Bernard W. Greene – Chair
David Pearlman – Vice Chair
John VanScoyoc
Paul Warren
Michael Rubenstein
Charles Carey – Town Administrator

Select Board Hearing Room
6th Floor, Brookline Town Hall

Click Here to Register for Meeting
Or call: 646-828-7666
Meeting ID: 160 268 8853

Watch with Brookline Interactive Group

Select Board Agenda
Regular Meeting
Tuesday, December 16, 2025 at 5:00 PM

1. **(5:00 PM) Open Session**

   1a. Question of entering into Executive Session for the purposes stated in items two (2), three (3), and four (4), and to reconvene in open session.

2. **Executive Session - Real Property**

   2a. Executive session, pursuant to G.L. c. 30A, § 21(a)(6) ("Purpose 6"), for the purpose of considering the value of real estate at the following properties: 1280 Boylston St, 1290 Boylston St, 1300 Boylston St, and 1330 Boylston St.

3. **Executive Session- Real Property**

   3a. Pursuant to G.L. c. 30A, § 21(a)(6) ("Purpose 6"), for the purpose of considering the value of real estate to potentially be sold by Hellenic College

4. **Executive Session- Collective Bargaining**

   4a. Pursuant to G.L. c. 30A, § 21(a)(3) ("Purpose 3"), for the purpose of discussing strategy related to collective bargaining with Local 950, International Association of Firefighters (AFL-CIO).

5. **(6:00 PM) Announcements/Updates**
   Select Board to announce recent and/or upcoming Events of Community Interest.

6. **Public Comment**
   Public Comment period for those who request to speak to the Board regarding Town issues. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Select Board's

office at 617-730-2202 or by e-mail at kmacgillivray@brooklinema.gov. The full Policy on Public Comment is available at BrooklineMA.gov/372/Policies.

7. **Miscellaneous**

Approval of miscellaneous items, licenses, and contracts.

7a. Question of approving the following meeting minutes:
December 2, 2025
December 9, 2025

7b. Question of approving Contract No. PW/26-32, in the amount of $148 456.00 with Kyle Zick Landscape Architecture, Inc. for services associated with Cultural Landscape Report for Larz Anderson Park.

7c. Question of approving Extra Work Orders No. 1-3 for work performed by C. Naughton Corp under Contract No. PW/23-23 (Sewer System Repairs) in the amount of $63,145.57 for emergency drain and sewer repairs.

7d. Question of approving and executing Contract PW/26- 07 "Sewer System Rehab". with Insituform Technologies in the amount of $993,890.20

7e. Question of approving and executing Contract PW/26- 08 "Epoxy lining of Sewer Manholes" with National Water Main Cleaning Company in the amount of $1,124,920.00

7f. Question of approving PW/26-21 with Apex Companies Inc. for FY26 Transportation and Mobility Engineering Services – Harvard Street in the amount of $238,900.

7g. Question of approving an Authorization to Hire request from the Chief of Police:
Administrative/Accounting Assistant (C-8)

7h. Question of approving an Authorization to Hire request from the Director of Health and Human Services:
Assistant Director of Operations (T-12).

7i. Question of approving the request from the Chief of Police for the reappointment of Officer Dylan Diersch to the Brookline Police.

7j. Question of approving an appropriation transfer requested by the Chief Information Officer in the amount of $10,000.00 as follows:
From: Leased equipment $10,000.00
To: Education/Training $10,000.00
This request will be forwarded to the Advisory Committee for approval.

7k. Question of approving an appropriation transfer request from the Planning Director in the amount of $103,153.00 as follows:
From: Salaries $103,153.00
To: Prof/Tech Services $103,153.00

7l. Question of accepting a donation in the amount of $24,474.19 from the D. Blakely Hoar Trust to support the planting and care of trees and other vegetation in Brookline

7m. Question of approving agreement amendment for the Brookline Chamber of Commerce ARPA project 22-14 – Restaurant Resiliency Seminar

7n. Question of approving agreement budget amendment for the Brookline Teen Center ARPA project 23-51 – ARPA Assistance Program

7o. Question of approving the 2026 Brookline Local Emergency Planning Committee membership

7p. Question of approving the petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for underground conduit in High Street, southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and conduit running northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street.

7q. Question of approving the petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for underground conduit in St Mary's Street, southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234.

7r. Question of approving the petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for underground conduit in St Paul Street, southerly thence turning and running easterly from manhole 25590, approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street.

7s. Question of approving the application for an alteration of licensed premises for an All-Alcohol Restaurant License, Barcelona Brookline LLC d/b/a Barcelona Wine Bar at 1700 Beacon St. The alteration of premises is expanding the premises by adding 2,766 sq. ft. (1,399 on the first floor, 732 sq. ft. in the basement; 635 sq. ft. patio) from the abutting space of the building, which include a new service kitchen, dining room and bar. New total indoor square feet equal 5,539 sq. ft. on the first floor and 5,200 sq. ft. in the basement and the outdoor patio of 2,237 sq. ft. Restaurant space on one floor with a

basement, total indoor of 10,739 sq. ft. with 196 seats; Outdoor patio with a total of 2,237 sq. ft. with 61 seats.

7t. Question of approving the application for a Change of Manager for Gelerman Brothers Inc. d/b/a The Butcherie from Walter Gellerman to Gil Zilberberg at 428 Harvard Street.

7u. Question of approving the attached redlined revisions to General Order 28.1 – Training Division submitted by the Chief of Police.

8. **Calendar**

Review and potential vote on Calendar Items.

9. **Police Department Promotions**

9a. Question of appointing Police Lieutenant Casey Hatchett to the position of Deputy Superintendent.

Question of appointing Police Deputy Superintendent Paul Campbell to the position of Superintendent.

10. **Digital Community Display**

10a. Communications Officer, Christina Metcalf, will present on Digital Displays in Brookline.

11. **Boards and Commissions - Interviews**

11a. <u>Commission on Diversity, Equity, Inclusion, and Community Relations</u>
Kara Weiss
Carey Goldberg
Masha Kogan

11b. <u>Police Commissioners Advisory Committee</u>
Susan Cohen
Isaac Fluhr Chapman

12. **(7:30 PM) License Renewals - Public Hearing**

12a. Question of renewing the following licenses for 2026:
- Common Victualler/Entertainment/2026 Outdoor dining
- Food Vendor
- Alcohol

- Innholder
- Lodging House
- Secondhand Articles
- Class 1 and Class 2 Motor Vehicles

12b. Question of renewing the following Marijuana Retail Licenses held by
- Deezle Dispensary, 1351 Beacon St.
- Comm Ave Canna, Inc. - 1030 Commonwealth Ave., 2nd Floor.
- New England Treatment Access, LLC. (NETA, 160 Washington St.).
- Question of renewing the Medical Marijuana Treatment Center License held by New England
Treatment Access, LLC (NETA, 160 Washington Street)

13. **Municipal Decarbonization Roadmap, Zero Emission Vehicle First Policy**

13a. Presentation, Discussion and Vote on Climate Leaders Application Including the Town's Municipal Decarbonization Roadmap and the Fleet Management, Electrification, and Vehicle Replacement Policy.

14. **Boards and Commissions - Appointments/Reappointments**

14a. <u>Preservation Commission</u>
Jean Woy
For appointment

<u>Building Commission</u>
Jason Bowers
For appointment

The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities. The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices. This notice is provided as required by Title II of the Americans with Disabilities Act (ADA) and by Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information may be sent to Sarah Kaplan, Community Relations Specialist and ADA / Section 504 Coordinator. Persons with disabilities who need either auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures in order to access programs and activities of the Town of Brookline are invited

to make their needs and preferences known to the ADA Coordinator. This notice is available in alternative formats from the ADA Coordinator.

Select Board Webpage

For help attending meetings on Zoom, go to BrooklineMA.gov/ZoomTips.
If you need reasonable accommodations or modifications related to this meeting, please contact Sarah E. Kaplan, ADA Compliance Officer, at skaplan@brooklinema.gov or call 617-730-2329.
ADA Information: BrooklineMA.gov/Town-Legal-Notice
Requests for language access may be sent to the Language Access Coordinator at ODEICR@brooklinema.gov.

Select Board Minutes – Regular Meeting
Tuesday, December 2, 2025, at 5:30 PM
6th Floor Hearing Room

Present: Select Board Member Bernard Greene, Select Board Member Paul Warren, Select Board Member David Pearlman, Select Board Member Michael Rubenstein
Absent: Select Board Member John VanScoyoc

Open Session

Question of entering Executive Session for the purposes stated in items two (2) and three (3), and to reconvene in Open Session.

Chair Bernard Greene declared that the Board would enter Executive Session to consider the purchase, exchange, lease, or value of real property because an open meeting could have a detrimental effect on the negotiating position of the public body, and to review and approve meeting minutes. The Board will reconvene in Open Session.

On motion, it was:

Voted to enter Executive Session.

Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

Executive Session – Real Property

Executive Session pursuant to G.L. c. 30A, § 21(a)(6) ("Purpose 6") for the purpose of considering the purchase, exchange, lease, or value of real property, specifically the Coolidge Corner Theatre located at 280–290 Harvard Street.

Executive Session Minutes

Question of approving the following Executive Session minutes:

- October 14, 2025
- October 28, 2025

(6:00 PM) Announcements/Updates

Select Board members announced recent and upcoming events of community interest.

- The Brookline Teen Center's Comedy Night fundraiser was reported as an enjoyable event.

- Paul Warren provided a summary of recent communication regarding the poll conducted in support of the Expenditures & Revenues Study Committee, including challenges that arose and suggested corrective steps moving forward.
- Chas Carey thanked various community partners and first responders for their Thanksgiving efforts, including the Police Department, the Senior Center, and the culinary program.
- The First Light event will take place on December 4th from 4–7 PM at Coolidge Corner.

Public Comment

Anne Lusk spoke about the new pool study and suggested potential locations, as well as involving Northeastern University students in the project.

Miscellaneous

Approval of miscellaneous items, licenses, and contracts.

6a. Question of approving the following meeting minutes:

- October 14, 2025
- November 18, 2025

Approved as amended
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6b. Question of accepting a grant of $19,200.00 from the Metro Boston Homeland Security Region and the City of Boston Mayor's Office of Emergency Management to support Alert Brookline and Smart 911, as requested by the Office of Emergency Management.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6c. Question of approving an Extra Work Order related to PW/26-11 "Putterham Woods Trail Project" in the amount of $14,380.00 for work on the parking lot.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6d. Question of accepting a transportation earmark from the Fair Share Supplemental Budget in the amount of $100,000 for the purchase and installation of stanchions and rectangular rapid flashing beacons.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6e. Question of accepting a transportation earmark from the Fair Share Supplemental Budget in the amount of $100,000 for the purchase and installation of Bluebikes stations and bicycles.

State Representative Tommy Vitolo reviewed the funding process for installing Bluebikes stations and bicycles. The State funds were earmarked specifically for Brookline to enhance transportation options in coordination with surrounding communities. The effort also includes the addition of E-bikes.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6f. Question of approving Authorization to Hire requests from the Chief of Police for two positions:

- Police Superintendent
- Deputy Superintendent

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6g. Question of accepting awarded funds through MassDEP's Recycling Dividends Program in the amount of $33,000 for waste reduction programming.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6h. Question of submitting comment to the Massachusetts Legislature requesting that it not proceed with enacting Section 94 of H.4744, as recommended by the Zero Emissions Advisory Board on November 19, 2025.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

6i. Question of appointing Michael Hecht as a temporary Registrar of Voters until December 31, 2025. Under MGL Chapter 51, Section 20, a temporary registrar may be appointed when there is a vacancy on the Board after a request by a majority of the remaining members.

Approved
Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

Calendar

Review and potential vote on Calendar items.

Boards and Commissions – Interviews

Preservation Commission – Jean Woy

Jean Woy, a member of the Brookline Historical Society, spoke about potential collaboration between the Preservation Commission and the Historical Society. Woy has worked with the Preservation Commission on numerous study reports, including the Olmsted-Richardson Local Historic District. Woy holds a Ph.D. in history and worked for many years at Houghton Mifflin Company in roles related to history textbooks. Balancing the town's preservation needs with homeowner needs is an important responsibility of the Commission.

Building Commission – Jason Bowers

Jason Bowers, an architect experienced in educational, civic, and cultural buildings, discussed familiarity with local building regulations and prior work on municipal and historic projects. Bowers described experience with various project sizes and design requirements.

Commission on Diversity, Equity, Inclusion, and Community Relations – Philip Steigman

Philip Steigman highlighted experience in youth development and work on initiatives such as Article 21, which aims to improve children's connectedness and belonging within the community. Steigman discussed experience in developing inclusive and culturally responsive programs, along with intentions to use evidence-based practices to strengthen community connections for children. Select Board members asked about strategies to foster real-world connections, and Steigman suggested developing toolkits and frameworks to guide community programs. Steigman also emphasized the importance of representation and cultural relevance in youth programs, referencing experience as a former director of a boys and girls club.

Town Meeting Update

Update and discussion on actions taken at the 2025 Annual Town Meeting and 2025 Special Town Meeting.

Deputy Town Administrator Melissa Goff provided a brief review of a memo summarizing outcomes of Town Meeting and outlining the actions required of the Select Board. Any outstanding items will be added to the list for future consideration. Deputy Goff also reviewed the full motion under Article 15, which includes a resolved clause adding specific dates for the Select Board to recognize at future meetings.

Boards and Commissions – Appointments/Reappointments

Commission on Diversity, Equity, Inclusion, and Community Relations – Chi Chi Wu
For reappointment

Paul Warren read an email submitted by Jesse Hefter and acknowledged numerous emails and phone calls received opposing the reappointment of Chi Chi Wu. The letter referenced controversial social media posts.

Member Warren and Vice Chair David Pearlman stated an inability to support the reappointment due to concerns about divisive public statements, despite past service to the community.

Michael Rubenstein emphasized weighing controversial communications alongside the importance of diversity on the Commission.

Chair Greene supported the reappointment, citing representation considerations, and expressed objections to cancel-culture efforts. Chair Greene requested that Wu be given an opportunity to address the allegations.

On motion, it was:

Voted 2–2 to reappoint Chi Chi Wu to the Commission on Diversity, Equity, Inclusion, and Community Relations.

Aye: Bernard Greene, Michael Rubenstein
Against: Paul Warren, David Pearlman
Absent: John VanScoyoc

Motion fails

Commission on Diversity, Equity, Inclusion, and Community Relations – Alessia Contu
For reappointment

On motion, it was:

Voted 4–0 to reappoint Alessia Contu to the Commission on Diversity, Equity, Inclusion, and Community Relations for a term ending in 2028.

Aye: Bernard Greene, Paul Warren, David Pearlman, Michael Rubenstein
Absent: John VanScoyoc

There being no further business, the Chair ended the meeting at 7:50 PM.

ATTEST

Select Board Minutes

Tuesday, December 9, 2025 t 8:30 AM
1281 W Roxbury Parkway (Municipal Golf Course)

Present: Select Board Member, Bernard Greene, Select Board Member, John VanScoyoc, Select Board Member, Paul Warren, Select Board Member, David Pearlman, Select Board Member, Michael Rubenstein

1. **Breakfast/Arrival**

2. **(9:00 AM) Open Session**

   2a. Question of entering into Executive Session for the purposes stated in item three (3) and to reconvene in open session.

Chair Greene announced that the Board shall enter into executive session to discuss strategy with respect to litigation because an open meeting may have a detrimental effect on the bargaining or litigating position of the public body, and the chair so declares. The board will reconvene in open session.

On motion, it was,

Voted to enter into executive session.
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

3. **Executive Session - Litigation**

   3a. Executive session, pursuant to G.L. c. 30A, § 21(a)(3) ("Purpose 3"), for the purpose of discussing strategy related to potential litigation surrounding federal conditions of grant acceptance.

4. **Introductions/Miscellaneous (11.19.25 Licensing Hearing)**

John VanScoyoc announced that an email was sent to the Commission for Diversity, Equity, Inclusion, and Community Relations Chair and Director as follows:
Kevin (cc Lloyd) --
I'm not certain what to expect from tomorrow's SB session (as to the prior week's vote on Chi Chi Wu's reappointment).

I've made known to individuals who have reached out to me that I will NOT seek to call last week's vote into question or to reverse it.

+ Primarily, this is because, having read or heard the remarks of David P. And Paul W., as well as others such as Jesse Hefter and Neil Gordon, and those who contacted me by phone or email, I can't defend a reappointment against the wishes of a significant segment of constituents — especially when the board in question is intended, ideally, to foster harmony between diverse groups.

That being said:

- We (SB) owed it to Chi Chi to confer with her prior to the meeting -- perhaps, for example, to give her the option of stepping aside. I regret that my absence got in the way of taking that responsibility or urging that it be done.
- We owe Chi Chi our thanks for her diligence as a member of the CDEICR. She has served well and faithfully many in the community.

Most important, looking ahead:

- I believe we owe the reappointment process a pause , so that we on the Select Board can join with you as well as ODEICR Director Lloyd Gelineau and other stake holders in clearly defining CDEICR's purpose, which (as I see it) should be:

1. Celebrate and uplift all groups.
2. Bridge differences, when they arise, through education and respectful dialog.
3. Promote the benefits of cultural and economic diversity at the neighborhood level and Town workforce level.

Above all, we should want CDEICR service to be attractive to the broadest possible range of Brookline interests and talents — regardless of political or cultural divisions or one's station in life.

I look forward to hearing the thoughts of others (and you) on these matters.

- jv

Miscellaneous

4a. Question of approving the application of a Change of Manager of Record and Change of Owner Interest from David Ferrando to Shannon Baillie for Brookline Dining Group, LLC. d/b/a Hamilton at 1366 Beacon Street.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4b. Question of approving the applications for Manager, Martine Hamblen and Alternate Manager, Samuel Cohen for NETA at 160 Washington Street Brookline, MA.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4c. Question of approving the application of Manager, Kim Larmee and Alternate Manager, Michael Kane for Deezle Cannabis LLC, d/b/a Deezle Cannabis at 1351 Beacon Street.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4d. Question of approving the application of Alternate Manager Abby Anne Adams for Sunset Group LLC d/b/a Sunset Cantina at 916 Commonwealth Ave.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4e. Question of approving the application of Alternate Manager, Rebecca Cunha for DC Associates LLC d/b/a Garrison House at 6 Harvard Square.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4f. Question of approving the application for Lodging House Agent from Elizabeth Solorzano to Toufik Ibegdiden for 241 Kent Street.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4g. Question of approving the application for Change of Lodging House Agent from Adilane Da Silva to Marissa L. Milanovich at 44 Winslow Road Brookline, MA.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4h. Question of approving the application for a Change of Manager Record from Jonathon Hernandez to Andrew Ison for Rein International Massachusetts, Inc d/b/a Gyu-Kaku BBQ Restaurant at 1002 Beacon Street.

Question of approving the application for a Change of Officer/Director/ LLC Manager for Rein International Massachusetts, Inc d/b/a Gyu-Kaku BBQ Restaurant at 1002 Beacon Street.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

4i. Question of approving the application of Alternate Manager Denia Leticia Serrano Paz for Cantina Hospitality, LLC d/b/a Taco Bell at 872 Commonwealth Ave.

Approved
Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

5. **Financial Forecast**

Deputy Town Administrator, Melissa Goff, Assistant Town Administrator for Finance, Charlie Young, and Finance Director, Lincoln Heineman, will appear to present the FY2027 Financial Forecast.

Deputy Town Administrator Melissa Goff, Finance Director Lincoln Heineman, and Assistant Town Administrator for Finance Charlie Young presented the proposed financial plan.

Highlights:

Fiscal Challenges: The town faces a $2.9M deficit and the schools a $13.5M deficit for FY2027, with projections showing a $42M shortfall by 2031.
Cities and towns do not receive the same increase in funds as the State is giving itself.

- **Revenue & Expenditure Trends**:
  - Local receipts projected to grow 4.3% following a 10% increase last year. Free cash allocation of $20.2M across various funds.
  - Levy limit set at $314.1M, excluding debt exclusions for Pierce School and fire station projects.
- **Cost pressures**:
  - Group health costs and pensions are outpacing revenue growth.
  - Healthcare cost split (83/17) may shift to 75/25 to reduce expenses.
  - Personnel costs account for 70% of the budget.
- **Override Considerations**:
  - Proposal includes restoring 6 police officers, boosting fire department staffing, and funding sustainability initiatives.
  - Presentation strategies debated: thematic bundling vs. cafeteria-style.
- **Town–School Budget Coordination**
  - Schools are expected to submit preliminary budget figures by December 18.
  - Budget books to be finalized by early February.
  - FY27 allocations show schools $13M over budget and town $3M over.
  - Staff reductions of 2.9% (20 positions) are considered if the override fails.
- **Revenue & Tax Planning**
  - Development of a property-by-property tax impact calculator, available on the town's website.
  - Overlaying revenue projections with average tax bills.
  - Inflation impact analysis on purchasing power of the annual levy.
  - Evaluation of state revenue sharing increases

Noted: 9:57 David Pearlman stepped out for 5 minutes

The Board discussed the absence of full-time employee numbers (FTE), making it difficult to make assumptions and decisions.
Noted concerns about the Override Ballot timing. Is there enough time for review?

2030 Roadmap

7a. Facilitated discussion on the 2030 Roadmap with Consensus Building Institute's Abby Fullem.

Facilitator, Abby Fullem, reviewed the Brookline 3030 Roadmap.

Introduction and meeting objectives.

Guiding Values and Goals: - a review and refinements made

- Values Document: Reviewed and refined to align with community priorities; follow-up scheduled for March.
- Housing Strategy: Shift toward balancing affordable, middle-income, and luxury housing.
- Legislative Agenda: To be developed in a September workshop and tied to fiscal year goals.

Strategies - discussed strategy prioritization results and potentially.

Operational Improvements

- Cross-department operations assessment to identify efficiencies.
- Modernization of IT infrastructure and centralized grant administration.
- Streamlining warrant article creation and review.
- Updating public bodies handbook for better governance.

Sustainability & Climate Action

- Continued support for CARP implementation.
- Coordination with the Sustainability Natural Resources Department.
- Climate goals to be guided by existing plans and director recommendations.

5-Year Roadmap Development

- Economic development elevated as a major focus with measurable goals.
- Infrastructure goals to be restructured to avoid duplication.
- Emphasis on communication, transparency, and implementation of existing plans like Vision Zero and the Transportation Master Plan.

Facilitator Fullem noted this was not a word-smithing session and went through each item for clarification and input. A summary will be provided.

There being no further business, Chair Greene ended the meeting at 3:05 PM

ATTEST

BROOKLINE
PARKS & OPEN SPACE DIVISION

Milee Pradhan, P+OS
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-879-5652

Memorandum

To: Select Board

From: Milee Pradhan, Director of Parks and Open Space
Erin Chute, Commissioner of Public Works

Date: December 8, 2025

Re: Larz Anderson Park, Cultural Landscape Report

CC: Charles Carey, Town Administrator
Melissa Goff, Deputy Town Administrator

The Town of Brookline Department of Public Works respectfully request that the Select Board Award and Execute Contract PW-26-32 with Kyle Zick Landscape Architecture in the amount of $148, 456.00 for services associated with Cultural Landscape Report for Larz Anderson Park. Kyle Zick Landscape Architecture was selected through a competitive RFQ process and was determined to be the most qualified for preparing the Cultural Landscape Report.

The project scope includes the creation of a Cultural Landscape Report and Plan for Larz Anderson Park. This report and plan will provide a comprehensive site history, conditions assessment, and narrative of the property through research, photographic documentation and plans noting existing site conditions. The report will identify treatment options and recommendations for the historic elements. The report will review and discuss the most appropriate historic period or periods to represent and the most appropriate features to rehabilitate, restore and retain. The research and data collection work will follow the National Park Service (NPS) Secretary of the Interior's Standards for the Treatment of Historic Properties, and the NPS Preservation Brief No. 36 which provides guidelines for the treatment, protection and management of historic landscapes.

The work shall be accomplished in coordination with a community engagement process with multiple stakeholders managed by the Park and Recreation Commission and Town Staff. A Working Group, in collaboration with the public, staff, and consultant team, will make a recommendation regarding the final proposed report. The report will be reviewed and approved by the full Brookline Park and Recreation Commission and the Preservation Commission.

Funding for the Cultural Landscape Report will be split between the CPA funding and CIP funding for Larz, both approved by Town Meeting and available for the project. Initially, the project was to be fully funded by the Community Preservation Act Grant received in FY25. However, the actual cost for the report exceeded the initial estimates. With several CIP and CPA projects on the horizon for the park including the design documents for the ice skating rink and surrounding historic elements, and restoration of amenities within the park, the Cultural Landscape Report will be instrumental in guiding the design and implementation of future projects.

Public Works recommends that this contract be awarded to Kyle Zick Landscape Architects of Boston, MA in the amount of $148, 456.00.

Exhibits
The following Exhibits are incorporated in and made a part of this Agreement:
"A" Scope of Services and Fee Proposal

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year first above written.

APPROVAL OF OWNER

SELECTBOARD
Date: _____

_____

_____

_____

_____

_____

APPROVAL OF EXHIBITS

COMMISSIONER OF PUBLIC WORKS
Date: 12/08/2025

Erin Chute
Erin E. Chute

CERTIFICATION OF AVAILABLE FUNDS
Certification is herewith given that, in accordance with Mass Gen Laws ch. 44 paragraph 31 C, that an appropriation in the amount of the Contract Sum has been made and is available for compensation to the PROFESSIONAL TECHNICAL CONSULTANT for the work described by the terms of this AGREEMENT.

By: _____ Date: 12/9/25
OWNER Comptroller

By: _____ Date: _____
OWNER Director of Purchasing

APPROVED AS TO FORM:

By: _____ Date: _____
OWNER Counsel

OWNER'S Massachusetts Sales and Use Tax Certificate Exemption Number #046-001-102

Town Of Brookline

Contract Coding Approval Form

Department: Public Works/Parks and Open Space Division

Vendor Name: Kyle Zick Landscape Architecture, Inc.

Vendor Number: _____ **Amount of Contract: $148,456.00**

Contract #: PW-26-32

Purpose of Contact:

Description: **Consultant services to assist the Town with the development of a Cultural Landscape Report for Larz Anderson Park.**

Coding:

Org #	Org Name *	Acct #	Acct Name	Amount
CP008-1760SA01	Community Preservation Fund	524010		$99,808.31
DPW CIP 4914K070		6P0031		$48,647.69

* For "WS" or "C" accounts, please call it "CIP", preceded by your Dept (e.g., 4998WS08 would be "DPW CIP").

Department Head: _____ Date 12/08/25

Comptroller and Purchasing Approvals

Funds Available/Codes Correct _____ Comptroller — 12/9/25 Date Approved by Comptroller

Complies with Appropriate Procurement Law (MGL ch 149, ch 30 30 30M, or ch 30B) _____ Purchasing — _____ Date Approved by Purchasing

Exhibits
The following Exhibits are incorporated in and made a part of this Agreement:
"A" Scope of Services and Fee Proposal

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year first above written.

APPROVAL OF OWNER

SELECTBOARD
Date: _____

_____

_____

_____

_____

_____

APPROVAL OF EXHIBITS

COMMISSIONER OF PUBLIC WORKS
Date: 12/08/2025

Erin Chute
Erin E. Chute

CERTIFICATION OF AVAILABLE FUNDS
Certification is herewith given that, in accordance with Mass Gen Laws ch. 44 paragraph 31 C, that an appropriation in the amount of the Contract Sum has been made and is available for compensation to the PROFESSIONAL TECHNICAL CONSULTANT for the work described by the terms of this AGREEMENT.

By: _____ Date: 12/9/25
OWNER Comptroller

By: _____ Date: 12/10/25
OWNER Director of Purchasing

APPROVED AS TO FORM:

By: _____ Date: 12/10/25
OWNER Counsel

OWNER'S Massachusetts Sales and Use Tax Certificate Exemption Number #046-001-102

kzla

4 December 2025

Ms. Jessie Waisnor, PLA
Town of Brookline
Parks & Open Space Division of DPW
333 Washington Street, 4th Floor
Brookline, MA 02445

Re: Revised proposal for the Cultural Landscape Report for Larz Anderson Park, Brookline, MA

Dear Jessie:

We at **Kyle Zick Landscape Architecture, Inc. (KZLA)** are excited to be selected to work with the Town to prepare the Cultural Landscape Report for Larz Anderson Park.

Based on our discussion of today, December 4, we have revised our proposal of services and associated fee. We have outlined the scope below:

Task 1: Project Kick-off & Baseline Data Gathering

Task 1.1: Kick-off Meeting

KZLA will request a kick-off meeting with the Town of Brookline team to start the project. We will use this meeting to discuss the approach, schedule, communication, goals, objectives, etc. Defining the Town's goals and vision will be essential to the project's success.

At the kick-off meeting, we would also like to review the resources available from the Town listed in the RFP, and review the resources available at the Public Library, as well as the Larz Anderson Auto Museum. At this meeting we would also like to review the project schedule so that we can be sure to meet the Town's key deadlines.

After the kick-off meeting, we will dig right in. Uncovering a landscape's development over time through document research is an exciting process for us. The initial phase of work will include reviewing known resources and documents in our collections and using online resources such as local historical societies and archived town histories.

Task 1.2: Baseline Data Gathering

As part of this task, we will review all documents available. The historic resources will provide research necessary for writing the Site History.

We will also undertake the Existing Conditions Inventory & Condition Assessment for the 2025 Larz Anderson Park. We will conduct an in-depth site visit where we will map existing conditions and site observations. We will also use the fieldwork to confirm the presence of historical landscape features or note missing features. To do this, we will use GPS-based GIS

Kyle Zick Landscape Architecture, Inc.

4228 Washington Street, Boston, MA 02131
t: (617) 451-1018 e: kzick@kylezick.com www.kylezick.com

technology to map relevant landscape features. We will add our gathered site information to the GIS data provided by the Town of Brookline (https://maps.brooklinema.gov/) and sourced from Internet resources. We will combine USGS topographic information (as available on-line from sites such as MassMapper.com, PeopleGIS, and Massachusetts Interactive Property Map), our own inventory, and other sources resulting in a comprehensive base plan.

Per the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, we typically document the following:

- Setting and site boundaries
- Natural resources
- Spatial organization and land use
- Views and vistas
- Vegetation and open space: specimen trees, invasive plants, garden collections, etc.
- Circulation: vehicular and pedestrian
- Structures in the landscapes
- Topography and drainage
- Small-scale features (stone walls, site amenities, and fencing)
- Sensitive archaeological features
- Utilities

Depending on the level of detail visible in the landscape, we typically find it useful to break out select features onto character maps, such as vegetation or cultural features.

Meetings:

- Kick-off meeting, in person

Deliverables:

- Summary memorandum listing bibliographic resources, and identification of unavailable resources/information needs.
- Draft timeline of landscape development
- GIS-based base plan
- Existing conditions mapping

Task 2: Preliminary Report

This task will include the preparation of the preliminary Cultural Landscape Report, including developing the draft timeline of landscape development into a written narrative with period plans, as research allows. A narrative documenting existing conditions will also be drafted. Both sections will be supported by maps and photographs.

Task 2.1: Site History Research & Documentation

We will prepare a draft historical narrative of Larz Anderson Park's evolution from Native American land use, the earliest European settlement through development through 2026, including management history of the park and the relevant contextual history of the region. This will also include a record of treatment as a part of landscape development. We will submit a draft Site History narrative for review and comment by project stakeholders. This

will be in the form of a narrative supported by plans, photographs, and diagrams as appropriate.

Task 2.2: Existing Conditions Documentation

Next, we will document the existing conditions of the 2026 landscape, followed by a review and comment period by the project stakeholders. This will also be in the form of a narrative supported by plans, photographs, and diagrams as appropriate.

Task 2.3: Preservation Analysis & Evaluation

After reviewing all the historical resources and preparing the draft history of landscape development and existing conditions in Tasks 2 and 3, we will take the next steps in historical documentation, which will include:

- Describing the statement of significance
- Determining period(s) of significance
- Identifying character-defining features and identifying missing historic features
- Assessing the historical integrity of the character-defining features

This report section will be primarily text-based, with maps, tables, and photographs supporting as appropriate. Based on work we have recently completed with the National Park Service, we typically create a spreadsheet of landscape features. The features are then categorized as contributing, non-contributing, or missing relative to the period(s) of significance. Additional information regarding the original location and/or changes to the features is provided. The table also includes a description of the feature, its location in the landscape, its 2026 condition, and its historical integrity.

Task 2.4: Community Engagement

The community engagement part of the project will take place as part of this task. For a project like this Cultural Landscape Report that includes treatment recommendations, we propose reaching out to the community at three key points in the process:

1. After we completed our initial historical research. At this point we can present our findings to the community and ask for their input on if there is history that we have missed or events that have taken place on the site. Meeting at this time also allows us to relay to the community to significance of the site's history, and why it is important to protect specific site features.

2. We propose holding our second meeting after we have completed the Existing Conditions Inventory & Assessment. This allows us to share with the community features that are in poor condition, elements that do not meet required codes, or other concerns. Meeting with the community at this time gives us the opportunity to get their feedback on what are the priority projects from their perspective.

3. Finally, we will present the draft report and its findings in final presentation to the Parks and Recreation Commission and Preservation Commission. As this will be a public meeting, community input will be encouraged.

kzla

Task 2.5: Treatment Plan

After the community engagement phase of the project is completed, we will prepare treatment recommendations for Larz Anderson Park. In our practice, the recommendations build off of the Preservation Analysis & Evaluation. We start with determining appropriate preservation treatment methodology: preservation, restoration, rehabilitation, and reconstruction—as defined by the *Standards for the Treatment of Historic Properties and the Guidelines for the Treatment of Cultural Landscapes.*

Typically, recommendations are defined as either preservation treatment recommendations or design recommendations. The preservation treatment recommendations will be related to rehabilitating the historic landscape based on the current understanding of character-defining features that were present during the period of significance. Our preservation recommendations build off the table of landscape features prepared in Task 2.3 Preservation Analysis & Evaluation and provide treatment method for each feature. Design recommendations refer to proposed changes that are not intended to restore the landscape to its historic period of significance. Instead, they address modern needs such as parking, visitor access, universal accessibility, fundraising activities, events, and safety or security. These recommendations are guided more by the landscape's current goals and uses than by preservation philosophy.

Treatment recommendations requiring more detailed discussion are described in narrative text with graphics as necessary. A plan identifying the treatment recommendations will be prepared. This plan will be similar to those examples we include in our comparable project work later in this proposal.

The Treatment Plan will include a spreadsheet of the landscape features with preservation treatment recommending for each, descriptive text, and plans, photographs, and/or diagrams that help illustrate the recommendations. A landscape plan identifying locations and graphically representing the recommendations will also be prepared.

Task 2.6: Treatment Plan Cost Estimates

Additional deliverables included under this final task include identifying the priority projects of the treatment plan, and preparing cost estimate for the projects. We have separated the treatment priority projects and cost estimates into a separate sub-task so that we have time to review the treatment recommendations with the Town's stakeholders, sort the priorities, and then prepare the necessary cost estimates.

Meetings:

- A minimum of four meetings with Town staff.

Deliverables:

- Preliminary report based upon the above Task 1 work which shall include a written narrative with supporting maps, plans, photos, spreadsheets and graphics.
- We have included four submissions during this phase for each sub-task of the report preparation (2.1, 2.2, 2.3 & 2.7); each with its own review and comment period.
- For each community engagement session, we will prepare presentation graphics to be reviewed by the Town's project management team ahead of the meeting.

kzla

- One treatment plan review meeting to define priority projects

Task 3: Final Report

Under this Task, the KZLA team will prepare all the final deliverables, including the final ADA-compatible Cultural Landscape Report, the treatment plan priority projects list and cost estimates, updated National Register Nomination Form, updated state inventory forms.

Task 3.1: Final Cultural Landscape Report

Task 3 will include the preparation of the final Cultural Landscape Report. All comments and revisions required by the Town's project management team will be completed. Additionally, we will prepare the final formatting of the report, as well as the front matter; that is: the front cover, table of contents, list of figures, acknowledgments, introduction, etc., and back matters, including bibliography, appendices, and back cover. This includes making the final print-ready report document ADA-compliant.

Meetings:

- We anticipate two submissions of the report under this Task, each with their own review meeting.

Deliverables:

- Two submissions at 95% final for final review and the final report submission. The final report will be in editable digital files, as well as in an electronic format that is ADA-accessible and printer-ready.

Notes:

The following tasks have been eliminated from the project scope:

- Historic Resources Assessment Update
- Reconnaissance-Level Archaeological Survey
- Update/Expand the National Register of Historic Places Nomination Form
- State Inventory Form Update/Completion

The proposed fee for the above-mentioned scope is **$148,456**, including expenses**.** We have included the Town's Price Proposal form updated with this fee, attached.

If you have any questions or comments on this proposal, please feel to contact me. Thank you very much.

Sincerely,

Danielle D. Desilets, RLA
Associate Principal

Kyle S. Zick, ASLA
Principal

TOWN OF BROOKLINE, MASSACHUSETTS - PARKS & OPEN SPACE DIVISION
333 WASHINGTON STREET, BROOKLINE, MA 02445

REQUEST FOR PROPOSAL (RFP)
for
CULTURAL AND HISTORIC LANDSCAPE STUDY
CONSULTANT SERVICES
at
LARZ ANDERSON PARK

PRICE PROPOSAL

Company's Name: Kyle Zick Landscape Architecture, Inc.
Name of Individual or Company Making Proposal

The prices quoted and totaled below include the cost of all labor, materials, insurance, and all other necessary expenses to fulfill the conditions of the contract. All travel costs to be incurred by the contractor shall be paid by the contractor.

The following detailed price proposal is based on the Scope of Services. Consultants are encouraged, where appropriate, to propose creative, innovative, and cost-effective approaches to the Scope of Services. The Technical Proposal and Price Proposal may reflect modifications or alternative approaches to the general Scope of Services.

Task 1: Project Kick-off and Familiarization	**$41,810**	
Task 2: Report Draft, Revisions & Community Process	**$92,276**	
Task 3: Final Report	**$14,370**	
TOTAL PRICE	**$148,456**	

The Town of Brookline reserves the right to choose any or all of the phases or tasks to be resulting from this RFP. **Consultants MUST provide pricing on all phases and tasks**. Some of the phases and tasks may not be awarded and deleted phases and tasks may be assumed by the Town.

Five (5) copies (one original and four copies) of each complete Price Proposal or a PDF shall be submitted.

Larz Anderson Park CLR & Treatment Plan
Town of Brookline

4-Dec-25					**Sub-consultants:**	
	KZ	DDD	Project LA			**Fennessy**
	$220	$190	$155			**Consulting**
Task 1: Project Kick-off & Data Gathering						
Task 1.1: Kick-off Meeting						
Kick-off meeting in Brookline	4	6	6			
Meeting minutes	0	2	0			
Review existing documentation	0	16	12			
	4	24	18	**46**		
	$880	$4,560	$2,790	**$8,230**		0
Task 1.2: Baseline Data Gathering						
Historic Research	2	80	8			
Summary memorandum	0	2	0			
Draft timeline of development	0	4	0			
Existing Conditions Inventory	2	18	32			
Base plan	0	0	4			
Existing Conditions mapping	2	4	24			
	6	108	68	**182**		
	$1,320	$20,520	$10,540	**$32,380**		0
Task 1: Project Kick-off & Data Gathering						
	10	132	86	**228**		
	$2,200	$25,080	$13,330	$40,610	$0.00	$0.00
Task 1. Expenses				$1,200		
				$41,810	**$0.00**	
Task 1. Total					**$41,810.00**	
Task 2: Preliminary Report						
Task 2.1: Site History Research & Documentation						
Narrative history	8	80	0			
Formatting of report with graphics	0	12	4			
Period plans	0	4	16			
Review meeting	2	2	2			
	10	98	22	**130**		
	$2,200	$18,620	$3,410	**$24,230**	0	0
Task 2.2: Existing Conditions Documentation						
Narrative conditions	4	8	40			
Formatting of report with graphics	0	2	12			
Review meeting	2	2	2			
	6	12	54	**72**		
	$1,320	$2,280	$8,370	**$11,970**	0	0
Task 2.4: Preservation Analysis & Evaluation						
Narrative text analysis	4	28	0			
Landscape features spreadsheet	0	12	0			
Formatting of report with graphics	0	6	0			
Review meeting	2	2	2			
	6	48	2	**56**		
	$1,320	$9,120	$310	**$10,750**	0	0

Task 2.5: Community Engagement						
Prep for meeting 1	1	8	8			
Community engagement session 1	4	4	4			
Summary of community feedback	1	2	2			
Prep for meeting 2	1	8	8			
Community engagement session 2	4	4	4			
Summary of community feedback	1	2	2			
Prep for presentation to Town Boards	1	8	8			
Presentation to Town Boards	4	4	4			
Summary of community feedback	1	2	2			
	18	42	42	**102**		
	$3,960	$7,980	$6,510	**$18,450**	0	0
Task 2.6: Treatment Plan						
Define preservation treatment recommendation	1	24	8			
Define design treatment recommendations	1	24	8			
Treatment spreadsheet	1	4	0			
Diagrams & graphics for recommendations	1	8	16			
Treatment plan	1	2	8			
	5	62	40	**107**		
	$1,100	$11,780	$6,200	**$19,080**	0	0
Task 2.7: Treatment Plan Cost Estimates						
Priority projects	2	8	0			
Coordinate with subconsultant	1	4	0			
	3	12	0	**15**		
	$660	$2,280	$0	**$2,940**	0	$3,960.00
Task 2: Preliminary Report						
	48	274	160	**482**		
	$10,560	$52,060	$24,800	**$87,420**	$0.00	$3,960.00
Task 2. Expenses				$500		
				$87,920	$0.00	**$4,356.00**
Task 2. Total					**$92,276.00**	
Task 3: Final Report						
Task 3.1: Final Cultural Landscape Report						
Front & back matter, etc.	2	20	0			
Review meeting	2	2	2			
Final report formatting	1	8	8			
ADA-compliant report formatting	0	16	16			
	5	46	26	**77**		
	$1,100	$8,740	$4,030	**$13,870**		0
Task 3: Final Report						
	5	46	26	**77**		
	$1,100	$8,740	$4,030	$13,870		$0.00
Task 3. Expenses				**$500**		
				$14,370	$0.00	$0.00
Task 3. Total					**$14,370.00**	
Project total					**$148,456.00**	

BROOKLINE
ENGINEERING & TRANSPORTATION DIVISION

Dan Murphy, E&T
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2138

Memorandum

To: Select Board

From: Dan Murphy

Date: December 3, 2025

Re: Sewer System Repairs PW/23-23, Extra Work Order 1-3

CC: Erin Chute, Jay Hersey

Attached for your review and approval are Extra Work Orders No. 1-No.3 for work performed by C. Naughton Corp under Contract No. PW/23-23, Sewer System Repairs, original contract value $593,750.00.

