase in early 2020.



Central School – Community Center project  
Exterior of building (above) Interior design (below)



## ZONING BOARD OF APPEALS

In 2018 the Zoning Board of Appeals as prescribed in Massachusetts General Laws, Chapter 40A, The Zoning Act, and, also, as further clarified by the Town's Zoning Bylaw, heard and rendered decisions on eleven petitions. Since its inception in 1946 the Zoning Board of Appeals has heard and rendered decisions on over 3,300 appeals. Petitions heard by the Board include Variances, Special Permits, Appeals from the Decision of the Building Inspector, and Comprehensive Permits (Chapter 40B).

The Zoning Board of Appeals is comprised of five regular members: the Chair and four appointees and two associate members. For any decision to be granted, the vote of the five-member board must carry a super majority. All hearings are open to the public and are generally held on the second and fourth Tuesdays of the month, as needed. The meetings are usually held in the conference room located on the second floor of the 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 abutters to the property are notified by mail. To receive ZBA Agendas by email, subscribe online [atarlingtonma.gov/subscribe](http://atarlingtonma.gov/subscribe). The Rules and Regulations of the Zoning Board of Appeals are on file in the Office of the Town Clerk and in the Zoning Board of Appeals' Office at 51 Grove Street.

2019 Petitions Heard By ZBA	
Petitions for Variance	2
Applications for Special Permits	17
Appeal of Decision of Inspector of Buildings	0
Amendments to SP/Variances	0
Comprehensive Permits	1 Mugar Continuance
<b>Totals</b>	
Total Petitions filed with Town Clerk	20
Total Hearing Continued by the Board	2
Total Petitions withdrawn	0
Total Petitions sent to ARB	5

# COMMUNITY DEVELOPMENT



4 Winslow Street, Arlington, MA 02474 p: 781-646-3400 f: 781-646-0496

## 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.

Our mission is to provide adequate, affordable and safe housing to low, very-low and extremely low-income families from the Town of Arlington and surrounding communities through collaborative partnerships with community agencies and to manage Housing Authority finances in a fiscally responsible manner. This year marks the Housing Authority's seventieth 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 Arlington Housing Authority manages 1,156 housing units: 520 units for the elderly and disabled at Winslow Towers, Chesnut Manor, Cusack Terrace, Drake Village, Decatur Gardens and the Hauser Building, 179 units of family housing at Menotomy Manor, with ten handicapped accessible wheel chair units, the Donnelly House for 13 developmentally challenged residents, and 422 Housing Choice Vouchers that help participants live in privately-owned dwellings throughout the community.

The Authority is a quasi-governmental agency created by Arlington's Town Meeting in 1948 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.

### Board of Commissioners

The Board of Commissioners of the Authority is the policy making body of the agency. The five members of the Arlington Housing Authority's Board of Commissioners are: *Chairman*, Brian Connor, *Vice-Chairman*, Nicholas Mitropoulos, *Treasurer*, Gaar Talanian and *Members*, Richard B. Murray and Joseph Daly.

The Executive Director, John J. Griffin, is appointed by the Board of Commissioners and manages the day-to-day operations of the Authority.

### Year in Review

In 2019, the AHA continued modernization work to all of its buildings, as well as the continued expansion of its tenant services support programs, and worked on creative partnerships with many housing groups and service providers in the community. Below are a few highlights of successful projects at each building.

#### *Cusack Terrace, 67 Units 8 Summer Street*

In 2019 AHA installed a new elevator and refurbished a second. The driveway was partially repaved to eliminate potholes and increase resident safety. Upcoming projects include the replacement of the buildings ballasted membrane roof and the conversion of ADA common area bathrooms.

#### *Winslow Towers, 132 Units 4 Winslow Street*

The fire pump room was completed at Winslow Towers as well as a building envelope evaluation. A dozen cherry blossom trees were planted along the mystic street side of the property as well as the installation of new picnic tables. Current projects planned are the replacement of windows that have been leaking and causing damage to the units and to update common area bathrooms to meet ADA compliance.

#### *Chestnut Manor, 100 Units 54 Medford Street*

Modernization projects that were completed in 2019 included the upgrade of the buildings fire alarm system, repair of the handicapped ramp and the replacement of the hot water system with energy efficient furnaces. Current projects include the resurfacing of balconies. Future projects include ADA common area bathrooms.

#### *Drake Village, 72 Units and the Hauser Building, 144 Units 37 Drake Road*

In 2019 AHA renovated its interior to build an office for the new on-site Property Manager. The AHA continues the ongoing project to replace windows and storm doors at the cottages at Drake Village and has a current project for exterior building renovations. Future projects include ADA common area bathrooms.

#### *Monotony Manor, 179 Units Freemont Court*

2019 marked the successful completion of the new Life & Skills Center. Additional projects included the replacement of unit locks, the installation of a new privacy fence and removal of dead trees. Future projects include parking lot and walkway resurfacing.



# COMMUNITY DEVELOPMENT

998 Mass. Ave.

## Special Needs Housing

Completed projects include siding and porch replacements as well as a new driveway. Interior renovations will commence this year and are to include new bathrooms and kitchen, and the installation of a new egress door.

## Community Partnerships

2019 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. Under the supervision of correctional personnel, inmates 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 quality of life for our residents has improved with the helpful resources that Minuteman Senior Services provides.

In 2019 the Fidelity House continued afternoon programs in our Menotomy Manor Development that provides transportation to children, free memberships and financial assistance to make summer programs more attainable for families and their children. 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. Janet Maguire and Peggy Regan run this program with a large group of young volunteers.

The continued partnership between the AHA and the Arlington Police Department has had a positive effect on the residents and neighbors of Menotomy Manor. The AHA continues to see a large decrease in crime and expanded services to the area.

The annual cookouts for the elderly and disabled residents were held in each of our four elderly/handicapped developments. Residents continue to enjoy the good food, music, and great company. The 2019 family housing Christmas party held at the new Life and Skills Building was a great success; 250 parents and children met Santa who arrived curtesy of AFD.

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.

## Challenges Ahead

The average rent in our 520 units of elderly/disabled housing is \$440 per month and includes heat, hot water, and electricity. The average rent in our family

units at Menotomy Manor is \$651 per month with the resident paying their own utilities. Over 95% of the residents living in the Arlington Housing Authority's public housing units would not be able to afford the new affordable housing units being built in Arlington. A continuing challenge for the AHA and state-aided public housing industry is the demand and need of funding for capital improvements. While the AHA applies for all funding opportunities available, and utilizes 100% of the funds received, there is still a great deficit in the funding needed to ensure optimal quality of life for our residents.

## 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](http://www.arlingtonhousing.org), provides valuable information to those wishing to learn more about the AHA and its programs. Applications for housing can be completed through online links or downloaded from our website.

## Wait Lists

DHCD has rolled out the new state-aided public housing waiting list called CHAMP or Common Housing Application for Massachusetts Public-Housing. Applicants are able to submit and self-manage their applications through the on-line portal from a computer, smartphone, or tablet and apply for available public housing across the Commonwealth.

Stated-Aided Elderly/Handicap One Bedroom Units

Total: 2,019 applicants

State-Aided Family 2-Bedroom Units

Total: 3,286 applicants

State-Aided Family 3-Bedroom Units

Total: 1,672 applicants

Section 8 Wait List

Arlington Applicants: \*555

*\*Because Arlington is on a centralized wait list, the Section 8 wait list is extremely long; therefore, only Arlington residents and those employed in Arlington are listed for this program.*

## Acknowledgments

The Arlington Housing Authority would like to thank all its employees for their dedication throughout the year.

# LEGISLATIVE

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## MODERATOR



*John D. Leone. Moderator*

## Town Meeting

Arlington's Legislative body, Town Meeting, held its 213<sup>th</sup> Annual Meeting over the course of eight sessions.

During the first night activities the Arlington Minutemen marched, fifeed, and drummed in the colors, the State of the Town Address was given, as well as the traditional invocation. Each session thereafter started with the singing of the National Anthem accompanied on the piano by Town Meeting members, Jane Howard, Eric Helmuth, and Rieko Tanaka.

## Warrant Articles

Warrant Articles of note in 2019 where that we voted to demolish the old High School and build a completely new High School by a margin of 95.41 % in favor and only 4.56% against. The Meeting was dominated by proposed Zoning Bylaw changes some of which passed and other which did not. We also banned plastic shopping bags, protected the trees, the night skies, and we formed an Election Modernization Committee.