The additional work and associated costs result from the Town's request to perform additional repairs on sanitary sewers and storm drains.

This Extra Work Orders also includes the following items:

- Change order #1 Includes a 24" storm drain repair on Cary Road, a 18" storm drain Repair on Holly Lane, An emergency 15" storm drain repair on Grove Street that caused a sink hole, and the repair of a leaking water service found doing sewer work on Thayer Street. Total cost CO #1, $51,126.83
- Change order #2 Involved the correction an illicit sewer connection to the Town 24" x 36" storm drain at 1343 Beacon Street. The contractor redirected the sewer service to sanitary sewer. Total Cost CO #2 $40,081.07
- Change order #3 Involved an emergency sanitary sewer repair on Boylston Street. This repair was required before lining the sanitary sewer. Total cost for CO #3 $24,981.19

The total value of Extra Work Orders No. 1 -No. 3 is $116,189.09, as detailed in the attached form. Because some items were not used in the contract, we are only requesting an additional $63,145.57 to close this contract.

We respectfully request your approval to proceed with payment for this completed work.

Town Of Brookline

Contract Amendment Approval Form

Department: Public Works/Engineering Division **Prepared by: Marc Besio**

Contract # and Name: PW/23-23 "Sewer System Repairs"

Vendor # and Name: C. Naughton Corp.

Amendment #1

Purchase Order #: 24100247

Amount of Amendment: $63,145.57

Purpose of Amendment:

Payment for change orders (1-3), additional sewer and storm drain repairs including two emergency sewer repairs (Beacon St, Boylston St) and emergency drain repair (Grove Street)

Coding:

Org #	Org Name *	Acct #	Acct Name	Amount
4997C224	DPWCIP	6C0045	Storm Drain Improvements	$13,584.97
4997C226	DPWCIP	6C0005	Sanitary Sewer Rehab	$49,560.60

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

Department Head: _____ Date 12/3/25

Comptroller Approval of Coding and Funds Availability

Funds Available/Codes Correct _____ 12/3/25
Comptroller Date Approved by Comptroller

Complies with Appropriate Procurement Law (MGL ch 149, ch 30 30 30M, or ch 30B) _____ 12/3/25
Purchasing Date Approved by Purchasing

Town Of Brookline, Massachusetts DPW Engineering Division

Extra Work Order

Number 1

I, Philip P. Costello, duly authorized representative of

C. Naughton Corp.,Contractor, agree to perform all

labor and supply such materials as may be necessary to repair Town sanitary sewers and storm drains.

I further agree that the amount or amounts paid to

C. Naughton Corp.,Contractor, for performing the

above specified work shall be as follows:

CO #3 Emergency sanitary sewer repair near 910 Boylston Street , $24,981.19

CO #2 Emergency illicit(to drain) sanitary sewer connection repair 1343 Beacon Street, $40,081.07

C0 #1 Emergency storm drain repair Grove Street, Cary rd, Holly Lane, Thayer $51,683.30

We are requesting only $63,145.57 in extra costs as some items in contract were not used.

The work to be done is in connection with the contract between

C. Naughton Corp., Contractor, and the Town of

Brookline, Massachusetts, PW/23-23 Sewer sytem repairs

dated Dec 19, 2023

C. Naughton Corp.
Contractor

Approved:

12-03-2025
Date

By Phil Costello
Authorized Representative

Approved:

Commissioner of Public Works

Town Administrator

Z:\Contract Specs\ewo.pdf

C.O. #1

23-27 Town of Brookline Sewer & Drain Repairs				
C. Naughton Corp				
Extra Work Order #	Date			Amount
1	2/8/2024		24" Drain Line Repair on cary Rd	$6,117.88
2	2/9/2024		24" Drain Line Repair on cary Rd	$9,664.83
3	3/4/2024		Thayer St - Leaking Water Service	$8,891.64
4	3/20/2024		Install 18" PVC Drain on Holly Lane	$13,423.98
5	4/10/2024		Emergency 15" Drain line repair @ 219 Grove St	$13,584.97
			TOTAL	$51,683.30

C. Naughton Corp
663 Elm Street
Bridgewater, MA 02324

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 01

Incident Date 2/8/24

Job # 23-27

Project Manager Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs
Cary Rd

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Dennis's Crew					
	Crew repaired 18' of 24" PVC Drain on Cary Rd					
	Event Date: 2/8/2024					
Labor						
2	Operator	HRS	3	86.43	518.58	
1	Foreman	HRS	3	86.43	259.29	
2	Laborer	HRS	3	72.30	433.80	
						1,211.67
	Labor Burden			49.10%		594.93
Equipment						
1	Tool Truck	HRS	3	35.00	105.00	
0	Case 225 Excavator	HRS	3	150.00	0.00	
1	Case CX 80 Excavator	HRS	3	90.00	270.00	
0	Case CX50(MiniEx)	HRS	3	70.00	0.00	
0	Case 721 Loader	HRS	3	90.00	0.00	
1	185 CFM Compressor	HRS	3	25.00	75.00	
1	Triaxle Dump Truck	HRS	3	100.00	300.00	
0		HRS	0	0.00	0.00	
	Equipment Total					750.00
Material						
	24" PVC Pipe	LF	18	124.96	2,249.28	
	24" x 24" Flex Cplg	EA	2	167.70	335.40	
	Crushed Stone	TON	4	25.00	100.00	
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						2,684.68
	Sub Total					5,241.28
	OverHead and Profit			15.00%		786.19
					Sub Total	**6,027.47**
	Performance and Pymnt Bond				1.50%	90.41
Signature: Phil Costello, Project Manager					**TOTAL**	**6,117.88**

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 02

Incident Date 2/9/24

Job # 23-27

Project Manager Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs
Cary Rd

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Dennis' Crew					
	Crew exposed 20" sewer appx 2' off mark not shown this way on plans. 7-12:30Pm sewer repair					
	Event Date: 2/9/2024					
Labor						
2	Operator	HRS	7	86.43	1,210.02	
1	Foreman	HRS	7	86.43	605.01	
2	Laborer	HRS	7	72.30	1,012.20	
						2,827.23
	Labor Burden			49.10%		1,388.17
Equipment						
1	Tool Truck	HRS	7	35.00	245.00	
0	Case 225 Excavator	HRS	7	150.00	0.00	
1	Case CX 80 Excavator	HRS	7	90.00	630.00	
0	Case CX50(MiniEx)	HRS	7	70.00	0.00	
0	Case 721 Loader	HRS	7	90.00	0.00	
1	185 CFM Compressor	HRS	7	25.00	175.00	
2	Triaxle Dump Truck	HRS	7	100.00	1,400.00	
0		HRS	0	0.00	0.00	
	Equipment Total					2,450.00
Material						
	24" PVC Pipe	LF	10	124.96	1,249.60	
	Crushed Stone	TON	2	25.00	50.00	
	Hot Mix Asphalt	TON	3.5	90.00	315.00	
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						1,614.60
	Sub Total					8,280.00
	OverHead and Profit			15.00%		1,242.00
					Sub Total	**9,522.00**
	Performance and Pymnt Bond				1.50%	142.83
Signature: Phil Costello, Project Manager					**TOTAL**	**9,664.83**

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 03

Incident Date 3/4/24

Job # 23-27

Project Manager Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Dennis' Crew Thayer St - Found Leaking Water Service. Crew had to stand down to alllow Brookline Water Dept to Repair Leaking Water Service.					
	Event Date: 3/4/2024					
Labor						
2	Operator	HRS	8	86.43	1,382.88	
1	Foreman	HRS	8	86.43	691.44	
2	Laborer	HRS	8	72.30	1,156.80	
						3,231.12
	Labor Burden			49.10%		1,586.48
Equipment						
1	Tool Truck	HRS	8	35.00	280.00	
0	Case 225 Excavator	HRS	8	150.00	0.00	
1	Case CX 80 Excavator	HRS	8	90.00	720.00	
0	Case CX50(MiniEx)	HRS	8	70.00	0.00	
0	Case 721 Loader	HRS	8	90.00	0.00	
1	185 CFM Compressor	HRS	8	25.00	200.00	
2	Triaxle Dump Truck	HRS	8	100.00	1,600.00	
0		HRS	8	0.00	0.00	
	Equipment Total					2,800.00
Material						
		LF	0	0.00	0.00	
		TON	0	0.00	0.00	
		TON	0	0.00	0.00	
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						0.00
	Sub Total					7,617.60
	OverHead and Profit			15.00%		1,142.64
					Sub Total	**8,760.24**
	Performance and Pymnt Bond				1.50%	131.40
Signature: Phil Costello, Project Manager					**TOTAL**	**8,891.64**

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 04

Incident Date 3/20/24

Job # 23-27

Project Manager Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs
Cary Rd

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Dennis` Crew					
	Crew Installed 80 LF of 18" PVC					
	Drain on Holly Lane					
	Event Date: 3/20/2024					
Labor						
2	Operator	HRS	6	86.43	1,037.16	
1	Foreman	HRS	6	86.43	518.58	
2	Laborer	HRS	6	72.30	867.60	
						2,423.34
	Labor Burden			49.10%		1,189.86
Equipment						
1	Tool Truck	HRS	6	35.00	210.00	
0	Case 225 Excavator	HRS	6	150.00	0.00	
1	Case CX 80 Excavator	HRS	6	90.00	540.00	
0	Case CX50(MiniEx)	HRS	6	70.00	0.00	
0	Case 721 Loader	HRS	6	90.00	0.00	
1	185 CFM Compressor	HRS	6	25.00	150.00	
2	Triaxle Dump Truck	HRS	6	100.00	1,200.00	
0		HRS	0	0.00	0.00	
	Equipment Total					2,100.00
Material						
	18" PVC	LF	80	53.20	4,256.00	
	18" Flex Cplg	EA	2	165.66	331.32	
	Crushed Stone	TON	12	25.00	300.00	
	Hot Mix Asphalt	TON	10	90.00	900.00	
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						5,787.32
	Sub Total					11,500.52
	OverHead and Profit			15.00%		1,725.08
					Sub Total	**13,225.60**
	Performance and Pymnt Bond				1.50%	198.38
Signature: Phil Costello, Project Manager					**TOTAL**	**13,423.98**

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 05

Incident Date 4/11/24

Job # 23-27

Project Manage Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Matt`s Crew					
	Emerg 15" Drain line repair @ 219 Grove St					
	Event Date: 4/11/2024					
Labor						
2	Operator	HRS	10	86.43	1,728.60	
1	Foreman	HRS	10	86.43	864.30	
2	Laborer	HRS	10	72.30	1,446.00	
						4,038.90
	Labor Burden			49.10%		1,983.10
Equipment						
1	Tool Truck	HRS	10	40.00	400.00	
0	Case 225 Excavator	HRS	0	150.00	0.00	
1	Case CX 80 Excavator	HRS	10	90.00	900.00	
0	Case CX50(MiniEx)	HRS	0	70.00	0.00	
1	Case 721 Loader	HRS	10	90.00	900.00	
1	185 CFM Compressor	HRS	10	25.00	250.00	
2	Triaxle Dump Truck	HRS	10	100.00	2,000.00	
0		HRS	0	0.00	0.00	
	Equipment Total					4,450.00
Material	15" PVC Pipe	LF	14	37.80		529.20
	15" Fernco	EA	1	74.80		74.80
	Mortar	EA	2	8.72		17.44
	Hydraulic Cement	EA	1	20.00		20.00
	Asphalt	Ton	5	90.00		450.00
	Crushed Stone	Ton	3	25.00		75.00
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						0.00
	Sub Total					11,638.44
	OverHead and Profit			15.00%		1,745.77
					Sub Total	13,384.21
	Performance and Pymnt Bond				1.50%	200.76
Signature: Phil Costello, Project Manager					TOTAL	13,584.97

C.O. #2

23-27 Town of Brookline Sewer & Drain Repairs			
C. Naughton Corp			
Extra Work Order #	Date		Amount
6	5/9/2025	Emerg Sewer Repair at 1343 Beacon Street Brookline	$17,551.09
7	5/10/2025	Emerg Sewer Repair at 1343 Beacon Street Brookline	$22,529.98
		TOTAL	$40,081.07

C. Naughton Corp
663 Elm Street
Bridgewater, MA 02324

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. **06**

Incident Date **5/9/25**

Job # 23-27

JOB NAME/LOCATION
Brookline Sewer System Repairs

Project Manage Phil Costello

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Dennis Crew					
	Emerg Sewer Repair at 1343 Beacon Street Brookline					
	Event Date: 5/9/2025					
Labor						
2	Operator	HRS	11	89.18	1,961.96	
1	Foreman	HRS	11	89.18	980.98	
2	Laborer	HRS	11	75.25	1,655.50	
						4,598.44
	Labor Burden			49.10%		2,257.83
Equipment						
1	Tool Truck	HRS	11	50.00	550.00	
1	Case 145 Excavator	HRS	11	200.00	2,200.00	
0	Case CX 80 Excavator	HRS	11	90.00	0.00	
0	Case CX50(MiniEx)	HRS	11	70.00	0.00	
0	Case 721 Loader	HRS	11	90.00	0.00	
1	185 CFM Compressor	HRS	11	30.00	330.00	
2	Triaxle Dump Truck	HRS	11	100.00	2,200.00	
1	Vac Truck	HRS	11	200.00	2,200.00	
	Equipment Total					7,480.00
Material						0.00
						0.00
						0.00
						0.00
						0.00
					0.00	
SUB:	East Coast CCTV Sewer Camera		1	700.00	700.00	
					0.00	
					0.00	
						700.00
	Sub Total					15,036.27
	OverHead and Profit			15.00%		2,255.44
					Sub Total	**17,291.72**
	Performance and Pymnt Bond				1.50%	259.38
Signature: Phil Costello, Project Manager					**TOTAL**	**17,551.09**

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 07

Incident Date 5/10/25

Job # 23-27

JOB NAME/LOCATION
Brookline Sewer System Repairs

Project Manage Phil Costello

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Juan`s Crew					
	Emerg Sewer Repair at 1343 Beacon St Brookline, 16' Deep					
	Event Date: 5/10/2025					
Labor						
2	Operator	HRS	10	133.77	2,675.40	
1	Foreman	HRS	10	133.77	1,337.70	
3	Laborer	HRS	10	112.86	3,385.80	
						7,398.90
	Labor Burden			49.10%		3,632.86
Equipment						
1	Tool Truck	HRS	10	50.00	500.00	
1	Case 145 Excavator	HRS	10	200.00	2,000.00	
0	Case CX 80 Excavator	HRS	0	90.00	0.00	
0	Case CX50(MiniEx)	HRS	0	70.00	0.00	
0	Case 721 Loader	HRS	0	90.00	0.00	
1	185 CFM Compressor	HRS	10	30.00	300.00	
2	Triaxle Dump Truck	HRS	10	100.00	2,000.00	
1	Vac Truck	HRS	10	200.00	2,000.00	
	Equipment Total					6,800.00
Material	6" Pvc Sewer Pipe & Fittings	LS	1	500.00		500.00
	3/4" Cr Stone	TON	5	30.00		150.00
	Gravel	CY	24	20.00		480.00
	Hot Mix Asphalt	TON	4	85.00		340.00
					0.00	
SUB:					0.00	
					0.00	
					0.00	
						0.00
	Sub Total					19,301.76
	OverHead and Profit			15.00%		2,895.26
					Sub Total	**22,197.02**
	Performance and Pymnt Bond				1.50%	332.96
Signature: Phil Costello, Project Manager					**TOTAL**	**22,529.98**

C.O. #3

C. NAUGHTON CORP.

633 ELM STRET

BRIDGEWATER, MASSACHUSETTS
02324
Phone 508 807 1241 - Fax 508 807 0949

EXTRA WORK ORDER REQUEST

TO: Town of Brookline

Extra Work Order Request No. 08

Incident Date 7/11/25

Job # 23-27

Project Manage Phil Costello

JOB NAME/LOCATION
Brookline Sewer System Repairs

QUANTITY	DESCRIPTION	UOM	QUANTITY/HR	RATE	AMOUNT	TOTALS
	Higors Crew					
	Emerg Sewer Repair RT 9					
	Reservoir Rd - Night Work					
	910 BOYLSTON ST (RT 9)					
	Event Date: 7/11/2025					
Labor						
2	Operator	HRS	12	139.85	3,356.40	
1	Foreman	HRS	12	139.85	1,678.20	
3	Laborer	HRS	12	119.33	4,295.88	
						9,330.48
	Labor Burden			49.10%		4,581.27
Equipment						
1	Tool Truck	HRS	12	50.00	600.00	
1	Case 145 Excavator	HRS	12	200.00	2,400.00	
0	Case CX 80 Excavator	HRS	0	90.00	0.00	
0	Case CX50(MiniEx)	HRS	0	70.00	0.00	
0	Case 721 Loader	HRS	0	90.00	0.00	
1	185 CFM Compressor	HRS	12	30.00	360.00	
2	Triaxle Dump Truck	HRS	12	100.00	2,400.00	
1	Vac Truck	HRS	0	200.00	0.00	
	Equipment Total					5,760.00
Material	8" Pvc Sewer Pipe & Fittings	LS	1	500.00		500.00
	3/4" Cr Stone	TON	5	30.00		150.00
	Gravel	CY	20	20.00		400.00
	Hot Mix Asphalt	TON	8	85.00		680.00
SUB:					0.00	
					0.00	
					0.00	
					0.00	
						0.00
	Sub Total					21,401.75
	OverHead and Profit			15.00%		3,210.26
					Sub Total	24,612.01
	Performance and Pymnt Bond				1.50%	369.18
Signature: Phil Costello, Project Manager					TOTAL	24,981.19

BROOKLINE
ENGINEERING & TRANSPORTATION DIVISION

Dan Murphy, E&T
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2138

Memorandum

To: Select Board

From: Erin Chute, Commissioner of Public Works

Date: December 9, 2025

Re: Award and Execute contract PW/26-07 Sewer System Rehabilitation

CC: Chas Carey, Town Administrator
Jay Hersey, P.E., Director of Water & Sewer
Dan Murphy, P.E., Director of Engineering & Transportation

Recommended for award and execution, and prepared for your signatures, please find attached contract **PW/26-07 "Sewer System Rehabilitation"** with Insituform Technologies, LLC, 580 Goddard Ave, Chesterfield, MO 63005 in the amount of $993,890.20

On October 30th, 2025 proposals for contract PW/26-07 "Sewer System Rehabilitation", were publicly opened and read aloud. Three bids were received and are summarized below in ascending order of the estimated total contract bid:

1. Insituform Technologies, LLC $993,890.20
2. National Water Main Cleaning Company $997,740.20
3. Kenyon Pipeline Inspection, LLC $1,180,320.00

The work specified in this contract involves the installation of cured-in-place liners for sewer pipe sizes ranging from 6" to 18" along with heavy cleaning and TV inspection of sewer mains. This project is part of the long-term plan to line all the sewer mains in Town. Lining improves the structural integrity of the pipe and reduces infiltration of groundwater into the sanitary sewer system. Reducing infiltration saves the Town money because it decreases the amount of flow sent to the wastewater treatment plant. This work is eligible for the MWRA Infiltration and Inflow Grant/Loan Program. There are sufficient funds to complete this work. Detailed information is included in BETA Group's (Town's sewer consultant) recommendation to award.

TOWN OF BROOKLINE

CONTRACT CODING APPROVAL FORM

DEPARTMENT: DPW/Engineering Division

Prepared by: Marc Besio

Vendor Name: Insituform Technologies, LLC

Vendor # 3398

Contract Name: Sewer System Rehabilitation

Contract # PW/26-07

Purpose of Contract/Description*

Amount of Contract $993,890.20

Installation of Cured-in-place liners for sewer pipe sizes ranging from 8"-18" along with heavy cleaning and TV inspection of sewer mains.

CODING

Org #	Org Name	Acct #	Acct Name	Amount
4997C240	Wastewater Imp	6C0005	DPW CIP	$ 993,890.20
				$ -
				$ -
				$ -
				$ -
				$ -

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

Department Head

Date 12/9/25

Comptroller and Purchasing Approvals

Funds Available/Codes Correct

Comptroller

12/9/25

Date Approved by Comptroller

Complies with Appropriate Procurement Law
MGL ch 149, ch 30 30M, or ch 30B

Eric Miller

Purchasing

12/9/25

Date Approved by Purchasing

November 10, 2025

Mr. James Hersey
Town of Brookline
Director of Water and Sewer
333 Washington Street
Brookline, Massachusetts 02445

Re: Town of Brookline
Sewer System Rehabilitation
Contract No. PW/26-07

Dear Mr. Hersey:

The Town received and opened bids for the Sewer System Rehabilitation Project, Contract PW/26-07, on October 30th, 2025 at 10:00 AM. A total of three (3) bids were received. At that time, the bids were taken under advisement to allow the Town and BETA the opportunity to fully examine the bids for accuracy and completeness. The bids have since been checked and tabulated by BETA to ensure that all of the bidding documents were submitted in accordance with the advertisement for bid as well as the contract requirements.

The Rule of Award for this contract is defined in the bid documents as "the responsive and eligible bidder offering the lowest Total Estimated Contract Price for Bid Evaluation Purposes". At the time of the bids opening, the apparent results were as follows:

Ranking	Bidder's Name	Bid Amount
1.	Insituform Technologies, LLC	$993,890.20
2.	National Water Main Cleaning Company	$997,740.20
3.	Kenyon Pipeline Inspection, LLC	$1,180,320.00

A review of the bidding documents as submitted by Insituform Technologies, LLC, indicated no apparent errors in the bid received. A copy of BETA's bid tabulation is attached for your review and files.

Based on our review, the apparent low bid was submitted by Insituform Technologies, LLC in the amount of $993,890.20. The office of Insituform Technologies, LLC is located at 580 Goddard Avenue, Chesterfield, MO 63005.

BETA has reviewed the general background of the apparent low bidder. Various aspects of the bidder's business were reviewed, including telephone conversations with owners and/or engineer representatives directly involved with projects in progress or completed by the bidder, including those projects listed on the bidder's reference list. The following is a summary of our findings:

Contractor References

BETA conducted inquiries with references with regards to their experiences with Insituform Technologies, LLC, ultimately obtaining references from 3 different parties.

The first reference, the Town of Cheektowaga, NY, the work involved multiple project phases which are still under construction. These projects consist of CIPP lining (3 phases totaling 389,000 ft), manhole rehabilitation, lateral lining, lateral grouting and excavated point repairs over multiple sewer sheds. Insituform Technologies, LLC's work was completed in a timely manner, the projects were adequately staffed and there were no major problems or disputes. They were cooperative with the Owner and Engineer. The Town has built a good relationship with Insituform Technologies, LLC and hopes to work with them on projects again in the future.

The second reference, Town of Quincy, MA, the work involved 3 projects spanning 7 years which include CIPP lining of 51,600 ft of 8" to 38" sanitary sewer and gravity sewer pipe, CCTV, cleaning and excavated point repairs. Insituform Technologies, LLC was cooperative with the owner and engineer, completed the projects on time and the project supervisors were responsive and knowledgeable. Their staging areas were kept neat and orderly and there were no disputes. The Town has no reservations about working with Insituform Technologies, LLC again.

The third reference, the Town of Watertown, MA, the work involved multi-year on-call contracts spanning from 2015 to present which includes CIPP lining of 26,000 ft of 6"-15" pipe, manhole rehabilitation, lateral lining, lateral grouting, CCTV, cleaning and excavated point repairs. The town had no issues with the quality of work or with Insituform Technologies, LLC. The projects were adequately staffed, the staging area was kept clean, the projects stayed on schedule and change orders were reasonable. The Town has no intent on using anyone else other than Insituform Technologies, LLC for their lining jobs.

In summary, of the three different parties polled, all indicated a positive impression of Insituform Technologies, LLC. These references indicated that the Contractor had properly staffed their projects with adequate labor and equipment, was cooperative with the Owner and the Engineer, and there were no major issues or disputes. Ultimately, when each of the references was asked if they would contract with Insituform Technologies, LLC again, all of the references indicated that they were pleased with the Contractor's performance and stated that they would work with them again.

Review Summary

In summation, it appears that Insituform Technologies, LLC meets the general criteria for a contract award as outlined in the Massachusetts General Laws, Chapter 30 Section 39M(c), specifically in regard to being the "lowest eligible and responsible bidder". Insituform Technologies, LLC appears to have a track record of successfully completing projects of similar sized scopes with similar types of challenges.

At this time, BETA recommends that the Town award the base bid portion of the contract to Insituform Technologies, LLC in the amount of $993,890.20.

Sincerely,

Ryan Greenway, P.E.
Senior Project Manager

Attachments – Bid Tab

Town of Brookline, MA
Sewer System Rehabilitation, Contract No. PW/26-07
Bid Results: 10/30/2025

ITEM	DESCRIPTION	QUANTITY USED	UNITS	INSITUFORM TECHNOLOGIES, LLC		NATIONAL WATER MAIN CLEANING COMPANY		KENYON PIPELINE INSPECTION, LLC	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1A	Install CIPP in 6-inch Sewer Pipe	400	LF	$30.00	$12,000.00	$32.00	$12,800.00	$45.00	$18,000.00
1B	Install CIPP in 8-inch Sewer Pipe	4,200	LF	$36.00	$151,200.00	$38.00	$159,600.00	$38.00	$159,600.00
1C	Install CIPP in 10-inch Sewer Pipe	10,000	LF	$38.00	$380,000.00	$37.00	$370,000.00	$40.00	$400,000.00
1D	Install CIPP in 12-inch Sewer Pipe	3,100	LF	$41.00	$127,100.00	$43.00	$133,300.00	$46.00	$142,600.00
1E	Install CIPP in 15-inch Sewer Pipe	5,700	LF	$55.00	$313,500.00	$50.00	$285,000.00	$65.00	$370,500.00
2A	Install CIPP Transition Liner in 8-inch Sewer Pipe*	200	LF	$0.01	$2.00	$0.50	$100.00	$38.00	$7,600.00
2B	Install CIPP Transition Liner in 10-inch Sewer Pipe*	200	LF	$0.01	$2.00	$0.50	$100.00	$40.00	$8,000.00
2C	Install CIPP Transition Liner in 15-inch Sewer Pipe*	300	LF	$0.01	$3.00	$0.50	$150.00	$65.00	$19,500.00
2D	Install CIPP Transition Liner in 18-inch Sewer Pipe*	300	LF	$0.01	$3.00	$0.50	$150.00	$90.00	$27,000.00
3A	Heavy Cleaning of Sewer Mains Diameters 6" thru 10"*	2,500	LF	$0.01	$25.00	$10.00	$25,000.00	$2.00	$5,000.00
3B	Heavy Cleaning of Sewer Mains Diameters 12" thru 18"*	1,500	LF	$0.01	$15.00	$1.00	$1,500.00	$3.00	$4,500.00
4A	Cleaning & TV Inspection of Pipe to Need Point Repairs Diameters 6" thru 10"*	2,500	LF	$0.01	$25.00	$0.01	$25.00	$2.00	$5,000.00
4B	Cleaning & TV Inspection of Pipe to Need Point Repairs Diameters 12" thru 15"*	1,500	LF	$0.01	$15.00	$0.01	$15.00	$2.00	$3,000.00
5	Additional Powered Manhole Venting Systems*	20	MH Setup	$0.01	$0.20	$0.01	$0.20	$1.00	$20.00
6	Hazardous Material Disposal	1	Allowance	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
* Indeterminate, quantity assumed for comparison of Bids.					**$993,890.20**		**$997,740.20**		**$1,180,320.00**

BROOKLINE
ENGINEERING & TRANSPORTATION DIVISION

Dan Murphy, E&T
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2138

Memorandum

To: Select Board

From: Erin Chute, Commissioner of Public Works

Date: December 9, 2025

Re: Award and Execute of Contract PW/26-08 "Epoxy lining of Sewer Manholes"

CC: Chas Carey, Town Administrator
Jay Hersey, P.E., Director of Water & Sewer
Dan Murphy, P.E., Director of Engineering & Transportation

Recommended for award and execution, and prepared for your signatures, please find attached contract **PW/26-08 "Epoxy Lining of Sewer Manholes"** with National Water Main Cleaning Company, 25 Marshall Street, Canton MA 02021 in the amount of $1,124,920.00

On October 30th proposals for contract PW/26-08 "Epoxy Lining of Sewer Manholes", were publicly opened and read aloud. One bid was received and are summarized below in ascending order of the contract bid price:

1. National Water Main Cleaning Company $1,124,920.00

The bidder, National Water Main Cleaning Company uses the specific epoxy that meets the specifications and this contactor has successfully completed 4 other Epoxy Lining of Sewer Manholes projects Brookline.

The work specified in this contract involves the installation of epoxy liners, grouting, reconstruction, and adjustment/replacement of sewer manholes and covers. This project is part of the long term plan to rehabilitate the Town's entire sanitary sewer system. Lining improves the structural integrity of the manhole and reduces infiltration of groundwater into the sanitary sewer system. Reducing infiltration saves the Town money because it decreases the amount of flow sent to the wastewater treatment plant. This work is eligible for the MWRA Infiltration and Inflow Grant/Loan Program. There are sufficient funds to complete this work.

TOWN OF BROOKLINE

CONTRACT CODING APPROVAL FORM

DEPARTMENT: DPW/Engineering Division

Prepared by: Marc Besio

Vendor Name: National Water Main Cleaning Company

Vendor # 29566

Contract Name: Epoxy Lining of Sewer Manholes

Contract # PW/26-08

Purpose of Contract/Description*

Amount of Contract $1,124,920.00

Grout groundwater leaks and epoxy line 1800 vertical feet of sanitary sewer manholes and reconstruct iverts as required

CODING

Org #	Org Name	Acct #	Acct Name	Amount
4997C240	Wastewater Imp	6C0005	DPW CIP	$ 1,124,920.00
				$ -
				$ -
				$ -
				$ -
				$ -

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

Department Head

Date 12/9/25

Comptroller and Purchasing Approvals

Funds Available/Codes Correct

Comptroller

12/9/25

Date Approved by Comptroller

Complies with Appropriate Procurement Law
MGL ch 149, ch 30 30M, or ch 30B

Eric Miller

Purchasing

12/9/25

Date Approved by Purchasing

IMPROVING COMMUNITIES TOGETHER

November 4, 2025

Mr. James Hersey
Town of Brookline
Director of Water and Sewer
333 Washington Street
Brookline, Massachusetts 02445

Re: Town of Brookline
Epoxy Lining of Sewer Manholes
Contract No. PW/26-08

Dear Mr. Hersey:

The Town received and opened bids for the Epoxy Lining of Sewer Manholes, Contract PW/26-08, on October 30th, 2025, at 10:30 AM. A total of one (1) bid was received. At that time, the bid was taken under advisement to allow the Town and BETA the opportunity to fully examine the bid for accuracy and completeness. The bid has since been checked and tabulated by BETA to ensure that all the bidding documents were submitted in accordance with the advertisement for bid as well as the contract requirements.

The Rule of Award for this contract is defined in the bid documents as "the responsive and eligible bidder offering the lowest Total Estimated Contract Price for Bid Evaluation Purposes". At the time of the bid opening, the apparent results were as follows:

Ranking	Bidder's Name	Bid Amount
1.	National Water Main Cleaning Company	$1,124,920.00

A review of the bidding documents as submitted by National Water Main Cleaning Company, indicated no apparent errors in the bid received. A copy of BETA's bid tabulation is attached for your review and files.

Based on our review, the apparent low bid was submitted by National Water Main Cleaning Company in the amount of $1,124,920.00. The office of National Water Main Cleaning Company is located at 25 Marshall Street, Canton, MA 02021.

BETA has reviewed the general background of the apparent low bidder. Various aspects of the bidder's businesses were reviewed, including telephone conversations with owners and/or engineer representatives directly involved with projects in progress or completed by the bidder, including those projects listed on the bidder's reference list. The following is a summary of our findings:

Contractor References

BETA conducted inquiries with references with regards to their experiences with National Water Main Cleaning, ultimately obtaining references from 3 different parties.

BETA GROUP, INC.
701 George Washington Highway, Lincoln, RI 02865
P: 401.333.2382 | F: 401.333.9225 | W: www.BETA-Inc.com

The first reference, the Denver Metro, the work involved the epoxy coating (up to 300 mils with a single coat) with the Sauereisen 210X product of several large digesters and concrete manholes. Mr. Wicke was pleased with the work performance of the product and would use the product again.

The second reference, Lee Azinheira, Town of Mansfield, the work involved the epoxy coating of up to 400 mils with a single coat of a 38”x54” diameter drain pipe using the Sauereisen 210 X 100% epoxy product. The Town was pleased with the work and product. Lee has no reservation working with National Water Main again.

The third reference, John Story of GHD Engineering Firm, who has been on several projects with National Water Main in the Tonawonda and Depew, NY locations using the Sauereisen 100% epoxy to rehabilitate over 120 sewer manholes. John was happy with both National Water Main and the product.

In summary, of the three different parties polled, all indicated a positive impression of National Water Main Cleaning Company. These references indicated that the Contractor had properly staffed their projects with adequate labor and equipment, was cooperative with the Owner and the Engineer, and was reasonable regarding change orders and change order negotiations. Ultimately, when each of the references was asked if they would contract with National Water Main Cleaning Company again, all the references indicated that they were pleased with the Contractor’s performance and stated that they would work with them again.

Review Summary

In summation, it appears that National Water Main Cleaning Company meets the general criteria for a contract award as outlined in the Massachusetts General Laws, Chapter 30 Section 39M(c), specifically in regard to being the “lowest eligible and responsible bidder”. National Water Main Cleaning Company appears to have a track record of successfully completing projects of similar sized scopes with similar types of challenges.

At this time, BETA recommends that the Town award the base bid portion of the contract to National Water Main Cleaning Company in the amount of $1,124,920.00.

Sincerely,

Ryan Greenway, P.E.
Senior Project Manager

Attachments – Bid Tab

Town of Brookline, MA
Epoxy Lining of Sewer Manholes, Contract No. PW/26-08
Bid Results 10/30/2025

ITEM	DESCRIPTION	UNITS	QUANTITY	NATIONAL WATER MAIN CLEANING COMPANY	
				UNIT COST	TOTAL
1A	Epoxy Line SMH, All Diameters	VF	1,800	$595.00	$1,071,000.00
1B	Injection Grouting*	GAL	150	$1.00	$150.00
2	Reconstruct Bench/Invert	MH	30	$1,000.00	$30,000.00
3	Install Sewer Manhole Inside Drop Connection	EA	3	$1,250.00	$3,750.00
4	Reconstruct Grading Course/Corbel/Wall*	VF	20	$1.00	$20.00
5	Install Plug in Existing Pipe (All Diameters)	PLUG	10	$500.00	$5,000.00
6	Adjust Frame and Cover*	SET	5	$1,000.00	$5,000.00
7	Replace Frame and Cover*	SET	5	$1,000.00	$5,000.00
8	Hazardous Materials Disposal	Allowance	1	$5,000.00	$5,000.00
* Indeterminate, quantity assumed for comparison of Bids.					**$1,124,920.00**

BROOKLINE
ENGINEERING & TRANSPORTATION DIVISION

Dan Murphy, E&T
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2138

Memorandum

To: Town of Brookline Select Board

From: Erin E. Chute, Commissioner of Public Works

Daniel Murphy, PE, Director of Engineering & Transportation

Date: December 16, 2025

Re: Award of Contract No.PW/26-21 FY26 Transportation and Mobility Engineering Services – Harvard Street

Please find attached and recommended for award and prepared for your signatures, **Contract No. PW/26-21 FY26 Transportation and Mobility Engineering Services – Harvard Street** with Apex Companies, LLC, 1900 Crown Colony Drive, Suite 402, Quincy, MA 02169 in the amount of $238,900.

The project includes professional services associated with preparing survey, design and bid documents for roadway improvements on Harvard Street for construction during the 2026 season. The limits of the work are Harvard Street from Kent Street to the Boston City Line.

Professional services include; topographic survey and base plans, concept development and site plans, final design and bid documents, construction and administration services, a resident project representative, and construction closeout services.

This project is part of the Pavement Maintenance and Preservation Program, that maintains Brookline's roadway network through a data-driven approach to extend pavement life. Sidewalk and pedestrian crossing improvements for safety on Harvard Street will be incorporated under this work and other contracts. Harvard Street will be designed for a mill and overlay, updates to existing utility structures, replacement of utility frames and covers, installation of new pavement markings and new signage installation.

The Department of Public Works respectfully recommends the Select Board award and execute the attached Contract No.PW/26-21 FY26 Transportation and Mobility Design Services – Harvard Street in the amount of $238,900.

AGREEMENT FOR PROFESSIONAL TECHNICAL SERVICES BY AND BETWEEN THE TOWN OF BROOKLINE AND APEX COMPANIES, LLC

THIS AGREEMENT is made this 2nd day of December, 2025, by and between the Town of Brookline, Massachusetts acting herein by and through its Department of Public Works, hereinafter called the OWNER and Apex Companies, LLC (contracting through its subsidiary Environmental Partners Group, LLC), with offices at 1900 Crown Colony Drive, Suite 402, Quincy, MA 02169, hereinafter called the PROFESSIONAL TECHNICAL CONSULTANT.

Professional technical services covered under the Town of Brookline's standard contract include engineering, landscape architecture, architecture, planning, design, survey, sampling, analysis, construction oversight, inspections, project administration and other related services.

WITNESSETH, for the consideration hereinafter set forth, the parties hereto agree as follows:

ARTICLE 1 - ENGAGEMENT OF THE PROFESSIONAL TECHNICAL CONSULTANT AND STANDARD OF CARE

1.1 THE OWNER hereby engages the PROFESSIONAL TECHNICAL CONSULTANT, and the PROFESSIONAL TECHNICAL CONSULTANT hereby accepts the engagement to perform certain PROFESSIONAL TECHNICAL CONSULTING services for the Town of Brookline, Massachusetts hereinafter called the PROJECT.

1.2 The PROFESSIONAL TECHNICAL CONSULTANT warrants that its services shall be performed in a manner consistent with that degree of skill, care and diligence ordinarily exercised by practicing design professionals performing similar services in the same locality, at the same site and under the same or similar circumstances and conditions.

1.3 The PROFESSIONAL TECHNICAL CONSULTANT shall coordinate the services of its consultants and shall cooperate with the OWNER'S representatives and separate consultants in the best interest of the PROJECT.

1.4 The PROFESSIONAL TECHNICAL CONSULTANT represents that it and its consultants have and shall maintain throughout the performance of the services under this Agreement the requisite licenses, registrations, and/or certifications required for the performance of these services in the jurisdiction in which the PROJECT is located, and shall provide evidence of such licenses, registrations, and/or certifications upon request by the OWNER.

1.5 Unless included in the Scope of Services, as described hereinafter, or reasonable best practice associated with the services provided, the presence of the PROFESSIONAL TECHNICAL CONSULTANT, its employees, or consultants at the Project site shall not be deemed an assumption by the PROFESSIONAL TECHNICAL CONSULTANT of any obligations,

duties, or responsibilities for safety, including but not limited to constructions means, methods, sequences, techniques, or procedures necessary for performing, superintending, or coordinating the work of the Project in accordance with the Construction Documents or any regulatory health or safety requirements. The PROFESSIONAL TECHNICAL CONSULTANT, its employees, and consultants have no authority to exercise any control over any construction contractor, its employees, or subcontractors in connection with their work or health and safety programs and procedures unless expressly included as part of the contract, including any relevant Scope of Services.

1.6 [INTENTIONALLY OMITTED]

ARTICLE 2 - SCOPE OF SERVICES

2.1 The Scope of Services to be provided by the PROFESSIONAL TECHNICAL SERVICE CONSULTANT under this Agreement and the Supplemental Services which may be provided when requested in writing by the PROFESSIONAL TECHNICAL CONSULTANT are described in *Exhibit "A" APEX COMPANIES, LLC PROPOSAL:* FY26 TRANSPORTATION AND MOBILITY IMPROVEMENTS

2.2 To the extent necessary, Supplemental Services are detailed in ***Exhibit "A".*** Supplemental Services are beyond the scope of the basic Scope of Services, and when requested in writing by the OWNER, shall entail additional compensation (either on the hourly basis contained in the rates at ***Exhibit "A"*** or on the basis of a negotiated sum, both requiring an amendment to this contractual Agreement) beyond the Compensation stated in the Preliminary Provisions Fee provided in this Agreement.

2.3 The PROFESSIONAL TECHNICAL CONSULTANT shall proceed to a subsequent phase or design described under Scope of Services in ***Exhibit "A"*** only after receiving the OWNER'S written approval of the services and deliverables provided in the previous phase and written authorization from the OWNER to proceed with the next phase.

ARTICLE 3 - RESPONSIBILITIES OF THE OWNER

The OWNER, without cost to the PROFESSIONAL TECHNICAL CONSULTANT, shall do the following in a timely manner so as not to delay the services of the PROFESSIONAL TECHNICAL CONSULTANT:

3.1 Designate in writing a person to act as the OWNER'S representative with respect to work to be performed under this AGREEMENT, such person to have complete authority to transmit instructions, receive information, interpret and define the OWNER'S policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this AGREEMENT.

3.2 Assist the PROFESSIONAL TECHNICAL CONSULTANT by placing at the disposal of the PROFESSIONAL TECHNICAL CONSULTANT all available information pertinent to the PROJECT including previous reports and any other data relative to design or construction of the PROJECT.

3.3 Arrange for access to and make all provisions for the PROFESSIONAL TECHNICAL CONSULTANT to enter upon public and private lands as required for the PROFESSIONAL TECHNICAL CONSULTANT to perform its work under this AGREEMENT.