## Budgets

After a debate lasting one and a half nights on the omnibus budget, the capital budget, and a multitude of warrant articles calling for other appropriations, a balanced budget for Fiscal Year 2020 expenditures totaling \$74,786,915.00 was passed, which included a \$13,146,044.00 Capital Budget.



*A view from the Town Moderator's chair prior to Town Meeting.*

# LEGISLATIVE

## 2019 TOWN MEETING MEMBERS

### PRECINCT 1

Ford-Weems, Stephanie K.	15 Wheaton Rd	2022
Marshall, Paul Townsend	14 Yale Road	2022
Moir, Juliet M.	14 Wellesley Road	2022
Vander-Hart, Wendy	60 Silk Street	2022
Dennis, Gregory D.	19 Wheaton Road	2021
Mills, Kevin M.	28 Mystic Valley Pkwy.	2021
Revilak, Stephen A.	111 Sunnyside Avenue	2021
Young, Peter	10 Wellesley Road	2021
Hartshorne, Charles K.	11 Marrigan Street	2020
Hildebidle, Christina M.V.	123 Sunnyside Ave	2020
King, Marian E.	122 Decatur St., Apt. 4	2020
Persson, Rebecca	15 Fremont Street	2020

### PRECINCT 2

Cella, Steven R.	99 Spy Pond Parkway	2022
Chhabra, Samit	26 Spy Pond Parkway	2022
Reeder, Virginia S.	79 Spy Pond Parkway	2022
Sullivan, Brendan M.	319 Lake Street	2022
Bilsky, Alexander B.	65 Colonial Drive	2021
DeCoursey, Stephen W.	7 Cheswick Road	2021
McCabe, Mark W.	4 Dorothy Road	2021
Rossi, Robert V.	27 Colonial Drive	2021
Fiore, Peter J.	58 Mott Street	2020
Gast, Peter M.	36 Margaret Street	2020
Hayner, Bill	19 Putnam Road	2020
Logan, William	5 Mary Street	2020

### PRECINCT 3

Marlin, Robert P.	11 Cross Street	2022
Smith, Stacie N.	9 Henderson Street	2022
Susse, Jennifer R.	45 Teel Street	2022
Wilbur, Christopher H.	24 Windsor Street	2022
Auster, Adam	10 Cottage Avenue	2021
Diggins, Lenard T.	8 Windsor Street, #1	2021
Dratch, Robin M.	70 Teel Street	2021
Thompson, Anne K.	14 Cottage Avenue	2021
Ellis, John R.	59 Teel Street	2020
Simister, Kezia H.	24 Teel Street	2020
Stamps, Susan D.	39 Grafton Street	2020
Urlick, Courtney	11 Teel Street	2020

### PRECINCT 4

Delpha McClure, Madeleine	27 Boulevard Rd	2022
Kaba, Nawwaf W.	9 Thorndike Street	2022
Leary, Kate J.	39 Milton Street	2022
Saadat, Alham	62 Magnolia Street	2022
Costa, Patricia A.	82 Milton Street	2021
MacNeill, Adam	19 Melrose Street	2021
Rowe, Clarissa	137 Herbert Road	2021
Zimmer, Ethan P.	18 Lake Street, #3	2021
Atlas, Alia K.	49 Magnolia Street	2020
Kerins, Katelyn M.	27 Fairmont Street	2020
Phelan, Michele J.	135 Thorndike Street	2020
Sullivan, Carolyn Frances	32 Milton Street	2020

### PRECINCT 5

Donnelly, Jason M.	36 Amherst Street	2022
Farrell, Catherine L.	76 Park Street	2022
Kelleher, Christa M.	153 Medford Street, #2	2022
Kelleher, Karen E.	57 Beacon Street	2021
Ledger, Lauren	169 Franklin Street	2021
Michael, Christine	6 Newton Road, #2	2021
Thompson, Peter Jared	127 Palmer Street	2021
Badik, Adam E.	1 Beacon Street	2020
Hanlon, Patrick M.	20 Park Street	2020
Swanson, David F.	21 Dartmouth Street	2020
Watson, David M.	170 Franklin Street, #1	2020

### PRECINCT 6

Ballin, James	30 Swan Place	2022
Jalkut, Daniel C.	17 Randolph Street	2022
Kraus, Adele A.	438 Mass. Ave., #116	2022
Reynolds, Lisa M.	1 Pond Terrace	2022
Fischer, Andrew S.	25 Lombard Road	2021
Ikeda, Stewart D.	33 Lake Street, #2	2021
Peluso, Theodore L.	438 Mass. Ave., #420	2021
Waxman, Lesley A.	60 Pleasant St., #303	2021
Lim-Miller, Aimee I.	11 Pond Lane	2020
McNinch, George J.	22 Whittemore St., #2	2020
Snyder, Jill A.	276 Mass. Ave., #305	2020
Tracey, Laura Sosnoski	25 Marion Road	2020

### PRECINCT 7

Goff, Phil E.	94 Grafton Street	2022
Stone, Betty J.	99 Harlow Street	2022
Younkin, Rebecca J.	30 Harlow Street	2022
Yontar, Timur Kaya	58 Bates Road	2022
Holland, Roderick J.	88 Grafton Street	2021
Michelman, Thomas S.	20 Everett Street, #2	2021
Pedulla, Lisa A.	20 Everett Street, #2	2021
Slotnick, Laurence J.	96 Grafton Street, #2	2021
Bagnall, Alexander G.	10 Wyman Street	2020
Baron, Sheri A.	10 Raleigh Street	2020
McParland, Catherine	227 Broadway	2020
Sharpe, Theodore W.	51 Palmer Street	2020

### PRECINCT 8

Foskett, Charles T.	101 Brantwood Road	2022
Migliazzo, Sophie C.	175 Pleasant Street	2022
Rehrig, Brian H.	28 Academy Street	2022
Worden, John L. III	27 Jason Street	2022
Grossman, Irwin S.	16 Peabody Road	2021
Lever, Scott B.	81 Kensington Park	2021
Lobel, Joshua	73 Jason Street, #2	2021
Worden, Patricia B.	27 Jason Street	2021
Band, Carol L.	57 Bartlett Avenue	2020
Bean, David	50 Jason Street	2020
Berkowitz, William R.	12 Pelham Terrace	2020
Leone, John D.	51 Irving Street	2020



# LEGISLATIVE

## 2019 TOWN MEETING MEMBERS

### PRECINCT 9

Mandal, Mona	14 Water Street, Unit 2	2022
Melofchik, Beth	20 Russell Street	2022
Stewart, Susan R.	23 Alton Street	2022
Tanaka, Rieko	47 Mystic Street, 8C	2022
Boltz, Barbara Ann	54 Medford St., #510	2021
Hasbrouck, Brian	46 Sherborn Street	2021
Preston, Jo Anne	47 Mystic Lake Drive	2021
Schlichtman, Paul	47 Mystic Street, #8C	2021
Blankespoor, Lisa S.	11 Webcowet Road	2020
Liggett, Steven M.	25 Hayes Street	2020
McCabe, Susan	22 Russell Street	2020
Ruderman, A. Michael	9 Alton Street	2020

### PRECINCT 10

Milan, Charlotte W.	19 Bellevue Road	2022
Pyle, Elizabeth M.	66 Gloucester Street	2022
Quinn, Michael J.	15 Shawnee Road	2022
Wren, Donna K.	75 Hillsdale Road	2022
Costa, Barbara M.	26 Woodland Street	2021
Forbes, Danuta M.	4 Iroquois Road	2021
Klein, Christian M.	54 Newport Street	2021
Varoglu, Mustafa	26 Shawnee Road	2021
Howard, Jane L.	12 Woodland Street	2020
Howard, Peter B.	12 Woodland Street	2020
Martin, John A.	60 Arlmont Street	2020
Moyer, William David	49 Hillsdale Road	2020

### PRECINCT 11

Heigham, Christopher J.	82 Richfield Road	2022
Pierce, Judson L.	42 Draper Avenue	2022
Reck, Matthew L.	27 Richfield Road	2022
Schwartz, Paulette	20 Robin Hood Road	2022
Bilafer, Mary Ellen	59 Cutter Hill Road	2021
Caccavaro, Thomas, Jr.	28 Ridge Street	2021
Carney, Christine C.	98 Richfield Road	2021
Schwartz, Carroll E.	20 Robin Hood Road	2021
Goodsell, Ian	193 Mystic Street	2020
Heigham, Leba	82 Richfield Road	2020
Radochia, Joyce H.	45 Columbia Road	2020
Radochia, Robert J.	45 Columbia Road	2020

### PRECINCT 12

Ames, Benjamin B.	14 Hawthorne Avenue	2022
Dieringer, Larry F. Jr.	11 Coolidge Road	2022
DiTullio, James E.	31 Fountain Road	2022
Jamieson, Gordon Jr.	163 Scituate Street	2022
Bielefeld, Lisa A.	132 Mt. Vernon Street	2021
Jefferson, Robert J.	27 Park Circle	2021
Newberg, Helene	18 Grandview Road	2021
Thielman, Jeffrey D.	37 Coolidge Road	2021
Brazile, Juliana H.	56 Coolidge Road	2020
Helmuth, Eric D.	33 Grandview Road	2020
Murray, Caroline H.	95 Glenburn Road	2020
Vorce, Sandra	168 Cedar Avenue	2020

### PRECINCT 13

Fuller, Laura	219 Crosby Street	2022
Grunko, Zachary P.	21 Old Middlesex Path	2022
Poage, Lee	10 Cherokee Road	2022
Sankalia, Priya	253 Pheasant Avenue	2022
Bishop, Lynn	51 Windmill Lane	2021
Byrne, Michael	28 Upland Road	2021
Dupont, DeAnne	32 Oldham Road	2021
Krepelka, Marie A.	12 Mohawk Road	2021
Deyst, John J., Jr.	26 Upland Road West	2020
Deyst, Mary A.	26 Upland Road West	2020
Fowles, Heather J.	51 Windmill Lane	2020
Good, David F.	37 Tomahawk Road	2020

### PRECINCT 14

Goldstein, Amy R.	29 Albermarle Street	2022
Moore, Christopher B.	80 School Street	2022
O'Day, Brendan F.	48 Walnut Street	2022
Stern, Michael W.	10 Farmer Road	2022
Carr-Jones, Elisabeth	1 Lehigh Street	2021
Jones, Alan H.	1 Lehigh Street	2021
Pachter, Adam E.	67 Quincy Street	2021
Tully, Joseph C.	329 Gray Street	2021
Gallagher, Richard	29 Fessenden Road	2020
Maher, John F.	990 Mass. Avenue, #44	2020
Mahon, Diane M.	23 Howard Street, #2	2020

### PRECINCT 15

Allison-Ampe, Kirsi C.	2 Governor Road	2022
Christiana, Gregory F.	82 Ridge Street	2022
Ciano, Frank	65 Woodside Lane	2022
Morgan, Jane Pierce	172 Brattle Street	2022
Curro, Joseph A., Jr.	21 Millett Street	2021
LaCourt, Annie	48 Chatham Street	2021
Mara, Nancy A.	63 Epping Street	2021
Speare, Amy H.	118 Ridge Street	2021
Dobbs, Rachelle A.	184 Brattle Street	2020
Exton, Elizabeth R.	231 Washington St.	2020
Friedman Beth Ann	10 Hazel Terrace	2020
Greenfield, Naomi L.	169 Mountain Avenue	2020

### PRECINCT 16

Boyle, Lauren V.	28 Hillside Avenue	2022
Lewiton, Marvin	18 West Street	2022
Ruiz, Daniel F.B.	144 Wollaston Avenue	2022
Weiss, John C.	237 Appleton Street	2022
Czapski, Holly	25 Ely Road	2021
Graham, Deanna	80 Hillside Avenue	2021
Reedy, Allen W.	153 Renfrew Street	2021
Thornton, Barbara	223 Park Avenue	2021
Koch, Kevin P.	100 Florence Avenue	2020
Milton, Samuel P.	15 West Street	2020
Phelps, Richard S.	77 Oakland Avenue	2020
Wachs, Karen Therese	53 Valentine Road	2020

# LEGISLATIVE

## 2019 TOWN MEETING MEMBERS

### PRECINCT 17

Arnold, Joshua W.	56 Bow Street	2022
Brown, Michael J.	10 Brattle Terrace	2022
LeRoyer, Ann M.	12 Peirce Street	2022
Webber, Susan D.	1 Watermill Place, #212	2022
Burks, Sarah L.	993 Mass Ave., #225	2021
Fitzgerald, Ann V.	162 Summer Street, #1	2021
Gitelson, Laura B.	56 Bow Street	2021
Tosti, Allan	1 Watermill Place, #419	2021
Finochetti, John V.	55 Dudley Street	2020
Leonard, John R.	26 Grove Street, #10	2020
Olszewski, Angela M.	1 Watermill Place, #428	2020
Slutzky, Amy Lynne	1 Watermill Place, #407	2020

### PRECINCT 18

Donato, John Richard	16 Homer Road	2022
Irizarry, Gilbert	42 Standish Road	2022
Parsons, Carolyn M.	23 Brewster Road	2022
Watson, Michael R.	216 Sylvia Street	2022
Bloom, Nancy	169 Sylvia Street	2021
Canniff, Shirley M.	71 Hathaway Circle	2021
Ford, William J.	6 Mayflower Road	2021
Gersh, Jon	24 Kipling Road	2021
Cooke, Heather Angelina	134 George Street	2020
Kasparian, Kaspar	285 Renfrew Street	2020
Levy, David	95 Rhinecliff Street	2020
Parmer, Daniel W.	1 Brewster Road	2020

### PRECINCT 19

Butler, Deborah Sirotkin	19 Overlook Road	2022
Deal, Patricia M.	9 Ronald Road	2022
Durocher, Michelle	65 Huntington Road	2022
Monks, Flynn, C.	14 Wright Street	2022
Corbo-Hudek, Neva	100 Overlook Road	2021
Deshler, Christine P.	65 Huntington Road	2021
O'Connor, James M.	63 Overlook Road	2021
Trembly, Edward D.	76 Wright Street	2021
Cohen, Dganit Sivan	43 Brand Street	2020
Easton, Paul C.	133 Sunset Road	2020
Gray, Christopher K.	6 Peter Tufts Road	2020
Hutchinson, Robert	8 Thesda Street	2020

### PRECINCT 20

Connors, Curtis A.	46 Tanager Street	2022
Dutra, Samantha R.	69 Appleton Street	2022
Kardon, Leonard J.	65 Tanager Street	2022
May, Michaela C.	29 Aberdeen Road	2022
Carman, Dean E.	29 Kilsythe Road	2021
Fuller, Peter T.	7 Kilsythe Road	2021
Haase, Camilla B.	88 Park Avenue, #401	2021
Tosi, Robert L., Jr.	14 Inverness Road	2021
Goldspie, Mel S.	1273 Mass. Ave., #2	2020
Gormley, Maureen E.	1250 Mass. Ave.	2020
Larkin, Maureen O'Connell	31 Inverness Road	2020
Muldoon, Patricia	67 Smith Street	2020

### PRECINCT 21

Doctrow, Susan R.	99 Westminster Avenue	2022
Dunn, Daniel J.	58 Alpine Street	2022
Mayer, Leslie A.	131 Crescent Hill Ave.	2022
White, David E.	55 Bow Street, #2	2022
Leahy, Lori B.	53 Westmoreland Ave.	2021
Ehlert, Anne T.	156 Westminster Ave.	2021
Hallett, M. Pamela	1 Gilboa Road	2021
Weber, Janice A.	29 Crescent Hill Ave.	2021
Benedikt, Beth	7 Morris Street	2020
Memon, Zarina G.	15 Sunset Road	2020
Rowell, Christopher R.	88 Westminster Avenue	2020
Weinstein, Jordan E.	23 Lennon Road	2020

# LEGISLATIVE

## 2019 ANNUAL TOWN MEETING

SESSION	DATE	TOWN MEETING MEMBER TOTAL	TOWN MEETING MEMBERS PRESENT	PERCENTAGE
1	4/22/19	251	230	91.63%
2	4/24/19	252	229	90.87%
3	5/01/19	252	221	87.7%
4	5/06/19	252	225	89.28%
5	5/08/19	252	233	92.46%
6	5/13/19	252	214	84.92%
7	5/15/19	252	199	78.97%
<b>Average</b>	<b>87.98%</b>			