3.4 Furnish the PROFESSIONAL TECHNICAL CONSULTANT available property, boundary and rights-of-way maps, easements, encroachments, zoning, covenants, or deed or other restrictions, as appropriate, for the PROJECT.

3.5 Cooperate with and assist the PROFESSIONAL TECHNICAL CONSULTANT in all additional work that is mutually agreed upon.

3.6 Pay the PROFESSIONAL TECHNICAL CONSULTANT for work performed in accordance with the terms specified herein.

3.7 Provide full information as to OWNER'S requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards, which OWNER will require to be included in the Drawings, Plans and Specifications or other deliverables of the PROJECT.

3.8 Attend the pre-bid conference, bid opening, pre-construction conference, construction progress and job-related meetings, substantial completion inspections and final payment inspections if applicable to the PROJECT.

3.9 If the OWNER observes or becomes aware of any errors or omissions or inconsistencies in any documents provided by the PROFESSIONAL TECHNICAL CONSULTANT or any fault or defect in the PROJECT, the OWNER shall promptly give written notice thereof to the PROFESSIONAL TECHNICAL CONSULTANT. However, a failure by the OWNER to notify PROFESSIONAL TECHNICAL CONSULTANT of any error, omission or inconsistency shall not operate to limit or reduce the PROFESSIONAL TECHNICAL CONSULTANT's responsibility to perform its duties with diligence and care, including but not limited to discovering said errors, omissions, or inconsistencies through its own processes of review and inspection.

3.10 Give prompt written notice to PROFESSIONAL TECHNICAL CONSULTANT whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of PROFESSIONAL TECHNICAL CONSULTANT'S services or any defect or non-conformance of the work of any Contractor(s). However, a failure by the OWNER to notify PROFESSIONAL TECHNICAL CONSULTANT of any such development, defect or non-conformance shall not operate to limit or reduce the PROFESSIONAL TECHNICAL CONSULTANT's responsibility to perform its duties with diligence and care, including but not limited to discovering said developments, defects or non-conformances through its own processes of review and inspection.

3.11 OWNER'S decisions, approvals, reviews, and responses shall be communicated to the PROFESSIONAL TECHNICAL CONSULTANT in a timely manner so as not to delay the performance of the PROFESSIONAL TECHNICAL CONSULTANT'S Services. Comments, if from a committee client or multiple interested entities, must be a consolidation of all comments in

order to provide clear direction to the PROFESSIONAL TECHNICAL CONSULTANT to avoid delays.

ARTICLE 4 - TIME OF PROJECT

4.1 The PROFESSIONAL TECHNICAL CONSULTANT will initiate work under this AGREEMENT following formal acceptance of this AGREEMENT by the OWNER. The PROFESSIONAL TECHNICAL CONSULTANT agrees to provide services for the estimated duration of work provided in ***Exhibit "A".***

4.2 If PROFESSIONAL TECHNICAL CONSULTANT'S services are delayed or suspended in whole or in part by the OWNER for more than six months through no fault of the PROFESSIONAL TECHNICAL CONSULTANT, PROFESSIONAL TECHNICAL CONSULTANT shall be entitled to an equitable adjustment of the rates and compensation to be paid herein. A Termination of this Agreement shall not be considered a delay or suspension of the PROFESSIONAL TECHNICAL CONSULTANT'S services.

ARTICLE 5 - PAYMENTS TO THE PROFESSIONAL TECHNICAL CONSULTANT

5.1 For services performed under this AGREEMENT and reviewed and approved by the OWNER, the OWNER agrees to pay the PROFESSIONAL TECHNICAL CONSULTANT within thirty (30) days of the invoice date. For this PROJECT, the fees of the PROFESSIONAL TECHNICAL CONSULTANT are as indicated in ***Exhibit "A"***, Fee and Payment, Tasks 1 through 4. Direct costs captured within the Scope of Services at ***Exhibit "A"*** which include transportation, printing and reproduction of plans and reports, sub-consultant charges such as specialty engineering, soils, surveying, testing of materials, and other identifiable expenses shall be passed through to the Town with the-mark up agreed upon at ***Exhibit "A"*** or as negotiated if supplemental work. Compensation shall be payable monthly, as earned, and shall be in accordance with the task and associated fee breakdown identified at ***Exhibit "A",*** whether a lump sum fee or time and materials basis, for which the hourly rates are identified at the final page of ***Exhibit "A".***

5.2 If the OWNER fails to make any payment due the PROFESSIONAL TECHNICAL CONSULTANT for services and expenses within thirty (30) days after receipt of the PROFESSIONAL TECHNICAL CONSULTANT'S statement therefore, the PROFESSIONAL TECHNICAL CONSULTANT may, after giving seven (7) days' written notice to the OWNER, suspend services under this AGREEMENT. Unless the PROFESSIONAL TECHNICAL CONSULTANT receives payment within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the PROFESSIONAL TECHNICAL CONSULTANT shall have no liability to the OWNER for delay or damage caused the OWNER because of such suspension of services.

ARTICLE 6 - INSURANCE

6.1 General Liability Insurance

The PROFESSIONAL TECHNICAL CONSULTANT shall secure and maintain, for the duration of this PROJECT, the following General Liability Insurance policy or policies at no cost to the OWNER. With respect to the operations the PROFESSIONAL TECHNICAL CONSULTANT performs, the PROFESSIONAL TECHNICAL CONSULTANT shall carry Commercial General Liability Insurance for bodily injury, death, and property damage in the amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) in the aggregate.

6.2 Automobile Liability Insurance

The PROFESSIONAL TECHNICAL CONSULTANT shall secure and maintain, for the duration of this PROJECT, Automobile Liability Insurance covering the operation of all motor vehicles, including those hired or borrowed, used by the PROFESSIONAL TECHNICAL CONSULTANT in connection with this AGREEMENT, in the amount of One Million Dollars ($1,000,000) combined single limit per accident.

6.3 Umbrella / Excess Liability Insurance

In addition to the above-mentioned coverage, the PROFESSIONAL TECHNICAL CONSULTANT shall carry a minimum of Two Million Dollars ($2,000,000) in an umbrella/excess liability policy for the duration of the PROJECT.

6.4 Professional Services Liability Insurance

The PROFESSIONAL TECHNICAL CONSULTANT shall secure, at its own expense, a Professional Services Liability Insurance policy with a limit of Three Million Dollars ($3,000,000) per claim and in the aggregate, and maintain such policy for the duration of the PROJECT. PROFESSIONAL TECHNICAL CONSULTANT may use combination of Professional Liability and excess Liability to meet these limits.

6.5 Workers Compensation Coverage

6.5.1 The PROFESSIONAL TECHNICAL CONSULTANT shall maintain statutory Worker's Compensation insurance coverage for all of its employees at the PROJECT as required by the State of Massachusetts.

6.6 Additional Insured

OWNER shall be named an additional insured for insurance coverage included in Articles 6.1, 6.2 and 6.3 only. Required Certificates of Insurance naming the Town of Brookline as Additional Insured are included herewith at **Exhibit "B"**.

ARTICLE 7 - LIMITATION OF LIABILITY AND INDEMNIFICATION

7.1 To the fullest extent permitted by law, the total liability in the aggregate, of PROFESSIONAL TECHNICAL CONSULTANT and its officers, directors, employees, agents, and independent professional associates, and any of them, to the OWNER and any one claiming by, through or under the OWNER, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to PROFESSIONAL TECHNICAL CONSULTANT'S services,

the PROJECT, or this AGREEMENT, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, misrepresentation, or breach of warranty of PROFESSIONAL TECHNICAL CONSULTANT or its officers, directors, employees, agents or independent professional associates, or any of them, shall not exceed the total amount recoverable from the available limits of the insurance identified in Article 6. PROFESSIONAL TECHNICAL CONSULTANT shall have no upfront duty to defend the OWNER but shall reimburse defense costs of the OWNER to the same extent of its indemnity obligation herein.

7.2 To the fullest extent permitted by law, and subject to the limitation of liability set forth in 7.1, the PROFESSIONAL TECHNICAL CONSULTANT agrees to indemnify and hold harmless the OWNER and its officers, directors, employees, agents, and independent professional associates, and any of them, from any claims, losses, damages or expense (including reasonable attorneys' fees) arising out of the death of, injuries, or damages to any person, or damage or destruction of any property, in connection with the PROFESSIONAL TECHNICAL CONSULTANT'S services under this AGREEMENT to the extent caused by the negligent or intentional acts, errors, or omissions of the PROFESSIONAL TECHNICAL CONSULTANT or its officers, directors, employees, agents or independent professional associates, or any of them.

7.3 Hazardous Waste Indemnifications

7.3.1 The PROFESSIONAL TECHNICAL CONSULTANT and its consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous waste in any form at the PROJECT site unless included as part of the Scope of Services.

7.3.2 The OWNER hereby warrants that, if he or she knows or has any reason to assume or suspect that hazardous materials may exist at the PROJECT site, he or she has so informed the PROFESSIONAL TECHNICAL CONSULTANT. The OWNER also warrants that he or she has done his or her best to inform the PROFESSIONAL TECHNICAL CONSULTANT of such known or suspected hazardous materials' type, quantity and location.

7.3.3 The OWNER recognizes that special risks occur whenever engineering, or related disciplines are applied to identify subsurface conditions.

Subsurface sampling may result in unavoidable contamination of certain subsurface areas, as when a probe or boring device moves through a contaminated area, linking it to an aquifer, underground stream or other hydrous body not previously contaminated and capable of spreading hazardous materials off-site and OWNER accepts that risk. Because nothing can be done to eliminate the risk of such an occurrence, and because subsurface sampling is a necessary aspect of the work for some relevant PROJECTS which the PROFESSIONAL TECHNICAL CONSULTANT may perform on the OWNER'S behalf, the OWNER waives any claim against the PROFESSIONAL TECHNICAL CONSULTANT and agrees to defend, indemnify and hold the PROFESSIONAL TECHNICAL CONSULTANT harmless from any claim or liability for injury or loss which may arise as a result of alleged cross-contamination caused by sampling.

7.3.4 The PROFESSIONAL TECHNICAL CONSULTANT will hold soil samples collected during the subsurface investigation for three [3] months after the completion of the PROJECT at their offices. After the three-month period, the PROFESSIONAL TECHNICAL CONSULTANT shall contact the OWNER requesting information regarding the disposition of the soil samples. At the OWNER'S request, after receiving written instructions, PROFESSIONAL TECHNICAL CONSULTANT will either [1] ship the samples to the OWNER for the OWNER'S use or [2] dispose of the samples. If the PROFESSIONAL TECHNICAL CONSULTANT does not receive a response from the OWNER within thirty (30) days of submitting the request for information relative to the disposition of the samples, the PROFESSIONAL TECHNICAL CONSULTANT shall dispose of the samples.

ARTICLE 8 - EXTENSION OF SERVICES

8.1 Additional Work

In the event the PROFESSIONAL TECHNICAL CONSULTANT, as requested by the OWNER, is to make investigations or reports on matters not covered by this AGREEMENT, or is to perform other services not included herein, additional compensation shall be paid to the PROFESSIONAL TECHNICAL CONSULTANT as is mutually agreed upon by and between the OWNER and the PROFESSIONAL TECHNICAL CONSULTANT. Such services shall be incorporated into written amendments to the Scope of Services at ***Exhibit "A"*** of this AGREEMENT, or into a new written AGREEMENT.

8.2 Changes in Work

The OWNER, from time to time, may require changes or extensions in the Scope of Services in ***Exhibit "A"*** to be performed hereunder. Such changes or extensions, including any increase or decrease in the amount of compensation, to be mutually agreed upon by and between the OWNER and the PROFESSIONAL TECHNICAL CONSULTANT, shall be incorporated into written amendments to this AGREEMENT.

8.3 Litigation Support Services

In the event the PROFESSIONAL TECHNICAL CONSULTANT is to prepare for or appear in any litigation on behalf of the OWNER, additional compensation shall be paid to the PROFESSIONAL TECHNICAL CONSULTANT.

The OWNER agrees to compensate the PROFESSIONAL TECHNICAL CONSULTANT for time spent and expenses incurred in preparation for and attendance at meetings and appearances related to litigation, including depositions. This shall include appearances before the OWNER'S attorney and before the attorney of any other party to the litigation, in addition to all other support services as requested by the OWNER. Additional compensation shall be paid to the PROFESSIONAL TECHNICAL CONSULTANT as is mutually agreed upon by and between the OWNER and the PROFESSIONAL TECHNICAL CONSULTANT. Such services shall be incorporated into written amendments to the Scope of Services in ***Exhibit "A"*** of this AGREEMENT, or into a new written AGREEMENT.

8.4 Hazardous Materials Encountered

If, in the performance of the work, hazardous materials are encountered and are judged by the PROFESSIONAL TECHNICAL CONSULTANT to be an imminent threat to on-site personnel and/or the general public, the PROFESSIONAL TECHNICAL CONSULTANT shall inform the Local and State Emergency Personnel of the release. The OWNER agrees to compensate the PROFESSIONAL TECHNICAL CONSULTANT for any time spent or expenses incurred by the PROFESSIONAL TECHNICAL CONSULTANT to mitigate the threat, in accordance with the PROFESSIONAL TECHNICAL CONSULTANT'S prevailing fee schedule and expense reimbursement policy. Such services shall be incorporated into written amendments to the Scope of Services in ***Exhibit "A"*** of this AGREEMENT or into a new written AGREEMENT.

ARTICLE 9 - OWNERSHIP AND USE OF DOCUMENTS

9.1 Upon payment in full to the PROFESSIONAL TECHNICAL CONSULTANT, ~~payment in~~ The OWNER shall retain ownership of the documents submitted to the OWNER by the PROFESSIONAL TECHNICAL CONSULTANT pursuant to this AGREEMENT. However, such documents may not be intended or otherwise represented to be suitable for reuse by the OWNER or others on extensions of the PROJECT or on any other PROJECT. Any reuse or adaptation by the OWNER without written verification by the PROFESSIONAL TECHNICAL CONSULTANT shall be at the OWNER'S sole risk and without liability or legal exposure to the PROFESSIONAL TECHNICAL CONSULTANT or to the PROFESSIONAL TECHNICAL CONSULTANT'S independent sub-consultants, and the OWNER shall indemnify and hold harmless the PROFESSIONAL TECHNICAL CONSULTANT and the PROFESSIONAL TECHNICAL CONSULTANT'S sub-consultants from all claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or resulting therefrom. The OWNER may use or adapt documents for future use at its own risk and responsibility. Any verification or adaptation performed by the PROFESSIONAL TECHNICAL CONSULTANT shall entitle the PROFESSIONAL TECHNICAL CONSULTANT to further compensation at rates to be agreed upon by the OWNER and the PROFESSIONAL TECHNICAL CONSULTANT.

9.2 The PROFESSIONAL TECHNICAL CONSULTANT shall be deemed the author and the owner of all deliverables provided to the OWNER, including but not limited to plans, drawings, data, analysis, maps, specifications, construction documents, estimates, displays, graphic art, photographs, and other images and devices of any medium. The OWNER may use, edit, and reproduce all deliverables for plans, presentations, brochures, web presentations, etc., and assumes responsibility for any changes made to the documents.

ARTICLE 10 – TERMINATION

10.1 The obligation to provide further services under this AGREEMENT may be terminated by the OWNER upon thirty (30) days' written notice for any reason and by the PROFESSIONAL TECHNICAL CONSULTANT upon thirty (30) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

10.2 In the event of termination by the OWNER under Article 10.1, the PROFESSIONAL TECHNICAL

CONSULTANT shall be paid for all unpaid services and unpaid other direct costs incurred to the date of receipt of written notice of termination, including sub-consultants, and for the services necessary to affect termination, in accordance with the provisions of Article 5 of this AGREEMENT.

ARTICLE 11 - GENERAL PROVISIONS

11.1 Precedence

The terms and conditions in this AGREEMENT shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding the PROFESSIONAL TECHNICAL CONSULTANT'S services.

11.2 Severability

If any of the terms and conditions in this AGREEMENT shall be finally determined to be invalid or unenforceable in whole or part, the remaining provisions hereof shall remain in full force and effect, and be binding upon the parties hereto. The parties agree to reform this AGREEMENT to replace any such invalid or unenforceable provision with a valid enforceable provision that comes as close as possible to the intention of the stricken provision.

11.3 Mediation

All claims, disputes or controversies arising between the OWNER and the PROFESSIONAL TECHNICAL CONSULTANT shall be submitted to non-binding mediation prior to and as a condition precedent to the commencement of any litigation between those parties. The American Arbitration Association, or such other person or mediation service shall conduct the non-binding mediation as the parties mutually agree upon. The party seeking to initiate mediation shall do so by submitting a formal written request to the other party to this AGREEMENT and the American Arbitration Association or such other person or mediation service as the parties mutually agree upon. The costs of mediation shall be borne equally by the parties. All statements of any nature made in connection with the non-binding mediation shall be privileged and will be inadmissible in any subsequent court or other proceeding involving or relating to the same claim.

11.4 Subrogation

The OWNER and the PROFESSIONAL TECHNICAL CONSULTANT waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by any property or other insurance in effect whether during or after the PROJECT. The OWNER and the PROFESSIONAL TECHNICAL CONSULTANT shall each require similar waivers from their contractors, consultants and agents.

11.5 Consequential Damages

Notwithstanding any other provision of this Agreement, neither party shall ~~not~~ be liable for incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement.

11.6 Sole Remedy

Notwithstanding anything to the contrary contained herein, OWNER and PROFESSIONAL TECHNICAL CONSULTANT agree that their sole and exclusive claim, demand, suit, judgment or remedy against each other shall be asserted against each other's corporate entity and not against each other's shareholders, A/E's, directors, officers or employees.

11.7 Third Party Obligations

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the OWNER or the PROFESSIONAL TECHNICAL CONSULTANT.

11.8 Statute of Limitations

Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion of the Project ultimately contemplated by the Scope of Services, including, if appropriate, construction and opening to the public.

11.9 PROFESSIONAL TECHNICAL CONSULTANT's Liability for Construction Contract Award Recommendations

In consideration of the PROFESSIONAL TECHNICAL CONSULTANT'S performance of its obligation to review and evaluate the various bidders and bid submissions and to make recommendations to the OWNER regarding the award of the construction contract (to the extent such performance is included in the Scope of Services), the OWNER agrees to hold harmless the PROFESSIONAL TECHNICAL CONSULTANT for all costs, expenses, damages and attorneys' fees which are incurred by the OWNER as a result of any claims, allegations, administrative or court proceedings, arising out of or relating to any bid protest or such other action taken by any person or entity with respect to the review and evaluation of the bidders and bid submissions and/or recommendations concerning the award of the construction contract. This paragraph shall not apply in circumstances in which the PROFESSIONAL TECHNICAL CONSULTANT is finally adjudicated by a court to have actually engaged in intentional and willful conduct without any legitimate justification, privilege or immunity.

11.10 Limitation of PROFESSIONAL TECHNICAL CONSULTANT's Responsibilities During Construction

The PROFESSIONAL TECHNICAL CONSULTANT shall not be responsible for the acts or omissions of any Contractor(s), or of any subcontractor(s) or supplier(s), or any of Contractor(s)' or subcontractor(s)' or supplier(s)' agents or employees or any other persons

(except PROFESSIONAL TECHNICAL CONSULTANT'S own employees and agents) at the site or otherwise furnishing or performing Contractor(s)' work.

11.11 PROFESSIONAL TECHNICAL CONSULTANT Not Responsible for Accuracy of Contractor-Supplied Information Used in Record Drawings

The PROFESSIONAL TECHNICAL CONSULTANT shall not be responsible for any errors in or omissions in the information provided by Contractor that is incorporated in the record drawings or other record documents. PROFESSIONAL TECHNICAL CONSULTANT shall not check the Contractor's record drawings information unless included in the scope of the PROFESSIONAL TECHNICAL CONSULTANT'S services contained in ***Exhibit "A***".

11.12 Opinions of Probable Construction Cost

The PROFESSIONAL TECHNICAL CONSULTANT makes opinions of probable costs using its best judgement as an experienced and qualified professional generally familiar with the construction or related industry. The PROFESSIONAL TECHNICAL CONSULTANT has no control over the cost of labor, materials, equipment or services furnished by others, or the Contractor's methods of determining prices, or competitive bidding or market conditions or when the PROJECT will be constructed. The PROFESSIONAL TECHNICAL CONSULTANT cannot and does not guarantee that Contractor's bids or actual construction costs will not vary from opinions of probable construction cost prepared by the PROFESSIONAL TECHNICAL CONSULTANT. If the OWNER desires greater assurance as to probable construction cost, OWNER shall employ an independent cost estimator.

11.13 Changed Conditions

If concealed or unknown conditions that affect the performances of the services are encountered, that are not ordinarily found to exist or that differ materially from those generally recognized as inherent in the services of the character provided for under this AGREEMENT or which could not have reasonably been anticipated, notice by the observing party shall be promptly given to the other party and, if possible before the conditions are disturbed. If the PROFESSIONAL TECHNICAL CONSULTANT makes the claim, PROFESSIONAL TECHNICAL CONSULTANT'S schedule and compensation shall be equitably adjusted to reflect additions that result from such changed conditions.

11.14 Force Majeure

If delays or failures of performance of the PROFESSIONAL TECHNICAL CONSULTANT are caused by occurrences beyond the reasonable control of the PROFESSIONAL TECHNICAL CONSULTANT, the PROFESSIONAL TECHNICAL CONSULTANT shall not be in default of this AGREEMENT. Said occurrences shall include Acts of God or the public enemy; expropriation or confiscation; compliance with any other of any governmental authority; changes in law; act of war, rebellion, terrorism or sabotage or damage resulting therefrom; fires, floods, explosions, accidents, riots, strikes or other concerted acts of workmen, whether direct or indirect; or any other causes which are beyond the reasonable control of the PROFESSIONAL TECHNICAL CONSULTANT.

ARTICLE 12 – DISCLOSURE RIGHTS

12.1 OWNER agrees the PROFESSIONAL TECHNICAL CONSULTANT has the authority to use its name as a client and a general description of the project as a reference for other prospective clients.

ARTICLE 13 – NON-DISCRIMINATION PROVISION

During the performance of this Contract, the PROFESSIONAL TECHNICAL CONSULTANT, for himself, his assignees and successors in interest (hereinafter referred to as the "PROFESSIONAL TECHNICAL CONSULTANT"), agrees as follows:

(a) The PROFESSIONAL TECHNICAL CONSULTANT will comply with the provisions of Chapter 151B, as amended, of the General Laws of Massachusetts relative to non-discrimination which are incorporated herein by reference and made a part of this Contract.

(b) In the performance of work under this Contract, the PROFESSIONAL TECHNICAL CONSULTANT shall not discriminate in employment practices or in the selection or retention of subcontractors or in the procurement of materials or rental of equipment on the grounds of race, color, religion, gender identity or gender expression, or national origin, or on the grounds of age or sex except when age or sex is a bona fide occupational qualification.

The PROFESSIONAL TECHNICAL CONSULTANT will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the PROFESSIONAL TECHNICAL CONSULTANT'S commitments under this section, and shall post copies of such notice in conspicuous places available to employees and applicants for employment.

(c) In all solicitations either by competitive bidding or negotiation made by the PROFESSIONAL TECHNICAL CONSULTANT for work to be performed under a subcontract and for the procurement of materials and equipment, each potential subcontractor or supplier shall be notified in writing by the PROFESSIONAL TECHNICAL CONSULTANT of the PROFESSIONAL TECHNICAL CONSULTANT'S obligations under this Contract relative to non-discrimination on grounds of race, color, religion, gender identity or gender expression, national origin, age or sex, and his obligations to pursue an affirmative course of action as required by paragraph (d).

(d) The PROFESSIONAL TECHNICAL CONSULTANT will pursue an affirmative course of action as required by affirmative action guidelines adopted by the Human Relations Commission in effect on the effective date of the contract, or when calls for proposals are made, whichever is sooner, which are herein incorporated by reference, attached hereto at ***Exhibit "C"*** Equal Employment Opportunity Policy (EEO, September, 2016), and made a part of this contract and to the nature and size of his work force, to insure that applicants are sought and employed, and that employees are treated, during their employment, without regard to their race, color, gender identity or gender expression, national origin or ancestry, or religion. No changes in affirmative action guidelines hereinafter adopted by the Commission shall be effective with respect to contracts already in effect, without the express written consent of the PROFESSIONAL TECHNICAL CONSULTANT.

(e) In the event the PROFESSIONAL TECHNICAL CONSULTANT fails to comply with the foregoing non-discrimination provisions of this AGREEMENT, the contracting agency of the OWNER, upon advice and counsel of the Human Relations Commission, shall impose such contract sanctions as it may determine to be appropriate, including but not limited to: (1)

withholding of payment due the PROFESSIONAL TECHNICAL CONSULTANT under this contract until the PROFESSIONAL TECHNICAL CONSULTANT complies, and/or (2) cancellation, termination or suspension of this Contract, in whole or in part.

For the purposes of this section the contracting agency of the Town shall accept as proof of noncompliance with the provisions of subsection (a), only final orders or decisions of the Massachusetts Commission Against Discrimination.

(f) The provisions of this section shall be deemed supplementary to, and not in lieu of, or in substitution for, the provisions of Massachusetts Law relating to non-discrimination, and other applicable Federal, State or Town law, by-law, rule, regulation and directive relative thereto. In the event of a conflict between the provisions of this section and, where inserted or incorporated in this contract, an applicable state or federal law, rule, regulation or directive, the conflicting provisions of the latter shall control.

ARTICLE 14 – NOTICES

Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address that appears below, and given personally, by registered or certified mail, return receipt requested, by email with confirmed receipt, or by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

Notices shall be provided to:

OWNER:

Name: Erin E Chute

Title: Commissioner of Public Works

Address: Town Hall
333 Washington Street
Brookline, MA 02445

Email: echute@brooklinema.gov

PROFESSIONAL TECHNICAL CONSULTANT:

Name: Ryan J Trahan

Title: Vice President

Address: 1900 Crown Colony Drive
Suite 402
Quincy, MA 02169

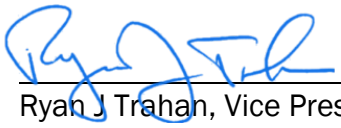
Email: Ryan.Trahan@Apexcos.com

ARTICLE 15 – CONTROLLING LAW

This Agreement is to be governed by the law of the Commonwealth of Massachusetts.

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this AGREEMENT is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

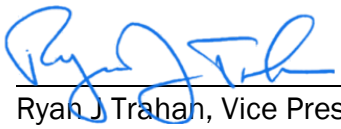


Ryan J Trahan, Vice President

Environmental Partners Group, LLC
(Name of Business)

Tax Compliance Certification

Pursuant to M.G.L. c.62C, Section 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.



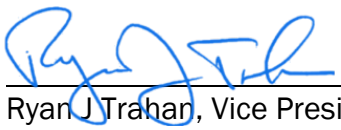
Ryan J Trahan, Vice President

Environmental Partners Group, LLC
(Name of Business)

Article 4.5 of the Town of Brookline General By-Laws

Pursuant to Section 4.5.2 of the General By-laws of the Town of Brookline, PROFESSIONAL TECHNICAL CONSULTANT, Apex Companies, LLC, hereby certifies under the pains and penalties of perjury that it does not discriminate against any individual because of the race, color, religious creed, national origin, sex, gender identity or gender expression, sexual orientation, which shall not include persons whose sexual orientation involves minor children as the sex object, age or ancestry of the individual.

Signed under the pains of penalties of perjury:



Ryan J Trahan, Vice President

Environmental Partners Group, LLC
(Name of Business)

Exhibits
The following Exhibits are incorporated in and made a part of this Agreement:

"A" ENVIRONMENTAL PARTNERS' PROPOSAL:
- **FY26 Transportation and Mobility Improvements**

"B" CERTIFICATE(s) of INSURANCE (naming Town of Brookline as Additional Insured per Article 6.6)

"C" AFFIRMATVE ACTION GUIDELINES
- **Equal Employment Opportunity Policy (EEO, September, 2026), Town of Brookline**

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year first above written.

APPROVAL OF.
PROFESSIONAL TECHNICAL CONSULTANT

TOWN OF BROOKLINE

SELECT BOARD
Date: _____

_____
CHAIR

_____

_____

_____

_____

APPROVAL OF
OWNER

ENVIRONMENTAL PARTNERS GROUP, LLC

PRESIDENT
Date: 12/4/2025

_____

CERTIFICATION OF AVAILABLE FUNDS
Certification is herewith given that, in accordance with Mass Gen Laws Ch. 44 paragraph 31 C, that an appropriation in the amount of the Contract Sum has been made and is available for compensation to the PROFESSIONAL TECHNICAL CONSULTANT for the work described by the terms of this AGREEMENT.

By:_____ Date: 12/12/25
OWNER Comptroller

By:_____ Date: 12/12/25
OWNER Director of Purchasing

APPROVED AS TO FORM:

By:_____ Date: 12/12/25
OWNER Counsel

OWNER'S Massachusetts Sales and Use Tax Certificate Exemption Number #046-001-102

Exhibit "A"

LETTER PROPOSAL for PROFESSIONAL ENGINEERING SERVICES

FY26 Transportation and Mobility Improvements

PROFESSIONAL TECHNICAL CONSULTANT

Apex Companies, LLC (Apex)

October 3, 2025

Erin Chute
Commissioner of Public Works
Town of Brookline
333 Washington Street
Brookline, MA 02445

RE: FY26 Transportation & Mobility Improvements
Letter Proposal for Professional Engineering Services

Dear Erin,

Apex Companies, LLC (Apex) is pleased to submit this letter proposal for professional engineering services to assist the Town of Brookline (Client) with the FY26 Transportation & Mobility Improvements Project. Apex professionals developed the proposed scope of services based upon discussions with the Client.

Project Understanding

It is our understanding that the Client intends to perform roadway improvements and isolated sidewalk improvements along Harvard Street from Washington Street to the Town line (approx. 7,050 LF).

The Client intends to perform mill & overlay along Harvard Street with isolated areas of full-depth reconstruction (as needed). Pavement markings and bicycle accommodations are intended to match the existing layout with isolated locations of improvements. Apex will evaluate the potential for improvements to pavement markings at locations identified by the Client.

Aside from the locations noted below, the project will be treated as a "book job" given the minor anticipated level of change from existing conditions. The proposed services for Harvard Street includes preparing pavement marking and signage plans on an aerial background, an opinion of probable construction cost (OPCC), and technical specifications for inclusion in the contract bid document.

At the following intersections along Harvard Street, an engineered design will be prepared for proposed curb bumpouts to accommodate in-line MBTA bus stops:

- Harvard Street at Beacon Street
- Harvard Street at Washington Street
- Harvard Street at Harris Street
- Harvard Street at Verndale Street
- Harvard Street at Coolidge Street

The limits of the engineered design for the above intersections are anticipated to be limited to 100 feet along Harvard Street per intersection to accommodate an MBTA-compliant bus stop and tie back into existing conditions. The sidewalk and pedestrian curb ramp work at these intersections will be constructed under a separate contract using one of the Client's current sidewalk contractors; thus, the design details for this work will not be included in the bid documents but will be provided to the Client separately. No sidewalk or curb ramp work is anticipated along Harvard Street outside the above-specified intersections.

Scope of Services

Apex proposes the following scope of services to assist the Client with the FY26 Transportation & Mobility Improvements project.

Task 1 – Topographic Survey & Base Plan Preparation

Apex will survey the subject sections of Harvard Street as follows:

1. The Scope of Services assumes the survey will extend from the pavement centerline to the face of building or right-of-way along the following survey limits:

    - The survey will extend along the western side of Harvard Street from 200 feet north of Beacon Street to the northern limit of Beacon Street, as well as along Beacon Street from Harvard Street to 25 feet west of Harvard Street, a total survey length of approximately 225 linear feet.
    - The survey will extend along the western side of Harvard Street from the southern limit of Verndale Street to 150 feet south of Verndale Street, as well as along Verndale Street from Harvard Street to 50 feet west of Harvard Street, a total survey length of approximately 200 linear feet.
    - The survey will extend along the western side of Harvard Street from the southern limit of Coolidge Street to 150 feet south of Coolidge Street, as well as along Coolidge Street from Harvard Street to 50 feet west of Harvard Street, a total survey length of approximately 200 linear feet.
    - The survey will extend along the western side of Harvard Street from 175 feet north of Washington Street to the northern limit of Washington Street, as well as along Washington Street from Harvard Street to 100 feet west of Harvard Street, a total survey length of approximately 275 linear feet.
    - The survey will extend along the western side of Harvard Street from the southern limit of Harris Street to 150 feet south of Harris Street, as well as along Harris Street from Harvard Street to 50 feet west of Harvard Street, a total survey length of approximately 200 linear feet.

    Existing visible features within 20 feet of the edge of roadway or right of way will be surveyed. The base plan will be prepared in AutoCAD format and will include right-of-way and physical features. Trees exceeding 8 inches in diameter at 4 feet above ground level within 20 feet of the roadway edge will be located and shown on the base plan.

2. The survey shall include a Triangulated Irregular Network (TIN) surface, compatible with Civil 3D, including border polyline and fault data for topographic information. Elevations will be provided, including at the centerline and roadway edge lines.

3. Visible existing utilities within the apparent right of way will be located. The surveyor will request the Client mark out any public underground utilities, and DigSafe will mark out private underground utilities within survey limits. Surveyed markings will be reflected on the base plans. Invert elevations of visible drainage structures that open will be provided. Utility information provided by the responsible utility owner will be included on the base plans, including pipe sizes and outlet pipes.

4. Right-of-way information will be researched and compiled from the Assessor's office, Department of Public Works, and Registry of Deeds to obtain available information relative to roadway layout lines, property lines, and baseline information. Precise right-of-way and property line information adequate for easement or land acquisitions is not anticipated or included; individual parcel surveys to locate precise right-of-way or property lines are not included.

Assumptions

1. No wetland resources are anticipated within 100 feet of the anticipated construction limits.
2. Any police details will be provided by the Client as needed.
3. Any utility structures will be opened by the Client, and clear access provided to each utility structure.

Task 2 – Conceptual Design

Apex will prepare a Conceptual Design for the limits of work listed above. Apex will assist the Client in identifying the preferred treatments and changes to intersection geometry before advancing into the engineered design and bid document preparation. The following is anticipated:

1. Base Plan Preparation
    a. Apex will prepare base mapping for Harvard Street using available aerial photography for the book job portion of the project and supplemented by the topographic survey prepared in Task 1 for the five aforementioned intersections along Harvard Street.
2. Concept Development
    a. Apex will prepare conceptual construction and pavement marking plans for Harvard Street to identify potential alternatives for discussion with the Client. For budgeting purposes, it is anticipated that one concept will be prepared. Grading or cross-sections are not anticipated during this phase.
    b. The conceptual designs will be in colored format for discussion with the Client during the below specified on-site meeting. It is anticipated that any changes to the conceptual designs to be incorporated into the Engineered Design & Bid Documents will be identified by the Client in written format within one week following the meeting.
3. Meetings & Coordination
    a. Apex will attend one on-site meeting with the Client to walk the roadway and discuss the conceptual design for Client input and refinement.
    b. Apex will also coordinate regularly with the Client via email and telephone throughout the project.

Assumptions

1. Neither preparation of PowerPoint presentations nor presentations to the public or Town Boards are anticipated or included in this Scope of Services.
2. The Client will provide Apex with all information available regarding the project (e.g., existing plans, GIS mapping data, local bylaws) at no cost.
3. No pavement or subsurface testing is anticipated or included in this Scope of Services.

Task 3 – Engineered Design

Apex will prepare the Engineered Design for the five proposed curb bumpout locations along Harvard Street as follows:

1. Sidewalk Design
    a. Apex will prepare an Engineered Design for the aforementioned limits of sidewalk along Harvard Street based on the Client-approved concepts. Design plans including the following elements will be prepared:
        - Cover Sheet
        - Legends & Abbreviations
        - General Notes
        - Key Plan
        - Existing Conditions Plans
        - Construction Plans
        - Curb Tie and Grading Plans
        - Ramp/Driveway Tables (as needed)
        - Temporary Traffic Control Typical Details
2. Drainage Design
    a. The anticipated scope of construction includes minor alterations to the existing drainage system, such as adjusting or remodeling existing castings, for the preferred design.
3. Meetings & Coordination
    a. Apex will attend one in-person meeting with the Client to review the Engineered Design documents.
    b. Apex will also coordinate regularly with the Client via email and telephone throughout the project.

Assumptions

1. This Scope of Services assumes the project will be reviewed by the Client's Engineering Department. A review by other agencies, groups, or departments is not anticipated.
2. This Scope of Services assumes the preferred concept will not require proposed retaining walls. Geotechnical evaluations and structural assessments of the integrity of existing retaining walls are not included in this Scope of Services.
3. It is assumed that an adequate drainage system exists within project limits to tie into and downstream conditions, including existing outfalls, are in adequate condition and provides adequate capacity. Thus, evaluation of the existing drainage system capacity and HydroCAD evaluations are not anticipated or included in this Scope of Services.
4. It is assumed the proposed construction will take place within the Town right-of-way and not on private property. Permanent or temporary easements, land acquisitions, and rights of entry are not included in this Scope of Services. If impacts to private property cannot be avoided, upon request, Apex may assist the Client with any needed rights of entry, easements, or land acquisitions as an amendment to this proposal.

5. The proposed construction is not anticipated to take place within 100 feet of any wetland; therefore, permitting through the Conservation Commission is not anticipated to be required.

Task 4 – Book Job Preparation

Apex will refine and advance the concept developed in Task 2 for the portion of the Harvard Street corridor for which an engineered design is not being prepared with more site-specific detail for advertisement as a book job.

1. Apex will perform a site visit and assumes the construction in the selected concept can be handled with typical details and specifications instead of a detailed engineered design.
2. During the site visit, quantities will be inventoried along each roadway segment for incorporation into the opinion of probable construction cost (OPCC) and bid item sheet. Locations where existing features require alteration will be noted and reflected. Changes to the existing drainage system are assumed to be limited to minor alterations and adjustments.
3. Typical details will be provided to address conditions frequently encountered along the roadways.
4. Apex will refine the conceptual pavement marking plans for Harvard Street prepared under Task 2 from Washington Street to the Town line, incorporating widened buffers for bicycle lanes and bicycle intersection markings in compliance with the 2009 Manual for Uniform Traffic Control Devices (MUTCD) and Town of Brookline pavement marking standards where feasible.

Assumptions

1. This Scope of Services assumes the project will be reviewed by the Client's Engineering Department. A review by other agencies, groups, or departments is not anticipated.
2. This Scope of Services assumes the preferred concept will not require proposed retaining walls. Geotechnical evaluations and structural assessments of the integrity of existing retaining walls are not included in this Scope of Services.
3. It is assumed that an adequate drainage system exists within project limits to tie into and downstream conditions, including existing outfalls, are in adequate condition and provides adequate capacity. Thus, evaluation of the existing drainage system capacity and HydroCAD evaluations are not anticipated or included in this Scope of Services.
4. It is assumed the proposed construction will take place within the Town right-of-way and not on private property. Permanent or temporary easements, land acquisitions, and rights of entry are not included in this Scope of Services. If impacts to private property cannot be avoided, upon request, Apex may assist the Client with any needed rights of entry, easements, or land acquisitions as an amendment to this proposal.
5. The proposed construction is not anticipated to take place within 100 feet of any wetland; therefore, permitting through the Conservation Commission is not anticipated to be required.

Task 5 – Bid Document Preparation

Apex will prepare one set of bid documents for bidding purposes of the pavement work along Harvard Street.

1. Bid Document Preparation
    a. Apex will prepare supplementary specifications to the Massachusetts Department of Transportation's "Standard Specifications for Highways and Bridges" (latest edition) in the form of Special Provisions, which shall incorporate sections of the Client's standard specifications where applicable. This work includes preparing the bid tabulation and technical specification

sections of the contract bid documents. Standard bidding documents, general conditions, bid forms, agreements, or other information associated with procurement requirements and procedures will also be prepared and provided to the Client for review.

b. Apex will provide a final OPCC, which will include the quantity, unit price, and estimated cost of all pay items. The estimate will be based on prevailing prices established by MassDOT and recently advertised and awarded projects completed by the Client and Apex. A bid tab will be prepared and included in the Bid Form section of the bid document, providing the quantity for each bid item.

c. The bid package will be submitted to the Client for review and comment upon completion. A response to comments will be provided, and changes will be implemented into the submission of bid documents, including plans, specifications, and estimates (PS&E).

2. Meetings & Coordination

a. Apex will attend one in-person meeting with the Client to review the final bid documents and discuss the procurement schedule for the project.

b. Apex will also coordinate regularly with the Client via email and telephone throughout this task.

Assumptions

1. This Scope of Services assumes that the design details for the pedestrian curb ramp and sidewalk work on Harvard Street will not be incorporated into the bid documents prepared under this task. Instead, Apex will provide separate design plans as detailed in Task 3 for the Client's use in coordinating separately with their preferred sidewalk contractor.

Task 6 – Construction Administration

Apex will assist the Client with the administration of the construction contract for the duration of construction work, which is estimated to be ten (10) weeks, and will serve as a liaison between the Client and the Contractor for the FY26 T&M Improvements project. For budgeting purposes, Apex is anticipated to provide up to 350 hours of limited construction administration and limited construction observation services.

1. Apex will assist in the coordination of the project and maintain communication with Client's Project Team and their designee(s).

2. Apex will attend a project kick-off meeting with the selected Contractor, the Client, and other interested parties to discuss the construction of the project, as outlined in the Contract Documents, including: (1) scheduling; (2) methodology for dispute resolution; (3) substitutions of materials and/or construction procedures; (4) clarifications of the Contract Documents; and (5) coordination with the Client.

3. Apex will coordinate and attend in-person weekly construction progress meetings (up to 10). Apex will prepare meeting agendas, prepare meeting minutes, and distribute meeting minutes to participants. For budgeting purposes, 100 hours have been allocated to 10 weekly meetings.

4. Apex will review and take action with respect to shop drawings and other data which the Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the Contract Documents (but such review or other action shall not extend to means, methods, sequences, techniques, or procedures of construction, or to safety precautions and programs incident thereto) and determine the acceptability of substitute materials and equipment

proposed by Contractor(s) in accordance with the Contract Documents. For budgeting purposes, 18 hours have been allocated to reviewing shop drawings and cut sheets.

5. Apex will issue instructions of Client to Contractor(s); issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare change orders as required; have authority, as Client's consultant, to require special inspection or testing of the work; and act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make decisions on all claims of Client and Contractor(s) relating to the acceptability of the work or in the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. Notwithstanding the foregoing, Apex's liability for such interpretations or decisions shall be limited to claims and proof that such interpretations or decisions were a result of gross negligence or willful acts. For budgeting purposes, 34 hours have been allocated to issuing necessary interpretations and clarifications of the Contract Documents.

6. Apex will make visits to the site at pre-determined intervals to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the Contract Documents. (Apex construction administrative staff shall not be required to make exhaustive or continuous on-site observations to check the quality or quantity of such work). Apex construction administrative staff shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s), nor responsible for any degree of failure of the Contractor(s) to perform the work in accordance with the Contract Documents. Apex's efforts will be directed toward providing a greater degree of confidence for the Client that the completed work of Contractor(s) will conform to the Contract Documents. During such visits, and on the basis of on-site observations, Apex shall endeavor to keep the Client informed of the progress of the work, shall endeavor to guard the Client against defects and deficiencies in such work and may recommend the Client disapprove or reject work failing to conform to the Contract Documents. 172 hours have been allocated to site visits over a 10-week period, and 12 hours have been allocated to project management.

Apex shall not be responsible for the acts or omissions of any Contractor, or Subcontractor, or any of the Contractor(s)' or Subcontractors' agents or employees or any other persons at the site or otherwise performing any of the Contractor(s)' work. The actual cost of this task will depend on the total construction duration and activities of the Contractor.

Assumptions

1. The Contractor is responsible for hosting an electronic, cloud-based software for file processing and exchange for the duration of construction.

2. This Scope of Services assumes that the Client will provide full-time on-site inspection to ensure the work is proceeding in general conformance with the Contract Documents and industry standards and to monitor, review, and process pay requisitions. Apex's involvement in providing resident project representative services is not included.

3. This Scope of Services assumes that the Client will handle all public outreach and coordination with other officials during construction.

Fee and Payment

Apex proposes to perform the indicated scope of services as previously described for a fee of **Two Hundred Thirty-Eight Thousand Nine Hundred Dollars ($238,900.00).** Tasks 1 through 5 are lump sum (LS) basis, and Task 6 is time and materials (T&M) basis. Apex's current time charge rates are attached. Billing rates shall be subject to adjustment annually every April. All expenses and consultants shall be marked-up 15%. A breakdown of the fee by task is as follows:

Task	Fee Type	Fee
Task 1 – Topographic Survey & Base Plan Preparation	LS	$16,900
Task 2 – Conceptual Design	LS	$44,900
Task 3 – Engineered Design	LS	$53,100
Task 4 – Book Job Preparation	LS	$26,500
Task 5 – Bid Document Preparation	LS	$23,500
Task 6 – Construction Administration	T&M	$74,000
Total		**$238,900**

Invoices will be issued to the Client on a monthly basis and will be based upon percentage complete and/or time and materials spent for tasks identified above. The compensation indicated above is based on an estimate of the character and extent of work involved. Unforeseen conditions, which become evident during the course of the work, may alter or increase the effort required. The amount indicated will not be exceeded without written amendment between the Client and Apex.

Project Schedule

Apex is ready to begin work immediately upon receipt of notice to proceed. Assuming that notice to proceed is issued within two weeks of the date of this proposal, we anticipate completing Tasks 1-5 by February 27, 2026.

The proposed fee and effort are based upon Apex's best faith effort to fully understand the needs of this proposal. If the scope of the services to be rendered is changed materially or if the period of time required to render services hereunder is extended beyond the completion dates proposed, the amount of compensation provided shall be adjusted appropriately (if required), upon approval of the Client and Apex. If project delays outside of Apex's control cause the completion date to extend substantially, additional compensation may be requested through a written amendment to account for additional coordination time.

Acceptance

We look forward to working with you on this important project. We would be pleased to discuss the scope of services and proposal with you. If you find the proposed scope and fee acceptable, we can coordinate the preparation and execution of an Agreement. Apex is ready to begin work upon receipt of a notice to proceed or signed Agreement. Please feel free to contact us with any questions or concerns.

Sincerely,

Apex Companies, LLC

Margot Spiller, PE, AICP
Principal
P: 617.657.0980
E: Margot.Spiller@apexcos.com

Attachment: Apex Standard Billing Rates

Exhibit "B"

CERTIFICATE(S) of INSURANCE

Naming Town of Brookline as Additional Insured per Article 6.6

PROFESSIONAL TECHNICAL CONSULTANT

Apex Companies, LLC (Apex)

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/4/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Graham Company, a Marsh & McLennan Agency, LLC company 30 S 15th Street, 20th Floor Philadelphia PA 19102	**CONTACT NAME:** John Kilgarriff/Brianne Sullivan **PHONE (A/C, No, Ext):** 215-701-5440 **FAX (A/C, No):** **E-MAIL ADDRESS:** MMAEastGrahamKilgarriffUnit@MarshMMA.com
INSURED APEXCOM-01 Environmental Partners Group, LLC 1900 Crown Colony Drive, Ste 402 Quincy, MA 02169	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** Starr Surplus Lines Insurance Company — 13604 **INSURER B :** Tokio Marine America Insurance Company — 10945 **INSURER C :** Zurich-American Insurance Company — 16535 **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1526738480 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [X] LOC OTHER:	Y	Y	1000065707251	7/31/2025	7/31/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 300,000 $ 25,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
C	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY X $10,000 Comp X $10,000 Coll	Y	Y	BAP-6393348-01	7/31/2025	7/31/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
A	**UMBRELLA LIAB** X OCCUR X **EXCESS LIAB** CLAIMS-MADE DED RETENTION $	Y	Y	1000336571251	7/31/2025	7/31/2026	EACH OCCURRENCE AGGREGATE 	$ 10,000,000 $ 10,000,000 $
C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	WC-6393347-01	7/31/2025	7/31/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A A B	Professional Liability Pollution Liability Contractors Equipment			1000065707251 1000065707251 CPP6411631-03	7/31/2025 7/31/2025 7/31/2025	7/31/2026 7/31/2026 7/31/2026	Per Claim / Agg Per Occ / Agg Leased/Rented Equip	$1M / $2M $1M / $2M $325,000

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

Property Policy - Tokio Marine America Insurance Company Policy #CPP6411631-03 ; Policy Period 7/31/2025 - 7/31/2026
Excess Policy - Nautilus Insurance Co. Policy #FFX2047705-10; $10,000,000 per occurrence/Aggregate; Policy Period 7/31/2025 - 7/31/2026
Excess Policy - Ironshore Specialty Ins. Co. Policy #XSCUW0033575200; $5,000,000 per occurrence/Aggregate; Policy Period 7/31/2025 - 7/31/2026

Project Name: FY26 Transportation & Mobility Improvements
Project Number: 25009681

Town of Brookline and owner are additional insureds on the above General Liability, Auto Liability and Umbrella Liability Policies if required by written contract.
See Attached...

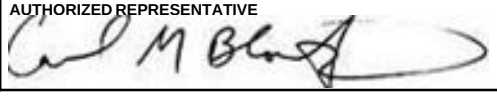
CERTIFICATE HOLDER

Town of Brookline
333 Washington Street
Brookline MA 02445

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



© 1988-2015 ACORD CORPORATION. All rights reserved.

AGENCY CUSTOMER ID: APEXCOM-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Graham Company,	Environmental Partners Group, LLC 1900 Crown Colony Drive, Ste 402 Quincy, MA 02169
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Prior to loss, and if required by written contract, Waiver of Subrogation is provided on General Liability, Auto Liability, Umbrella Liability and Workers Compensation Policies for work performed under contract if permissible by state law.

ACORD 101 (2008/01) © 2008 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

Exhibit "C"

Article 13 – Non-Discrimination Provision

(d) Affirmative Action Guidelines

Equal Employment Opportunity (EEO) Policy (Sept, 2016)

OWNER

Town of Brookline

EQUAL EMPLOYMENT OPPORTUNITY POLICY

TOWN OF BROOKLINE, MASSACHUSETTS

September 2016

Contents

I. Policy Statement 3

II. Purpose 3

III. Dissemination of EEO Policy 4

IV. Recruitment 4

V. Employee Development, Retention, and Promotion 5

VI. Maintaining an Inclusive Work Environment 5

VII. Reasonable Accommodation 6

VIII. Auditing and Reporting 6

IX. Analysis and Remediation 7

X. Responsibility and Accountability for EEO Policy 7

I. Policy Statement

The Town of Brookline (hereinafter "Town"), as represented by its Board of Selectmen (hereinafter "BOS"), Town Administrator, and Department Heads, values and celebrates the diversity of the community it serves and the individuals it employs, embracing differences in race, color, ethnicity, gender, sexual orientation, gender identity or expression, disability, age, religion, creed, ancestry, national origin, military or veteran status, genetic information and marital or family status (hereafter all of the above categories will be referred to as "protected status"). The Town believes it has a responsibility to capitalize on the strength emanating from these differences and that it has an additional duty to ensure that all of its employees, citizens, vendors, and the members of the general public are treated with dignity and respect in all of their duties and dealings with the Town.

The Town of Brookline strives to foster congenial, respectful, and professional relationships among its employees, residents, and visitors and is committed to ensuring that these relationships remain cordial, respectful, inclusive, and free of bias and prejudice. The Town actively and affirmatively subscribes to a policy of equal employment opportunity and will not discriminate against any applicant or employee because of that person's protected status. The Town understands and acknowledges that a workplace that attracts and retains diverse personnel will allow the Town of Brookline to serve its citizenry more creatively, strategically, and productively.

Therefore, the Town adopts this Equal Employment Opportunity Policy ("EEO Policy"). Pursuant to this EEO Policy, the Town's Appointing Authorities shall take affirmative steps, within the confines of applicable law, to hire qualified candidates from diverse pools of applicants for every position. This will require effort to reach out to applicant pools that are deep and rich in their composition of varied individuals. It shall further be the EEO Policy of the Town to ensure that its Departments, in conjunction with the Human Resources Department and the Chief Diversity Officer("CDO"), take steps to create both a workforce and a work environment that is welcoming and inclusive of all and allows equal opportunity for all to work to their full potential.

II. Purpose

The Town is committed to ensuring equitable participation for individuals of all backgrounds in all of its daily operations. The purpose of this EEO Policy is to put into place policies and procedures intended to ensure that the Town provides equal employment opportunity for all individuals and that it does not discriminate against any person based on a protected status. This EEO Policy shall cover all employment actions, including but not limited to recruitment, selection, compensation and benefits, professional development and training, reasonable accommodation for disabilities or religious practices, promotion, transfer,

discipline including termination, layoff, and other terms and conditions of employment. Consistent with State, Federal, and Town civil rights laws, the Town prohibits discrimination, sexual harassment, and retaliation by or against its employees, and therefore, this EEO Policy shall be administered in conjunction with the Town's Policy Against Discrimination, Sexual Harassment and Retaliation ("*Policy Against Discrimination"*).

III. Dissemination of EEO Policy

The Human Resources Department shall regularly distribute this EEO Policy in the same manner as it distributes other Town policies and shall ensure that the EEO Policy is posted and easily accessible by all employees, the unions representing Town employees, and members of the general public. The EEO Policy shall be distributed with the *Policy Against Discrimination* during employee orientation and in all other instances in which the *Policy Against Discrimination* is distributed.

Each union shall be informed of and provided with copies of this EEO Policy and the *Policy Against Discrimination*.

IV. Recruitment

The Town recruits people for a variety of positions, and recruitment strategies necessarily vary according to the type of position to be filled. Considerations include, without limitation, whether the position is covered by Civil Service rules and regulations, whether the position is union or non-union, entry-level or specialized, temporary or permanent, seasonal or contract, and full-time or part-time. Despite this wide variety of positions and strategies, it is incumbent upon the Town's Human Resources Department to reach out to and create diverse applicant pools, within the confines of applicable law.

The Human Resources Department in consultation with the CDO and the Commission for Diversity, Inclusion and Community Relations ("CDICR") shall develop and monitor recruiting strategies to increase and maintain diverse hiring pools. The Human Resources Department, in conjunction with the Appointing Authorities, shall use both traditional and non-traditional sources and methods of recruiting applicants for employment as may be deemed effective in affirming the Town's commitment to equal employment opportunities for all individuals regardless of protected status. The Town shall also provide reasonable accommodations to job applicants with disabilities when necessary to enable such applicants to complete the job application process, and if hired, to enable them to perform the essential functions of the job.

The Human Resources Department shall periodically review job descriptions and job postings to ensure that job specifications and qualification standards are in

accordance with and promote this EEO Policy, the Town's *Policy Against Discrimination*, and applicable law, and reflect the essential functions of the job.

The Human Resources Department in conjunction with the CDO shall ensure that all interviews and background investigations are conducted in accordance with this EEO Policy, the Town's *Policy Against Discrimination,* and applicable law. The Human Resources Department in cooperation with the CDO shall provide, as appropriate, regular training to hiring managers and review of interview questions, and recruitment and interview strategies to ensure that they are consistent with State, Federal, and Town laws and with the Town's *Policy Against Discrimination*, and that they promote the goals of this EEO Policy.

The Human Resources Department shall employ methods consistent with State, Federal, and Town laws to obtain information from applicants including the applicant's sex, race, and military status.

All communications with the public in regard to recruitment, jobs, interviews and employment shall state that the Town of Brookline is an Equal Opportunity Employer.

V. Employee Development, Retention, and Promotion

The Human Resources Director, in conjunction with the Town Administrator and Department Heads, shall take affirmative steps to develop the talents, skills, and other abilities of its workforce in an attempt to provide as many employees as reasonably possible with opportunities to advance to higher level positions within the Town.

Supervisors shall be provided with information on how to work with staff to enhance job satisfaction and to further career development. The Human Resources Department and other Departments will regularly review the training needs of Departments and training utilized under the various collective bargaining agreements.

The Town shall make all employees aware of the professional development opportunities available to employees and shall encourage the unions to make their members aware of the funds for professional development and incentives available under their collective bargaining agreements. The Human Resources Department in consultation with the CDO shall work with Department Heads to ensure that a fair promotion procedure is followed.

Department Heads, Managers, and Supervisors are required to receive ongoing development in the areas of diversity and inclusion. Additionally, all employees shall be offered training in diversity and inclusion.

VI. Maintaining an Inclusive Work Environment

The Town shall take steps to assure that its workforce and work environment are welcoming to applicants and employees of diverse backgrounds. The Town shall periodically conduct assessments of its workforce to gauge the climate of its workplace culture, whether there are perceived barriers to equal employment opportunity based on protected status, and whether the Town is a welcoming and inclusive employer for people of diverse backgrounds. The Human Resources Department shall conduct exit interviews of personnel leaving the Town's workforce for these purposes.

The Human Resources Department shall regularly train Department Heads, Managers, and Supervisors on this EEO Policy and methods to ensure their worksites are welcoming and inclusive of all and allow equal opportunity for all to work to their potential regardless of protected status. Such training may include but is not limited to: a) creating a welcoming environment, b) overcoming workplace barriers, c) essential and non-essential job functions, d) appropriate pre-employment inquiries and examinations, and e) conflict resolution. Such training shall reinforce and maintain basic knowledge, understanding, and application of the laws and policies regarding State, Federal, and Town anti-discrimination laws as well as the Family Medical and Military Leave laws, the Americans with Disabilities Act and their affirmative obligations under those laws.

VII. Reasonable Accommodation

Consistent with the Town's *Policy Against Discrimination*, the Town shall provide reasonable accommodation for employees with disabilities or with religious observance or practice requirements to ensure to such persons equal opportunity in employment and participation in the Town's employment programs, services, and activities. Information about the Town's reasonable accommodation policy and how to request a reasonable accommodation is included in the *Policy Against Discrimination*.

The Human Resources Department shall take steps to heighten awareness of the *Policy Against Discrimination's* provisions regarding reasonable accommodation of job applicants and employees with disabilities and with diverse religious observation and practice requirements, to enable such applicants to complete the job application process, and if hired, to enable such employees to perform the essential functions of the job and to benefit from all the employment opportunities the Town offers.

Further, the Human Resources Department shall work with Departments to maintain basic knowledge, understanding, and application of current laws and policies regarding reasonable accommodation, including but not limited to a) legal requirements of discrimination laws in the workplace, b) what is meant by a "qualified" individual with a disability, c) reasonable accommodation / job

modification, d) essential and non-essential job functions, and e) appropriate pre-employment inquiries and examinations.

VIII. Auditing and Reporting

The Human Resources Department, in collaboration with the CDO, shall develop and implement audit and reporting systems that measure the effectiveness of this EEO Policy and identify any needs for improvement or remedial action regarding the Policy itself or employees responsible for its execution. In this process the Human Resources Director shall consult with the Human Resources Board (HR Board") and the CDO and shall consider recommendations of the CDICR. The Human Resources Director shall report annually to the HR Board, the CDICR, and the BOS regarding the implementation of this EEO Policy.

The report shall include a description of the manner and means in which the Town has recruited for positions over the past year, including strategies that were used based on whether a position was covered by Civil Service rules and regulations, whether it was a union or non-union position, entry level or specialized, temporary or permanent, seasonal or contract, and full-time or part-time. The report shall also include information regarding employees' and applicants' self-identified sex, race, disability, and military status. In addition, the report shall describe steps taken to develop and train the workforce to create opportunities for advancement for employees with protected status. The report will also include data on hiring, promotion and turnover of employees.

IX. Analysis and Remediation

The Human Resources Director in collaboration with the CDO will review and analyze the annual report of workforce composition. Department Heads will be given feedback on their progress in hiring, promoting, and retaining employees with protected status. Historical data will be reviewed to identify both positive and negative trends in hiring, promotion, and retention. Managers shall be recognized for positive progress and made aware of gaps between the representation of minorities and women in their department versus the availability of minorities and women in the pool of available workers. Strategies to remediate any shortcomings in the implementation of this EEO policy shall be developed by the Human Resources Director and the CDO and agreed upon by the Town Administrator and Department Heads. Strategies shall be reported to the CDICR.

X. Responsibility and Accountability for EEO Policy

The BOS and the Town Administrator are responsible for the administration of all Departments. Appointments and hiring decisions are made by the BOS, Town Administrator, and the Town's various Appointing Authorities.

The Human Resources Director shall be responsible for implementing this EEO Policy, as the person responsible for all aspects of the Town's Human Resources program, including its compliance with applicable law, assuring fair treatment of applicants and employees in all aspects of personnel administration without regard to protected status, and, in cooperation with the CDO and the CDICR, striving for diversity in the Town workforce. In addition, the Human Resources Director shall execute such diversity and inclusion initiatives that further this EEO Policy.

The Department Heads shall notify Human Resources of all anticipated personnel actions as early as possible, including vacancies, hiring decisions, transfers, promotions, demotions, discipline, new positions, and separation from employment, in accordance with Town personnel policies and procedures, and collective bargaining requirements. Likewise, Departments shall regularly work with Human Resources to develop job specifications, qualification standards, and conduct interviews and testing in accordance with EEO requirements and the Town's *Policy Against Discrimination, Sexual Harassment and Retaliation*, and as consistent with Civil Service, collective bargaining agreements and prevailing law.

The Department Heads shall assist the Human Resources Director in preparing an annual report of workforce composition as required by the federal Equal Employment Opportunities Commission.

In implementing this EEO Policy, the Human Resources Director in collaboration with the CDO shall consider the CDICR's recommendations on recruiting, promotion, and retention that further the objectives of this EEO Policy.

Progress regarding implementation of this EEO Policy shall be reviewed on an annual basis by the BOS, which shall receive input from the Town Administrator, the Human Resources Director, the CDO, and the Chair of the CDICR.

TOWN OF BROOKLINE

CONTRACT CODING APPROVAL FORM

DEPARTMENT: DPW/Engineering Division

Prepared by: JMS

Vendor Name: Apex Companies, LLC

Vendor # **50959**

Contract Name: FY26 T&M Engineering Services - Harvard Street

Contract # PW/26-21

Purpose of Contract/Description*

Amount of Contract $238,900

The work includes design, preparation of bid documents and construction oversight services to support roadway rehabilitation and pavement markings for Harvard Street.

CODING

Org #	Org Name	Acct #	Acct Name	Amount
4923K058 6H0026				$ 180,145.00
4924K058 6H0026				$ 58,755.00
				$ -
				$ -
				$ -
				$ -

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

Department Head Erin Chute

Date 12/11/2025

Comptroller and Purchasing Approvals

Funds Available/Codes Correct

Chl lt

Comptroller

12/9/25

Date Approved by Comptroller

Complies with Appropriate Procurement Law MGL ch 149, ch 30 30M, or ch 30B

RS

Purchasing

12/9/25

Date Approved by Purchasing

Town of Brookline
Massachusetts

Authorization To Hire Request Form

Send the completed form to Human Resources for review/approval. HR will send the approved form to the SB for placement on the agenda. This form is required for all full-time, regular and part-time regular positions. This excludes seasonal and temporary positions.

1. **Position Title**: ADMINISTRATIVE/ACCOUNTING ASSIST Grade: C-8

2. **Department**: Public Safety Division: Business Office

3. Position Control #: 21000028 Prior Incumbent: Richard Guam

   a. Reason for Leaving: ☐ Resignation ☐ Retirement ☑ Other: Promotion: Benifits Acct

4. **Budgetary Information**:

   Department Code: _____ _____ Budget Code: _____ %_____

   ☐ Grant Funded-Name: _____ ☐ Revolving Fund ☐ Enterprise Fund

   ☑ Full-Time: # of hours/week: ☐ 37 ☑ 37.5 ☐ 40 ☐ 42 or ☐ Part-Time hrs/week: _____

6. **Position Information**:

Summarize the primary function of this position.

Performs all payroll related functions for police and fire personnel. Processes roll call records and enters data; processes FLSA reports, enters data and processes payment; maintains payment schedules.

7. I have considered the following alternatives to filling this position:

None

11. Suggested sources for specialized recruitment advertising:

LinkedIN/ MMA

13. **Signatures**:

Department Head: Jennifer Paster Digitally signed by Jennifer Paster DN: cn=Jennifer Paster, o=Brookline Police Department, ou=Chief of Police, email=jpaster@brooklinema.gov, c=US Date: 2024.09.03 13:30:38 -04'00' Date: 12/3/2025

Human Resources: Leslea Noble Date: _____

Town Administrator: _____ Date: _____

14. **Approvals**:

Date on SB Agenda: _____ Date Approved: _____

BROOKLINE
PUBLIC HEALTH & HUMAN SERVICES

John Kleschinsky, DrPH, Directo
11 Pierce St.
Brookline, MA 02245
617-730-2300

Memorandum

To: Select Board

From: John Kleschinsky, MPH, DrPH, Director

Date: December 8, 2025

Re: Personnel Authorization to Hire

CC: Chas Carey, Town Administrator
Melissa Goff, Deputy Town Administrator
Ann Braga, Director of Human Resources
Leslea Noble, Asst. Director of Human Resources

The Department of Public Health and Human Services respectfully submits the attached Authorization to Hire Request form and associated position description for the Assistant Director of Operations (Grade T12).

The Department seeks to fill this position following the promotion of John Kleschinsky, the former Assistant Director, to Director of Public Health and Human Services. The primary function of this position is to support the Director by optimizing operations and services, ensuring efficient protocols, supervising staff, managing facilities, supporting budget development, and contributing to grant development and reporting. This role is essential to maintaining the operational effectiveness of the department and ensuring continuity in leadership and strategic initiatives.

Town of Brookline
Massachusetts

Authorization To Hire Request Form

Send the completed form to Human Resources for review/approval. HR will send the approved form to the SB for placement on the agenda. This form is required for all full-time, regular and part-time regular positions. This excludes seasonal and temporary positions.

1. **Position Title**: Assistant Director for Operations Grade: T12

2. **Department**: Public Health & Human Services Division: _____

3. Position Control #: 510000031 Prior Incumbent: John Kleschinsky

   a. Reason for Leaving: ☐ Resignation ☐ Retirement ☑ Other: Promotion

4. **Budgetary Information**:

   Department Code: HA _____ Budget Code: 51005270 % 100

   ☐ Grant Funded-Name: _____ ☐ Revolving Fund ☐ Enterprise Fund

   ☑ Full-Time: # of hours/week: ☐ 37 ☑ 37.5 ☐ 40 ☐ 42 or ☐ Part-Time hrs/week: _____

6. **Position Information**:

Summarize the primary function of this position.

Supports the Director by optimizing operations and services, ensuring efficient protocols, supervision of staff, manages facilities, supports budget development and contributes to grant development and reporting.

7. I have considered the following alternatives to filling this position:

There are no acceptable alternatives to filling this essential position.

11. Suggested sources for specialized recruitment advertising:

13. **Signatures**:

Department Head: John H Kleschinsky Digitally signed by John H Kleschinsky Date: 2025.12.08 11:50:28 -05'00' Date: 12/8/2025

Human Resources: aae4c4b0-7fa9-45f6-872 6-85f642b390ca Digitally signed by aae4c4b0-7fa9-45f6-8726-85f642b390ca Date: 2025.12.08 12:35:49 -05'00' Date: 12/8/25

Town Administrator: _____ Date: 12/8/25

14. **Approvals**:

Date on SB Agenda: _____ Date Approved: _____

Assistant Director for Operations
Health and Human Services

Revised: 11/18/2025 **Grade: T12**
Exempt

Primary Purpose

The Assistant Director for Operations provides support to the Director of Public Health and Human Services, with the objective of optimizing the Public Health Department's operations and services provided. This position requires close collaboration with both internal departments (DPW, Building, IT, Zoning, CoA, Select Board, Fire and Police) and external agencies. The goal is to establish efficient operational protocols and improve the overall effectiveness of the department.

Supervision:

Supervision Scope: Exercises independent judgment and initiative in planning, administering, and overseeing departmental operations. Performs varied and responsible duties requiring the exercise of judgment and a thorough working knowledge of established departmental methods and policies to carry out assignments independently, analyze situations and conditions and plan and prioritize own activities.

Supervision Received: Works under the administrative direction of the Director of Public Health and Human Services and in accordance with applicable Massachusetts General Laws, Board of Health regulations, and relevant federal, state, and local statutes. Independently resolves procedural and administrative matters, seeking guidance on complex or unprecedented issues as needed.

Supervision Given: Responsible for coordinating and managing clerical and administrative operations within the department. Provides direct supervision to three or more full-time and/or part-time employees. Participates in the recruitment, selection, performance evaluation, and professional development of division staff.

Job Environment

Work is performed in a typical office setting. The role requires frequent interaction with other municipal departments, boards, and committees; healthcare professionals and organizations; contractors; and local, state, and federal agencies, as well as with the general public. Communication occurs in person, by phone, and in writing, and often requires tact, diplomacy, and persuasiveness to influence the behavior of others and collaborate across diverse stakeholders.

Has access to all departmental confidential and sensitive information, including personnel records, public health case data, and information related to litigation or investigations.

Errors in judgment or omissions could result in loss of department services, and have serious financial and legal ramifications, resulting in considerable costs to the Town.

Essential Functions

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Supports the Director in establishing departmental goals and strategic priorities, ensuring alignment with the Health Department's mission.

Provides daily oversight of the three-story Health Center building, encompassing facility operations, renovations and maintenance.

Supports staff, residents, and departments by providing information, resolving issues, improving systems and proposing solutions.

Engages in collaborative efforts with neighboring municipalities to enhance inter-community systems and public health operations.

Ensures adherence to established standards for secure data use, storage, and documentation.

Supports the Director in the development of grant proposals, the management of awarded grants, and the evaluation of outcomes for grant-funded programs.

Contributes to the administration of the departmental budget and monitors expenditures.

Maintains accurate public health records and prepares all required monthly and annual reports.

Manages the onboarding process for new full-time, part-time staff and interns, and the offboarding process for departing employees.

Assists the Director in staff management, the preparation of performance improvement plans, and serves as a liaison between Human Resources and the department.

Manages staff calendars, collaborates with the Director on staff meeting agendas, team-building activities, and departmental and town-wide events.

Oversees the Advisory Council calendar and manages assigned staff, providing assistance as needed.

Supervises the processing of payroll and maintains employee attendance and personnel records.

Oversees staff responsible for procurement activities, including purchase orders, invoicing, and payment processing.

Perform similar or related work as required, or as situation dictates.

Recommended Minimum Qualifications

Education and Experience
Bachelor's Degree in Public Health, Public Administration or related field, and a minimum of five years of experience in managing operations, communications, and customer service; or an equivalent combination of education, training, and experience. Certifications in Public Health, Public Administration or related field will be considered towards education and training. Supervisory experience and experience working directly with the public are highly desired.

Knowledge, Ability and Skill
Knowledge: Strong understanding of public administration, municipal operations, and departmental management. Knowledge of public health principles, programs, and regulations, including relevant federal, state, and local standards. Knowledge of budgeting, procurement, and financial reporting.

Familiarity with human resources processes, records management, and data privacy requirements including HIPAA and public records law. Working knowledge of grant administration, facilities operations, and relevant software systems such as MUNIS, ACCELA, and Microsoft Office.

Ability: Ability to plan, organize, and oversee daily operations; manage multiple projects; and meet strict deadlines. Ability to analyze issues, apply sound judgment, and implement effective solutions. Skilled communicator with the ability to engage staff, public officials, and diverse community members in a professional and responsive manner. Ability to build consensus, foster collaboration, and represent the department effectively with other municipal departments and partner agencies. Multilingual abilities desirable.

Skill: Strong planning, organizational, and problem-solving skills. Skilled in budget monitoring, operational coordination, and report preparation. Effective written and verbal communication skills. Detail-oriented with sound decision-making and interpersonal skills, demonstrating tact, diplomacy, and professionalism.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Tasks require the ability to exert light physical effort in sedentary to light work, which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (up to 25 pounds).

Tasks may involve extended periods of time at a keyboard or workstation. Vision and hearing at, or correctable to, normal ranges is necessary.

Must be able to communicate verbally. Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

(This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.)

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

Jennifer M. Paster
Chief of Police

To: Mr. Charles Carey, Town Administrator
From: Jennifer M. Paster - Chief of Police
Subject: Officer Re-Hire Request
Date: December 1, 2025

Mr. Carey:

I am writing to request the reappointment of Officer Dylan Diersch to the Brookline Police Department.

Officer Diersch is a 25-year-old Massachusetts native who graduated from Hingham High School in 2019 and earned his Bachelor's Degree in Criminology from The Ohio State University in 2023. He has served in the Vermont Army National Guard since 2019 and completed the Cambridge Police Academy in June 2024.

Officer Diersch worked for the Brookline Police Department until August 7, 2024, when he accepted a position with the Hingham Police Department. In reaching back out, he shared that his long-planned goal had been to work in his hometown, but he has since realized the extent to which he valued his time in Brookline. In his own words:

"My predetermined plan was to always work in Hingham and serve the town I grew up in. I now realize that I never processed how much I really enjoyed working for Brookline and how great the department was. I miss the atmosphere of the town, the call volume, and the people in the Department to name a few reasons why I want to return."

Officer Diersch was a strong fit here and left on excellent terms. I believe he would rejoin the department seamlessly and contribute immediately to our staffing needs. I respectfully request that the Select Board approve his reappointment as a Brookline Police Officer, with an anticipated start date of January 5, 2026.

Jennifer M. Paster

Chief of Police

BROOKLINE
INFORMATION TECHNOLOGY

Feng Yang, *CGCIO*
Chief Information Officer (CIO)
11 Pierce St.
Brookline, MA 02245
617-730-2005

FROM: Feng Yang, CIO, Information Technology Department
TO: Select Board
CC: Melissa Goff, Deputy Town Administrator, TA's Office
Charles Young, Assistant Town Administrator, TA's Office
RE: ITD Fund Transfer Request
Date: 12/03/2025

I am writing to request a fund transfer of $10,000 from the leased equipment account 5A0036 in the Information Technology Department's FY26 operating budget to the education/training account 551099 for technical staff professional development. The rapid pace of technological advancements makes it essential to upskill our technical staff to ensure smooth IT operations.

Thank you for your consideration.

TOWN OF BROOKLINE

==========

REQUEST FOR APPROPRIATION TRANSFER

DATE: 12/03/2025

To the Select Board:

Authority is hereby requested for permission to make the following transfer(s) within the appropriation for the Information technology Department

Department Name

	ORG #	ORG NAME	OBJECT #	OBJ NAME	AMOUNT
FROM:	19001941	Information technology	5A0036	Leased Equipment	$10000
TO:	19001941	Information technology	551099	Education/Training	$10000
FROM:					
TO:					
FROM:					
TO:					
FROM:					
TO:					
FROM:					
TO:					

Feng Yang, CIO

DEPARTMENT HEAD

NOTE: IN ADDITION TO SELECT BOARD APPROVAL, THE FOLLOWING TRANSFERS REQUIRE ADVISORY COMMITTEE APPROVAL:

(1) From Capital (5A); (2) To Personnel (51); (3) Building Dept Transfers of more than $10,000 to or from Repairs to Public Buildings (522400); (4) From the Parks & Open Space Division to any other division of DPW; and (5) From the Snow & Ice budget to any other division of DPW.

Select Board

BROOKLINE
PLANNING & COMMUNITY DEVELOPMENT

Kara Brewton, Director
Town Hall, 3rd Floor
333 Washington St.
Brookline, MA 02445
617-730-2130

Memorandum

To: Select Board

From: Kara Brewton, Director of Planning & Community Development

Date: November 28, 2025

Subject: Transfer of FY26 funding from Economic Development Salary to Professional/Technical Services

cc: Meredith L. Mooney, Economic Development Director

I am requesting the Select Board authorize the transfer of $103,153.00 from the Economic Development & Long-Term Planning Division Salary Account (17201730 510101) to the Division's Professional/Technical Services Account (17201720 551099) to cover additional consulting support for on-going, priority Division projects.

TOWN OF BROOKLINE

REQUEST FOR APPROPRIATION TRANSFER

DATE: 11/28/2025

To the Select Board:

Authority is hereby requested for permission to make the following transfer(s) within the appropriation for the Department of Planning & Community Development's Economic Development Division

Department Name

	ORG #	ORG NAME	OBJECT #	OBJ NAME	AMOUNT
FROM:	17201730	ECON DEV	510101	SALARY	$103,153.00
TO:	17201730	ECON DEV	524010	PROF/TECH SERVICES	$103,153.00
FROM:					
TO:					
FROM:					
TO:					
FROM:					
TO:					
FROM:					
TO:					

Kara Brewton

DEPARTMENT HEAD

NOTE: IN ADDITION TO SELECT BOARD APPROVAL, THE FOLLOWING TRANSFERS REQUIRE ADVISORY COMMITTEE APPROVAL:

(1) From Capital (5A); (2) To Personnel (51); (3) Building Dept Transfers of more than $10,000 to or from Repairs to Public Buildings (522400); (4) From the Parks & Open Space Division to any other division of DPW; and (5) From the Snow & Ice budget to any other division of DPW.

Select Board

BROOKLINE
SUSTAINABILITY & NATURAL RESOURCES

Alexandra Vecchio, S&NS
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2088

Memorandum

To: Select Board

From: Alexandra Vecchio, Sustainability & Natural Resources Director

Date: December 4, 2025

Re: Distribution from John Emery Hoar Foundation

Cc: Erin Chute, Commissioner of Public Works

Alex Cassie, Conservation & Natural Resources Manager

The Department of Public Works – Sustainability & Natural Resources Division respectfully requests that the Select Board accept the deposit of $24,474.19 from the John Emery Hoar Foundation, a charitable trust created under the will of the late D. Blakely Hoar. Under the terms of Section 16 of Mr. Hoar's will, this sum is to be used "for the purpose of planting and caring for trees and other vegetation along or near the streets in said Town [of Brookline]."

Contributions such as this allow for the ongoing maintenance of the D. Blakely Hoar Sanctuary, one of the three nature sanctuaries in Brookline owned and managed by the Brookline Conservation Commission. These sanctuaries protect wetland and wildlife habitat, and serve as an invaluable gateway to expansive open space in an urban environment.

The Sustainability & Natural Resources Division is grateful to the John Emery Foundation for its ongoing support of this natural, wooded area and for the protection and oversight of Brookline's open space.

OFFICE OF THE SELECT BOARD

MEMORANDUM

TO: Select Board

FROM: Tyler Belisle, American Rescue Plan Act Administrator & Budget Analyst

RE: Brookline Chamber of Commerce ARPA Agreement Amendment

DATE: December 16, 2025

Attached is a proposed amendment to the American Rescue Plan Act (ARPA) grant agreement between the Town of Brookline and the Brookline Chamber of Commerce. This amendment updates the previously approved change of scope for the Restaurant Resiliency Seminar program, dated May 13, 2025. The program supports local restaurants as they address industry challenges such as rising inflation, staffing shortages, and changing consumer behaviors.

The program scope was expanded to include a partnership with Boston University's School of Hospitality Administration. This collaboration allowed for a redesign of course materials and enabled more restaurants to participate through a webinar-based workshop.

Following the review of revised course materials, it was determined that in-person instruction is necessary to maximize the effectiveness of role-playing and interactive components. The Chamber will also update its incentive program, offering participating restaurants the opportunity to receive a catering contract for the in-person workshop. This revised approach enhances the program's educational impact and expands participation incentives.

The attached ARPA agreement amendment reflects these updates to program delivery and the revised budget.

VOTED: That the Town amend the scope of work and budget for the Brookline Chamber of Commerce Project #22-14: Restaurant Resiliency Seminar

Enclosures:

1. Restaurant Resiliency Seminar ARPA Agreement Amendment
2. Original Restaurant Resiliency Seminar ARPA Agreement dated March 2, 2023
3. First Restaurant Resiliency Seminar ARPA Amendment dated May 13, 2025

AMENDMENT no. 2 to the
American Rescue Plan Act Grant Agreement for Sub-Award of ARPA Grant ("the Agreement")]

This Second Amendment to the Agreement is made and entered into this ___ day of_____ 2025, by and between the TOWN OF BROOKLINE, MASSACHUSETTS (hereinafter referred to as the "TOWN") and the Brookline Chamber of Commerce, Incorporated (hereinafter referred to as the "Chamber" or "Sub-Recipient").

NOW, THEREFORE, for and in consideration of the foregoing and of other good and valuable consideration, the receipt whereof is hereby acknowledged, the parties hereto agree to amend the AGREEMENT as follows:

SECTION 1.

To Article II – THE PROJECT

To Section (b) Scope of Work

In Subsection i, "Description of Work and Activities," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The project is a unique 12-week restaurant management training program open to all Brookline restaurants and administered by the Chamber. The program offers in-person courses taught by local professors and includes office hours for one-on-one instruction. Courses cover digital marketing, technology, operations, inventory management, regulatory, and management topics.

SECTION 2.

In Subsection ii, "Structures and Objectives," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The structure of this project will be a series of in-person courses, coupled with one-on-one consulting services available during office hours with business school and hospitality school professors. The objective of this program is to improve business operations at Brookline restaurants to make them more profitable and stable.

SECTION 3.

In Subsection iii, "Deliverables and Outcomes," DELETE the paragraph in its entirety and REPLACE it with the following new paragraph:

> Between one and twelve restaurant participants may receive a catering contract for the in-person workshop, with up to $500 available per contract from the Restaurant Incentive Program Fund. Contracts will be offered to interested registrants on a first-come, first-served basis.
>
> The Chamber will also survey each participant at the beginning and end of the program to assess staff turnover and the program's success.

SECTION 4.

To Section (c), "Project Budget," DELETE in its entirety and replace it with the following:

The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following object(s) of expenditure:

ITEM	BUDGET
Sol Consulting Retainer	$5,000.00
Marketing and Outreach	$3,316.00
Professor/Consultant Compensation	$51,640.00
Restaurant Incentive Program Funds	$6,000.00
Brookline Chamber Administration	$16,489.00
TOTAL ARPA GRANT AMOUNT	**$82,445.00**

SECTION 5.

Except as specifically modified here, the Agreement shall remain in full force and effect and is hereby ratified and confirmed in all other respects.

SECTION 6.

All defined terms within the Agreement, unless specifically modified here, shall have the same meaning as set forth within the Agreement.

GRANTEE
Brookline Chamber of Commerce, Incorporated

_____
Christopher Mutty
Executive Director

GRANTOR
Town of Brookline, Massachusetts

_____

_____

_____

_____

_____
Select Board

As to Form:

_____
Office of the Town Counsel

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

AMERICAN RESCUE PLAN ACT GRANT AGREEMENT
For Sub-Award of ARPA Grant

This Grant Agreement (this "Agreement") is entered into by and between the Town of Brookline (the "Town"), acting by and through the Brookline Select Board, and the Brookline Chamber of Commerce, Incorporated (as more fully described in Exhibit A, the "Sub-Recipient").

WITNESS THAT:

WHEREAS, the Town is the recipient of a grant (the "ARPA Grant") made available under the American Rescue Plan Act, ("ARPA"), from the United States Treasury (the "Treasury"); and

WHEREAS, the Sub-Recipient has submitted to the Town a Pre-Award Form for the Restaurant Resiliency Seminar (as more fully described in Exhibit A, the "Project") to be funded from the ARPA Grant as a Sub-Award (the "Sub-Award") of the Town's federal State & Local Fiscal Recovery Funds (CFDA No. 21.027); and

WHEREAS, the Town has encumbered a maximum amount of $82,450.00 (the "Grant Amount") in ARPA Grant funds to the Sub-Recipient for the Project.

NOW, THEREFORE, the Town requests and the Sub-Recipient agree to implement and operate this activity in strict compliance with and in accordance with the conditions spelled out in the following sections.

ARTICLE I - SPECIFIC PROVISIONS

(a) Use of American Rescue Plan Act Funds**:**

i. The Sub-Recipient understands and agrees that the funds disbursed under this Sub-Award may only be used in compliance with section 603(c) of the Social Security Act (the "Act"), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.

ii. The Sub-Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, auditing, and completion of such project.