ARTICLE		ACTION	DATE
* 2	STATE OF THE TOWN ADDRESS	VOTED: UNANIMOUS	4/22/19
* 3	REPORTS OF COMMITTEES	VOTED: RECEIVED	4/22/19
* 4	APPOINTMENT OF MEASURER OF WOOD AND BARK	VOTED: UNANIMOUS	4/22/19
* 5	ELECTION OF ASSISTANT TOWN MODERATOR	VOTED: UNANIMOUS	4/22/19
* 6	ZONING BYLAW AMENDMENT/DENSITY AND DIMENSIONAL REQUIREMENTS FOR MULTI-FAMILY USES	VOTED: NO ACTION TAKEN	4/24/19
* 7	ZONING BYLAW AMENDMENT/DENSITY AND DIMENSIONAL REQUIREMENTS FOR MIXED-USE	VOTED: NO ACTION TAKEN	4/24/19
* 8	ZONING BYLAW AMENDMENT /OPEN SPACE REQUIREMENTS FOR MULTI-FAMILY USES AND MIXED-USE	VOTED: NO ACTION TAKEN	4/24/19
* 9	ZONING BYLAW AMENDMENT/TOWNHOUSES	VOTED: NO ACTION TAKEN	4/24/19
* 10	ZONING BYLAW AMENDMENT/UPPER-STORY BUILDING STEP BACKS	VOTED: NO ACTION TAKEN	4/24/19
* 11	ZONING BYLAW AMENDMENT/REDUCED HEIGHT BUFFER AREA	VOTED: NO ACTION TAKEN	4/24/19



# LEGISLATIVE

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ARTICLE	ACTION	DATE
* 12 ZONING BYLAW AMENDMENT/CORNER LOT REQUIREMENTS	VOTED: CONSENT AGENDA	4/24/19
* 13 ZONING BYLAW AMENDMENT/APARTMENT BUILDING PARKING REQUIREMENTS	VOTED: CONSENT AGENDA	4/24/19
* 14 ZONING BYLAW AMENDMENT/PARKING REDUCTION	VOTED: ELECTRONIC TALLY YES - 181, NO - 34	4/24/19
15 ZONING BYLAW AMENDMENT/ACCESSORY DWELLING UNITS	VOTED: ELECTRONIC TALLY YES - 137, NO - 82	4/24/19
16 ZONING BYLAW AMENDMENT/AFFORDABLE HOUSING REQUIREMENTS	VOTED: ELECTRONIC TALLY, NO ACTION YES - 208, NO - 10	4/24/19
17 ZONING BYLAW AMENDMENT/SIGN REGULATIONS	VOTED: ELECTRONIC TALLY YES - 207, NO - 8	4/24/19
* 18 ZONING BYLAW AMENDMENT/FLOODPLAIN DISTRICT	VOTED: ELECTRONIC TALLY YES - 214, NO - 2	4/24/19
* 19 ZONING BYLAW AMENDMENT/INLAND WETLAND DISTRICT	VOTED: ELECTRONIC TALLY YES - 210, NO - 1	4/24/19
* 20 ZONING BYLAW AMENDMENT/REVIEW OF RELIGIOUS AND EDUCATIONAL USES	VOTED: ELECTRONIC TALLY YES - 207, NO - 4	4/24/19
* 21 ZONING BYLAW AMENDMENT/BICYCLE PARKING	VOTED: ELECTRONIC TALLY YES - 207, NO - 7	4/24/19
* 22 ZONING BYLAW AMENDMENT/CORRECTING CITATION ERRORS	VOTED: ELECTRONIC TALLY YES - 203, NO - 1	5/01/19
* 23 ZONING BYLAW AMENDMENT/PUBLICATION OF SUPPORTING DOCUMENTATION- ZONING BOARD OF APPEALS	VOTED: CONSENT AGENDA	4/24/19
* 24 ZONING BYLAW AMENDMENT/DEFINITION OF STORY, HALF	VOTED: ELECTRONIC TALLY YES - 201, NO - 7	5/01/19

# LEGISLATIVE

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ARTICLE	ACTION	DATE
* 25 ZONING BYLAW AMENDMENT/ DRIVEWAY SLOPE	VOTED: CONSENT AGENDA	4/24/19
* 26 BYLAW AMENDMENT/BILLBOARDS AND SIGNS	VOTED: ELECTRONIC TALLY YES - 210, NO - 3	5/01/19
* 27 BYLAW AMENDMENTS/ TOWN MEETING SPEAKING TIMES	VOTED: NO ACTION TAKEN	5/01/19
* 28 BYLAW AMENDMENT/RECYCLING COMMITTEE MEMBERSHIP AND MISSION	VOTED: ELECTRONIC TALLY YES - 208, NO - 4	5/01/19
* 29 BYLAW AMENDMENT/REGULATION OF POLYSTYRENE	VOTED: ELECTRONIC TALLY YES - 192 - NO - 3	5/01/19
* 30 BYLAW AMENDMENT/WATERLINE REPLACEMENT	VOTED: NO ACTION TAKEN	5/01/19
* 31 BYLAW AMENDMENT/RENAME COMMUNITY PRESERVATION COMMITTEE	VOTED: ELECTRONIC TALLY YES - 163, NO - 1	5/01/19
* 32 A BYLAW AMENDMENT/TREE PROTECTION AND PRESERVATION	VOTED: ELECTRONIC TALLY YES - 203, NO - 1	5/01/19
* 33 BYLAW AMENDMENT/NOTICE OF DEMOLITION	VOTED: UNANIMOUS	5/01/19
* 34 BYLAW AMENDMENT/REGULATION OF OUTDOOR LIGHTING - DARK SKIES BYLAW	VOTED: ELECTRONIC TALLY YES - 117, NO - 69	5/01/19
* 35 BYLAW AMENDMENT/SHORT-TERM RENTAL REGULATIONS	VOTED: ELECTRONIC TALLY YES - 202, NO - 10	5/08/19
* 36 VOTE/ELECTION MODERNIZATION STUDY GROUP	VOTED: ELECTRONIC TALLY YES - 188, NO - 9	5/08/19
* 37 VOTE/REMOVE POLICE CHIEF FROM CIVIL SERVICE	VOTED: ELECTRONIC TALLY YES - 126, NO - 81	5/13/19
* 38 VOTE/SET SENIOR TAX DEFERRAL LIMIT	VOTED: ELECTRONIC TALLY YES - 207, NO - 2	5/13/19

# LEGISLATIVE

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ARTICLE			ACTION	DATE
* 39	VOTE/AUTHORIZATION TO DEACCESSION TOWN PROPERTY-LIBRARY ART PRINTS	VOTED:	ELECTRONIC TALLY YES – 186, NO - 7	5/13/19
* 40	VOTE/ROBBINS LIBRARY PARKING COSTS	VOTED:	ELECTRONIC TALLY YES – 125, NO - 52	5/13/19
* 41	VOTE/ARLINGTON REDEVELOPMENT BOARD MEMBERSHIP AND TERMS	VOTED:	NO ACTION TAKEN	5/13/19
* 42	HOME RULE LEGISLATION/TOWN TREASURER	VOTED:	CONSENT AGENDA	4/24/19
* 43	HOME RULE LEGISLATION/MEANS-TESTED SENIOR TAX RELIEF	VOTED:	ELECTRONIC TALLY YES – 188, NO - 5	5/13/19
* 44	HOME RULE LEGISLATION/CPA SURCHARGE EXEMPTION FOR SENIOR HOMEOWNERS	VOTED:	NO ACTION TAKEN	5/13/19
* 45	EXTENDING LOCAL VOTING RIGHTS TO ALL LEGAL PERMANENT ARLINGTON RESIDENTS	VOTED:	ELECTRONIC TALLY YES - 131, NO - 51	5/13/19
* 46	ACCEPTANCE OF LEGISLATION/ ESTABLISHMENT OF A COMMISSION ON DISABILITIES FUND	VOTED:	CONSENT AGENDA	4/24/19
* 47	ACCEPTANCE OF LEGISLATION/PEG ACCESS FUND	VOTED:	ELECTRONIC TALLY YES – 183, NO - 1	5/15/19
* 48	APPROPRIATION/PEG ACCESS BUDGET	VOTED:	ELECTRONIC TALLY YES - 178, NO - 1	5/15/19
* 49	ACCEPTANCE/LOCAL OPTION TAXES	VOTED:	CONSENT AGENDA	4/24/19
* 50	LOCAL OPTION/SHORT TERM RENTAL IMPACT FEES	VOTED:	ELECTRONIC TALLY YES – 202, NO - 12	5/08/19
* 51	ENDORSEMENT OF CDBG APPLICATION	VOTED:	UNANIMOUS	5/15/19
* 52	REVOLVING FUNDS	VOTED:	UNANIMOUS	5/15/19