ARTICLE II - THE PROJECT

(a) Sub-Award Activity.
The Sub-Recipient shall coordinate and manage the work and activities as they related to the Project provided in subsection II(b) below of this Agreement.

(b) Scope of Work

i. Description of Work and Activities.
The Project is a unique 12-week restaurant management "crash course". The group of 15 restaurants will be split into three cohorts based on their financial status and level of business literacy. The program consists of regular full-group workshops as well as one-on-one coaching customized to the needs of each restaurant.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

During the Project, one restaurant will receive $6,000 to incentivize and improve staffing. The recipient restaurant may choose to use funds to incentivize current and new employees.

ii. Structures and Objectives.
The structure of the Project will be splitting the group of restaurants into 3 cohorts that will attend weekly workshops and receive a one-on-one coaching session with a consultant. The workshops will be broken down into the 3 modules over the course of the project: 1) Financial and Business Literacy; 2) Profitable Menu Design and Costing; and Improving and Controlling Labor.

The Sub-Recipient's goal is to build resilience and strength by enabling restaurants to pivot with future challenges and take advantage of future opportunities. This will help keep jobs in the Town, attract new talent, and create a more open and inclusive business community.

iii. Deliverables and Outcomes.
The Project will help keep jobs in the Town, attract new talent, and create a more open and inclusive business community.

At the beginning and end of the Project, along with financial reports, business plans, and other pertinent information to the consultant, each restaurant will take a survey to assess progress.

(c) Project Budget.
The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following objects(s) of expenditure:

ITEM	**BUDGET**
Marketing & Outreach	$2,750.00
Application Process	$1,950.00
Materials & Resources	$10,500.00
Workshops	$7,200.00
One-On-One Meetings	$27,000.00
Instructor Preparation	$18,000.00
Project Management	$9,045.00
Restaurant Incentive Program Funds	$6,000.00
TOTAL ARPA GRANT AMOUNT	**$82,445.00**

(d) Additional Funds.
The Sub-Recipient shall furnish any and all additional funds that may be necessary to complete the Project.

(e) Period of Performance.
The period of performance for this Sub-Award begins on the date this Agreement is executed and ends on June 30, 2024 (subject to extension in the sole discretion of the Town, but not later than

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

December 31, 2026), provided that eligible uses for ARPA Grant funds may extend from March 3, 2021, to such end date.

(f) Schedule of Payments.

i. The Town shall disburse funds from the Grant Amount to the Sub-Recipient in installments over the period of performance as shown by the schedule of payments in Exhibit B. Installments are subject to the availability of funds, satisfactory performance of the Project, and compliance with reporting requirements as provided below in subsection III(b) of this agreement.

ii. The schedule of payments may be modified by the Town at any point during the period of performance to reflect the Project's progress or expenditure rate. The Town will provide written notice to the Sub-Recipient prior to any proposed changes to the schedule of payments and to the fullest extent possible, work with the Sub-Recipient on the modification. Modifications to the schedule of payments shall be at the sole discretion of the Town.

(g) Changes in the Scope or Schedule or Services.

i. The Sub-Recipient shall inform the Town in writing concerning any proposed changes of, without limitation, the following:

(1) Any change in the Project work, activities, or objectives, as provided in subsection II(b) above and Exhibit A of this Agreement.

(2) Any change in the list of budget line items, as outlined in subsection II(c) above.

(3) Any modification for one or more budget line items, as laid out in subsection II(c) above, that results in an increase or decrease of at least 20 percent for one or more particular items.

(4) A significant change to the anticipated project timeline, such as extending the period of performance.

ii. The Sub-Recipient shall work with the Town to determine whether changes to the Project's scope, budget, or timeline are significant and require an amendment to this Agreement.

iii. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, agreed to, and signed by both the Select Board and Sub-Recipient.

iv. Such modifications to the work performed with Sub-Award funds outside of the terms of this Agreement may be subject to partial or full repayment of the Sub-Award back to the Town, Treasury, or both.

(h) Demonstration of Project Benefits

i. The Sub-Recipient shall inform the Town in writing concerning the benefits of the Project (1) to the populations they are seeking to serve, and (2) to the entire Town of Brookline.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

ii. This information, required by section II(h)i above, should include the effectiveness of the proposed program, and the effectiveness of the program as implemented. This information reporting obligation shall persist throughout the duration of this Agreement.

ARTICLE III - ADMINISTRATIVE REQUIREMENTS

(a) SAM Registration.
The Sub-Recipient is registered with the System for Award Management (SAM) and confirms that the Unique Entity Identification (UEI) number listed in Exhibit A is the correct such number for the Sub-Recipient as of the date hereof. The Sub-Recipient shall be responsible for maintaining the active status necessary to continue receiving Federal financial assistance, and are responsible for renewing their SAM registration annually.

(b) Reporting Requirements.
The Sub-Recipient shall submit to the Town all Project Quarterly Reports, invoices, and associated receipts described herein, any reporting required during the terms of this Agreement, or both, adhering to the following schedule throughout the period of performance for this Sub-Award. The quarterly report forms to be utilized are provided in Exhibit C of this Agreement (this will also be sent as a Microsoft Word Document file).

Quarterly Report Periods Ending and Due Dates

December 31, 2022	Due January 9, 2023
March 31, 2023	Due April 10, 2023
June 30, 2023	Due July 10, 2023
September 30, 2023	Due October 9, 2023
December 31, 2023	Due January 8, 2024
March 31, 2024	Due April 8, 2024
June 30, 2024	Due July 8, 2024
September 30, 2024	Due October 14, 2024
December 31, 2024	Due January 13, 2025
March 31, 2025	Due April 14, 2025
June 30, 2025	Due July 14, 2025
September 30, 2025	Due October 13, 2025
December 31, 2025	Due January 12, 2026
March 31, 2026	Due April 13, 2026
June 30, 2026	Due July 13, 2026
September 30, 2026	Due October, 12 2026
December 31, 2026	Due January, 11 2027

The Sub-Recipient shall submit all quarterly reports, any additional reporting requirements instituted by the Treasury in support of the ARPA Grant, or other information required of the Town during the term of this Agreement.

(c) Maintenance of and Access to Records.

i. The Sub-Recipient shall maintain records and financial documents sufficient to support the Town's production of evidence of compliance with section 603(c) of the Act,

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Treasury's regulations implementing that section, and guidance issued by the Treasury regarding the foregoing.

ii. The Town, the Treasury Office of Inspector General, and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of the Sub-Recipient, in order to conduct audits or other investigations.

iii. Records shall be maintained by the Sub-Recipient for a period of seven (7) years after all funds have been expended or returned to the Town, whichever is later.

(d) Project Closeout.

i. The Recipient's obligation to the Town shall not end until all closeout requirements are completed. Activities during this close-out period shall include but are not limited to:

(1) Making final payments;

(2) Disposing of program assets (including the return of unused materials, equipment, unspent cash advances, program income balance from loans, and accounts receivable to the Town);

(3) Preparation of financial reports; and

(4) Any additional closeout requirements from the Treasury or Town.

ii. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Sub-Recipient has control over funds from the ARPA Grant, including program income. The Terms of this Agreement regarding records maintenance and retention shall survive the expiration of this Agreement.

ARTICLE IV - RESPONSIBILITIES OF THE SUB-RECIPIENT

(a) Federal Procurement Requirements

i. Consistent with applicable Uniform Guidance requirements, including the standards in 2 CFR § 200.318 for the acquisition of property, equipment, supplies, or services required under this Agreement, Sub-Recipient shall adopt and enact procurement procedures if it intends to acquire any of the above using funds provided under this Agreement. The Sub-Recipient's documented procurement procedures must conform to the procurement standards identified in 2 CFR Part 200, Subpart D (Procurement Standards). Such standards include, but are not limited to the following:

(1) All procurement transactions for property or services shall be conducted in a manner providing full and open competition, subject to the exceptions outlined in 2 CFR §200.320(c), which allows non-competitive procurements for the following:

(a) Items below the Uniform Guidance's micro-purchase threshold;

(b) Items only available from a single source;

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(c) Items where public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or

(d) Items for which, after solicitation of a number of sources, competition is determined inadequate.

(2) Sub-Recipient shall maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(3) Pursuant to 2 CFR §200.321, Sub-Recipient shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(4) Sub-Recipient shall maintain records sufficient to detail the history of procurement in accordance with 2 §CFR 200.318(i). These records will include but are not necessarily limited to the following:

(a) Rationale for the method of procurement;

(b) Selection of contract type;

(c) Contractor selection or rejection; and

(d) The basis for the contract price.

(b) Pre-Award Costs.
Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.

(c) No R&D Award.
The Sub-Award shall not constitute an R&D award within the meaning of 2 CFR §200.332.

(d) Cost-Sharing.
Cost-sharing or matching funds are not required to be provided by the Sub-Recipient.

(e) Conflict of Interest.
Sub-Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Sub-Recipient and its Sub-Recipients (if any) must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

(f) Compliance with Applicable Law and Regulations.

i. Sub-Recipient's Obligation to Comply with Existing Laws.

(1) The United States Code, applicable Code of Federal Regulations, Massachusetts General Laws, applicable Code of Massachusetts Regulations, and the By-laws of the Town of

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Brookline, Massachusetts govern the validity, interpretation, construction, and performance of this Agreement. The Town and Sub-Recipient agree that this Agreement shall be construed to include all terms required to be included by the authorities listed above, or any other laws, regulations, or bylaws, as though such terms were set forth in full. Any dispute arising out of or relating to this Agreement, if brought, shall only be brought in the Superior Court of Norfolk County, Massachusetts or the U.S. District Court for the District of Massachusetts, Boston (Eastern) Division.

(2) The Sub-Recipient warrants that it will comply with all applicable laws, regulations or ordinances affecting the successful completion of the Agreement, including but not strictly limited to laws, regulations, or ordinances related to public bidding, procurement, municipal finance, tax, labor law, reporting of employees and contractors, withholding and remitting child support payments, and prevailing wage laws.

(3) The Sub-Recipient represents and warrants that it does not discriminate on the grounds of race, color, religious creed, national origin, ancestry, sex, gender identity, homelessness, age, existence of a criminal record, handicap disability, mental illness, retaliation, sexual harassment, sexual orientation, genetics, and active military service. The Sub-Recipient shall comply with all applicable laws, ordinances, rules, regulations, and orders pertaining to the protection of work, property, person, and employees.

ii. The Sub-Recipient agrees to comply with, and to fully cooperate with the Town with respect to its compliance with, the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. The Sub-Recipient agrees to comply with all applicable federal statutes, regulations, and executive orders. The Sub-Recipient also agrees to comply with, and to fully cooperate with the Town with respect to its compliance with, all other applicable federal statutes, regulations, and executive orders, and the Sub-Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this Sub-Award.

iii. Federal regulations applicable to this Sub-Award include, without limitation, the following:

(1) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Sub-Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this Sub-Award.

(2) Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the Sub-Award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(3) Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the Sub-Award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.

(4) OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the Sub-Award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.

(5) Recipient Integrity and Performance Matters, pursuant to which the Sub-Award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

(6) Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.

(7) New Restrictions on Lobbying, 31 C.F.R. Part 21.

(8) Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.

(9) Generally applicable federal environmental laws and regulations.

iv. Statutes and regulations prohibiting discrimination applicable to this Sub-Award include, without limitation, the following:

(1) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

(2) The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

(3) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;

(4) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and

(5) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(g) Remedial Actions.
In the event of the Town's noncompliance (including without limitation as a result of the Sub-Recipient's non-cooperation with the Town or other Sub-Recipient noncompliance) with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the Town (and, thereby, the Sub-Recipient) of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.

(h) Hatch Act.
The Sub-Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

(i) False Statements.
The Sub-Recipient understands that making false statements or claims in connection with this Sub-Award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, any other remedy available by law, or any combination thereof.

(j) Debts Owed the Federal Government

(1) Any funds paid to the Sub-Recipient (1) in excess of the amount to which the Sub-Recipient is finally determined to be authorized to retain under the terms of this Sub-Award; (2) that are determined by the Town or the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Sub-Recipient shall constitute a debt to the Town and the federal government.

(2) Any debts determined to be owed to the Town and the federal government must be paid promptly by the Sub-Recipient. A debt is delinquent if it has not been paid by the date specified in the initial written demand for payment, unless other satisfactory arrangements have been made or if the Sub-Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 15(a). The Town and Treasury will take any actions available to it to collect such a debt.

(k) Disclaimer

i. The Town expressly disclaims (and the Sub-Recipient understands that the United States also disclaims) any and all responsibility or liability to Sub-Recipient or third persons for the actions of Sub-Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this Sub-

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this Sub-Award.

ii. The acceptance of this award by the Sub-Recipient does not in any way establish an agency relationship between the Town (or the United States) and the Sub-Recipient.

(l) Protections for Whistleblowers

i. In accordance with 41 U.S.C. § 4712, the Sub-Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

ii. The list of persons and entities referenced in the subsection above includes the following:

(1) A member of Congress or a representative of a committee of Congress;

(2) An Inspector General;

(3) The Government Accountability Office;

(4) A Treasury employee responsible for contract or grant oversight or management;

(5) An authorized official of the Department of Justice or other law enforcement agency;

(6) A court or grand jury; or

(7) A management official or other employee of Sub-Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

iii. Sub-Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

(m) Pursuant to article 4.4.1 of the By-laws of the Town of Brookline, during the performance of this Agreement, the Sub-Recipient, for themselves, their assignees and successors in interest (hereinafter referred to as the "Sub-Recipient"), agrees as follows:

i. The Sub-Recipient will comply with the provisions of Chapter 151B, as amended, of the General Laws of Massachusetts relative to non-discrimination that are incorporated herein by reference and made a part of this Agreement.

ii. In the performance of work under this Agreement, the Sub-Recipient shall not discriminate in employment practices or in the selection or retention of subcontractors or in the procurement of materials or rental of equipment on the grounds of race, color,

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

religion, gender identity or gender expression, or national origin, or on the grounds of age or sex except when age or sex is a bona fide occupational qualification.
The Sub-Recipient will send to each labor union or representative of workers with which they have a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the Sub-Recipient's commitments under this section, and shall post copies of such notice in conspicuous places available to employees and applicants for employment.

iii. In all solicitations either by competitive bidding or negotiation made by the Sub-Recipient for work to be performed under a subcontract and for the procurement of materials and equipment, each potential subcontractor or supplier shall be notified in writing by the Sub-Recipient of the Sub-Recipient's obligations under this Agreement relative to non-discrimination on grounds of race, color, religion, gender identity or gender expression, national origin, age or sex, and their obligations to pursue an affirmative course of action as required by the following subsection.

iv. The Sub-Recipient will pursue an affirmative course of action as required by affirmative action guidelines adopted by the Human Relations Commission in effect on the effective date of the contract, or when calls for proposals are made, whichever is sooner, which are herein incorporated by reference, attached hereto, and made a part of this contract and to the nature and size of their work force, to insure that applicants are sought and employed, and that employees are treated, during their employment, without regard to their race, color, gender identity or gender expression, national origin or ancestry, or religion. No changes in affirmative action guidelines hereinafter adopted by the Commission shall be effective with respect to contracts already in effect, without the express written consent of the contractor.

v. In the event the Sub-Recipient fails to comply with the foregoing non-discrimination provisions of this Agreement, the contracting agency of the Town, upon advice and counsel of the Human Relations Commission, shall impose such contract sanctions as it may determine to be appropriate, including but not limited to:

(1) withholding of payment due the Sub-Recipient under this contract until the Sub-Recipient complies;

(2) cancellation, termination, or suspension of this Agreement, in whole or in part; or

(3) both.

For the purposes of this section the contracting agency of the Town shall accept as proof of noncompliance with the provisions of subsection (a) above, only final orders or decisions of the Massachusetts Commission Against Discrimination.

vi. The provisions of this section shall be deemed supplementary to, and not in lieu of, or in substitution for, the provisions of Massachusetts law relating to non-discrimination, and other applicable Federal, State or Town law, by-law, rule, regulation and directive

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

relative thereto. In the event of a conflict between the provisions of this section and, where inserted or incorporated in this contract, an applicable state or federal law, rule, regulation or directive, the conflicting provisions of the latter shall control.

For the purposes of this section the contracting agency of the Town shall accept as proof of noncompliance with the provisions of subsection (a) above, only final orders or decisions of the Massachusetts Commission Against Discrimination.

ARTICLE V - TERMINATION OF THE SUB-AWARD

(a) Grounds for Termination

The Town may terminate this Agreement and invoice the Sub-Recipient for repayment of funds from the Sub-Award, in whole or in part, or impose other measures for any of the following reasons:

i. Failure to comply with the requirements of federal or state law.

ii. Failure to follow requirements or special conditions set forth in this Agreement.

iii. Failure to notify the Town of changes to the Project's scope, budget, or timeline as described in section 2.6 of this Agreement.

iv. Failure to submit required reports.

v. Filing of a false certification on any report or document.

vi. Failure to adequately manage, monitor, or direct the Sub-Award, Project Activities that are funded under this Agreement, or both.

(b) Notice of Intent to Impose Corrective Measures

Prior to termination of this Sub-Award and subsequent invoice for repayment of related funds, the Town will provide the Sub-Recipient with reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem. Any determination as to whether the corrective measures have been sufficient shall be at the sole discretion of the Town, and the Sub-Recipient hereby waives any claim against the Town as to damages, either direct or consequential, stemming from a decision by the Town to seek repayment under this Agreement.

(c) Possible Suspension and Disbarment

The Town reserves the right to recommend to the federal government that the Sub-Recipient be suspended or debarred in the case of sustained significant non-compliance by the Sub-Recipient with the award provisions.

(d) Further Grounds for Termination

i. Either the Town or Sub-Recipient may terminate this Agreement for any reason by providing at least ninety (90) days advance, written notice to the Town or the Sub-

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Recipient as the case may be. In case of a written termination by the Town, the Sub-Recipient shall cease performing all services under this Agreement upon receipt of the notice to terminate, with the exception of any work, in the opinion of the Town, necessary to bring the work in progress to a reasonable and safe condition. The Sub-Recipient shall then submit a final bill based only on work actually performed. There shall be no penalty for early termination.

ii. The Town may terminate this Agreement with fourteen (14) days advance, written notice to the Sub-Recipient, if in the final opinion of the Town, the Sub-Recipient has failed to diligently pursue SAM Registration, as described in section III(a) above. While the Town understands the Sub-Recipient may not be the only reason for a failure to register, if in the final opinion of the Town, the Sub-Recipient is the major cause for the failure, the Town may terminate this Agreement consistent with this subsection.

ARTICLE VI – ADDITIONAL CONTRACTUAL PROVISIONS

(a) Duration of this Contract.
The term of this Agreement shall be from the date below on the signature page through the remainder of this fiscal year, or until June 30, 2024, whichever is later.

(b) Time for Performance of Services.
Time is of the essence for the provision of all services made under this Agreement. The Sub-Recipient shall commence work under the Agreement immediately and shall provide all purchased services to the Town before December 31, 2026.

(c) Enumeration of Agreement Documents.
The following list of documents form the entire agreement between the Town and Sub-Recipient and are fully a part of the Agreement as if attached to this document or repeated herein:

i. Mutually agreed upon amendments, modifications, or other change orders that the Parties reduced to writing;

ii. This Agreement;

iii. The request or solicitation from the Town's American Rescue Plan Submission Review Committee to which Sub-Recipient responded, such as the Pre-Award Form;

iv. The Sub-Recipient's response to the Town's American Rescue Plan Submission Review Committee, such as the Sub-Recipient's Proposal Submission;

v. All required certifications, permits, or licenses;

vi. All required certificates of insurance;

vii. Certificate of corporate vote, or other authorization to act; and

viii. Certificate of corporate status or proof of legal organizational status.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

If a conflict arises between any of the documents listed above, the order of precedence shall be that language contained in the document higher in the list shall prevail over any conflicting document lower in this list of documents.

(d) Required Insurance.

i. The Sub-Recipient shall maintain the following required insurance coverage.

(1) General Comprehensive Liability in the amount of $1,000,000 for each occurrence and $3,000,000 in the aggregate;

(2) Automobile Liability (applicable for any vendor/consultant who has an automobile operating exposure) in the amount of $1,000,000 for bodily injury and property damage per accident;

(3) Workers' Compensation and Employer's Liability for all the employees of the Sub-Recipient in the amount as may be required by Massachusetts General Laws Chapter 152; and

(4) Umbrella Liability of $2,000,000 for each occurrence and $2,000,000 in the aggregate.

ii. The Sub-Recipient shall name the Town as an additional insured under all insurance coverages required by this Agreement, with the exception of workers' compensation insurance. The Sub-Recipient shall further provide the Town with a copy of the current additional insured endorsement page reflecting that the Sub-Recipient added the Town as an additional insured for each insurance policy to which the Sub-Recipient added the Town.

iii. The Town and Sub-Recipient acknowledge that the types of insurance and coverage limits listed herein are the minimum necessary for the Town to award this Agreement to the Sub-Recipient. The Town does not intend the required types of insurance coverage in any way limits the Sub-Recipient's liability for any damages arising from the Sub-Recipient's performance of services under this Agreement.

iv. The Sub-Recipient shall maintain the listed insurance coverage throughout the duration of this Agreement. If, at any time while this Agreement is in effect, any of the listed insurance coverages should lapse, the Sub-Recipient shall immediately notify the Town. Within thirty (30) days of any such lapse, the Sub-Recipient shall provide the Town with new certificates of insurance coverage.

(e) Degree of Care Owed by the Sub-Recipient.
The Sub-Recipient represents that it will perform its services for the Town using the degree of care and skill ordinarily exercised consistent with the standards applicable to persons performing similar services under similar conditions and circumstances in the same or nearby locality.

(f) Non-assignability of this Agreement.
The Sub-Recipient shall not delegate, assign, or transfer its duties or interests in this Agreement without the prior, express written consent of the Town. If the Town approves assignment, this Agreement shall be binding upon the Sub-Recipient's assigns, transferees, and successors in interest.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(g) Agreement Modification or Amendment.
The Town and Sub-Recipient may modify or amend this Agreement from time to time, but only in writing by a prior, specific authority duly executed by both the Town and Sub-Recipient, as of the date of the amendment.

(h) Non-Waiver.
Neither the Town nor Sub-Recipient shall construe the failure of the other to enforce at any time any Agreement provisions as a waiver of the right of other to enforce any Agreement provision.

(i) Indemnification.
To the greatest extent permitted by law, the Sub-Recipient agrees to defend, indemnify and hold harmless the Town and its agents, servants, employees, successors, heirs, executors, insurers, attorneys, administrators and all other representatives, of and from any and all claims, liabilities and actions for damages or other relief, whether sounding in contract, tort, or otherwise, on account of or in any way arising out of, relating to the Sub-Recipient's use of the Town's ARPA funds, or both, including but not limited to incidents involving the Town's negligence. The duty to defend shall immediately accrue and be owing upon the utterance of such a claim by any person or entity regardless of merit and shall not be dependent upon any finding of liability or other finding of fact at trial. The duty to defend shall be absolute and will include and shall not be defeated or in any way undermined by the utterance of claims not covered by this Agreement. If the Town allows the Sub-Recipient to proceed before the Sub-Recipient is registered with SAM, as described in section III(a) above, and the Sub-Recipient SAM registration's is denied, the Town may elect indemnification, pursuant to this subsection. This indemnification provision shall not be construed as a limitation of the Sub-Recipient's liability under the Agreement or as otherwise provided by law. If the Town allows the Sub-Recipient to proceed before the Sub-Recipient registers, pursuant to subsection III(a) above, and later the Sub-Recipient fails to register, for any reason whatsoever, then the Town may use this subsection, along with any other available and legal means, to seek partial or full repayment of the Sub-Award back to the Town, Treasury, or both.

(j) Condition Precedent to Any Litigation.
If a disagreement arises from or relates to this Agreement or the services performed and as a condition precedent to the commencement of any litigation between them, the Town and Sub-Recipient agree to attempt to resolve any disagreement through direct negotiations between senior representatives of each party. If direct negotiations do not resolve the disagreement, the Town and Sub-Recipient agree to consider using mutually acceptable nonbinding alternative dispute resolution to resolve any disagreements without litigation.

(k) Effect of final payment.
The acceptance of final payment by the Sub-Recipient shall constitute a waiver of all claims against the Town by the Sub-Recipient arising under this Agreement.

(l) Materiality of Any Breach.
All words, clauses, terms, sentences, paragraphs, portions, parts, subsections, and sections of this Agreement are material. A breach by either the Town or Sub-Recipient shall not constitute an excuse by the other party to fail to fully perform all other words, clauses, terms, sentences, paragraphs, portions, parts, subsections, and sections of this Agreement.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(m) No Ambiguity.
All words, clauses, terms, sentences, paragraphs, portions, parts, subsections, and sections of this Agreement, and this Agreement as a whole, are unambiguous.

(n) No Presumption against Drafting Party.
The Town and Sub-Recipient agree that the rule of construction that any ambiguities are to be resolved against the drafting party will not be employed in any interpretation of this Agreement.

(o) Integration of this Agreement.
This Agreement, including all attachments and documents listed above in subsection VI(c) above, embodies the entire agreement between the Town and Sub-Recipient, and each acknowledges that the other made no inducements, promises, terms, conditions, or obligations other than those expressly contained within the written terms of this Agreement. The written Agreement supersedes all prior agreements, understandings, or past practice between the Town and Sub-Recipient.

(p) Severability.
If any court of competent jurisdiction holds any portion of this Agreement to be illegal, invalid, or unenforceable, the Town and Sub-Recipient agree that any such order shall not affect any other remaining term, clause, phrase, paragraph, subsection, section, or provision and all shall remain in full force and effect.

(q) No Third-Party Beneficiaries.
There are no third-party beneficiaries to this Agreement.

(r) The Sub-Recipient's Status as an Independent Contractor.
The Sub-Recipient will act as an independent contractor and not as an employee or agent of the Town in performing the services required by the Agreement.

(s) Non-Appropriation.
The Town's obligation to make payments during any Town fiscal year succeeding the current fiscal year shall be subject to availability and appropriation of funds. The Town shall have the right to terminate the Agreement when whichever level of government—Federal, state, or local—fails to appropriate or otherwise make available funds to support continuation of performance of this Agreement in a subsequent fiscal year.

(t) The Sub-Recipient's Agreement Documents Subject to Public Records Law.
The Sub-Recipient agrees that this Agreement, related purchase orders, related pricing documents, and invoices will all be public documents, and may be available for public and private distribution in accordance with the Public Records Law, General Laws c. 66, *et seq*. The Sub-Recipient will provide the Town copies of any documents requested under this law at no charge to the Town.

(u) The Sub-Recipient's Agreement Documents Subject to Audit.
The Town shall have the right, at reasonable times, at a site designated by mutual agreement, to audit the books, documents, and records of the Sub-Recipient to the extent that the books, documents, and records relate to expenditures, costs, or pricing data for the Agreement. The Sub-Recipient agrees to maintain records that will support the expenditures made, prices charged, and costs incurred for the Agreement. The Sub-Recipient shall preserve books, documents, and

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

records that relate to expenditures, costs, or pricing data for the Agreement for a period of seven (7) years from date of final payment. The Sub-Recipient shall give full and free access to all records to the Town, its authorized representatives, and any other government authority the Town agrees shall have access.

(v) Execution of Counterparts.
The Town and Sub-Recipient may execute this Agreement, or any subsequent amendments, in any number of counterparts. The Town and Sub-Recipient agree each such counterpart will be considered and enforced as if an original and all counterparts together shall constitute the same.

(w) Facsimile or Electronic Signatures are Valid.
The Town and Sub-Recipient agree that they may receive and consider as facsimile signatures or electronic signatures of authorized individuals, which the Town and Sub-Recipient agree either may enforce as if valid, original written signatures. “Facsimile signature” means, for purposes of this Agreement, a reproduction of the manual signature of an authorized officer of either the Town or Sub-Recipient.

(x) Warranty of Authority.
The person who signs this document on behalf of the Sub-Recipient acknowledges, warrants, and represents under the pains and penalties of perjury with his or her signature the following: he or she (a) is legally and mentally competent to execute this document; (b) is of legal age; (c) has the authority to bind with his or her signature, all plaintiffs in this action; (d) has carefully read all of the provisions of this Agreement with care and with the advice and counsel of any attorney of record and any other attorneys of his or her choice; and (e) knows and fully understands each and every word, clause, term, sentence, paragraph, portion, part, subsection, and section of this Agreement, and this Agreement as a whole. In affixing his or her signature below, he or she has affixed his or her signature to this document intentionally, willingly, and free from any compulsion or duress and as his or her own free act and deed after having obtained the advice and counsel of any attorney of record and any other attorneys of his or her choice.

(remainder of page is blank)
(certifications and signature block to follow)

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Sub-Recipient Certification

The representative of the Brookline Chamber of Commerce, Inc. signing this Agreement certifies, represents, and warrants as follows:

1. I am duly authorized by the Brookline Chamber of Commerce, Inc. to sign this Agreement on its behalf.

2. I have read and understand the requirements set forth in this Agreement (including, without limitation, the provisions of this Agreement related to reporting, recoupment, and indemnification).

3. I understand that the receipt of funds from this Sub-Award is and will remain subject to the availability of funds to make the Sub-Award. The Town is not and will not be obligated to fund the Sub-Award from any funds other than proceeds of the ARPA Grant that are actually received by the Town.

4. No funds received from the ARPA Grant, if awarded, will be used to pay or reimburse any costs that have been (or will be) paid or reimbursed through another COVID-19 relief program (whether federal, state, Town, local or non-governmental).

5. I understand the Brookline Chamber of Commerce, Inc. will provide financial statements and other reports required by the Town or Treasury, no later than 60 days after the closeout of the Project (as defined in 2 C.F.R. Section 200.344).

6. Notices to the Brookline Chamber of Commerce, Inc. shall be in writing and addressed to David Gladstone dgladstone@brkl.com and Claire Ronan Claire@BrooklineChamber.com and notices to the Town shall be sent via E-Mail to the Budget Analyst/Grant Administrator ttoler@brooklinema.gov and copy the Deputy Town Administrator mgoff@brooklinema.gov and the Office of Town Counsel towncounsel@brooklinema.gov or to such other address as either party shall provide to the other. The Sub-Recipient is responsible for notifying the Town of Brookline of any changes to the Agreement information.

7. To the best of my knowledge, no person or entity involved in the Sub-Award or Project thereby (i) has been debarred, suspended, or otherwise excluded from participation in federal or state assistance programs or activities or (ii) has violated or is currently the subject of any actual or threatened investigation or audit involving allegations of fraud, bribery, dishonesty, or any other action that bears upon the trustworthiness or responsibility of such person.

8. The Brookline Chamber of Commerce, Inc. is registered with the System for Award Management ("SAM") and I confirm the name of the Brookline Chamber of Commerce, Inc. and the UEI number listed in Exhibit A is correct and consistent with the name and number appearing in the SAM. Furthermore, the Applicant will maintain an active SAM registration at all times it has an active federal award or application for a federal award in process.

9. All information provided to the Town in connection with this Agreement (including without limitation the information entered into the Town's online portal) is true, accurate, and complete in all material respects as of and on the date hereof.

10. Pursuant to General Laws c. 30, § 39M and c. 30B, § 10, under the penalties of perjury, this proposal is in all respects bona fide, fair, and has been made and submitted in good faith and without collusion or fraud with any other person, meaning any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

11. Pursuant to General Laws c. 62C, § 49A, under the penalties of perjury, the Sub-Recipient complied, is complying, and will comply during the terms of this Agreement with all laws of the Commonwealth of Massachusetts relating to taxes.

12. No official or employee of the Town has a financial interest in this Agreement or in the expected profit to arise from the Agreement, unless the Sub-Recipient and the Town employee or official both have notified in writing the Select Board, Town Administrator, with a copy to Town Counsel, that the Sub-Recipient and the employee fully complied with the provisions of General Laws c. 43, § 27 (Interest in Public Agreements by Public Employees) and of provisions of General Laws c. 268A, § 20 (Conflict of Interest Law).

DocuSigned by:
David Gladstone
D2407995D0B44F0...

Authorized Brookline Chamber of Commerce, Inc. Signatory

1/30/2023

Date

American Rescue Plan Submission Review Committee

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

IN WITNESS WHEREOF, the Town and the Sub-Recipient have executed this Agreement as of the date first written below.

Executed this 2 day of March, 2023.
Month Year

RECIPIENT

BY: DocuSigned by: David Gladstone 1/30/2023
D2407993009447D...
David Gladstone, President
Brookline Chamber of Commerce, Inc.

TOWN OF BROOKLINE
SELECT BOARD

BY: DocuSigned by: 2/2/2023
CF87DF2E7C824B0...
Miriam Aschkenasy
Select Board Member

BY: DocuSigned by: Michael Sandman 2/1/2023
7C23A594F1CD4F4...
Mike Sandman
Select Board Member

As to Form:

DocuSigned by: 3/1/2023
CF4C4D6B2F2B469...
Office of the Town Counsel

Available Funds Certified:

DocuSigned by: Michael DiPietro 3/2/2023
A53D1FED00C746C...
Comptroller

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Exhibit A
Pre-Award Form

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

PRE-AWARD FORM
AMERICAN RESCUE PLAN ACT (ARPA)
TOWN OF BROOKLINE

PLEASE NOTE: All information provided in this form (including attachments) will be publicly accessible via the Town Website and information reported to the United States Department of Treasury. The Treasury DOES NOT REQUIRE the disclosure of personal or private details for any assistance, aid, or both that is being provided directly to households or individuals. Please omit all sensitive personally identifiable information of household or individual beneficiaries including the names, phone numbers, and email addresses from any data being shared with the Town.

A. Project Profile (For Town Staff)

(I) Application and Treasury Reporting Identification

Proposal Number	22-14	Project Name	Restaurant Resiliency Seminar
Grant Amount	$82,450.00	Date of Select Board Vote	April 19th, 2022
Treasury Project ID	BrooklineMA-2214	Treasury Sub-Award Number	TBD

Treasury Expenditure Category 2.30 - Technical Assistance, Counseling, or Business Planning

B. Sub-Recipient Information

(I) Sub-Recipient Profile

Organization Name	Brookline Chamber of Commerce		
Address	251 Harvard Street		
Contact Name1	Deborah G. Miller	Title 1	Executive Director
E-Mail 1	Debbie@BrooklineChamber.com	Phone 1	617-739-1330
Contact Name 2	Claire Ronan	Title 2	Operations Manager
E-Mail 2	Claire@BrooklineChamber.com	Phone 2	617-739-1330

Any additional contacts from the organization that should be included in all correspondence between the Organization and the Town of Brookline regarding this project should be listed in '**Section D. Additional Information**' on Page 7 of this form.

TIN/EIN	042208840	UEI*	

*From SAM Registration. Not required for this form, but will be for the sub-award agreement.

(II) Proof of Corporate Status and Tax Compliance

Provide proof of corporate status and Federal and state tax compliance.

a) *If a Massachusetts business entity regulated by the Secretary of State's Office, provide copies of the most recent annual report filed and the organization's certificate of good standing.*
b) *If a non-profit entity regulated by the Attorney General's Office, provide copies of the most recent Form PC filed and the organization's federal tax exemption determination letter.*
c) *All sub-recipients must submit a certificate of good standing from the Massachusetts Department of Revenue and a tax clearance certificate from the Internal Revenue Service.*

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

C. Scope of Work

A1. Project Details

(I) Project Background

a) Project Description

Brief description of the project. This should include a description of the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome). **1,500 Character Limit**

The Restaurant Resiliency Seminar is a unique 12-week restaurant management "crash course." Our goal is to empower 15 Brookline restaurants to grow into more equitable, sustainable, and resilient businesses. The group of 15 will be split into three cohorts based on their financial status and level of business literacy. The program consists of regular full-group workshops as well as on-on-one coaching customized to the needs of each restaurant.

The Chamber will manage the program. SOL Consulting will teach, coach, and assist restaurants.

Structure
3 cohorts (5 businesses in each cohort)
Weekly group workshops (content delivery)
Weekly 1:1 coaching sessions with consultants

Curriculum
Each module represents 4 meetings each for a total of 12 weeks.

Module 1: Financial and Business Literacy
Module 2: Profitable Menu Design and Costing
Module 3: Improving and Controlling Labor

Assessment Metrics
At the beginning and end of the program, along with financial reports, business plans, and other pertinent information to SOL Consulting, each participating restaurant will take a participant survey to access progress.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

(II) Timeline and Location

a) Project Start Date 10/11/22

b) Project End Date 1/27/23
Can be an estimate

c) Place of Performance 251Harvard Street, Brookline
Address where most of the project will be carried out

(III) Budget

(a) Reminder to attach a budget (and timeline if applicable) showing the breakdown of costs for the ARPA-funded portion of the work being done. (*See Appendix A for example*)
Leave (b) and both parts of (c) blank if there are no expected capital expenditures[1]

(b) Total Expected Capital Expenditure $82,450.00

(c) Capital Expenditure Type 2.30 - Technical Assistance, Counseling, or Business Planning
See Appendix B for a list of eligible types.

(i) If "Other" and total capital expenditure is less than $1 million, describe the expenditure and its need as part of the project. **255 Character Limit**

(ii) If "Other" and total capital expenditure is over $1 million, attach a separate sheet and (in 1,500 words or less) provide the following details in narrative form: 1) Harm/need that is being addressed, 2) Reason for specific expenditure, and, 3) Comparison of the capital expenditure to at least two alternative expenditures and demonstration of why the capital expenditure is superior.

[1] Definition from 2 CFR § 200.1 — Capital expenditures means expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

A2. Deliverables

(I) Impacted Population

*From the table below, select **up to three** impacted populations this project will primarily serve. If selecting a box that says "Specify", then provide a short description in the space made available.*

☐ General Public

ASSISTANCE TO HOUSEHOLDS/COMMUNITIES

☐ Low or moderate-income households or populations	☐ Households that experienced unemployment	☐ Households or populations residing in Qualified Census Tracts
☐ Households that experienced increased food or housing insecurity	☐ Households that qualify for certain federal programs	☐ Other Households or populations that experienced a negative economic impact

EDUCATIONAL ASSISTANCE

☐ For services to address educational disparities, Title I eligible schools	☐ For services to address lost instructional time in K-12 schools

ASSISTANCE TO SMALL BUSINESSES

☑ Small Businesses that experienced a negative economic impact	☐ Small Businesses operating in Qualified Census Tracts
☑ Classes of Small Businesses designated as negatively economically impacted (*Specify*)	*Specify Class(es)* Restaurants
☐ Other small businesses disproportionately impacted by the pandemic (*Specify*)	*Specify Other Small Business(es)*

ASSISTANCE TO NON-PROFITS

☐ Non-Profits that experienced a negative economic impact	☐ Non-Profits operating in Qualified Census Tracts
☐ Classes of Non-Profits designated as negatively economically impacted (*Specify*)	*Specify Class(es)*
☐ Other Non-Profits Disproportionately Impacted by the pandemic (*Specify*)	*Specify Other Non-Profit(s)*

AID TO IMPACTED INDUSTRIES

☐ Travel tourism or hospitality sectors	
☐ Industry outside the travel, tourism, or hospitality sectors (*Specify*)*	*Specify Other Industry(ies)*

*If aid is provided to industries outside the travel, tourism, or hospitality sectors, please be sure to answer the additional questions in the following '**(II) Populations Served**' section.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

(II) Populations Served

*Please read and **answer the items that are applicable** to the project to the best of your ability.*

(a) Number assisted for projects serving:

Can be estimates. Please attach any documentation to validate the numbers provided.

(i) Households (or individuals)

(ii) Small Businesses 15

(iii) Non-Profits

(b) For projects providing industry aid outside of travel, tourism, and hospitality:

Please describe if the industry experienced at least 8 percent employment loss from pre-pandemic levels, or if the industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the Final Rule, and rationale for providing aide to the industry. **250 Character Limit**

(III) Goals

(a) Structure and Objectives

Description of structure and objectives of assistance program(s), including public health or negative economic impact experienced **250 Character Limit**

Build resilience and strength: enable restaurants to pivot with future challenges.
Position restaurants to take advantage of future opportunities.
Keep jobs in Brookline and attract new talent.
Create a more open and inclusive Business Community

(b) Sub-Recipient's Approach

Description of approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of COVID-19, as described in the treasury's final rule. **250 Character Limit**

Restaurant Resiliency will provide solutions for restaurant business operations; profitable menu costing; hiring, training, and maintaining staff; and providing an equitable, respectful place for essential workers.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

(c) Project Deliverables/Outcomes

A description of the overall purpose and expected outputs and outcomes or results of the funded sub-award, including significant deliverables and, if appropriate, associated units of measure. The purpose and outcomes or results should be stated in terms that allow an understanding that the subaward constitutes an eligible use of funds.

750 Character Limit

Our goal is to empower 15 Brookline restaurants to grow into more equitable, sustainable, and resilient businesses.

At the beginning and end, along with financial reports, business plans, and other pertinent information to SOL Consulting, each restaurant will take a survey, including questions to answer on a scale of 1 (least) to 5 (most).
Examples:
How much trust do you have in your financial statements, bookkeeper, and/or accountant?
How would you rate your understanding of a Profit and Loss Statement?
How would you rate your confidence in your ability to cost out your menu?
How would you rate your confidence level as a leader and employer?
How confident are you that you could get the support you need from your network?

D. Additional Information

(I) Please provide any additional information that is believed to be important for the implementation of the project.

Curriculum

Each module represents 4 meetings each for a total of 12 weeks.

Module 1
Financial Diagnostic of each business
Standard introduction to business
Industry benchmarks
Analyzing and Interpreting financial statements

Module 2
Profitable Menu Design
The importance of a Plate Cost Book
Star-Dog Analysis
COGS Management

Module 3
Systems Creation
Recruiting & Hiring
Onboarding & Training
Labor Management

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

DocuSign Envelope ID: 0D17160A-FA75-4949-ACFC-CDB44E6A97D8

SUB-RECIPIENT PROJECT CERTIFICATION	
By signing this Pre-Award Form, the Sub-Recipient's representative is confirming that all information listed in this form and any supplemental documentation is factual. **Sub-Recipient Certification of ARPA Project:** 1. *I certify that this form has been completed to the best of my knowledge and this form along with any supplemental documentation is a factual representation of my organization's intended use of ARPA funds committed from the Town of Brookline.* 2. *I certify that I am an authorized representative of the organization under which the ARPA grant was committed, considered the "Sub-Recipient".* 3. *I certify that as an authorized representative, the organization is a legal entity permitted to do business in the Commonwealth of Massachusetts.*	
PRINTED NAME OF AUTHORIZED OFFICIAL	DATE
Deborah G. Miller	7/11/22
SIGNATURE	
DocuSigned by: Deborah Good Miller A4E15731797F435...	