# LEGISLATIVE

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ARTICLE	ACTION	DATE	
* 53	ENDORSEMENT OF PARKING BENEFIT DISTRICT EXPENDITURES	VOTED: ELECTRONIC TALLY YES - 185, NO - 3	5/15/19
* 54	APPROVAL/PARKING OPERATING COSTS	VOTED: NO ACTION TAKEN	5/15/19
* 55	POSITIONS RECLASSIFICATION	VOTED: CONSENT AGENDA	4/24/19
* 56	COLLECTIVE BARGAINING	VOTED: ELECTRONIC TALLY YES - 189 - NO - 2	5/15/19
* 57	APPROPRIATION/TOWN BUDGETS	VOTED: ELECTRONIC TALLY YES - 207, NO - 2	5/06/19
* 58	CAPITAL BUDGET	VOTED: ELECTRONIC TALLY YES - 198, NO - 14	5/08/19
* 59	RESCIND OR REAPPROPRIATE BORROWING AUTHORIZATIONS FROM PRIOR YEARS	VOTED: CONSENT AGENDA	4/24/19
* 60	APPROPRIATION/TRANSPORTATION INFRASTRUCTURE FUND	VOTED: ELECTRONIC TALLY YES - 188, NO - 4	5/15/19
* 61	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES	VOTED: CONSENT AGENDA	4/24/19
* 62	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATER FACILITIES	VOTED: CONSENT AGENDA	4/24/19
* 63	APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL AND OUT OF DISTRICT VOCATIONAL PLACEMENTS	VOTED: UNANIMOUS	5/06/19
* 64	APPROPRIATION/COMMITTEES AND COMMISSIONS	VOTED: ELECTRONIC TALLY YES - 187, NO - 2	5/15/19
* 65	APPROPRIATION/TOWN CELEBRATIONS AND EVENTS	VOTED: ELECTRONIC TALLY YES - 187, NO - 4	5/15/19



# LEGISLATIVE

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ARTICLE			ACTION	DATE
* 66	APPROPRIATION/MISCELLANEOUS	VOTED:	CONSENT AGENDA	4/24/19
* 67	APPROPRIATION/WATER BODIES FUND	VOTED:	CONSENT AGENDA	4/24/19
* 68	APPROPRIATION/COMMUNITY PRESERVATION FUND	VOTED:	ELECTRONIC TALLY YES – 199, NO - 15	5/08/19
* 69	APPROPRIATION/HARRY BARBER COMMUNITY SERVICE PROGRAM	VOTED:	CONSENT AGENDA	4/24/19
* 70	APPROPRIATION/PENSION ADJUSTMENT FOR FORMER TWENTY-FIVE YEAR/ ACCIDENTAL DISABILITY EMPLOYEES	VOTED:	CONSENT AGENDA	4/24/19
* 71	APPROPRIATION/OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND	VOTED:	CONSENT AGENDA	4/24/19
* 72	APPROPRIATION/OVERLAY RESERVE	VOTED:	UNANIMOUS	5/15/19
* 73	TRANSFER OF FUNDS/CEMETERY	VOTED:	CONSENT AGENDA	4/24/19
* 74	USE OF FREE CASH	VOTED:	CONSENT AGENDA	4/24/19
* 75	APPROPRIATION/CANNABIS MITIGATION STABILIZATION FUND	VOTED:	ELECTRONIC TALLY YES - 185, NO - 2	5/15/19
* 76	APPROPRIATION/LONG TERM STABILIZATION FUND	VOTED:	CONSENT AGENDA	4/24/19
* 77	APPROPRIATION/FISCAL STABILITY STABILIZATION FUND	VOTED:	ELECTRONIC TALLY YES – 190, NO - 1	5/15/19
* 78	RESOLUTION/INDIGENOUS PEOPLES’ DAY	VOTED:	CONSENT AGENDA	4/24/19
* 79	RESOLUTION/OVERNIGHT PARKING EXEMPTION PROGRAM FOR MEDICAL AND FINANCIAL HARDSHIPS	VOTED:	CONSENT AGENDA	4/24/19

# LEGISLATIVE

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## SPECIAL TOWN MEETING APRIL 29, 2019

ARTICLE			ACTION	DATE
*	1	CAPITAL BUDGET/ARLINGTON HIGH SCHOOL REBUILD	VOTED: ELECTRONIC TALLY YES – 208, NO – 10	4/29/19
*	2	ACQUISITION OF REAL ESTATE/ PARCEL 54-3-3.A (25 GROVE STREET)	VOTED: NO ACTION TAKEN	4/29/19
*	3	APPROPRIATION/FUTURE ZONING BYLAW AMENDMENTS	VOTED: ELECTRONIC TALLY YES – 192, NO – 20	4/29/19
*	4	DISPOSITION OF REAL ESTATE/ PARCEL 133-1-8 GLOUCESTER STREET	VOTED: UNANIMOUS	4/29/19
*	5	APPROPRIATION/RESIDENTIAL DESIGN GUIDELINES	VOTED: ELECTRONIC TALLY YES – 197, NO – 6	4/29/19
*	6	APPROPRIATION/MUGAR PROPERTY APPLICATION REVIEWS	VOTED: VOICE VOTE NEAR UNANIMOUS	4/29/19

# TOWN CLERK & ELECTIONS

## TOWN CLERK

The Town Clerk's Office records births, deaths and marriages and sends copies to the Secretary of the Commonwealth as required by law; some records are now electronically sent eliminating the snail mail. Certified copies are available to the public, for most records, however, customers are now required to go through the Records Access Officer for assistance.

A total of 3,156 dog licenses were issued by the Town Clerk's Office for the month ending December, 2019. Raffles, bazaar permits, and gasoline permit renewals were issued. Financial statements, utility pole locations, cemetery deeds, and business certificates were recorded.

Decisions of the Zoning Board of Appeals, decisions on request for Special Permits from the Redevelopment Board, and Amendments to the Traffic Rules and Orders were also placed on file in this office. Legal complaints from citizens were received, time stamped, and forwarded to the Legal Department on Pleasant Street; copies are retained in our office.

Licenses, raffle permits, and business certificates were reported to the correct departments of the Commonwealth. Also placed on file in this office are: street permits, drain layer, blasting and other surety bonds covering contractors.

Oaths of office were administered to all elected or appointed Town Officials and each were given copies of the Open Meeting Laws, if needed, and the Conflict of Interest Law, and the Town Policy on Discrimination, Harassment & Sexual Harassment. 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. The Town Clerk's Office is also responsible for running all elections.

Fines were collected for citations issued under Section 21D, Chapter 40, General Laws, for violation of the Town By-Laws. Citations for persons who did not pay the penalties within the required time of twenty-one days, were referred to the Clerk of the District Court of Middlesex for further action.

The Clerk's and Registrars Offices are always busy preparing for upcoming elections as these offices run the elections.

Our office is anxiously awaiting the arrival of new voting equipment, which has been ordered by the Select Board. Our office has ordered Poll Pads for use in Early Voting to expedite the process.

We will, sadly, miss Stephanie Lucarelli our Town Clerk who will be retiring in April, 2020. Stephanie has been working for the Town of Arlington in the Select Board Office and Town Clerk's Office for over 30 years and has always been a friendly, pleasant, and cooperative employee of the Town of Arlington. Everyone wishes her the very best in her retirement.

Following are the vital statistics of the Town for 2019, which are recorded at this time. It should be noted, however, 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	2017	2018	2019
Births	503	506	473
Deaths	377	357	391
Marriages	153	184	165

## REGISTRARS OF VOTERS

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February, 2019. The census was conducted entirely by mail, with computer preprinted forms sent to each head of 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 base by the Registrars' Office. A list of children eligible for Kindergarten for the following year was transmitted to the School Department upon request.

Fees Collected	2017	2018	2019
Marriage Intentions	\$4,620	\$5,460	\$4,560
Miscellaneous Certificates	\$43,331	\$54,803	\$55,577
Gasoline Permits/Pole Locations	\$190	\$552	\$226
Miscellaneous Books/CD's	\$145	\$100	\$55
Misc. Licenses, Permits & Violations	\$7,930	\$7,173	\$2,384
Filing Fees/Special Permits	\$400	\$2,394	\$2,526
Dog Licenses & Late Fees	\$36,740	\$33,821	\$36,419
<b>Total</b>	<b>\$93,356</b>	<b>\$104,303</b>	<b>\$101,747</b>

# TOWN CLERK & ELECTIONS

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 Person, seventeen years of age and older, 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, 2018. Those who proved residence were reinstated. The total number of registered voters upon completion of the annual revision of the voting list for the last election of the year was 31,555. The following number of voters in the five political parties are as follows:

<b>Registered Voters</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Total Registered	30,458	31,116	31,555
Democrats	13,886	14,160	14,290
Republicans	1,743	1,674	1,627
Unenrolled	14,587	15,045	15,383
Libertarian	42	54	66
Green Rainbow	--	--	27
<i>Miscellaneous designations are not included</i>			

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 for each of the three elections.

Mail-in voter registrations have eliminated the requirement that special evening and Saturday sessions for the registration of voters to 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 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, other State

and Federal departmental offices, and online. 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. There also were special sessions to vote for Early Voting, which were held in the Town Hall auditorium for all precincts.

The Board certified voter signatures appearing on nomination papers filed by, or on behalf of, candidates seeking offices at the Annual Town Election. Also, petitions for articles to be inserted in the warrant for the 2019, Annual and any Special Town Meetings, also applications for absentee ballots for the Annual Town Election. 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.

During all elections, 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 problems arising during that time. After the polls closed, the Registrars assisted in the tabulation of the ballots until the final results were announced.

During the year, the information contained on approximately 20,000 census forms of residents of the Town on January 1, was transferred to the VRIS system in the computer. From such information, certificates of residence are issued, when requested, 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. In addition, Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.



# TOWN CLERK & ELECTIONS

## ARLINGTON ANNUAL TOWN ELECTION, APRIL 6, 2019

Total of Ballots Cast – 6158

% of total number of registered voters – 19.87%

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	151	380	194	233	208	193	207	393	306	366	494	471	396	267	366	325	149	313	291	243	212	6158

### Town Moderator for Three Years (3)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
John D. Leone	125	291	162	184	172	144	163	307	235	289	393	377	312	204	282	257	125	232	257	198	163	4872
Write-in Votes	0	1	2	5	1	5	4	2	0	4	4	3	1	2	4	1	0	0	4	0	2	45

### Assessor for Three Years (3)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Robert E. Greeley	115	224	151	176	156	132	150	272	217	273	382	260	303	187	271	240	117	215	234	192	159	4526
Write-in Votes	0	24	2	2	2	5	2	4	1	3	4	2	3	5	5	0	1	4	7	3	1	80

### Selectmen for Three Years (3)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Stephen W. DeCoursey	76	276	124	151	135	108	120	245	126	221	292	321	255	131	216	191	73	131	155	83	124	3554
Robert L. Tosi, Jr.	74	100	65	67	70	81	82	138	170	134	190	144	138	122	145	128	75	173	135	157	80	2468
Write-in Votes	0	1	0	0	0	0	1	3	1	0	1	1	0	0	1	2	1	1	0	0	0	13

### School Committee for Three Years (3)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Leonard Kardon	105	253	136	160	140	124	135	243	176	251	324	330	263	176	223	247	103	203	211	175	143	4121
Kirsi Allison-Ampe	109	246	144	170	147	128	135	269	185	259	326	344	263	187	249	224	109	196	218	164	152	4223
Write-in Votes	0	1	6	1	2	3	2	4	3	4	3	4	6	2	3	0	1	1	5	0	0	51

### Housing Authority

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Gaar Talanian	104	254	143	166	141	124	136	240	187	255	344	328	292	164	247	221	111	205	218	159	145	4184
Write-in Votes	1	3	2	0	2	3	2	1	1	2	7	1	1	3	5	1	1	3	5	0	3	47

### Ballot Question:

Shall the board of selectmen of the town be authorized to issue 1 additional license for the sale of all alcoholic beverages not to be drunk on the premises?

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballot Cast	127	32	181	211	197	180	161	308	220	281	407	429	322	233	293	257	132	240	226	187	181	5096
<b>Precinct</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>Total</b>
YES	93	227	137	155	138	126	115	230	159	208	068	316	233	174	202	205	91	165	155	133	135	3662
NO	34	96	44	56	59	54	46	78	61	73	139	113	89	62	91	52	41	75	71	54	46	1434

# TOWN CLERK & ELECTIONS

## PRECINCT 1 Three Years

Ford-Weems, Stephanie K.	15 Wheaton Rd	112
Marshall, Paul Townsend	14 Yale Road	97
Moir, Juliet M.	14 Wellesley Road	89
Vander-Hart, Wendy	60 Silk Street	84

## PRECINCT 2 Three Years

Cella, Steven R.	99 Spy Pond Parkway	257
Chhabra, Samit	26 Spy Pond Parkway	261
Reeder, Virginia S.	79 Spy Pond Parkway	265
Sullivan, Brendan M.	319 Lake Street	260

## PRECINCT 3 Three Years

Smith, Stacie N.	9 Henderson Street	150
Susse, Jennifer R.	45 Teel Street	156
Wilbur, Christopher H.	24 Windsor Street	145
Marlin, Robert P.	11 Cross Street	69*

## PRECINCT 4 Three Years

Delpha McClure, M.	27 Boulevard Rd	176
Kaba, Nawwaf W.	9 Thorndike Street	172
Leary, Kate J.	39 Milton Street	187
Saadat, Alham	62 Magnolia Street	171

## PRECINCT 5 Three Years

Donnelly, Jason M.	36 Amherst Street	152
Farrell, Catherine L.	76 Park Street	149
Kelleher, Christa M.	153 Medford Street, #2	156
Lennon, Lori	147 Palmer Street	153

## PRECINCT 6 Three Years

Ballin, James	30 Swan Place	122
Jalkut, Daniel C.	17 Randolph Street	128
Kraus, Adele A.	438 Mass. Ave., #116	123
Reynolds, Lisa M.	1 Pond Terrace	125

## PRECINCT 7 Three Years

Goff, Phil E.	94 Grafton Street	142
Stone, Betty J.	99 Harlow Street	148
Younkin, Rebecca J.	30 Harlow Street	143
Yontar, Timur Kaya	58 Bates Road	138

## PRECINCT 8 Three Years

Foskett, Charles T.	101 Brantwood Road	271
Migliazzo, Sophie C.	175 Pleasant Street	255
Rehrig, Brian H.	28 Academy Street	272
Worden, John L. III	27 Jason Street	260

## PRECINCT 9 Three Years

Mandal, Mona	14 Water Street, Unit 2	146
Melofchik, Beth	20 Russell Street	169
Stewart, Susan R.	23 Alton Street	169
Tanaka, Rieko	47 Mystic Street, 8C	148

## PRECINCT 10 Three Years

Milan, Charlotte W	19 Bellevue Road	55*
Pyle, Elizabeth M.	66 Gloucester Street	262
Quinn, Michael J.	15 Shawnee Road	268
Wren, Donna K.	75 Hillsdale Road	260

## PRECINCT 11 Three Years

Heigham, Christopher J.	82 Richfield Road	263
Pierce, Judson L.	42 Draper Avenue	270
Reck, Matthew L.	27 Richfield Road	264
Schwartz, Paulette	20 Robin Hood Road	263

## PRECINCT 12 Three Years

Ames, Benjamin B.	14 Hawthorne Avenue	339
Dieringer, Larry F. Jr.	11 Coolidge Road	335
DiTullio, James E.	31 Fountain Road	346
Jamieson, Gordon Jr.	163 Scituate Street	333

## PRECINCT 13 Three Years

Fuller, Laura	219 Crosby Street	264
Grunko, Zachary P.	21 Old Middlesex Path	224
Poage, Lee	10 Cherokee Road	225
Sankalia, Priya	253 Pheasant Avenue	217

## PRECINCT 14 Three Years

Goldstein, Amy R.	29 Albermarle Street	186
Moore, Christopher B.	80 School Street	162
O'Day, Brendan F.	48 Walnut Street	169
Stern, Michael W.	10 Farmer Road	140

## PRECINCT 15 Three Years

Allison-Ampe, Kirsi C.	2 Governor Road	234
Christiana, Gregory F.	82 Ridge Street	232
Ciano, Frank	65 Woodside Lane	257
Morgan, Jane Pierce	172 Brattle Street	254

## PRECINCT 16 Three Years

Boyle, Lauren V.	28 Hillside Avenue	256
Lewiton, Marvin	18 West Street	232
Ruiz, Daniel F.B.	144 Wollaston Avenue	236
Weiss, John C.	237 Appleton Street	241

## PRECINCT 17 Three Years

Arnold, Joshua W	56 Bow Street	2*
Brown, Michael J.	10 Brattle Terrace	111
LeRoyer, Ann M.	12 Peirce Street	117
Webber, Susan D.	1 Watermill Place, #212	6*

## PRECINCT 18 Three Years

Donato, John Richard	16 Homer Road	<i>Appointed</i>
Irizarry, Gilbert	42 Standish Road	197
Parsons, Carolyn M.	23 Brewster Road	197
Watson, Michael R.	216 Sylvia Street	208

\* write in

# TOWN CLERK & ELECTIONS

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## **PRECINCT 19 Three Years**