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Exhibit B
Schedule of Payments

PROJECT SUMMARY				MUNIS	
Sub-Recipient	Brookline Chamber of Commerce	**Grant Amount**	$82,450.00	**Vendor**	564
Proposal Number	22-14	**Start Date (Estimate)**	2/1/2023	**Org**	1225SGB1
Project Name	Restaurant Resiliency Seminar	**End Date**	5/3/2023	**Object**	558080
		Schedule Type	Monthly	**Project**	P2214
		Duration in Months	3		
		Number of Payments	3		

Payment #	Amount	Disbursement Date (Estimate)	Grant Balance
1	$27,483.33	2/1/2023	$54,966.67
2	$27,483.33	3/1/2023	$27,483.34
3	$27,483.34	4/5/2023	$0.00

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

Exhibit C
Quarterly Reports

***PLEASE NOTE**: All information provided in this document (including attachments) will be publicly accessible via the Town Website and information reported to the United States Department of Treasury. The Treasury DOES NOT REQUIRE the disclosure of personal or private details for any assistance/aid that is being provided directly to households or individuals. Please omit all sensitive personally identifiable information of household or individual beneficiaries including the names, phone numbers, and email addresses from any data being shared with the Town.*

This Quarterly Report is for the Period ending on

A. Project Profile (For Town Staff)

(I) Application and Treasury Reporting Identification

Proposal Number	hSJcArJIoqfRhOrVxyfPag==	Project Name	pTgLQ1i+wfnZazpcE/mhtkP3sOumOdPtrcAZn6Hhm68=
Grant Amount	CuIAur5D928k8qxXtD/aGw==	Date of Select Board Vote	sIPY8dXV9FezyxI+NgahZUyQo6/UeZyG+s5PTY
Treasury Project ID	4tO7Dh4oOWUgzBMHmzJ+F0hoPG5IYMRq3	Treasury Sub-Award Number	PDKb/aiXPF/c1BQtJhf+UIIOlJ3Xr8R79df
Treasury Expenditure Category	NCy04QNtxL8wiP+eG8YSKtL3PBXx6RsPqylebNeXSTsqNGvUKZm8tQvzbdxU7JZdGg6klhNCCXuVpIdtLKzn/g==		

B. Sub-Recipient Information

(I) Sub-Recipient Profile

Organization Name	B1w7kdrUseLI5Di38E6noXZiSSaZX3T9c2OVEP9vAHU=		
Address	cu4N7WiL61GnHx5cEWJG6aUlJYBCrssrFZO+DrRlp7k=		
TIN/EIN	Jq+d5K9R96xfetI+E23bAg==	UEI	bqfMI6NaWt0lNw6pROS1Qg==
Report Prepared By		Title	
Email		Phone	

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

C. Project Finances

(I) Funding

(a) Total ARPA Funds Received
Provide the total amount of ARPA funds received for this project from the beginning of the period of performance to the end of the quarter. If additional ARPA funds were received from a non-Town entity, indicate the source and amount below in Question (I)(b).

KyAHn4iYWtPfBdDDArv0ig==

(b) Other Revenue Received
List other revenue sources received and the amount related to the project. Include additional ARPA funds if received from a non-Town entity. Otherwise, leave this blank.

(II) Expenditures

(a) ARPA Expenditures
Provide ARPA expenditures related to the particular project. If additional ARPA funds were received from a non-Town entity and used during this quarter, indicate the source and amount in Question (II)(b).

(i) Quarterly KyAHn4iYWtPfBdDDArv0ig==

(ii) Cumulative
Sum of all expenditures from the beginning of the period of performance to the end of the quarter.
KyAHn4iYWtPfBdDDArv0ig==

(b) Other Expenditures
List expenditures from all other sources and the amount related to the project. Include internal funds and additional ARPA funds if received from a non-Town entity. Otherwise, leave the questions blank.

(i) Quarterly

(ii) Cumulative
This is the sum of all quarterly expenditures from the start of the grant period to the end of the quarter.

(c) Combined Expenditures
Provide the total quarterly and cumulative expenditure related to this project. Include the quarterly and cumulative percentage of ARPA funds received by the Town.

(i) Quarterly *(a)(i) + (b)(i)* KyAHn4iYWtPfBdDDArv0ig==

(ii) ARPA Share $\frac{(a)(i)}{(c)(i)} \times 100$ *Percent*

(iii) Cumulative *(a)(ii) + (b)(ii)* KyAHn4iYWtPfBdDDArv0ig==

(iv) ARPA Share $\frac{(a)(ii)}{(c)(iii)} \times 100$ *Percent*

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(d) If there was an increase or decrease of at least 10 percent to the project cost or budget then:

(i) Provide a description of the adjustment; and
Please indicate if this is provided as a separate attachment

(ii) Attach the new project budget and any supporting documents.

(e) If there was little to no expenditure with ARPA funds during this quarter then:

(i) Provide an explanation; and
Please indicate if this is provided as a separate attachment.

(ii) Indicate when expenditures are expected to continue.
Please indicate if this is provided as a separate attachment.

(III) Invoices

(a) Attach all invoices, receipts, and other supporting documents for expenditures of ARPA funds.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

D. Quarterly Grant Activities

(I) Overview
(a) Provide a summary of the grant activities that took place during this quarter. *Please indicate if the summary is provided as a separate attachment.*
(b) At the time of preparing this report, what is the estimated percentage of project completion?
(c) At the time of preparing this report, what is the estimated completion date? *Please provide the date even if it has not changed from the previous report.*
(II) Deliverables and Performance
(a) What achievements or accomplishments (including the number and type of beneficiaries[1] served) took place for the grant activities during this quarter? If none, explain. *Please indicate if this is provided as a separate attachment.*

[1] "Beneficiaries" meaning households, individuals, small businesses, and/or non-profits.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

(b) If the grant activities had a larger impact than previously expected (i.e. Surpassing goal and objective benchmarks set in the previous quarterly report), provide a brief explanation. Otherwise, leave this blank if it is not applicable.
Please indicate if this is provided as a separate attachment.

(III) Impediments

(a) Indicate any delays or difficulties that precluded the grant activity from achieving project goals and objectives. Identify each problem, all corrective steps that have been (or will be) taken to address such, and if this will have an impact on the planned project completion date. Otherwise, leave this blank if not applicable.
Please indicate if this is provided as a separate attachment.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

E. Next Quarter and Remaining Period of Performance

(I) Goals and Objectives

(a) Provide a description of the goals and objectives planned for the upcoming quarter as they relate to the project. If possible, include metrics and benchmarks.
Please indicate if this is provided as a separate attachment.

(II) Potential Impediments

(a) Indicate any newly identified potential delays or problems that may preclude the grant activity from achieving project goals or objectives in the next quarter or the remainder of the period of performance. Be sure to indicate if this will have an impact on the project budget or estimated completion date. Otherwise, leave this blank if not applicable.
Please indicate if this is provided as a separate attachment.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

F. Additional Information

(I) Miscellaneous

(a) Provide any additional information regarding the status or performance of this project. Otherwise, leave this blank if it is not applicable.
Please indicate if this is provided as a separate attachment.

DocuSign Envelope ID: B46EE3DA-FCAD-49B0-BBBE-AF935B9C3306

QUARTERLY REPORT CERTIFICATION	
By signing this Quarterly Report Certification, the sub-recipient's report preparer is confirming that all information listed in this quarterly report and any supplemental documentation is factual. **Sub-Recipient Certification of ARPA Project Status:** 1. *I certify that this quarterly report has been completed to the best of my knowledge and this quarterly report and any provided supplemental documentation is a factual representation of my organization's current ARPA project status.* 2. *I certify that I am an authorized representative of the organization under which the ARPA grant was awarded, considered the "Sub-Recipient".* 3. *I certify my understanding that failure to complete and submit future quarterly reports lacking factual, detailed information can result in the rescission and/or repayment of my organization's ARPA grant back to the Town and/or Treasury.*	
PRINTED NAME OF REPRESENTATIVE	DATE
SIGNATURE	

Docusign Envelope ID: 1F716C75-CDA0-4077-9EE4-75B05A0E7EB7

AMENDMENT no. 1 to the
American Rescue Plan Act Grant Agreement for Sub-Award of ARPA Grant ("the Agreement")]

This First Amendment to the Agreement is made and entered into this ___ day of_____ 2025, by and between the TOWN OF BROOKLINE, MASSACHUSETTS (hereinafter referred to as the "TOWN") and the Brookline Chamber of Commerce, Incorporated (hereinafter referred to as the "Chamber" or "Sub-Recipient").

NOW, THEREFORE, for and in consideration of the foregoing and of other good and valuable consideration, the receipt whereof is hereby acknowledged, the parties hereto agree to amend the AGREEMENT as follows:

SECTION 1.

To Article II – THE PROJECT

To Section (b) Scope of Work

In Subsection i, "Description of Work and Activities," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The project is a unique 12-week restaurant management "crash course" open to all Brookline Restaurants and will be managed by the Chamber. The program consists of online courses, taught by local professors and will also include office hours to allow for one-on-one course instruction. Courses may include: digital marketing, technology, operations, inventory management, regulatory, and management.

SECTION 2.

In Subsection ii, "Structures and Objectives," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The structure of this project will be a series of online webinar-based courses, coupled with one-on-one consulting services available during office hours with business school and hospitality school professors. Some of these professors are already teaching in the Brookline Chamber of Commerce's Business Accelerator Series. The objective of this program is to improve business operations at Brookline restaurants to make them more profitable and stable.

SECTION 3.

In Subsection iii, "Deliverables and Outcomes," DELETE the paragraph in its entirety and REPLACE it with the following new paragraph:

> One to six restaurant participants will be chosen to receive a portion of the $6,000 Restaurant Incentive Program Fund designed to help recruit new and retain existing staff. The recipients will be chosen by the professors based on participation in the program. The incentive will be used to create employee referral programs and for staff bonuses to improve retention.
>
> The Chamber will also survey each participant at the beginning and end of the program to understand staff turnover and the success of the program.

SECTION 4.

To Section (c), "Project Budget," DELETE in its entirety and replace it with the following:

Docusign Envelope ID: 1F716C75-CDA0-4077-9EE4-75B05A0E7EB7

The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following object(s) of expenditure:

ITEM	BUDGET
Sol Consulting Retainer	$5,000.00
Marketing and Outreach	$2,750.00
Professor/Consultant Compensation	$52,206.00
Restaurant Incentive Program Funds	$6,000.00
Brookline Chamber Administration	$16,489.00
TOTAL ARPA GRANT AMOUNT	**$82,445.00**

SECTION 5.

Except as specifically modified here, the Agreement shall remain in full force and effect and is hereby ratified and confirmed in all other respects.

SECTION 6.

All defined terms within the Agreement, unless specifically modified here, shall have the same meaning as set forth within the Agreement.

GRANTEE
Brookline Chamber of Commerce, Incorporated

DocuSigned by:
LeRoy Watkins 5/28/2025
5951140E566848F...
LeRoy Watkins
President

GRANTOR
Town of Brookline, Massachusetts

John VanScoyoc

Paul J. Warren

David A. Pearlman

Michael Zuckerman
Select Board

As to Form:

Office of the Town Counsel

AMENDMENT no. 2 to the
American Rescue Plan Act Grant Agreement for Sub-Award of ARPA Grant ("the Agreement")]

This Second Amendment to the Agreement is made and entered into this ___ day of_____ 2025, by and between the TOWN OF BROOKLINE, MASSACHUSETTS (hereinafter referred to as the "TOWN") and the Brookline Chamber of Commerce, Incorporated (hereinafter referred to as the "Chamber" or "Sub-Recipient").

NOW, THEREFORE, for and in consideration of the foregoing and of other good and valuable consideration, the receipt whereof is hereby acknowledged, the parties hereto agree to amend the AGREEMENT as follows:

SECTION 1.

To Article II – THE PROJECT

To Section (b) Scope of Work

In Subsection i, "Description of Work and Activities," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The project is a unique 12-week restaurant management training program open to all Brookline restaurants and administered by the Chamber. The program offers in-person courses taught by local professors and includes office hours for one-on-one instruction. Courses cover digital marketing, technology, operations, inventory management, regulatory, and management topics.

SECTION 2.

In Subsection ii, "Structures and Objectives," DELETE the first paragraph in its entirety and REPLACE it with the following new paragraph:

> The structure of this project will be a series of in-person courses, coupled with one-on-one consulting services available during office hours with business school and hospitality school professors. The objective of this program is to improve business operations at Brookline restaurants to make them more profitable and stable.

SECTION 3.

In Subsection iii, "Deliverables and Outcomes," DELETE the paragraph in its entirety and REPLACE it with the following new paragraph:

> Between one and twelve restaurant participants may receive a catering contract for the in-person workshop, with up to $500 available per contract from the Restaurant Incentive Program Fund. Contracts will be offered to interested registrants on a first-come, first-served basis.
>
> The Chamber will also survey each participant at the beginning and end of the program to assess staff turnover and the program's success.

SECTION 4.

To Section (c), "Project Budget," DELETE in its entirety and replace it with the following:

The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following object(s) of expenditure:

ITEM	BUDGET
Sol Consulting Retainer	$5,000.00
Marketing and Outreach	$3,316.00
Professor/Consultant Compensation	$51,640.00
Restaurant Incentive Program Funds	$6,000.00
Brookline Chamber Administration	$16,489.00
TOTAL ARPA GRANT AMOUNT	**$82,445.00**

SECTION 5.

Except as specifically modified here, the Agreement shall remain in full force and effect and is hereby ratified and confirmed in all other respects.

SECTION 6.

All defined terms within the Agreement, unless specifically modified here, shall have the same meaning as set forth within the Agreement.

GRANTEE
Brookline Chamber of Commerce, Incorporated

_____
Andrea LaChance
President

GRANTOR
Town of Brookline, Massachusetts

_____

_____

_____

_____

_____
Select Board

As to Form:

_____
Office of the Town Counsel

OFFICE OF THE SELECT BOARD

MEMORANDUM

TO: Each Member of the Board

FROM: Tyler Belisle-Toler, American Rescue Plan Act Administrator & Budget Analyst

RE: Brookline Teen Center

DATE: December 3, 2025

The Town has received a request from Brookline Teen Center to amend the project budget for their Brookline Teen Center 2.0 - ARPA Assistance program, funded through the American Rescue Plan Act (ARPA). In the original project budget, $40,000 was allocated for food. However, through the Brookline Chamber of Commerce Restaurants for Brookline program and other successful grant initiatives, a majority of food costs were covered through in-kind and monetary donations. Additionally, through strong partnerships and proactive recruitment of community volunteers, the funds allocated for a GED/HiSET Tutor ($10,000) and College Counselor ($20,000) have been provided at no cost to the teen center. Both of these items are listed under Summer Program Staff below.

The Brookline Teen Center would like to reallocate $54,000 from those three budgets to cover expenses related to continuing the critical positions of the Director of Development and Program Director, which were created through this grant to support long-term sustainability and programming. The Board would need to vote to amend the ARPA agreement as follows:

VOTED: That the Town amend the project budget for Brookline Teen Center Project #23-51: Brookline Teen Center 2.0 – ARPA Assistance program

Previous Agreement Budget:

(c) Project Budget.
The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following objects(s) of expenditure:

Development Coordinator/Director	$ 108,000.00
Director of Administration and Operations	$ 108,000.00
Program Director	$ 94,500.00
Summer Teen Job Stipends	$ 75,000.00
High School Program Manager	$ 67,500.00
Middle School Program Manager	$ 67,500.00
Summer Program Staff (Temporary)	$ 100,960.00

Food (Café)	$ 40,000.00
HBCU Tour Expenses	$ 15,000.00
Trips (Gas, Drivers, Chaperones, Room and Board)	$ 4,698.00
14-Passenger Shuttle Bus Associated Costs (Repairs and Maintenance, Gas, Registration, Shuttle Service Employees)	$ 19,105.50
Youthscaper Van Replacement and Associated Costs (Truck Replacement for Van, Gas, Registration)	$ 16,196.50

Revised Agreement Budget:

(c) Project Budget.
The Town and Sub-Recipient agree that the Project shall consist of and be limited to the following objects(s) of expenditure:

ITEM BUDGET

Development Coordinator/Director	$ 138,000.00
Director of Administration and Operations	$ 108,000.00
Program Director	$ 118,500.00
Summer Teen Job Stipends	$ 75,000.00
High School Program Manager	$ 67,500.00
Middle School Program Manager	$ 67,500.00
Summer Program Staff (Temporary)	$ 70,960.00
Food (Café)	$ 16,000.00
HBCU Tour Expenses	$ 15,000.00
Trips (Gas, Drivers, Chaperones, Room and Board)	$ 4,698.00
14-Passenger Shuttle Bus Associated Costs (Repairs and Maintenance, Gas, Registration, Shuttle Service Employees)	$ 19,105.50
Youthscaper Van Replacement and Associated Costs (Truck Replacement for Van, Gas, Registration)	$ 16,196.50

TOTAL ARPA GRANT AMOUNT = $716,460.00

Town of Brookline, Massachusetts

Brookline Local Emergency Planning Committee

LEPC Chair, Fire Chief John F. Sullivan
LEPC Coordinator, Cheryl Anne Snyder
LEPC@BrooklineMA.gov

Brookline LEPC Local Emergency Planning Committee

December 8, 2025

To: Brookline Select Board

Re: Annual Brookline LEPC Membership Update – 2026

The bylaws of the Brookline Local Emergency Planning Committee (LEPC) require that membership updates be provided to the Select Board on an annual basis.

The following members have left the Brookline LEPC:

Michael Sandman (SB)
Tiffany Oliva (TA)
Jason Wright (Eversource)
Sigalle Reiss (HD)

The following members have agreed to join the Brookline LEPC:

David Perlman (SB)
Peter Bowman (Eversource)
John Kleschinsky (HD)

Please confirm your approval of the new members recommended above.

Sincerely,

Fire Chief John F. Sullivan
LEPC Chair
Emergency Management Director

TOWN OF BROOKLINE
Massachusetts
DEPARTMENT OF PUBLIC WORKS
December 3, 2025

Erin Chute
Commissioner

Select Board
Town Hall
Brookline, MA 02445

RE: Petition for conduit location

Dear Select Board Members,

Enclosed you will find a petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in High Street that requires action by your Board.

Eversource has requested the location to provide electric service upgrades to #196 High Street. Eversource is proposing to install new conduit in High Street southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street.

Statutory seven day notices have been sent to the abutting property owners for a hearing that has been scheduled for December 10, 2025 at approximately 10:00 AM.

Very truly yours,

Erin Chute
Commissioner of Public Works

Enc.

PETITION OF NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY FOR LOCATION FOR CONDUITS AND MANHOLES

To the **SELECT BOARD** of the Town of **Brookline**, Massachusetts:

Respectfully represents NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY, a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T.Thibault** dated **November 4, 2025** and filed herewith, under the following public way or ways of said Town:

HIGH STREET

- Southwesterly, from Pole 84/18, to private property at #196 High Street, install approximately 140 feet of conduit.

- Northeasterly, from Pole 84/19, to private property at #196 High Street, install approximately 39 feet of conduit.

Work Order #20183555 / 16066753

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

By: *Kelly-Ann Correia*
Kelly-Ann Correia, Supervisor
Rights and Permits

th day of November, 2025
Town of **Brookline**, Massachusetts
Received and filed_____

N:\SHARED-mmas-vf02\CIMAGE\BASELINS\BKL\BKL-HIGHAB.dwg

FIG	4" Ducts A Inches	4" Ducts B Inches	5" Ducts A Inches	5" Ducts B Inches	6" Ducts A Inches	6" Ducts B Inches
1A	10"	10"	11"	11"	12"	12"
1	16¾"	10¾"	18¾"	11¾"	21"	12¾"
2	22¾"	10¾"	25¾"	11¾"	29"	12¾"
3	28¾"	10¾"	32¾"	11¾"	37"	12¾"
4	16¾"	16¾"	18¾"	18¾"	21"	21"
5	22¾"	16¾"	25¾"	18¾"	29"	21"
6	16¾"	22¾"	18¾"	25¾"	21"	29"
7	16¾"	28¾"	18¾"	32¾"	21"	37"
8	28¾"	16¾"	32¾"	18¾"	37"	21"
9	22¾"	22¾"	25¾"	25¾"	29"	29"
10	34¾"	16¾"	39¾"	18¾"	45"	21"
11	16¾"	34¾"	18¾"	39¾"	21"	45"
12	22¾"	28¾"	25¾"	32¾"	29"	37"
13	28¾"	22¾"	32¾"	25¾"	37"	29"
14	40¾"	16¾"	46¾"	18¾"	53¾"	21"
15	16¾"	40¾"	18¾"	46¾"	21"	53¾"
16	16¾"	46¾"	18¾"	53¾"	21"	61"

SECTION - 2
STREET SURFACE

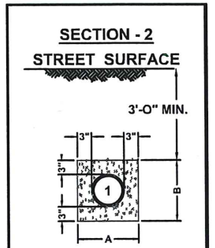


FIG. 1A 1-DUCT

APPROVED
Curb to Curb restoration required 11/24/25 DM
DM 11/24/25
COMMISSIONER OF PUBLIC WORKS

NAD 1983

PARCEL LINE
PARCEL LINE
PARCEL LINE
PARCEL LINE

#203
#201
#191
#186-190
#6

HIGH ST
HIGH ST

BSW
CONC SW
GG
STEP
W
WSO
WSO
GG
BSW
ECC
EOP
CONC SW
CBWT
CONC SW
SEWER
ELEC
GG
BSW
GC
WATER
10" WATER
18" DRAIN
12" SEWER
GC
HYD
CBWT
S
S
GC
WG
WG
WG
GG
WATER
10" WATER
15" DRAIN
12" SEWER
18" DRAIN
12" SEWER
DMH
UMH
DMH
SMH
WG
D
D
6" GAS
GC
PS
ECC
84/19
CONC SW
BSW
GG
SEWER
WG
WG
CBWOT
GC
W
HYD
CONC SW
W
S
G
SB
GG
DMH
D
CBWT
G
GG
84/18
W
SB
CONC SW
BSW
6" GAS
GC
GC
APPROX. PT.
OF PICKUP
APPROX. PT.
OF PICKUP
D
GAS
SMH
GAS
SEWER
WG
CBWOT
W
XMH1946
CBWOT
SA
84/19-1
SA
GC
CBWOT
GC
SMH
WATER
DRAIN
SEWER
6" GAS
12"
SEWER
39'±
ELEC
ELEC
GC
GG
WATER
DRAIN
8" WATER
GC
NEW TERRACE RD
140'±

INSTALL 1 - 4" PVC PIPE
ENCASED IN CONCRETE
SECTION - 2, FIGURE - 1

INSTALL 1 - 4" PVC PIPE
ENCASED IN CONCRETE
SECTION - 2, FIGURE - 1

0 20 40
SCALE IN FEET

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED

MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C# 280-25	NSTAR ELECTRIC d/b/a EVERSOURCE
Ward #	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Work Order # 20183555/16066753	
Surveyed by: TL/MR	*Plan of* HIGH STREET, BROOKLINE
Research by: BP	
Plotted by: GC	Showing PROPOSED CONDUIT LOCATION
Proposed Structures: GC	
Approved: T THIBAULT	Scale 1"=20' Date NOVEMBER 4, 2025
P#	SHEET 1 of 1

Town of Brookline, Massachusetts
Project Information for Grant of Location Request

Utility Company EVERSOURCE ELECTRIC

Work Order Number 20183555 Petition Date April 29, 2025

Street Extents

176-214 High Street

Project Description Install 1-4" PVC EB in Concrete, Pole 84/18 to Private Property, 125'+/-
Install 1-4" PVC EB in Concrete, Pole 84/19 to Private Property, 40'+/-

Estimated Start Date 05/12/2025 Expected Duration 7-10 Working Days

Days and Hours of Work Monday thru Friday, 7:00AM - 3:00PM

Noise By-Law Waiver (required for work between 7PM-7AM) yes/no

Road Closures yes/no If yes, describe the location, timing, duration, and whether abutters will have access during road closures.

Parking Restrictions yes/no If yes, describe the location and estimated number of spaces affected and the timing and duration of parking restrictions. 7 Parking Spaces- Non Metered per Day

Resident Access Restrictions yes/no If yes, describe the residents affected, and the timing and duration of access restrictions.

Service Interruptions yes/no If yes, describe the customers affected, and the timing and duration of service interruptions.

Service Replacements yes/no If yes, describe the customers affected, and whether the service replacements are underground or overhead.

Gas leak(s) within the project limits or abutting streets yes/no If yes, describe the number, location and grade of gas leak(s).

Gas Leak Investigation

Utility requesting Grant of Location: **EVERSOURCE**

Location of investigation: **HIGH ST - SEE ATTACHED PLAN DATED 11/4/25**

Date of investigation: _____

Gas leak within project limits or abutting street (yes/no) If yes, grade and location of gas leak(s). _____

Anticipated date of repair if required _____

Robin Diamond 12/1/25

Authorized Nationalgrid Representative Date

Please return to: Karen Hersey

Brookline Engineering

333 Washington Street

Brookline, MA 02445

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

High Street – conduit running southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and conduit running northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street
W.O.# 201883555/1066753

Substantially as shown on a plan made by **T. Thibault** dated **November 4, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025 _____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

High Street – conduit running southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and conduit running northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street
W.O.# 201883555/1066753

Substantially as shown on a plan made by **T. Thibault** dated **November 4, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025 ____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

High Street – conduit running southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and conduit running northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street
W.O.# 201883555/1066753

Substantially as shown on a plan made by **T. Thibault** dated **November 4, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025 _____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

High Street – conduit running southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and conduit running northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street
W.O.# 201883555/1066753

Substantially as shown on a plan made by **T. Thibault** dated **November 4, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025 _____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

TOWN OF BROOKLINE
Massachusetts

DEPARTMENT OF PUBLIC WORKS

December 2, 2025

Erin Chute
Commissioner

TAO LIANG FENG
WANG MAO MAO
10808 OUTPOST DR
NO POTOMAC, MD 20878

Dear Property Owner:

Attached you will find a notice of a public hearing to be held on the petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in High Street near your property.

Eversource has requested the location to provide electric service upgrades to #196 High Street. Eversource is proposing to install new conduit in High Street southwesterly from pole 84/18 a distance of approximately 140 feet to private property at #196 High Street; and northeasterly from pole 84/19 a distance of about 39 feet to private property at #196 High Street.

If you have no objection to the granting of this location, it is not necessary for you to attend the hearing.

If you have any questions regarding this hearing, you may contact Karen Hersey in the Engineering/Transportation Division at 617-264-6464.

Sincerely,

Erin Chute
Commissioner of Public Works

Cc: Town Meeting Members Precinct 4

333 Washington Street ◆ Brookline, Massachusetts 02445-6863
Telephone: (617)730-2156 Facsimile: (617)713-3727
www.brooklinema.gov

TOWN OF BROOKLINE

PUBLIC HEARING

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held in Room 111 of the Town Hall, 333 Washington Street, Brookline, with remote participation via Zoom on **December 10, 2025 at approximately 10:00 AM** upon the petition of **NStar Electric Company d/b/a Eversource Energy** for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way(s):

High Street – conduit running southwesterly from pole 84/18, a distance of approximately 140 feet, to private property at #196 High Street; and conduit running northeasterly from pole 84/19, a distance of about 39 feet to private property at #196 High Street

The agenda containing the meeting link for remote participation will be posted online at www.brooklinema.gov/Agendas by December 5, 2025.

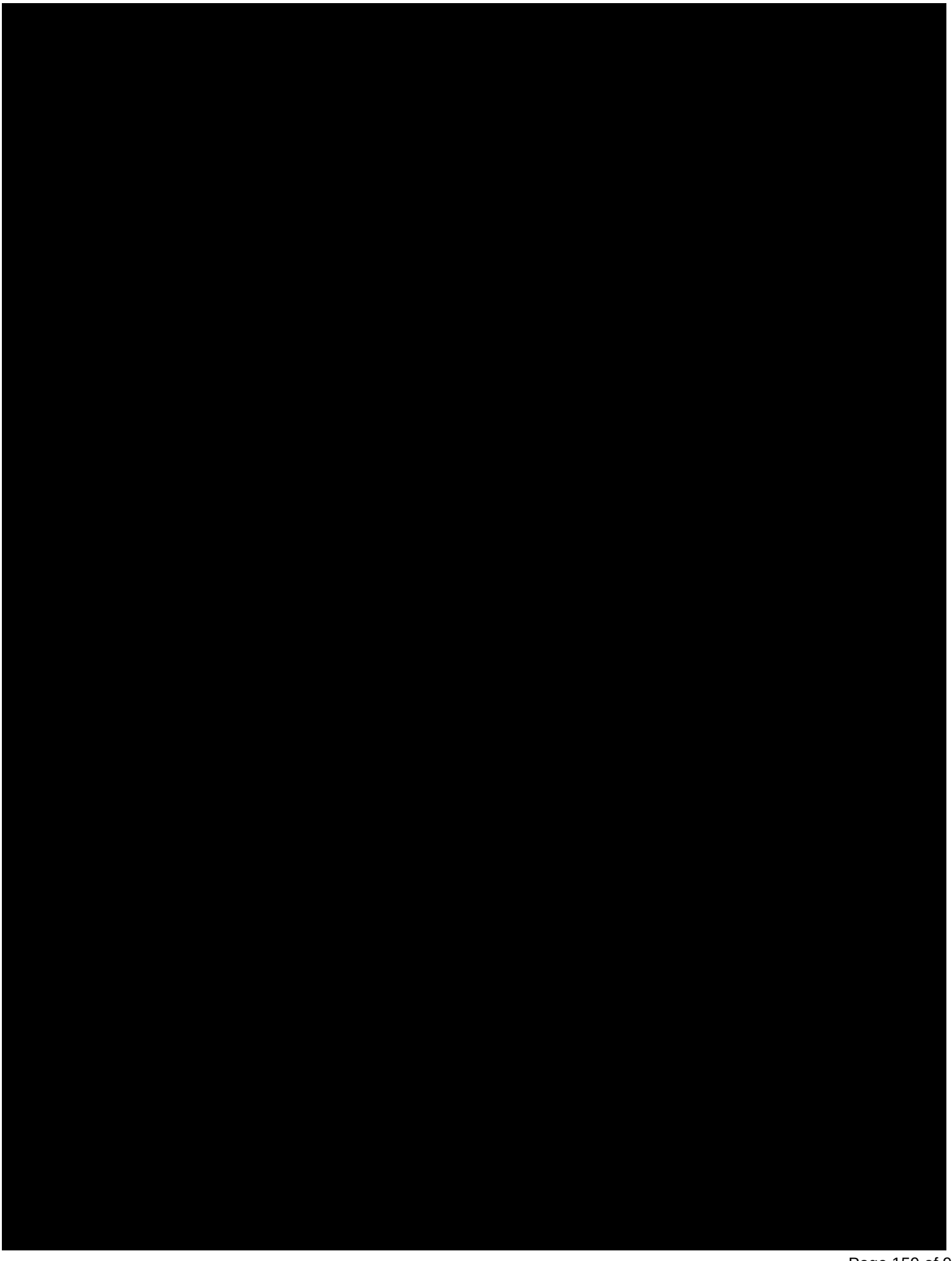
SELECT BOARD

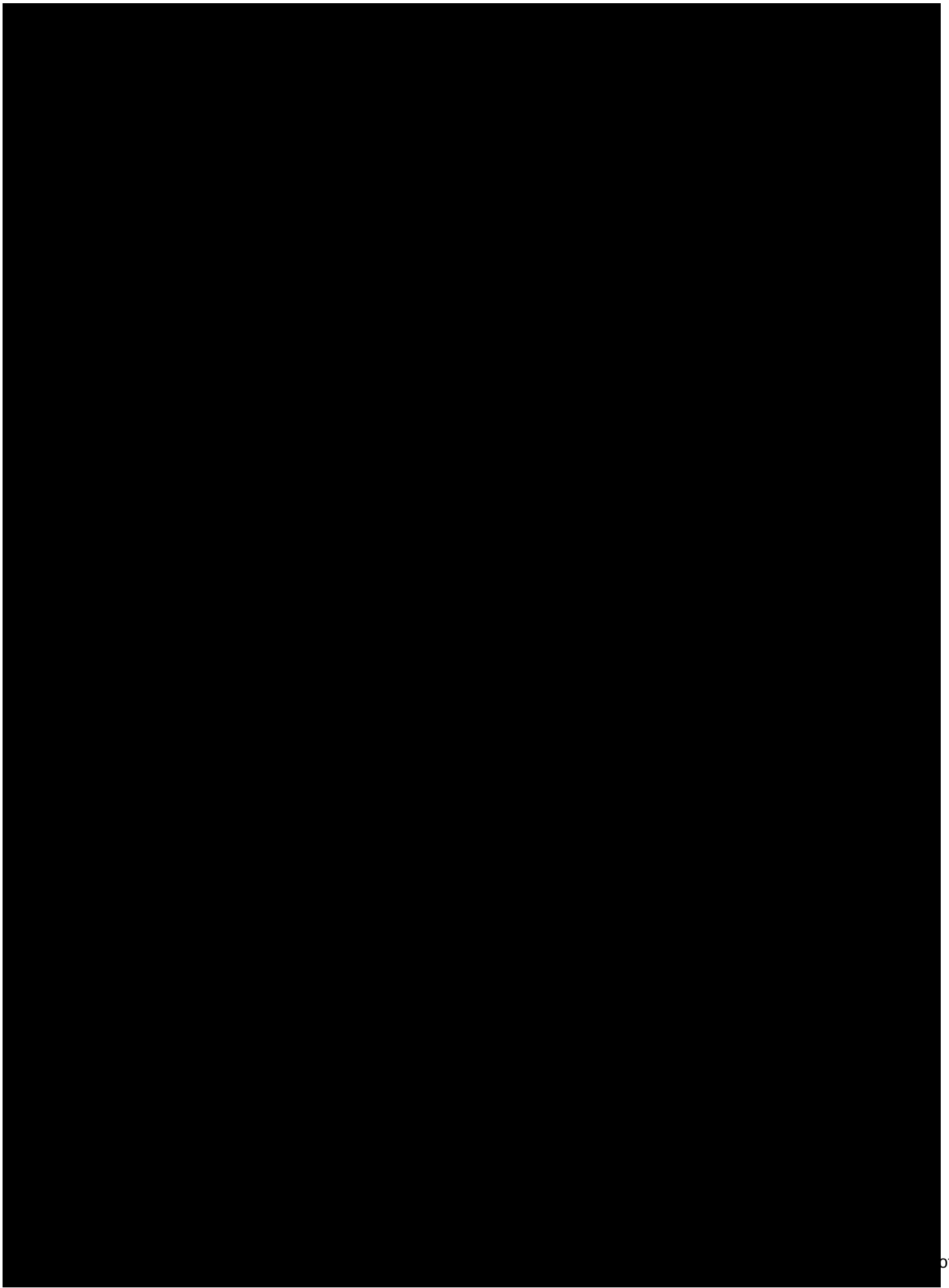
By: Charles Carey
Town Administrator

NStar Electric Company d/b/a
Eversource Energy
1165 Massachusetts Avenue
Dorchester, MA 02125
Attn: Kelly-Ann Correia

Department of Public Works:
Engineering Division
Highway Division


HALL RD
HIGH ST
Oakland Rd
FRANKLIN ST
HART ST
Margaret E Robinson Playground
HIGH ST
HIGHLAND RD
Highland Rd
CYPRESS ST
HENRY ST
New Terrace Rd
JAMAICA RD
Downes Field
CHESTNUT ST
POND AVE
Perkins St
Perkins St
Perkins St
Chestnut St
Wards Pond
River





TOWN OF BROOKLINE
Massachusetts
DEPARTMENT OF PUBLIC WORKS
December 3, 2025

Erin Chute
Commissioner

Select Board
Town Hall
Brookline, MA 02445

RE: Petition for conduit location

Dear Select Board Members,

Enclosed you will find a petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in St. Mary's Street that requires action by your Board.

Eversource has requested the location to provide electric service to improve reliability in the area. Eversource is proposing to install new conduit in St. Mary's Street southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234.

Statutory seven day notices have been sent to the abutting property owners for a hearing that has been scheduled for December 10, 2025 at approximately 10:00 AM.

Very truly yours,

Erin Chute
Commissioner of Public Works

Enc.

333 Washington Street • Brookline, Massachusetts 02445-6863
Telephone: (617)730-2156 Facsimile: (617)713-3727
www.brooklinema.gov

PETITION OF NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY FOR LOCATION FOR CONDUITS AND MANHOLES

To the **SELECT BOARD** of the Town of **Brookline**, Massachusetts:

Respectfully represents NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY, a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Vickers** dated **November 12, 2025** and filed herewith, under the following public way or ways of said Town:

ST. MARY'S STREET

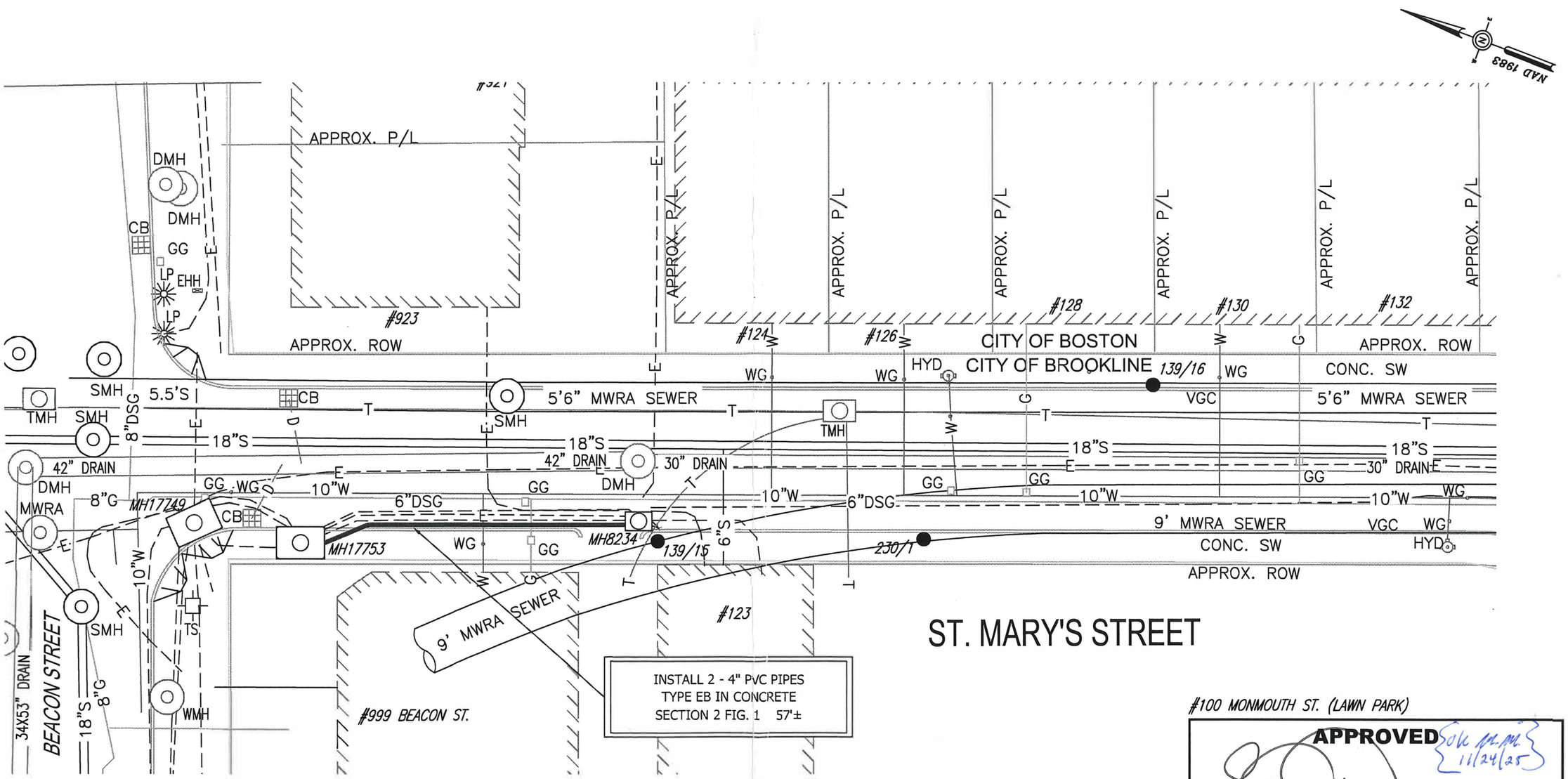
- Southerly, from MH17753, south of Beacon Street, to MH8234, install approximately 57 feet of conduit.

Work Order #22952543

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

By: *Kelly-Ann Correia*
Kelly-Ann Correia, Supervisor
Rights and Permits

th day of November, 2025
Town of **Brookline**, Massachusetts
Received and filed_____



ST. MARY'S STREET

#100 MONMOUTH ST. (LAWN PARK)

APPROVED 11/24/25

DSM 11/24/25

COMMISSIONER OF PUBLIC WORKS

SECTION - 2

STREET SURFACE

3'-0" MIN.