Butler, Deborah Sirotkin	19 Overlook Road	215
Deal, Patricia M.	9 Ronald Road	224
Durocher, Michelle	65 Huntington Road	213
Monks, Flynn, C.	14 Wright Street	210

## **PRECINCT 20 Three Years**

Connors, Curtis A.	46 Tanager Street	140
Dutra, Samantha R.	69 Appleton Street	127
Kardon, Leonard J.	65 Tanager Street	130
May, Michaela C.	29 Aberdeen Road	163

## **PRECINCT 21 Three Years**

Doctrow, Susan R.	99 Westminster Avenue	159
Dunn, Daniel J.	58 Alpine Street	144
Mayer, Leslie A.	131 Crescent Hill Ave.	150
White, David E.	55 Bow Street, #2	144

## **PRECINCT 7 One Year**

McParland, Catherine	227 Broadway	147
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## **PRECINCT 9 Two Years**

Brian Hasbrouck	46 Sherborn Street	206
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## **PRECINCT 11 One Year**

Radochia, Robert	45 Columbia Road	353
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## **PRECINCT 15 One Year**

Exton, Elizabeth R.	231 Washington Street	197
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## **PRECINCT 20 One Year**

Write-in Votes		40
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## **BALLOT QUESTION**

YES	3662
NO	1434

# TOWN CLERK & ELECTIONS

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## ARLINGTON SPECIAL ELECTION, JUNE 11, 2019

Total of Ballots Cast – 12723

% of total number of registered voters – 40.97%

### QUESTION 1

#### DEBT EXCLUSION ARLINGTON HIGH SCHOOL

Debt Exclusion “Shall the Town of Arlington be allowed to exempt from the provisions of Proposition two and-one-half, so called, the amounts required to pay for the bond or bonds issued for the purposes of paying costs of a project to demolish, design, construct, reconstruct, remodel, add to, and originally equip the Arlington High School, including replacing the existing facility located at 869 Massachusetts Avenue, Arlington MA, and for the payment of all other costs incidental and related thereto?”

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballot Cast	337	663	485	476	502	441	408	721	471	768	778	952	730	572	668	731	335	773	722	542	616	12691
Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
YES	257	472	379	355	361	310	307	568	369	644	588	803	527	454	526	578	262	556	532	405	508	9761
NO	80	191	106	121	141	131	101	153	102	124	190	149	203	118	142	153	73	217	190	137	108	2930

### QUESTION 2

#### PROPOSITION 2 ½ OVERRIDE

Proposition 2 ½ Override “Shall the Town of Arlington be allowed to assess an additional \$5,500,000 in real estate and personal property taxes for the purposes of funding the operating budgets of the Town and the Public Schools for the fiscal year beginning July first, 2019?”

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballot Cast	337	660	481	476	503	442	410	723	473	767	778	956	729	573	667	727	335	767	721	543	616	12684
Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
YES	241	407	347	325	321	279	294	523	318	568	504	721	441	418	455	500	232	466	459	377	459	8655
NO	96	253	134	151	182	163	116	200	155	199	274	235	288	155	212	227	103	301	262	166	157	4029



# TOWN DIRECTORY

## TOWN OFFICIALS AND COMMITTEES

*as of December 31, 2019*

### Elected by Arlington's Citizens

<b>Select Board</b>	<b>Term</b>
Daniel J. Dunn, Chair, 58 Alpine St.	2020
Diane M. Mahon, 23 Howard St.	2020
Joseph A. Curro Jr., 21 Millett St.	2021
John V. Hurd, 242 Hillside Ave.	2021
Stephen W. DeCoursey, 28 Upland Rd	2022

<b>Moderator</b>	
John Leone, 51 Irving St	2019

<b>Town Clerk</b>	
Stephanie Lucarelli, 20 Laurel St	2020

<b>Board of Assessors</b>	
Mary Winstanley O'Connor, 781 Concord Tnpk	2020
Robert Greeley, 38 Edgehill	2021
Kevin P. Feeley, 25 Baker Rd	2021

<b>School Committee</b>	
Kirsi C. Allison-Ampe, 12 Brattle Terrace	2022
Leonard Kardon	2022
Paul Schlichtman, 47 Mystic Street	2020
William Hayner, 19 Putnam Rd	2020
Jennifer Susse, 45 Teel St	2020
Jane Morgan	2021
Jeffrey Thielman, 37 Coolidge Rd	2021

<b>Arlington Housing Authority</b>	
Brian Connor, Chair	
Gaar Talanian	
Nicholas Mitropoulos, Vice Chair	
Richard B. Murray	
Joseph Daly	
John J. Griffin, Executive Director	

### Appointed by Town Moderator

<b>Finance Committee**</b>	<b>Term</b>
Grant Gibian	2020
Carolyn White	2020
Peter B. Howard, Secretary	2020
Mary M. Franclemont	2020
Dean Carman	2020
William Kellar	2020
Shaileen Crawford Dokress	2020
William Kellar	2020
Darrel Harmer	2021
Christine P. Dreshler, Vice Chair	2021
Allan Tosti, Chair, Chair	2021
David McKenna	2021
Brian Beck	2021
Annie LaCourt	2021
John Ellis	2021
John J. Deyst, Jr.	2022
Charles T. Foskett, Vice Chair	2022
Jonathan Wallach	2022
Alan H. Jones, Vice Chair, Vice Chair	2022
Arif Padaria	2022
Shane Blundell	2022

Elizabeth Diggins, 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**  
 Sue Sheffler

<b>Appointed by the Select Board</b>	
<b>Town Manager</b>	<b>Term</b>
Adam W. Chapdelaine	2/10/2022

<b>Comptroller</b>	
Ida Cody	6/2021

<b>Board Administrator</b>	
Marie A. Krepelka	

<b>Bicycle Advisory Committee</b>	
Doug Greenfield	2018
Jack W. Johnson	2019
Christopher Tonkin	2019
Adam MacNeill	2021
Muris Kobaslija	2022
Doug Mayo-Wells	2022

<b>Zoning Board of Appeals</b>	
Roger A. DuPont	2018
Christian Klein	2019
Patrick Hanlon	2022
Shawn O'Rourke	2020
Kevin Mills	2021

<b>Dallin Museum Trustees</b>	
Sarah Burks, Co-Chair	2019
Anne-Marie Delaunay-Danizio	2019
Geraldine Tremblay	2020
Dan Johnson	2020
Ellen Aamodt	2020
Tracy Skahan	2020
Mike Borgasano	2021
Chris Costello	2018
James McGough, Trustee Emeritus	

<b>Historic District Commissions</b>	
Ellen Aikenhead	2020
David Baldwin	2019
Charles Barry	2019
Michael Bush	2019
Cynthia Hamilton	2019
Marshall Audin	2018
Beth Cohen	2018
Stephen Makowka	2018
Carol S. Tee	2018
John L. Worden III	2018
Executive Secretary – Carol Greeley	

<b>Transportation Advisory Committee</b>	
Melissa Laube	2019
Scott Smith	2019
Charles Giroux	2022
Michael Gordon	2020
Lenard Diggins (Chamber of Commerce)	2020
Jeff Maxtutis	2021
Howard Muise, Chair	2022
Wayne Chouinard	
Laura Swan (School Committee)	
Officer Corey Rateau	
Daniel Amstutz (Planning)	

TOWN DIRECTORY

# TOWN DIRECTORY

## Board of Registrars of Voters

William Logan  
Adele Kraus 2019  
John L. Worden III 2020  
Stephanie Lucarelli, ex-officio

## Appointed by the Town Manager

### Town Manager's Office

Sanford Pooler, Deputy Town Manager  
Ray Santilli, Acting Assistant Town Manager  
Kristen DeFrancisco, Executive Secretary  
Domenic Lanzillotti, Purchasing Officer  
Joan Roman, Public Information Officer  
Amy Fidalgo, Management Analyst

## Legal

Douglas Heim, Town Counsel  
Edward M. Marlunga, Workers' Compensation Agent

## Planning and Community Development

Jennifer Raitt, Director

## Town Treasurer

Phyllis Marshall

## Community Safety

Juliann Flaherty, Chief, Police  
Kevin Kelley, Chief, Fire

## Libraries

Andrea Nicolay, Director

## Public Works

Michael Rademacher, Director

## Facilities

James Feeney, Interim Director

## Health and Human Services

Christine Bongiorno, Director

## Human Resources/Affirmative Action

Caryn E. Malloy, Director

## Information Technology

David Good, Chief Technology Officer

## Inspectional Services

Michael Byrne, Director

## Council on Aging

Susan Carp, Executive Director

## Veterans' Services

Jeff Chunglo, Veterans Agent

## Weights and Measures

Joseph Carabello, Sealer/Health Compliance Officer

## Recreation

Stacey Mulroy, Director  
Erin Campbell, Program Supervisor

## Ed Burns Arena

David Cunningham, Facilities Supervisor

## Appointed by the Town Manager

### Subject to the approval of the Select Board

## Redevelopment Board

	<b>Term</b>
David Watson	2020
Kin Lau	2022
Andrew West	2020
Andrew Bunnell	2020
Eugene Benson	2020

## Board of Health

Kenneth Kohlberg	2022
Kevin J. Fallon, M.D.	2022
Marie Walsh Condon	2021

## Board of Library Trustees

Heather Calvin	2018
Amy Hampe	2019
Jonathan Gates	2019
Adam Delmolino	2019
Joyce Radochia	2019
Katharine Fennelly	2020
Stephen Quinlan	2022

## Park and Recreation Commission

Leslie Mayer	2019
Shirley Canniff	2020
Donald Vitters	2021
Jennifer Rothenberg	2021
Christine Tarantino	2021
Phil Lasker	2022
Scott Walker	2022
Henry Brush (Assoc.)	
Sarah Carrier (Assoc.)	