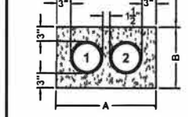


FIG. 1 2-DUCTS

FIG	DIMENSIONS 4" Ducts A Inches	4" Ducts B Inches	5" Ducts A Inches	5" Ducts B Inches	6" Ducts A Inches	6" Ducts B Inches
1A	10"	10"	11"	11"	12"	12"
1	16½"	10½"	18½"	11½"	21"	12½"
2	22½"	10½"	25½"	11½"	29"	12½"
3	28½"	10½"	32½"	11½"	37"	12½"
4	16½"	16½"	18½"	18½"	21"	21"
5	22½"	16½"	25½"	18½"	29"	21"
6	16½"	22½"	18½"	25½"	21"	29"
7	16½"	28½"	18½"	32½"	21"	37"
8	28½"	16½"	32½"	18½"	37"	21"
9	22½"	22½"	25½"	25½"	29"	29"
10	34½"	16½"	39½"	18½"	45"	21"
11	16½"	34½"	18½"	39½"	21"	45"
12	22½"	26½"	25½"	32½"	29"	37"
13	28½"	22½"	32½"	25½"	37"	29"
14	40½"	16½"	46½"	18½"	53½"	21"
15	16½"	40½"	18½"	46½"	21"	53½"
16	16½"	46½"	18½"	53½"	21"	61"

0 20 40

SCALE IN FEET

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	289-25
Ward #	-
Work Order #	22952543
Surveyed by:	BRENNAN
Research by:	BRENNAN
Plotted by:	BRENNAN
Proposed Structures:	BP
Approved:	A. VICKERS
P#	

NSTAR ELECTRIC d/b/a EVERSOURCE

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of	SAINT MARY'S ST. BROOKLINE
Showing	PROPOSED CONDUIT LOCATION
Scale	1"=20'
Date	NOVEMBER 12, 2025
SHEET	1 of X1

Town of Brookline, Massachusetts
Project Information for Grant of Location Request

Utility Company EVERSOURCE

Work Order Number 22952543 Petition Date 11/14/25

Street Extents

121 Saint Mary's Street

Project Description Install 2-4" PVC EB from MH17753 to Pole 139/15, 65'+/-

Estimated Start Date 4/15/2026 Expected Duration 5-7 Days

Days and Hours of Work Mon - Fri, 7:00AM to 4:00PM

Noise By-Law Waiver (required for work between 7PM-7AM) yes/no

Road Closures yes/no If yes, describe the location, timing, duration, and whether abutters will have access during road closures.

Parking Restrictions yes/no If yes, describe the location and estimated number of spaces affected and the timing and duration of parking restrictions. (2) Metered Spots and (1) HP Parking Spot

Resident Access Restrictions yes/no If yes, describe the residents affected, and the timing and duration of access restrictions.

Service Interruptions yes/no If yes, describe the customers affected, and the timing and duration of service interruptions.

Service Replacements yes/no If yes, describe the customers affected, and whether the service replacements are underground or overhead.

Gas leak(s) within the project limits or abutting streets yes/no If yes, describe the number, location and grade of gas leak(s).

Gas Leak Investigation

Utility requesting Grant of Location: **EVERSOURCE**

Location of investigation: **ST MARY'S ST - SEE ATTACHED PLAN DATED 11/12/25**

Date of investigation: 11/21/25

Gas leak within project limits or abutting street (yes/no). If yes, grade and location of gas leak(s). _____

Anticipated date of repair if required _____

Robin Diamond 11/21/25

Authorized Nationalgrid Representative Date

Please return to: Karen Hersey

Brookline Engineering

333 Washington Street

Brookline, MA 02445

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Mary's Street – conduit running southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234 W.O.# 22958543

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025_____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Mary's Street – conduit running southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234 W.O.# 22958543

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025_____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Mary's Street – conduit running southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234 W.O.# 22958543

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025_____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Mary's Street – conduit running southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234 W.O.# 22958543

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025_____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

TOWN OF BROOKLINE
Massachusetts

DEPARTMENT OF PUBLIC WORKS

December 2, 2025

Erin Chute
Commissioner

SHAUGHNESSY JR FRED
GEARY SUSAN
280 HILLSIDE AVE
NEEDHAM, MA 02494

Dear Property Owner:

Attached you will find a notice of a public hearing to be held on the petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in St. Mary's Street near your property.

Eversource has requested the location to provide electric service to improve reliability in the area. Eversource is proposing to install new conduit in St. Mary's Street southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234.

If you have no objection to the granting of this location, it is not necessary for you to attend the hearing.

If you have any questions regarding this hearing, you may contact Karen Hersey in the Engineering/Transportation Division at 617-264-6464.

Sincerely,

Erin Chute
Commissioner of Public Works

Cc: Town Meeting Members Precinct 1

TOWN OF BROOKLINE

PUBLIC HEARING

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held in Room 111 of the Town Hall, 333 Washington Street, Brookline, with remote participation via Zoom on **December 10, 2025 at approximately 10:00 AM** upon the petition of **NStar Electric Company d/b/a Eversource Energy** for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way(s):

St. Mary's Street – conduit running southerly from manhole 17753 south of Beacon Street a distance of about 57 feet to manhole 8234

The agenda containing the meeting link for remote participation will be posted online at www.brooklinema.gov/Agendas by December 5, 2025.

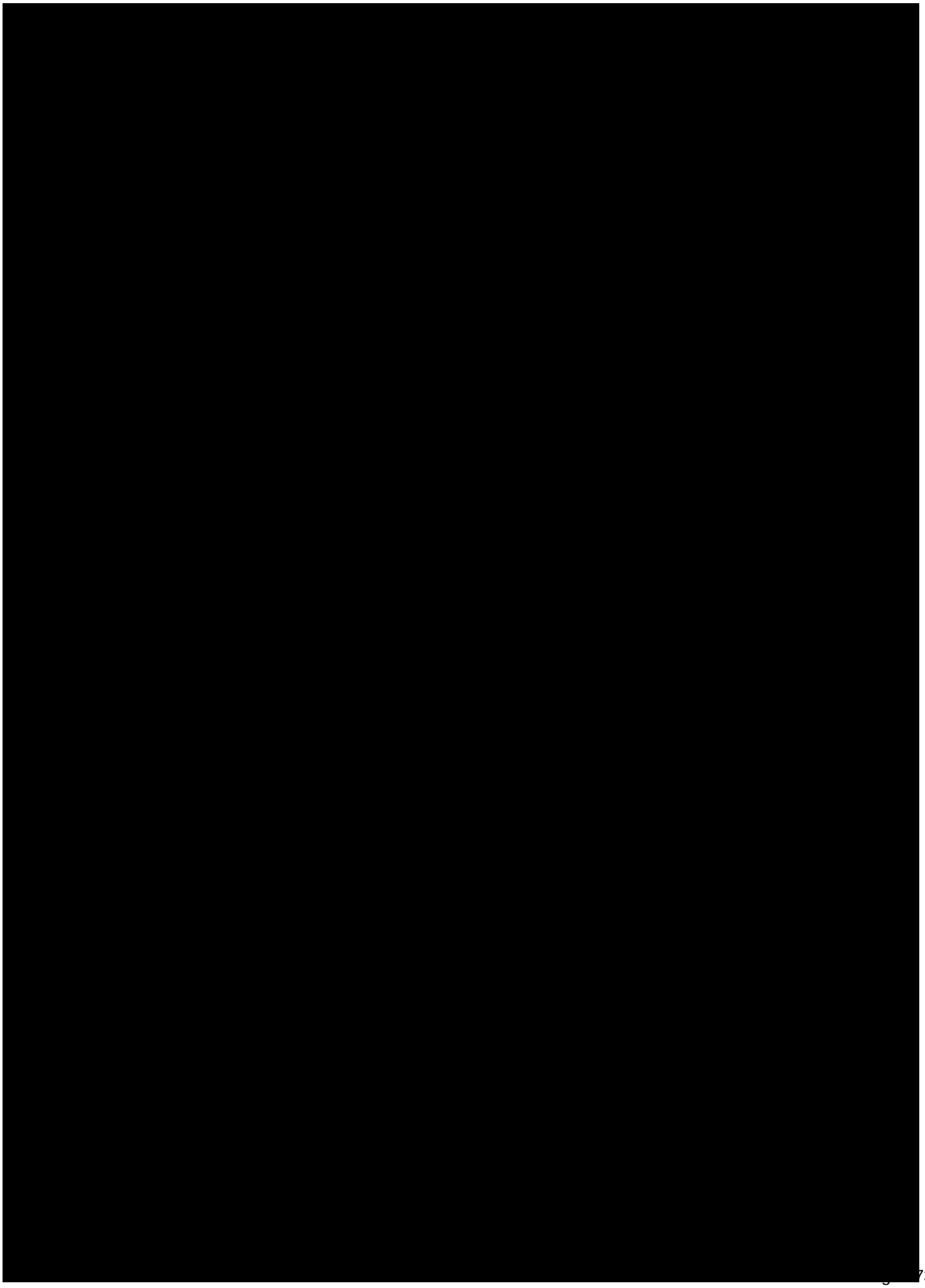
SELECT BOARD

By: Charles Carey
Town Administrator

NStar Electric Company d/b/a
Eversource Energy
1165 Massachusetts Avenue
Dorchester, MA 02125
Attn: Kelly-Ann Correia

Department of Public Works:
Engineering Division
Highway Division


ST MARYS ST
Beacon St
Beacon St
BEACON ST
Beacon St
ST MARYS ST
Keswick St
112-25-26
999 BEACON ST
112-26-01
121 ST MARYS ST
Monmouth Park
ST MARYS ST
12-30-00
MONMOUTH ST



TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

December 3, 2025

Erin Chute
Commissioner

Select Board
Town Hall
Brookline, MA 02445

RE: Petition for conduit location

Dear Select Board Members,

Enclosed you will find a petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in St. Paul Street that requires action by your Board.

Eversource has requested the location to provide electric service to #135 St. Paul Street. Eversource is proposing to install new conduit in St. Paul Street southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street.

Statutory seven day notices have been sent to the abutting property owners for a hearing that has been scheduled for December 10, 2025 at approximately 10:00 AM.

Very truly yours,

Erin Chute
Commissioner of Public Works

Enc.

333 Washington Street • Brookline, Massachusetts 02445-6863
Telephone: (617)730-2156 Facsimile: (617)713-3727
www.brooklinema.gov

PETITION OF NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY FOR LOCATION FOR CONDUITS AND MANHOLES

To the **SELECT BOARD** of the Town of **Brookline**, Massachusetts:

Respectfully represents NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY, a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Vickers** dated **November 12, 2025** and filed herewith, under the following public way or ways of said Town:

SAINT PAUL STREET

- Southerly, thence turning easterly, from MH25590, approximately 81 feet south of Sewall Street, to private property at #135 Saint Paul Street, install approximately 32 feet of conduit.

Work Order #22860893

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

By: *Kelly-Ann Correia*
Kelly-Ann Correia, Supervisor
Rights and Permits

th day of November, 2025
Town of **Brookline**, Massachusetts
Received and filed_____

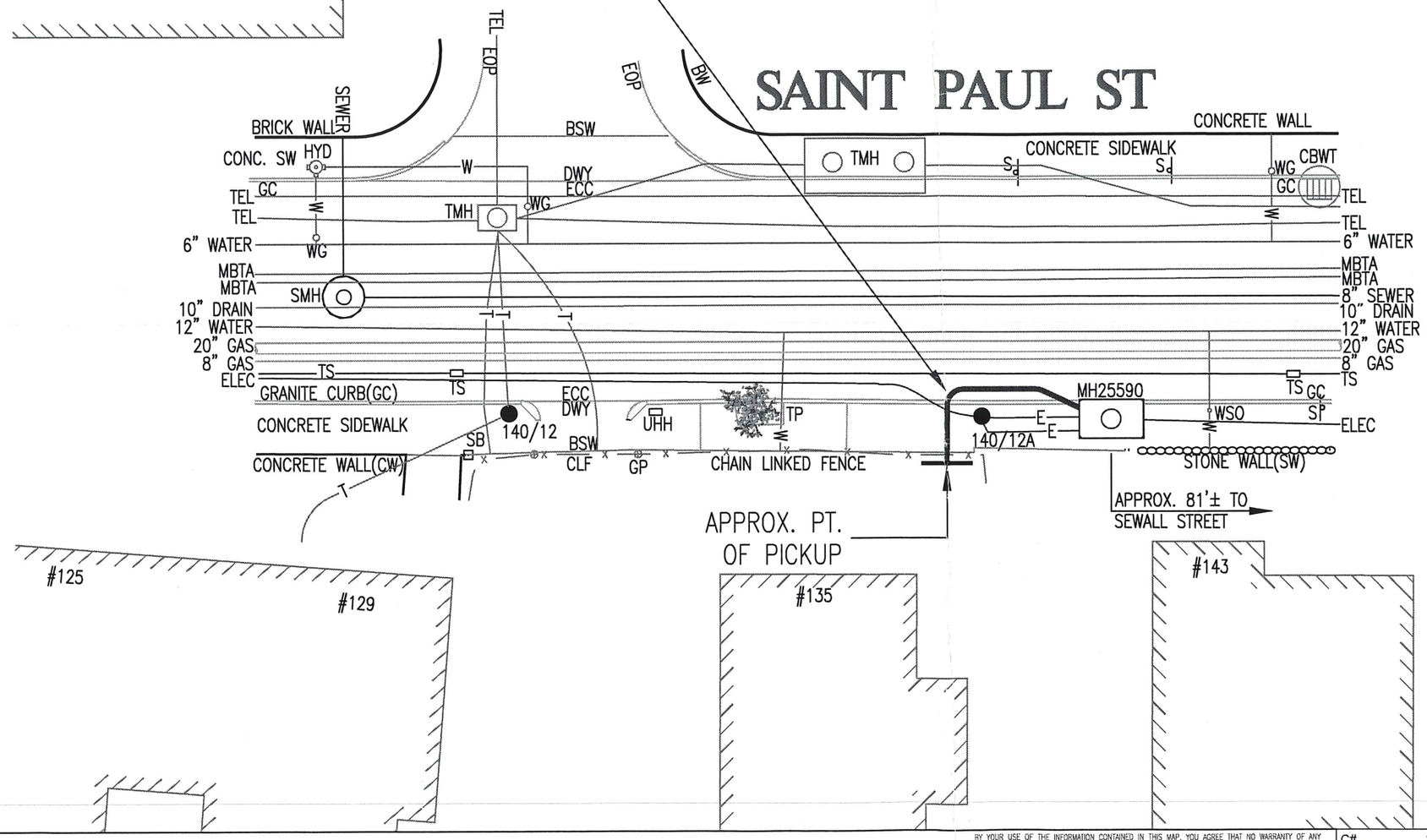
N:\SHARED-mmas-vf02\CIMAGE\BASELINS\BKL\BKL-STPAULAE.dwg

APPROVED Ok M.M. 11/21/25 DJM 11/24/25

COMMISSIONER OF PUBLIC WORKS

NAD 1983

INSTALL 2 - 5" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1 32'±



SECTION - 2
STREET SURFACE

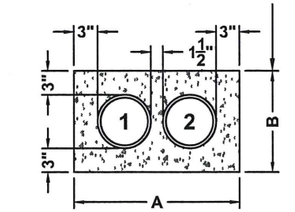


FIG. 1 2-DUCTS

FIG	DIMENSIONS 4" Ducts A Inches	4" Ducts B Inches	5" Ducts A Inches	5" Ducts B Inches	6" Ducts A Inches	6" Ducts B Inches
1A	10"	10"	11"	11"	12"	12"
1	16 3/4"	10 3/4"	18 1/2"	11 1/2"	21"	12 1/2"
2	22 3/4"	10 3/4"	25 1/2"	11 1/2"	29"	12 1/2"
3	28 3/4"	10 3/4"	32 1/2"	11 1/2"	37"	12 1/2"
4	16 3/4"	16 3/4"	18 1/2"	18 1/2"	21"	21"
5	22 3/4"	16 3/4"	25 1/2"	18 1/2"	29"	21"
6	16 3/4"	22 3/4"	18 1/2"	25 1/2"	21"	29"
7	16 3/4"	28 3/4"	18 1/2"	32 1/2"	21"	37"
8	28 3/4"	16 3/4"	32 1/2"	18 1/2"	37"	21"
9	22 3/4"	22 3/4"	25 1/2"	25 1/2"	29"	29"
10	34 3/4"	16 3/4"	39 1/2"	18 1/2"	45"	21"
11	16 3/4"	34 3/4"	18 1/2"	39 1/2"	21"	45"
12	22 3/4"	26 3/4"	25 1/2"	32 1/2"	29"	37"
13	28 3/4"	22 3/4"	32 1/2"	25 1/2"	37"	29"
14	40 3/4"	16 3/4"	46 1/2"	18 1/2"	53 1/4"	21"
15	16 3/4"	40 3/4"	18 1/2"	46 1/2"	21"	53 1/4"
16	16 3/4"	46 3/4"	18 1/2"	53 1/2"	21"	61"

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	288-25
Ward #	
Work Order #	22860893
Surveyed by:	GC/BP
Research by:	BP
Plotted by:	BP
Proposed Structures:	BP
Approved:	A. VICKERS
P#	

NSTAR ELECTRIC d/b/a EVERSOURCE
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of	SAINT PAUL STREET
Showing	PROPOSED CONDUIT LOCATION
Scale	1"=20'
Date	NOVEMBER 12, 2025
SHEET	1 of 1

Town of Brookline, Massachusetts
Project Information for Grant of Location Request

Utility Company EVERSOURCE

Work Order Number 22860893 Petition Date 11/14/25

Street Extents

135 Saint Paul Street

Project Description Install 2-5" PVC EB from MH25590 to Private Property, 32'+/-

Estimated Start Date 4/15/2026 Expected Duration 3-5 Days

Days and Hours of Work Mon - Fri, 7:00AM to 4:00PM

Noise By-Law Waiver (required for work between 7PM-7AM) yes/no

Road Closures yes/no If yes, describe the location, timing, duration, and whether abutters will have access during road closures.

Parking Restrictions yes/no If yes, describe the location and estimated number of spaces affected and the timing and duration of parking restrictions.

Resident Access Restrictions yes/no If yes, describe the residents affected, and the timing and duration of access restrictions.

Service Interruptions yes/no If yes, describe the customers affected, and the timing and duration of service interruptions.

Service Replacements yes/no If yes, describe the customers affected, and whether the service replacements are underground or overhead.

Gas leak(s) within the project limits or abutting streets yes/no If yes, describe the number, location and grade of gas leak(s).

Gas Leak Investigation

Utility requesting Grant of Location: **EVERSOURCE**

Location of investigation: **ST PAUL ST - SEE ATTACHED PLAN DATED 11/12/25**

Date of investigation: 11/21/25

Gas leak within project limits or abutting street (yes/(no)). If yes, grade and location of gas leak(s). _____

Anticipated date of repair if required _____

Robin Diamond 11/21/25

Authorized Nationalgrid Representative Date

Please return to: Karen Hersey

Brookline Engineering

333 Washington Street

Brookline, MA 02445

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Paul Street – conduit running southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street W.O.# 22960893

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Paul Street – conduit running southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street W.O.# 22960893

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Paul Street – conduit running southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street W.O.# 22960893

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025_____, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Brookline, Massachusetts, December 10, 2025

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

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

St. Paul Street – conduit running southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street W.O.# 22960893

Substantially as shown on a plan made by **A. Vickers** dated **November 12, 2025** on file with said petition.

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

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Select Board or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars ($5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Select Board, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Select Board to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **December 10, 2025**, at the Town Hall in said Town.

1_____

2_____ Select Board

3_____ Members of the

4_____ Town of Brookline

5_____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Select Board of the Town of Brookline Massachusetts, duly adopted on **December 10, 2025**, and recorded with the records of location Orders of said Town, Book 2025, Page _____, and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of Brookline, Massachusetts

TOWN OF BROOKLINE
Massachusetts

DEPARTMENT OF PUBLIC WORKS

December 2, 2025

Erin Chute
Commissioner

DEMOS TRS STEPHEN C & LAVINIA C
60 LONGWOOD AVE #202
BROOKLINE, MA 02446

Dear Property Owner:

Attached you will find a notice of a public hearing to be held on the petition of NStar Electric Company d/b/a Eversource Energy (Eversource) to install underground conduit in St. Paul Street near your property.

Eversource has requested the location to provide electric service to #135 St. Paul Street. Eversource is proposing to install new conduit in St. Paul Street southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street.

If you have no objection to the granting of this location, it is not necessary for you to attend the hearing.

If you have any questions regarding this hearing, you may contact Karen Hersey in the Engineering/Transportation Division at 617-264-6464.

Sincerely,

Erin Chute
Commissioner of Public Works

Cc: Town Meeting Members Precincts 3 and 17

333 Washington Street ◆ Brookline, Massachusetts 02445-6863
Telephone: (617)730-2156 Facsimile: (617)713-3727
www.brooklinema.gov

TOWN OF BROOKLINE

PUBLIC HEARING

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held in Room 111 of the Town Hall, 333 Washington Street, Brookline, with remote participation via Zoom on **December 10, 2025 at approximately 10:00 AM** upon the petition of **NStar Electric Company d/b/a Eversource Energy** for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way(s):

St. Paul Street – conduit running southerly thence turning and running easterly from manhole 25590 approximately 81 feet south of Sewall Avenue a distance of about 32 feet to private property at #135 St. Paul Street

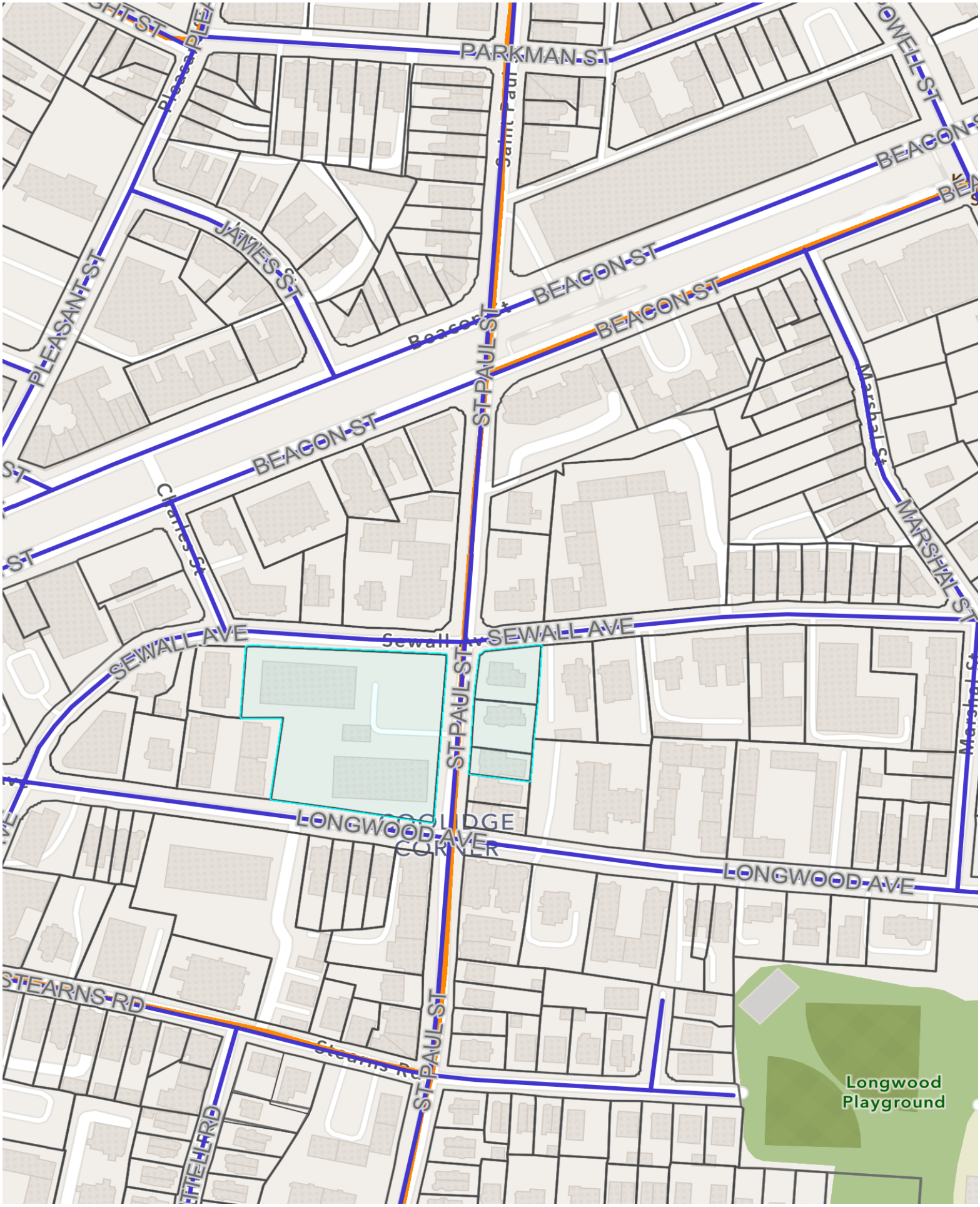
The agenda containing the meeting link for remote participation will be posted online at www.brooklinema.gov/Agendas by December 5, 2025.

SELECT BOARD

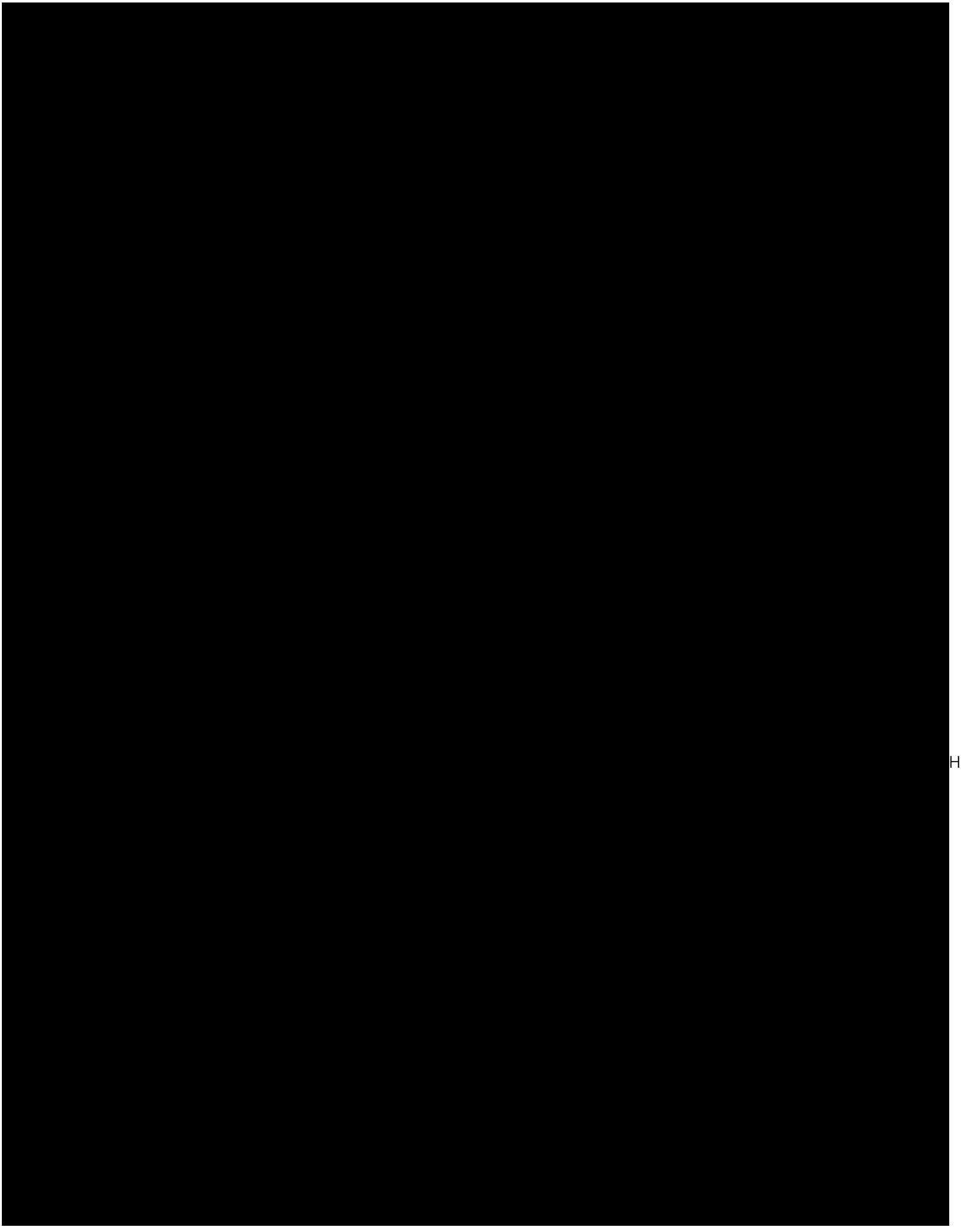
By: Charles Carey
Town Administrator

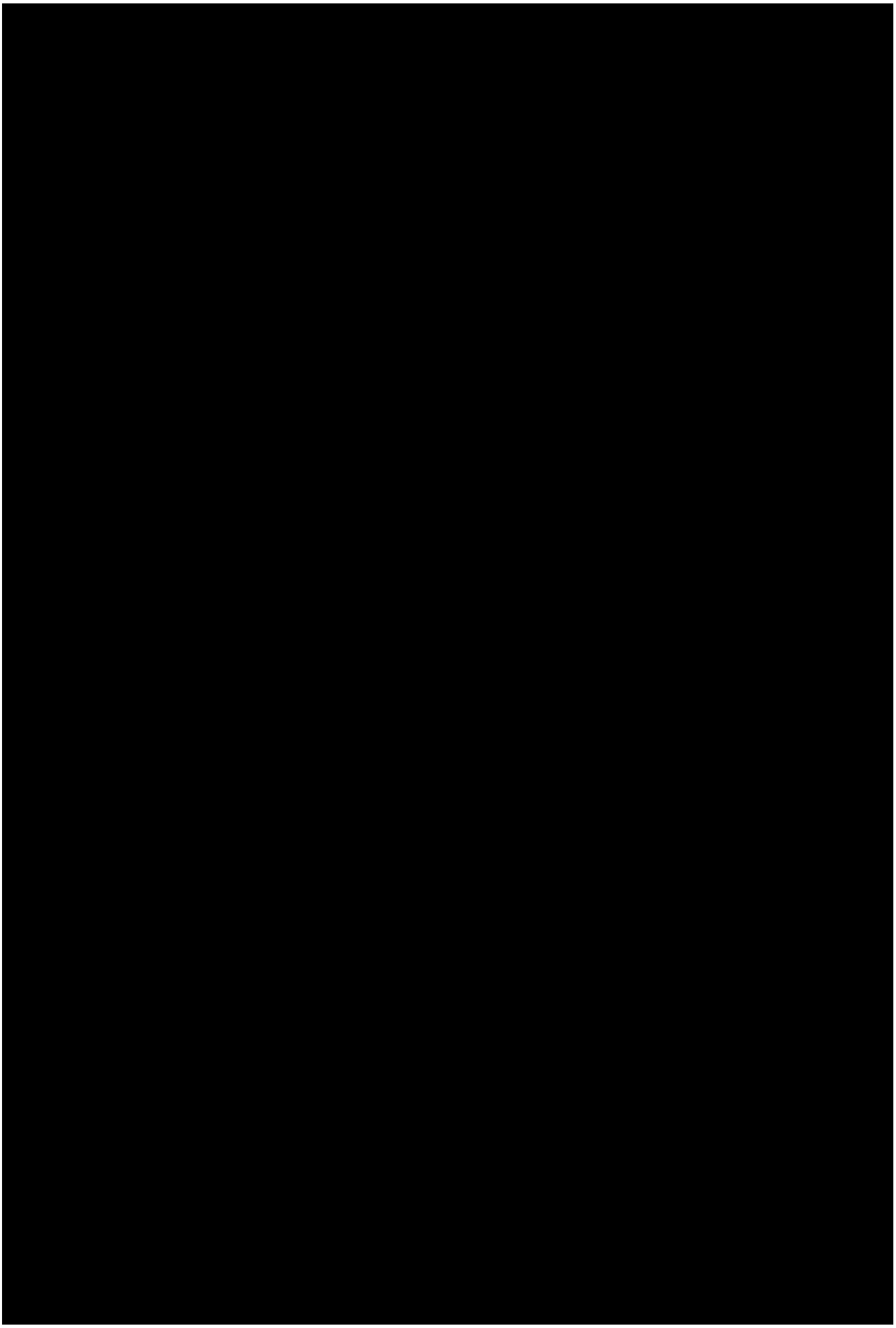
NStar Electric Company d/b/a
Eversource Energy
1165 Massachusetts Avenue
Dorchester, MA 02125
Attn: Kelly-Ann Correia

Department of Public Works:
Engineering Division
Highway Division


PARKMAN ST
JAMES ST
PLEASANT ST
BEACON ST
BEACON ST
BEACON ST
ST PAUL ST
Saint Paul St
Beacon St
Pleasant St
Charles St
SEWALL AVE
Sewall Ave
SEWALL AVE
ST PAUL ST
LONGWOOD AVE
COOLIDGE CORNER
LONGWOOD AVE
STEARNS RD
Steams Rd
ST PAUL ST
Marshall St
MARSHALL ST
Longwood Playground







Alteration of Premises

Applicant: Barcelona Brookline LLC
DBA: Barcelona Wine Bar
Location: 1700 Beacon St. Brookline, MA

Application Details:

Question of approving the application for an alteration of licensed premises for an All-Alcohol Restaurant License, Barcelona Brookline LLC d/b/a Barcelona Wine Bar at 1700 Beacon St. The alteration of premises is expanding the premises by adding 2,766 sq. ft. (1,399 on the first floor, 732 sq. ft. in the basement; 635 sq. ft. patio) from the abutting space of the building, which include a new service kitchen, dining room and bar. New total indoor square feet equal 5,539 sq. ft. on the first floor and 5,200 sq. ft. in the basement and the outdoor patio of 2,237 sq. ft. Restaurant space on one floor with a basement, total indoor of 10,739 sq. ft. with 196 seats; Outdoor patio with a total of 2,237 sq. ft. with 61 seats.

Reports (Attached):

Health Department (Approved)
Building Department (Approved)
Police Department (Approved)
Fire Department (Pending)

TOWN OF BROOKLINE
DEPARTMENT OF PUBLIC HEALTH

11 Pierce Street, Brookline, Massachusetts, 02445
Telephone: (617) 730-2300 Facsimile: (617) 730-2296
Website: www.brooklinema.gov

Sigalle Reiss, MPH, REHS/RS
Commissioner of Public Health
& Human Services

BROOKLINE DEPARTMENT OF PUBLIC HEALTH
M E M O R A N D U M

To: ***Charles Carey, Town Administrator***
For the Select Board

From: John Kleschinsky
Interim Director, Department of Public Health & Human Services

Date: December 3, 2025

Applicant:	Barcelona Brookline LLC
DBA:	Barcelona Wine Bar
License Type:	All Alcohol-Restaurant
Location:	1700 Beacon Street. Brookline, MA

The Brookline Department of Public Health (BDPH) has completed its review of the application and plans submitted for the above establishment. Following this review, the BDPH has determined that it has no objections to the application for an alteration of licensed premises for an All-Alcohol Restaurant, provided the following conditions are met:

1) The establishment must submit a plan and all required documentation, along with the applicable fee, to the Health Department for a plan review and approval.

These conditions are intended to ensure the safe and effective operation of the establishment while maintaining public health standards.

BROOKLINE
BUILDING DEPARTMENT

Daniel F. Bennett, Building Commissioner
Town Hall, 3rd Floor
333 Washington St.
Brookline, MA 02445
617-730-2100

Memorandum

To: Charles Carey

From: Daniel F. Bennett, Building Commissioner

Date: December 5, 2025

Re: **1700 Beacon Street** - Application from Barcelona Brookline, LLC, d/b/a, Barcelona Win Adam Scott Halberg, Manager, for an alteration of licensed premises for an All-Alcoh License with a seating capacity of 196 indoor seats and 61 outdoor seats (your memo November 26, 2025).

The subject premises is located in a G-1.75 WS (General Business) Business District. The use as a restaurant exceeding 5,000 square feet is permitted as of right per Section 4.07, Use #34 of the Town of Brookline Zoning By-Law.

The establishment is currently used as a restaurant, the applicant has requested indoor seating not to exceed 196. The applicant is reminded that all signs and advertising devices require permits prior to installation and must be approved pursuant to the Zoning By-Law. The applicant must obtain all building, plumbing, gasfitting, wiring and mechanical work prior to commencing construction. No access is permitted to the inaccessible mezzanine level. The work will require a Certificate of Occupancy and Certificate of Inspection prior to opening to the public. A final review of the plumbing fixture count will take place at the time of permit application.

If an odor problem occurs as a result of this use, an odor/exhaust control system designed and stamped by a registered professional engineer must be installed with a maintenance and cleaning schedule submitted to the Building Department.

The Building Department has no objection with the application from Barcelona Brookline, LLC, d/b/a, Barcelona Wine Bar, Adam Scott Halberg, Manager, for an alteration of licensed premises for an All-Alcohol License with a seating capacity of 196 indoor seats and 61 outdoor seats.

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

To: Chief Jennifer Paster

From: Lieutenant Noah J. Brother

Re: Barcelona Brookline LLC, d/b/a Barcelona Wine Bar – Alteration of Premises

Date: December 4, 2025

Chief:

Barcelona Wine Bar, located at 1700 Beacon Street, has applied for an alteration of the premises to include an expansion into the abutting space. The proposed alteration will add 2,766 sq. ft. (1,399 on the first floor, 732 in the basement, and 635 sq. ft. patio), which will include a new service kitchen, dining room, and bar.

There are currently no issues with the license at this establishment.

I see no reason to deny this request.

Respectfully Submitted,

Lt. Noah J. Brother

Digitally signed by Lt. Noah J. Brother
DN: cn=Lt. Noah J. Brother, o, ou, email=Nbrother@brooklinema.gov, c=US
Date: 2025.12.04 08:12:49 -05'00'

Lieutenant Noah J. Brother
Liquor Licensing/Inspections

Public Safety Building 350 Washington Street, Brookline, Massachusetts 02445
Telephone (617) 730-2249 ❖ Facsimile (617) 730-8454

MEMORANDUM

TO: Jennifer Paster, Chief of Police
Dan Bennett, Building Commissioner
John F. Sullivan, Chief of Fire
Roland Lankah, Assistant Director of Health & Human Services

FROM: Charles Carey, Town Administrator

RE: Alteration of Premises

DATE: November 26, 2025

May we please have reports on the attached application:

Applicant:	Barcelona Brookline LLC
DBA:	Barcelona Wine Bar
License Type:	All Alcohol-Restaurant
Location:	1700 Beacon Street. Brookline, MA

Application Details:

Question of approving the application for an alteration of licensed premises for an All-Alcohol Restaurant License for Barcelona Brookline LLC d/b/a Barcelona Wine Bar at 1700 Beacon St. The alteration of premises is expanding the premises by adding 2,766 sq. ft. (1,399 on the first floor, 732 sq. ft. in the basement; 635 sq. ft. patio) from the abutting space of the building, which include a new service kitchen, dining room and bar. New total indoor sq. ft. Equals 5,539 sq. ft. on the first floor and 5,200 sq ft. in the basement and outdoor patio of 2,237 sq.ft. Restaurant space on one floor with a basement, total indoor of 10,739 sq. ft. with 196 seats; Outdoor patio with a total of 2,237 sq. ft. with 61 seats.

This application is scheduled to go before the Board on **December 10, 2025.** May we please have the reports no later than **December 3, 2025.**

Thank you.

Upton, Connell, & Devlin, LLP

112 Water Street, Suite 201
Boston, MA 02109
617-227-3277
Fax 617-227-3222
episano@ucdlaw.com
jdevlin@ucdlaw.com

November 20, 2025

Brookline Select Board
333 Washington Street,
Brookline, MA 02445

Re: Barcelona Brookline LLC d/b/a Barcelona Wine Bar Alteration of Premises Application

Dear Brookline Select Board:

With regard to the above-mentioned application, please find enclosed the following documents:

1. ABCC Payment Receipt;
2. ABCC Monetary Transmittal Form;
3. ABCC Application for Alteration of Premises;
4. Vote of the Entity;
5. Supporting Financial Records;
6. Lease Agreement and Assignment;
7. Floor Plan

Please let us know if there is any additional information you may require to schedule a hearing for this application. I can be reached directly at (860) 712-2799. Thank you for your time and attention to this matter.

Sincerely,

Elizabeth Pisano

SELECT BOARD
Bernard Greene, Chair
David Pearlman, Vice Chair
John VanScoyoc
Paul Warren
Michael Rubenstein

333 Washington St.
Brookline, MA 02445
SelectBoard@BrooklineMA.gov
617-730-2200

ALTERATION OF PREMISES APPLICATION CHECKLIST

Directions: You must submit all of the documents below **in the order they appear below** as a complete packet. This checklist must be submitted as a cover sheet. Each document must be separated by a separator/divider sheet. Failure to meet these requirements will result in the return of the application packet for resubmission. Your application is not considered complete until it includes all relevant documents in the requisite order.

1. ✓ Alteration of Premises Application Checklist

Alcohol Beverages Control Commission (ABCC)-Required Documents:

2. ✓ **Filing Fee** (Receipt paid to the ABCC) – Payment Link
3. ✓ **Monetary Transmittal Form**
4. ✓ **Alteration of Premises/Change of Location Application**
5. ✓ **Vote of the Entity**
6. ✓ **Supporting Financial Records**
7. ✓ **Legal Right to Occupy**, a lease or deed.
8. ✓ **Floor Plan** (Must be stamped by an architect)

Additional Documents Required by the Town of Brookline, if not a common victualler:

9. **Renovation Form**, if renovations are to be made.
10. **Litter Letter** (how you will manage trash).
11. **Delivery description** (how you will receive supplies).

If you do NOT have an entertainment license tied to a common victualler or innholder:

12. **Entertainment Permit Application**

YOUR NEXT STEPS AFTER SUBMITTING YOUR APPLICATION:

- ✓ The Licensing Specialist will schedule your application for a public hearing before the Licensing Panel. You are required to **mail out notification of the hearing to your abutters** via certified mail and **post an advertisement** in the Boston Globe or Boston Herald at least 10 days before the scheduled public hearing. Once you've done so, you will need to submit the certified mail green cards and a copy of legal advertisement to the Licensing Specialist to verify that you've done this before the scheduled hearing.
- ✓ You and/or your legal counsel will need to be present at Town Hall or virtually via Zoom for the public hearing to speak on your application.