## Board of Youth Services

Lori Pescatore	2020
Joan Lehrich	2020
Mary DeCoursey	2020
Carlene Newell	2020
Kristen Barnicle	2022
Kimberly Cayer	2022
Hanna Simon	2022
Justine Bloch	2022
Karen Bishop	2021
Laura Pierce	2021

## Commission for Arts and Culture (ACAC)

Stewart Ikeda	
Adria Arch	2022
Stephen Poltorzycki	2020
Aneleise Ruggles	2022
Tom Davison	2021
Stephanie Marlin-Curiel	2021
Cristin Bagnall	2021
Kimberley Harding	2021
Lidia Kenig-Scher	2021
Beth Locke	2021
Janet Oberto	2021
Linda Shoemaker	2021

## Equal Opportunity Advisory Committee

Barbara Boltz  
Augusta Haydock  
Jack Jones  
Lori Lennon  
Andrea Haas  
Caryn Cove Malloy, ex-officio

# TOWN DIRECTORY

<b>Historical Commission</b>	<b>Term</b>	<b>Human Rights Commission</b>	<b>Term</b>
JoAnn Robinson		Sheri A. Baron	
Patrick Guthrie		Christine C. Carney	
Pamela Meister		A. Nick Minton	
Dianne Schaefer		Sharon Grossman	
Eric Stange		Gary Horowitz	
Vicki Rose, Recording Secretary		Kristen Bauer	
		Kathleen Rogers	
<b>Council on Aging</b>		Crystal Haynes	
Paul Raia	2020	Drake Pusey	
Rick Fentin	2022	Rajeev Soneja	
Marjorie Vanderhill	2021	Chris DiMeo	
Jill Greenlee	2021	Melanie Brown	
Anne Brown	2021	Christine Bongiorno	
Nancy Cox	2021		
Mary Hung	2021	<b>LGBTQIA +Rainbow Commission</b>	
Michael Quinn	2021	Bill Gardiner	2020
Pat Baillieul	2022	Mel Goldsipe	2019
Bob Tosi		Brooks Harrelson	2021
Joe Curro (Selectmen Liaison)		Lisa Krinsky	2021
Ann Fitzgerald (Assoc.)		Julia Forsythe	2021
Mara Klein Collins (Assoc.)			
Karen Nichols (Assoc.)		<b>Various Appointing Authorities</b>	
		<b>Capital Planning Committee</b>	
<b>Conservation Commission</b>		Charles T. Foskett, Chair	
Nathaniel Stevens	2019	Stephen J. Andrew	
Chuck Tirone	2019	Phyllis Marshall	
Susan Chapnick	2020	Sanford Pooler	
Cathy Garnett, Assoc.	2020	Ida Cody	
Pam Heidell	2020	Michael Mason	
Mike Nonni	2020	Angela Olszewski	
David White	2021	Brian Rehrig	
Dave Kaplan	2022	Timur Kaya Yontar	
Mike Gildesgame, Assoc.	2022	Joe Barr	
Emily Sullivan, Conservation Administrator		Chris Moore	
		<b>Permanent Town Building Committee</b>	
<b>Disability Commission</b>		Robert Jefferson	2022
Michael Rademacher	2021	Brett Lambert, Vice Chair	2020
Paul Czech	2021	John Maher	2019
Paul Raia	2021	Allen Reedy, Chair	2021
Darcy Deveney	2021	Peter Martini	2021
Liza Molina	2020	Adam Chapdelaine, Town Manager	
Cynthia DeAngelis	2021	Michael Mason, CFO, School Department	
Karen Mathiasen	2020	Bill Hayner, Arlington School Committee	
Maureen St. Hilaire	2019	James Feeney, Interim Facilities Director	
		<b>Envision Arlington Standing Committee</b>	
<b>Open Space Committee</b>		Kelly Lynema	2020
Shirley Canniff, Park and Recreation rep.	2020	Greg Christiana	2020
Elisabeth Carr-Jones	2020	Scott Lever	2020
Teresa DeBenedictis, DPW rep		Juli Brazile (Chair)	2021
Brian Kelder	2019	Elisabeth Carr-Jones	2021
Ann LeRoy (Chair)	2019	Sue Doctrow	2021
John Pickle	2018		
Wendy Richter	2019		
Emily Sullivan	2019		
David White	2019		
<b>Constables</b>	<b>Term</b>		
Tina M. Helton	2020		
Richard Boyle	2019		
Roland A. Demers, Jr.	2021		

# TOWN DIRECTORY

## TOWN OF ARLINGTON

[www.arlingtonma.gov](http://www.arlingtonma.gov)

### TELEPHONE REFERENCE GUIDE

To Reach All Town Offices: 781-316-3000

Office	Extension
Assessors	3050
Cemetery	3276
Clerk	3070
Comptroller	3330
Council on Aging	3400
Engineering	3320
Facilities	3113
Fair Housing	3429
Fire (Non-Emergency)	3800
Fire Prevention	3803
Health	3170
Human Resources	3120
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
Planning & Community Development	3090
Police (Administration)	3900
Police (Non-Emergency) (24 Hour)	781-643-1212
Public Works:	
Administration at Grove Street	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 / Ed Burns Skating Rink	3880
Redevelopment Board	3090
Registrars of Voters	3070
Sealer of Weights & Measures	3193
Select Board	3020
Arlington Senior Center	3421
Town Manager	3010
Treasurer/Tax Collector	3030
Veterans' Services	3166
Youth Consultation Center	3255
Youth Health Safety Coalition	3179
Zoning Board of Appeals	3396

## ARLINGTON PUBLIC SCHOOLS

869 MASSACHUSETTS AVENUE

To Reach All School Offices: 781-316-3500

	Extension
Superintendent of Schools	3501
Chief Financial Officer	3511
Chief Technology Officer	3343
Special Education	3531
English Language Learners	2339
METCO	3662
Athletics	3366
Data Integration for	
Curriculum, Instruction, and Assessment	3534
Transportation	3503
High School	3594
Gibbs Middle School	9000
Ottoson Middle School	3744
Bishop Elementary	3791
Brackett Elementary	3705

### NO SCHOOL ANNOUNCEMENTS:

Local media and on [www.arlington.k12.ma.gov](http://www.arlington.k12.ma.gov)

### STATE AND FEDERAL LEGISLATORS

Office	Phone Number
Senator Cindy Friedman (4th Middlesex District) Room 413-D, State House Boston, MA 02133	617-722-1432
Representative Sean Garballey (23rd Middlesex District) Room 540, State House Boston, MA 02133	617-722-2090
Representative David M. Rogers (24th Middlesex District) Room 544, State House Boston, MA 02133	617-722-2637

### OTHER PUBLIC SERVICES

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
Eversource (Emergency)	800-592-2000
National Grid (Gas Leaks)	800-231-5325
Jason Russell House/Smith Museum	781-648-4300
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
Registry of Motor Vehicles	617-351-4500
Visiting Nurse and Community Health	781-643-6090
Whittemore-Robbins House	781-316-3260



# TOWN DIRECTORY

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**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  
2010 (Federal Census) 42,844  
2015 (Federal Census) 44,128

**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 an elected five-member Select Board. 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. View bus and subway routes at [www.mbta.com](http://www.mbta.com).

**Education:** The Town of Arlington operates an excellent school system with seven elementary schools, two middle schools, and one 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 [www.arlingtonma.gov](http://www.arlingtonma.gov).