For Select Board Office Use Only:

Required reports for Alcohol at a Common Victualler:	Required reports for all others:
□ Police Department ONLY	□ Building Department □ Fire Department □ Health Department

Your Information | Payment | Receipt

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.

Transaction Processed Successfully.
INVOICE #: dc7eeea6-0784-49c9-b40a-4e8d09c15b36

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	Barcelona Brookline LLC	$200.00
		$200.00

Total Convenience Fee: $5.18

Date Paid: 11/20/2025 10:35:17 AM EDT

Total Amount Paid: $205.18

Payment On Behalf Of

License Number or Business Name:
Barcelona Brookline LLC

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
John

Last Name:
Connell

Address:
112 Water St

City:
Boston

State:
MA

Zip Code:
02109

Email Address:
dcooper@ucdlaw.com

APPLICATION AND FORMS

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

AMENDMENT-Change or Alteration of Premises Information

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make $200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) 00155-RS-0148

ENTITY/ LICENSEE NAME Barcelona Brookline LLC d/b/a Barcelona Wine Bar

ADDRESS 1700 Beacon Street

CITY/TOWN Brookline **STATE** MA **ZIP CODE** 02445

For the following transactions (Check all that apply):

- ☐ New License
- ☐ Transfer of License
- ☐ Change of Manager
- ☐ Change of Officers/Directors
- ☐ Change of Ownership Interest
- ☐ Change Corporate Name
- ☐ Change of DBA
- ☒ Alteration of Licensed Premises
- ☐ Change of Location
- ☐ Other
- ☐ Change of Class (i.e. Annual / Seasonal)
- ☐ Change of License Type (i.e. club / restaurant)
- ☐ Change of Category (i.e. All Alcohol/Wine, Malt)
- ☐ Issuance/Transfer of Stock/New Stockholder
- ☐ Change Corporate Structure (i.e. Corp / LLC)
- ☐ Change of Hours
- ☐ Pledge of Collateral (i.e. License/Stock)
- ☐ Management/Operating Agreement

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change or Alteration of Premises Information

☐ Change of Location

- Payment Receipt
- Monetary Transmittal Form
- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

☒ Alteration of Premises

- Payment Receipt
- Monetary Transmittal Form
- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Barcelona Brookline LLC	Brookline	00155-RS-0148

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

Licensee is expanding into the commercial space next to the restaurant adding 960 sq ft to the licensed premises.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Joseph H. Devlin	Attorney	jdevlin@ucdlaw.com	617-830-5737

2. ALTERATION OF PREMISES

2A. DESCRIPTION OF ALTERATIONS

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

The Licensee is expanding the premises by adding 2,766 sq. ft. (1,399 on first floor; 732 sq. ft. in basement; 635 sq. ft. patio) from the abutting space of the building, which will include a new service kitchen, dining room and bar. New total indoor sq. ft. = 5,539 on first floor and 5,200 basement; outdoor patio sq. ft. = 2,237.

2B. PROPOSED DESCRIPTION OF PREMISES

Please provide a complete description of the proposed premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Restaurant space on one floor with a basement, total indoor sq. ft. 10,739 sq. ft. with 196 seats; Outdoor patio with a total sq. ft. of 2,237 with 61 seats.

Total Sq. Footage	12,976	Seating Capacity	257	Occupancy Number	312
Number of Entrances	3	Number of Exits	5	Number of Floors	2

AMENDMENT-Change or Alteration of Premises Information

3. CHANGE OF LOCATION

3A. PREMISES LOCATION

Last-Approved Street Address

Proposed Street Address

3B. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage		Seating Capacity		Occupancy Number	
Number of Entrances		Number of Exits		Number of Floors	

3C. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

Please indicate by what means the applicant has to occupy the premises: Lease

Landlord Name	CNT, LLC & Trust* Charles Evangelakos		
Landlord Phone	781-971-5048	Landlord Email	charles@pallascapitaladvisors.com
Landlord Address	45 Braintree Hill Office Park, Ste., 201, Braintree, MA 02184		
Lease Beginning Date	2/1/13	Rent per Month	25,714.03
Lease Ending Date	1/31/28	Rent per Year	308,568.36

Will the Landlord receive revenue based on percentage of alcohol sales? ○ Yes ◉ No

4. FINANCIAL DISCLOSURE

Associated Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):

Associated Cost(s):	$300,000

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Barcelona Parent, LLC	$300,000
Total:	$300,000

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			○ Yes ○ No
			○ Yes ○ No
			○ Yes ○ No
			○ Yes ○ No

APPLICANT'S STATEMENT

I, Adam Scott Halberg the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager
Authorized Signatory

of Barcelona Brookline LLC
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

(1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;

(2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;

(3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;

(4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;

(5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;

(6) I understand that all statements and representations made become conditions of the license;

(7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;

(8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and

(9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

(10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: [signature] Date: 11/13/2025

Title: Authorized Signatory MANAGER

CORPORATE RESOLUTION / VOTE

ENTITY VOTE

The Board of Directors or LLC Managers of Barcelona Brookline LLC (Entity Name)

duly voted to apply to the Licensing Authority of Brookline (City/Town) and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on November 12 , 2025 (Date of Meeting)

For the following transactions (Check all that apply):

- [x] Alteration of Licensed Premises
- [ ] Change of Location
- [ ] Other

"VOTED: To authorize Adam Scott Halberg (Name of Person)

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

A true copy attest,

Corporate Officer/LLC Manager Signature

ADAM HALBERG

(Print Name)

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)

SOURCE OF FUNDS

STAGECOACH . SWEEP

WELLS FARGO BANK, N.A.
Statement Period : 08/01/2025 - 08/31/2025

BARCELONA PARENT, LLC
MASTER OPERATING ACCOUNT
20 KETCHUM ST STE 1
WESTPORT CT 06880 5939



WELLS FARGO

STAGECOACH SWEEP

WELLS FARGO BANK, N.A.
Statement Period : 07/01/2025 - 07/31/2025

[redacted]

STAGECOACH SWEEP

WELLS FARGO BANK, N.A.
Statement Period : 09/01/2025 - 09/30/2025



LEASE AGREEMENT
AND/OR LEASE AND ASSIGNING DOCUMENTS

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

FIRST ASSIGNMENT, ASSUMPTION, AND CONSENT OF LANDLORD

This First Assignment and Assumption of Lease, and Consent of Landlord ("First Assignment") is entered into on 11/7/2025, (the "Effective Date"), by and among **CNT, LLC** and Charles Evangelakos, Trustee of **1700 Beacon Street Realty Trust** ("Landlord"), **Ivory Pearl, LLC**, a Massachusetts limited liability company ("Tenant" or "Assignor"), Ran Duan, of ("Guarantor") and **Barcelona Brookline, LLC**, a Delaware limited liability company, duly registered in Massachusetts and in good standing, as a foreign corporation ("Assignee"), collectively ("the Parties").

W I T N E S S E T H:

WHEREAS, Landlord entered into a Lease with the Tenant on or about February 18, 2020 (the "Lease") covering a certain premises located and known and numbered as 1704 Beacon Street, Brookline, Massachusetts 02445 (the "Premises"). A copy of the Lease is attached hereto as **Exhibit A**;

WHEREAS, Ran Duan is the Guarantor of the Lease, pursuant to a Guaranty dated, February 18, 2020. A copy of the Guaranty is attached hereto as **Exhibit B**.

WHEREAS, the Tenant has operated a licensed restaurant, including the sale of alcoholic beverages to the public, under the firm, style and name, "Ivory Pearl", since the inception of the Lease until approximately March 31, 2024, when the Tenant ceased operations and closed its restaurant.

WHEREAS, Tenant acknowledges that it has defaulted under the Lease pursuant to Paragraph 13, by reason, among other things, of its failure to pay required monthly payments of rent (the "Default");

WHEREAS, Tenant desires to assign said Lease to Assignee, and Assignee desires to accept assignment of said Lease, including, without limitation, all of Tenant's rights, title, and interest in said Lease;

WHEREAS, Tenant has entered into an Asset Purchase Agreement, dated September _____, 2025 with the Assignee, whereby Assignee is purchasing all of the personal property of Tenant presently on the Premises;

WHEREAS, Assignor and Assignee desire to obtain Landlord's consent to this said First Assignment as permitted by said Lease; and

WHEREAS, Landlord is willing to consent to such First Assignment from Assignor to Assignee, in accordance with Paragraph 9 of the Lease, upon the terms and conditions set forth herein.

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

NOW THEREFORE, in consideration of Ten Dollars ($10.00), the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The foregoing recitals are incorporated into this Agreement by reference.

2. Assignee represents and warrants to Landlord that Assignee has read all of the terms and conditions of the Lease, that Assignee does hereby assume the performance of all of the terms, covenants and conditions of the said Lease and that Assignee agrees to be bound by and comply with all of the terms, covenants, conditions and provisions of said Lease, as if Assignee had initially executed the Lease at its inception as Tenant therein.

3. Landlord acknowledges that Tenant has paid all rent and other amounts due (including defaulted rent) pursuant to the Lease and has otherwise satisfied all other obligations of the Tenant, through the date hereof, including the following amounts:

(a) Tenant owes Landlord rent for the months of May, June, July, and August 2025 in the amount of $34,000, which shall be paid to the Landlord concurrent with the execution of this Assignment.

(b) Tenant owes Landlord for his legal fees in connection with this Assignment in the amount of $16,359.75, which shall be paid to the Landlord concurrent with the execution of this Assignment.

(c) Landlord shall retain the Last Month's Rent being held by the Landlord pursuant to the Lease in the amount of $7,375.85.

(d) Landlord shall remit or credit the Tenant's security deposit held by the Landlord pursuant to the Lease in the amount of $7,375.85.

4. Landlord has agreed to waive Tenant's rent obligations for all months subsequent to August 2025.

5. Assignee has inspected the Premises, including, without limitation, the superstructure (including the roof and basement) and all mechanical systems, including without limitation, electrical, plumbing, heating, ventilation and air conditioning, together with any improvements, fixtures, and personal property located on or about the Premises; and Assignee is satisfied with said inspection, and Assignee is accepting same in an "as-is" condition, "with all faults".

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

6. This First Assignment shall not become effective until the following conditions are satisfied:

(a) Assignee provides Landlord with proof of insurance naming Landlord as additional insured, in compliance with the Lease;

(b) Delivery of an executed Tenant Estoppel Certificate to Landlord. A copy of the Estoppel Certificate is attached hereto as **Exhibit C**;

(c) Satisfactory written confirmation executed by Assignor and Assignee, that the Asset Purchase Agreement between the Tenant and Assignee has been performed in accordance with its terms;

(d) Amounts due pursuant to Paragraph 3 (a)-(d) have been paid.

(e) By executing this First Assignment, Landlord acknowledges that, to Landlord's knowledge, there are no existing defaults by Landlord under the Lease and no outstanding obligations owed by Tenant under the Lease other than those expressly set forth in this First Assignment.

7. By execution hereof, Tenant and Assignee acknowledge and agree that Landlord is in full compliance with all of the terms and conditions of the Lease and that there exists at the time of the full execution hereof no event of default and no claim exists against Landlord for default, breach or setoff. Nothing herein shall be deemed to waive or limit Assignee's rights to assert a claim or defense against Landlord in the future with respect to any existing but undisclosed default or any default arising after the date of this First Assignment.

8. In consideration of Landlord's consent to this First Assignment, Tenant does hereby forever release, discharge and relinquish any and all claims, demands and/or causes of action whatsoever, whether asserted or unasserted, if any, that it has or may have against Landlord and/or any of Landlord's agents, representatives, administrators, partners, subsidiaries, successors and assigns, employees, joint venture partners, officers, directors, attorneys and/or equity holders, arising from the beginning of the world to the date of the full execution of this First Assignment. For the avoidance of doubt, this release is made solely by Tenant and shall not bind or otherwise affect Assignee.

9. Assignee represents and warrants that Assignee is a limited liability company duly organized, validly existing and in good standing under the laws of the Commonwealth of Massachusetts, with the power and authority adequate to carry on its business, and to enter into this First Assignment Agreement.

10. Tenant represents and warrants that Tenant is a limited liability company duly organized, validly existing and in good standing under the laws of the Commonwealth of

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

Massachusetts, with the power and authority adequate to carry on its business, and to enter into this First Assignment Agreement.

11. Upon their execution hereof, Tenant and Assignee shall, upon request, provide Landlord satisfactory evidence that the execution hereof by Tenant and Assignee has been properly authorized and that the individuals executing same on behalf of Tenant and Assignee have been duly authorized to do so.

12. Assignor/Tenant represents and warrants:

(a) Assignor is in default under the Lease

(b) Assignor is the lawful Tenant under the Lease;

(c) The Lease has not been modified, amended or terminated except as set out in this First Assignment;

(d) All rent, additional rent, default rent, and other charges have been paid to date except as provided in Paragraph 3 of this First Assignment;

(e) Assignor has no defenses, counterclaims or offsets against the Landlord under the Lease;

(f) Landlord has performed all obligations required under the Lease to date;

(g) The Lease has not been previously assigned sublet, pledged or encumbered;

(h) Assignor has not granted any Option or Right of First Refusal effecting the Lease;

(i) There is no pending litigation, condemnation or bankruptcy proceeding existing which would impair the leasehold interest.

13. Effective as of the date of this First Assignment, Landlord hereby releases Tenant from any and all liabilities, obligations, and duties under the Lease arising on or after the date of this First Assignment, on the condition that the Tenant pays the rent and other obligations due under paragraph 3 (a)-(d).

14. Upon the execution and delivery of this First Assignment by all parties hereto, the Guaranty dated the 15th day of February, 2020, executed by Ran Duan (the "Guarantor") in favor of the Landlord, is hereby terminated, released, and discharged in full, and shall be of no further force or effect. The Landlord acknowledges and agrees that all obligations and liabilities of the Guarantor under the Guaranty have been satisfied or are hereby waived,

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

and the Landlord shall, upon request, deliver to the Guarantor the Guaranty marked "Terminated" and executed by a duly authorized representative of the Landlord. This termination shall be effective immediately upon the signing of this First Amendment, without any further action required by any party, and the Guarantor shall have no continuing liability thereunder.

15. Subject to the restrictions imposed on Tenant and Assignee under the Lease with respect to assigning, encumbering and/or subletting, all of the terms and conditions of this First Assignment and the Lease shall extend to, be binding upon, and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, and successors and assigns.

16. Except as otherwise specifically provided herein to the contrary, all of the terms and conditions of the Lease, as modified by any prior Amendment, if any, shall remain in full force and effect.

17. The provisions of this First Assignment and the Lease are not subject in any respect to the terms of that certain Asset Purchase Agreement, dated as of November 6, 2025 by and between Tenant and Assignee.

18. Assignee shall be responsible for all building repairs, improvements, and maintenance as set forth in the Lease, provided, however, that Landlord shall remain responsible, at its sole cost and expense, for all structural elements of the Building (including, without limitation, the roof, foundation, exterior walls, and structural systems) and for all capital replacements of building systems, except to the extent expressly allocated to Tenant under the Lease.

19. Landlord hereby consents to the First Assignment of the Lease to Assignee, on the condition that Tenant and Assignee unconditionally agree to the terms and conditions of this First Assignment, including, without limitation, all modifications of the Lease terms as contained herein.

20. The parties acknowledge that this First Assignment is intended to be an absolute assignment.

21. This First Assignment may be executed in several counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall constitute one instrument. This First Assignment may also be executed by electronic signature, which shall be considered binding upon the party agreeing to execute this First Assignment in such manner.

22. This First Assignment and the Lease contain the entire agreement of the Parties hereto, and no representations, promises or agreements, other than those made therein,

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

have been made by any of the Parties hereto, in connection with the subject matter of this First Assignment. Any waiver or modification of the terms of this First Assignment shall be in writing and signed by the Party against whom enforcement is sought. Any verbal consent to modify this First Assignment or the Lease or any of its terms, conditions or provisions shall be null and void. If any part of this First Assignment shall be invalid or shall be determined to be void by any court of competent jurisdiction, then such provision or determination shall not affect any other provision of this First Assignment, all of which other provisions shall remain in full force and effect. It is the intention of the Parties that if any provision of this First Assignment is capable of two constructions, one of which would render the provision valid, then the provision shall have the meaning which renders it valid. Should any provision of any of this First Assignment require judicial or other interpretation or construction, it is agreed that the court or fact finder interpreting or construing same shall not apply a presumption that the terms shall be more strictly construed against one Party or the other by reason of the rule of construction that a document is to be construed more strictly against the Party who through itself or through its agents prepared the document. It is acknowledged and agreed that all Parties and/or their agent(s) and attorneys have participated in the preparation and/or negotiation of this First Assignment.

23. This First Assignment shall be expressly contingent upon, and shall not become effective unless and until, (i) that certain Asset Purchase Agreement by and between Ivory Pearl, LLC and Barcelona Parent, LLC, and (ii) that certain Second Amendment to Lease by and between Landlord and Barcelona Brookline, LLC have each been fully executed and delivered. In the event either of the foregoing agreements is not executed and delivered, this First Assignment shall be null and void and of no force or effect.

24. For the sake of clarity, Landlord and Assignee agree that the Lease covering the Ivory Pearl Premises at 1704 Beacon Street, Brookline, MA, shall be void concurrent with the execution of this Assignment. Said Premises shall be subject to the so called "Expanded Premises" in the Lease between the Landlord and Barcelona Brookline, LLC as further described in the Second Amendment to Lease between the Landlord and Barcelona Brookline, LLC, to be executed concurrent with the execution of this Assignment.

[Remainder of this page intentionally left blank]

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

IN WITNESS WHEREOF, Landlord, Tenant, Assignee, and Guarantor have executed this First Assignment and Assumption of Lease and Consent of Landlord on the date(s) set forth besides their respective signatures.

TENANT:

IVORY PEARL, LLC

Signed by:
By: Ran Duan
CCA53C58E521499...
Ran Duan, Manager

GUARANTOR:

Signed by:
By: Ran Duan
CCA53C58E521499...
Ran Duan, individually

LANDLORD:

CNT, LLC

Signed by:
By: Charles Evangelakos
F0E4749CF199483...
Charles C. Evangelakos, Manager

1700 BEACON STREET REALTY TRUST

Signed by:
By: Charles Evangelakos
F0E4749CF199483...
Charles C. Evangelakos, as Trustee and not individually

ASSIGNEE:

BARCELONA BROOKLINE, LLC

Signed by:
By: Adam Halberg
Adam Helberg, Manager

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

EXHIBIT A

LEASE

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

LEASE

THIS LEASE is made this 18 day of February, 2020, by and between CNT, LLC, and 1700 Beacon Street Realty Trust, u/t/d 2/20/90 recorded Norfolk Registry of Deeds Book 8625, Page 268, mailing address, 67 Fuller Street, Brookline, MA 02446 (hereinafter collectively referred to as "Landlord"), Ivory Pearl, LLC of c/o Rosse Enterprises, 10 Speen Street, 4th Floor, Framingham, MA 01701 a Massachusetts limited liability company (hereinafter referred to as "Tenant").

WITNESSETH THAT:

In consideration of the mutual covenants herein set forth to be paid, performed and observed, the parties hereto agree as follows

1. Leased Premises. Landlord, for a term commencing on February , 2020 (the "Commencement Date") and ending on October 31, 2029, does hereby demise and lease unto Tenant the premises at 1704 Beacon Street, Brookline, MA 02445 containing approximately 1500 square feet on the first floor, approximately 1500 square feet in the basement and the adjacent exterior patio space between the store front and the sidewalk, the space being located next in from the corner of Beacon and Williston Street (formerly occupied by Grassona's Restaurant) together with all buildings and improvements located thereon (hereinafter referred to as the "Leased Premises") Tenant acknowledges that the basement spaces may not be the same size as the first floor space. Tenant accepts the basement configuration in its current form. The Building, the land on which it is located, and all other improvements now or hereafter situated on said land are hereinafter collectively referred to as the "Property".

The Leased Premises is demised and leased subject to existing easements, restrictions and all other encumbrances of record.

Landlord reserves the right to inspect the Leased Premises or have them inspected by others, and to keep affixed to the Leased Premises during the last six (6) months of the term of this Lease one or more notices and signs for the leasing or selling of the Leased Premises or any portion thereof.

Landlord shall have no responsibility for removing snow or ice. Tenant shall solely responsible for removing snow and ice from areas around the Leased Premises which include any patio area, the side walk area and the rear area (including the driveway area) behind the tenant's Leased Premises. Tenant shall take all actions as necessary to keep the same reasonably free of ice and snow, including plowing, hauling snow away and applying sand and/or salt as needed.

2. Condition of Leased Premises. Tenant has, prior to the execution of this Lease, purchased the business assets, including equipment belonging to the prior tenant in the Leased Premises. Landlord is not responsible for the condition of Leased Premises as they may be left by the prior tenant, nor is Landlord responsible for the condition of the Leased Premises (including the existence or condition of equipment and supplies) as may be dictated or required in any purchase and sale agreement between Tenant and the prior tenant. Tenant hereby accepts

CF
2D

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

the Premises and the Building in their condition existing as of the date this Lease is executed by Landlord and Tenant, subject to all applicable federal, state and local laws, ordinances, regulations and permits governing the use of the Leased Premises, the Building's certificate of occupancy, any applicable conditional use permits or variances, and any easements, covenants or restrictions affecting the use of the Leased Premises or the Building or the Property, which shall be the responsibility of Tenant. Tenant acknowledges that it has satisfied itself by its own independent investigation that the Leased Premises and the Building are suitable for its intended use, and that neither Landlord nor Landlord's agents has made, any representation or warranty as to the present or future suitability of the Leased Premises, or the Building for the conduct of Tenant's business. Tenant shall acknowledge that it has determined the availability of utilities sufficient for its intended use and agrees that it shall not exceed or overburden the capacity of the electrical, mechanical and HVAC systems of the Building.

3. Tenant agrees that Landlord shall not be liable to Tenant for its failure to furnish gas, electricity, telephone service, water, HVAC or any other utility services or building services when such failure is occasioned, in whole or in part, by any strike, lockout or other labor trouble, by inability to secure electricity, gas, water, telephone service or other utility at the Building, by any accident, casualty or event arising from any cause whatsoever, including the negligence of Landlord, its employees, agents and contractors (but excluding gross negligence), by act, negligence or default of Tenant, and such failures shall never be deemed to constitute an eviction or disturbance of Tenant's use and possession of the Leased Premises or relieve Tenant from the obligation of paying rent or performing any of its obligations under this Lease. Furthermore, relating to the conditions outlined herein, Landlord shall not be liable under any circumstances for loss of property or for injury to, or interference with, Tenant's business, including, without limitation, loss of profits, however occurring, through or in connection with or incidental to a failure to furnish any such services or utilities. Landlord may comply, and require Tenant to comply with mandatory controls or guidelines promulgated by any governmental entity relating to the use or conservation of energy, water, gas, light or electricity or the reduction of automobile or other emissions without creating any liability of Landlord to Tenant under this Lease.

4. Rent.

(a) Tenant covenants and agrees with Landlord to pay rent as follows:

Lease Year	Annual Rent	Monthly Rent
Commencement Date through October 31, 2020	$71,292.48	$5,941.04
November 1, 2020 through October 31, 2021	$73,431.25	$6,119.27
November 1, 2021 through October 31, 2022	$75,634.18	$6,302.85
November 1, 2022 through October 31, 2023	$77,903.20	$6,491.93
November 1, 2023 through October 31, 2024	$80,240.30	$6,686.69
November 1, 2024 through October 31, 2025	$82,647.50	$6,887.29
November 1, 2025 through October 31, 2026	$85,126.93	$7,093.91
November 1, 2026 through October 31, 2027	$87,680.74	$7,306.72
November 1, 2027 through October 31, 2028	$90,311.16	$7,525.93
November 1, 2028 through October 31, 2029	$93,020.49	$7,751.70

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

The Tenant will also pay real estate taxes to the Landlord in the present amount of $1,286.41 per month and to continue to pay 22.32% of the real estate bill charged by the Town of Brookline for the parcel of which the premises are a part (parcel id#101/14-00). When the taxes are increased, the Tenant shall pay its percentage of the increase monthly. The obligation of Tenant to pay real estate taxes will continue throughout the Lease term, including extensions. Tenant will also pay its pro-rata share of the building's insurance yearly upon renewal.

(b) Tenant shall have the option to extend this lease for a further term of five (5) years, from November 1, 2029 thru October 31, 2034 provided the Tenant is not in violation of any of the terms of this lease and provided the Tenant shall give to the Landlord on or before six (6) months prior to October 31, 2029 a written notice of its election to take such extension on the same terms and conditions as this lease. The lease payments shall be based upon the then market rate of rent, however, in no event shall rent be less than One Hundred and Three (103%) Percent of the rent for the previous lease year. Once the rent is determined for the first extension year the rent for the subsequent four extension years shall increase by 3% greater than the rent paid for the previous year. Tenant will also pay its pro-rata share of the building's insurance yearly upon renewal.

Tenant shall have the option to extend this lease for a further term of five (5) years, from November 1, 2034 thru October 31, 2039 provided the Tenant is not in violation of any of the terms of this lease and provided the Tenant shall give to the Landlord on or before six (6) months prior to October 31, 2034 a written notice of its election to take such extension on the same terms and conditions as this lease. The lease payments shall be based upon the then market rate of rent, however, in no event shall rent be less than One Hundred and Three (103%) Percent of the rent for the previous lease year. Once the rent is determined for the first extension year the rent for the subsequent four extension years shall increase by 3% greater than the rent paid for the previous year. Tenant will also pay its pro-rata share of the building's insurance yearly upon renewal.

(c) The rent from the Commencement Date through the end of the month will be prorated shall be pre-rated on a daily basis.

(d) The approximate percentage that the floor area of the premises bears to the floor area of the building held for rental by Landlord (excluding basement space) which percentage is 22.32% as it applies to real estate tax and 100% of water, sewer usage costs together with 100% of all other operating costs attributable solely to leased premises.

(e) 22.32% of Landlord's costs for insuring the Property for fire of which the demised premises are a part.

(f) This lease is a so-called Triple Net Lease.

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

(g) See below for Tenants obligation to pay last months rent and security deposit.

(h) Rent shall be payable at the office of the Landlord or such other place as Landlord may designate. If the Tenant fails to pay any rent within ten (10) days of the date due and payable, such unpaid amounts will bear interest from the date due and payable to the date of payment at the rate of one and one-half (1.5%) percent per month. Rent shall be payable without notice, demand, deduction, set-off, counterclaim, defense or abatement (although Tenant's payment of rent shall not operate as a waiver of any demand, deduction, set-off, counterclaim, defense or abatement).

UTILITIES: Tenant shall pay, as they become due all bills for electricity, heat and all other utilities that are furnished to the premises and are separately metered.

MAINTENANCE-TENANT'S OBLIGATIONS:

Tenant agrees to maintain premises in good and clean condition, damage by fire and other casualty only excepted and whenever necessary, to replace plate glass, acknowledging its taking occupancy that on the term commencement that premises are in good condition and the glass whole. Tenant agrees to maintain and repair those facilities and services required for electricity, plumbing, air conditioning, heating, etc. including replacement of those systems if deemed necessary to maintain electricity, plumbing, air conditioning & heating services. Tenant shall not permit the premises to be overloaded, damage, stripped, or defaced, nor suffer any waste.

Tenant agrees to keep front and rear premises of building clear of debris, rubbish or other refuse from business use. Tenant shall deposit trash in outside receptacles in area designated by Landlord.

Tenant shall seek to minimize its use of the driveway to the rear of the Property and shall not permit the same to be blocked or used in a manner that may interfere with the use thereof by the other tenants of Landlord. All deliveries to Tenant's premises shall be via the rear door to the premises, whenever practicable. Landlord reserves the right to restrict and/or forbid use of any available parking facilities.

All Fixed Rent shall be paid in equal monthly installments in advance and on or before the first day of each calendar month and proportionately at the rate then in effect with respect to any calendar month in which the term of this Lease may end.

If Tenant is 2 months late in its full payment of monthly rental fees, the Landlord has the option to declare this lease cancelled and it can start court proceedings to evict the Tenant.

CE
ED

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

SECURITY DEPOSIT AND LAST MONTH RENT:

Tenant shall also pay to the Landlord $7,751.70, which shall be held by Landlord on account of the last month's rent, it being understood that said prepaid rent may be commingled with Landlord's other funds, without interest, nor shall Landlord be required, because of said prepaid rent, to waive its right to terminate this Lease in the event of default. When the rent is increased, as provided in this lease, the Tenant shall increase the last month's rent and security deposit to reflect the increase amount of monthly rent.

A) Tenant shall also pay to the Landlord $7,000.00, on the signing of the Lease which shall be held by Landlord on account of a security account until this lease and any extensions shall be fully completed; it being understood that THIS IS NOT TO BE CONSIDERED PREPAID RENT, nor shall damages be limited to the amount of the security deposit.

B) The Landlord acknowledges that, subject to damages prescribed by law, it shall, within thirty (30) days after the termination of this lease or upon the Tenant's vacating the premises completely together with all of its goods and possessions, not permanently affixed to the building, whichever shall last occur, return the security deposit or any balance thereof, after deducting.

(1) any unpaid rent which has not been validly withheld or deducted pursuant to the provisions of any special or general law; and

(2) Any unpaid increase in real estate taxes which the Tenant is obligated to pay; and

(3) A reasonable amount necessary to repair any damage caused to the premises by the Tenant or any person under the Tenant's control or on the premises with the Tenant's consent, reasonable wear and tear excluded.

5. Landlord's Services. Landlord shall not be liable for, nor shall rent abate because of, interruption or cessation of any service to the Leased Premises or the Property, which interruption or cessation is due to accident or necessary or required repairs, alterations and/or improvements, labor difficulties, scarcity of or inability to obtain any services or supplies from sources from which they may customarily have been obtained at a reasonable price, fault of Tenant or any third party, or any cause beyond Landlord's control and if by the terms of this paragraph Landlord would be liable therefor, Landlord shall have a reasonable time after written notice from Tenant to cure such interruption or cessation before it shall suffer any liability. In no event shall rent abate because of any cessation or interruption of any such service for any reason.

Landlord shall maintain the roof and structural parts of the building and shall be responsible for re-paving the rear driveway if necessary, however, Landlord is not responsible for maintaining the

CE
ED

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

driveway in any other way.

6. Utilities. Tenant shall pay directly to the proper authorities entitled to collect the same all charges for the consumption of electric power, water and other utilities on the Leased Premises (including, without limitation, any such utilities used to produce heat or air conditioning), all such charges to be paid as the same may from time to time become due. Tenant shall bear the cost of maintaining any meters and related equipment, which have been or may be installed in order to gauge such consumption. Landlord shall have no responsibility for the furnishing of any utilities.

7. Insurance and Indemnity

(a) General Indemnity Obligations: Tenant shall, to the fullest extent permitted by law, protect, defend, hold harmless, indemnify, consent to payment holdbacks and/or reimburse Landlord (including its affiliates, clients and customers as appropriate) for or as against any and every claim or suit alleging any form of actionable conduct or loss (to include without limitation any tort, bodily or personal injury, death, property damage or loss of use thereof, or financial loss) so long as said claim, actionable conduct or loss arises (or is alleged to arise) out of Tenant's occupancy, use of the premises or adjacent areas, or any activities of Tenant's employees, agents or contractors, except where and to the extent caused by Landlord's negligence.

(b) Minimum Insurance Coverage Limits: Without limiting the scope of its aforementioned defense, hold harmless and indemnity duties, Tenant shall maintain at its sole cost and expense insurance specifically naming Landlord as an additional insured with respect to the Tenant's goods, services, occupancy and the tenancy generally. The insurance required hereunder includes:

- Commercial General Liability ($2 million/$4 million aggregate)

- Workers' Compensation and Employer's Liability (statutory for WC and no less than $1 million per accident/occupational disease for each employee of Tenant)

- Such insurance shall be effected with insurers authorized to do business in the Commonwealth of Massachusetts, having no less than an A- rating, reasonably acceptable to Landlord under valid and enforceable policies which may not be cancelled without at least thirty (30) days prior written notice to each insured named therein. The insurance described in this paragraph shall name the Landlord as co-insured.

- Shall contain waiver of subrogation in favor of Landlord.

CE
ED

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

(c) At or prior to the commencement of the term of this Lease, and thereafter not less than fifteen (15) days prior to the expiration day of each expiring policy, original copies or certificates of the policies required hereunder, setting forth in full the provisions thereof together with satisfactory evidence of the payment of all premiums therefor, shall be delivered by Tenant to Landlord and shall, upon request of Landlord, also be delivered by Tenant to the holder of any mortgage affecting the Leased Premises.

(d) Tenant shall not permit any use of the Leased Premises which will make voidable or increase the cost of any insurance on the Property or the Leased Premises, or on the contents thereof, or which shall be contrary to any regulation from time to time established by any recognized insurance rating association.

(e) CGL Features: Said Commercial General Liability insurance shall provide primary level coverage for bodily injury, personal injury, advertising injury, death or property damage (or loss of use thereof) occurring on, in or about any of Landlord's premises and/or arising out of Tenant's operations or occupancy, which insurance shall be a primary policy without recourse to or contribution from any Landlord-owned coverage. Coverage shall be afforded with endorsements where necessary to cover risks for premises-operations, completed operations-products, independent contractors, and any other activity contemplated by the work. Tenant shall reimburse Landlord for all costs or expenses as they accrue should Tenant fail in any of its insurance obligations or should Tenant's insurer (a) not fulfill its obligations; (b) decline to defend or fully indemnify Landlord; (c) not furnish endorsements required by this Section 7; or (d) seek the participation of Landlord-owned coverage.

(f) Additional Insured Requirements: Tenant will cause Landlord to be named as an additional insured on each of the aforementioned policies by specific endorsement, unless the Tenant's insurer so designates Landlord in writing under a "blanket" coverage provision (i.e., said blanket must be under ISO Form CG 20 10 07 04 or equivalent). Landlord's additional insured status shall be applicable as to any occurrence, accident or condition allegedly arising from the occupancy, goods or services by the Tenant (to including any of its employees, agents or contractors). Tenant will ensure its insurer utilizes ISO Endorsement known as Primary & Noncontributory – Other Insurance Condition (CG 20 01 04 03) so as to render its coverage as applicable before resort to any other insurance held by Landlord.

(g) Certificates of Insurance: Tenant shall furnish Landlord a true copy of a certificate of coverage issued by the responsible insurance carrier referencing this Agreement, designating Landlord (as defined herein) as an "additional insured" and specifying the forms or endorsements conferring such status as deemed acceptable herein. Tenant shall reimburse Landlord (or its insurer, at Landlord's election) in full for all monetary loss associated with any inaccuracy of said

CE
ED

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

certificates or its failure to procure coverage in accordance with the requirements herein.

8. Use of Leased Premises and Alterations. The Leased Premises shall be used for preparation and sale of food; the conduct of a restaurant business, including the sale of alcoholic beverages to the public; and any other use permitted by law incidental to the forgoing permitted uses. The execution of this Lease is not contingent or conditioned on Tenant obtaining its licenses or the loss of Tenant's licenses.

Tenant shall not make or suffer to be made any alterations of the real property improvements without the written consent of Landlord first had and obtained, such consent not to be unreasonable withheld, and any additions to, or alterations of the said real property improvements shall, at Landlord's option, become at once a part of the realty and belong to the Landlord. If written consent of Landlord to any proposed alterations by Tenant shall have been obtained, Tenant agrees to advise Landlord in writing of the date upon which such alterations will commence, in order to permit Landlord to post notice of non-responsibility. Tenant shall keep the Demised Premises free from any and all liens arising out of any work performed, materials furnished, or obligations incurred by Tenant. A construction schedule is to be submitted to Landlord and approved by Landlord before commencement of construction. If requested to do so, Tenant agrees to assign to Landlord all guarantees of workmanship and materials which Tenant may have received in connection with the construction of the improvements. In the event Tenant is notified by Landlord of unsatisfactory work or deviation from the plans, or in the event any mechanics' or materialmens' liens are placed upon the Building and Tenant fails to commence to correct or discharge the same within thirty (30) days after receipt of said written notice, then, in any of such events, Landlord will have the right to correct said deviations or discharge such liens at Tenant's expense. Parties agree that any improvements will be constructed and performed using first-class workmanship and materials.

Tenant further agrees and covenants to protect, defend, indemnify and hold Landlord harmless from and against any and all claims, actions, losses, damages, costs, expenses (including attorneys' fees and expenses) and liabilities relating to any and all losses or damages including without limitation, injury to or death of person or persons and damage to property allegedly or actually arising out of or incidental to the work, services and activities of Tenant, its agents, employees, general contractors or subcontractors, in connection with the construction of any improvements except where and to the extent caused by Landlord's negligence.

Tenant shall have the ability with Landlord's approval, which shall not be unreasonably withheld, at Tenant's expense, to put signage on the building. The size and location of the sign to be approved by Landlord and the Town of Brookline.

Tenant shall use the driveway co-operatively with the other Tenants in the building. During construction Tenant will prevent construction vehicles from parking in the driveway.

9. Assignment; Subleasing. Tenant shall not voluntarily or by operation of law assign, transfer, hypothecate, mortgage, sublet, or otherwise transfer or encumber all or any part of Tenant's interest in this Lease or in the Leased Premises (hereinafter collectively a

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

"Transfer"), without landlord's prior written consent, which shall not be unreasonably withheld. Landlord shall respond to Tenant's written request for consent hereunder within thirty (30) days after Landlord's receipt of the written request from Tenant. Any attempted Transfer without such consent shall be void and shall constitute a material default and breach of this Lease. Tenant's written request for Landlord's consent shall include, and Landlord's thirty (30) day response period referred to above shall not commence, unless and until Landlord has received from Tenant, all of the following information: (a) financial statements for the proposed assignee or subtenant for the past three (3) years prepared in accordance with generally accepted accounting principles, (b) federal tax returns for the proposed assignee or subtenant for the past three (3) years, (c) a TRW credit report or similar report on the proposed assignee or subtenant, (d) a detailed description of the business the assignee or subtenant intends to operate at the Leased Premises, (e) the proposed effective date of the assignment or sublease, (f) a business term sheet which includes all of the terms and conditions of the proposed assignment or sublease, (g) a detailed description of any ownership or commercial relationship between Tenant and the proposed assignee or subtenant and (h) a detailed description of any Alterations the proposed assignee or subtenant desires to make to the Leased Premises. If the obligations of the proposed assignee or subtenant will be guaranteed by any person or entity, Tenant's written request shall not be considered complete until the information described in (a), (b) and (c) of the previous sentence has been provided with respect to each proposed guarantor. "Transfer" shall also include the transfer (a) if Tenant is a corporation, and Tenant's stock is not publicly traded over a recognized securities exchange, of fifty percent (50%) or more of the voting stock of such corporation during the Term of this Lease (whether or not in one or more transfers) or the dissolution or liquidation of the corporation, or (b) if Tenant is a partnership or other entity, including a limited liability company, of fifty percent (50%) or more of the profit and loss participation in such partnership or entity during the Term of this Lease (whether or not in one or more transfers) or the dissolution or liquidation of the partnership of termination of the limited liability company. If Tenant is a limited or general partnership (or is comprised of two or more persons, individually or as co-partners), Tenant shall not be entitled to change or convert to (i) a limited liability company, (ii) a limited liability partnership or (iii) any other entity which possesses the characteristics of limited liability without the prior written consent of Landlord, which consent may be given or withheld in Landlord's sole discretion.

Tenant's sole remedy in the event that Landlord shall wrongfully withhold consent to or disapprove any assignment or sublease shall be to obtain an order by a court of competent jurisdiction that Landlord grant such consent; in no event shall Landlord be liable for damages with respect to its granting or withholding consent to any proposed assignment or sublease.

STANDARD FOR APPROVAL. Landlord shall not unreasonably withhold its consent to a Transfer provided that Tenant has complied with each and every requirement, term and condition of this Section. Tenant acknowledges and agrees that each requirement, term and condition in this Section is a reasonable requirement, term or condition. It shall be deemed reasonable for Landlord to withhold its consent to a Transfer if any requirement, term or condition of this Section is not complied with in a material way or: (a) the Transfer would cause Landlord to be in violation of its obligations under another lease or agreement to which Landlord is a party; (b) in Landlord's reasonable judgment, a proposed assignee or subtenant

CE
BD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

has a materially smaller net worth than Tenant had on the date this Lease was entered into with Tenant, or is less able financially to pay the rents due under this Lease as and when they are due and payable, or is of less caliber in other respects such as credit worthiness or reputation in Landlord's reasonable judgment; the terms of a proposed assignment or subletting will allow the proposed assignee or subtenant to exercise a right of renewal, right of expansion, right of first offer, right of first refusal or similar right held by Tenant; (e) a proposed assignee or subtenant refuses to enter into a written assignment agreement or sublease, reasonably satisfactory to Landlord, which provides that it will abide by and assume all of the terms and conditions of this Lease for the term of any assignment or sublease and containing such other terms and conditions as Landlord reasonably deems necessary; (f) the use of the Leased Premises by the proposed assignee or subtenant will not be substantially similar to the use permitted by this Lease; (g) any guarantor of this Lease refuses to consent to the Transfer or to execute a written agreement reaffirming the guaranty; (h) Tenant is in material default at the time of the request; (i) if requested by Landlord, the assignee or subtenant refuses to sign a non-disturbance and attornment agreement in favor of Landlord's lender;

ADDITIONAL TERMS AND CONDITIONS. The following terms and conditions shall be applicable to any Transfer:

Regardless of Landlord's consent, no Transfer shall release Tenant from Tenant's obligations hereunder or alter the primary liability of Tenant to pay the rent and other sums due Landlord hereunder and to perform all other obligations to be performed by Tenant hereunder or release any guarantor from its obligations under its guaranty.

Landlord may accept rent from any person other than Tenant pending approval or disapproval of an assignment or subletting.

Neither a delay in the approval or disapproval of a Transfer, nor the acceptance of rent, shall constitute a waiver or estoppel of Landlord's right to exercise its rights and remedies for the breach of any of the terms or conditions of this Section.

The consent by Landlord to any Transfer shall not constitute a consent to any subsequent Transfer by Tenant or to any subsequent or successive Transfer by an assignee or subtenant. However, Landlord may consent to subsequent Transfers or any amendments or modifications thereto without notifying Tenant or anyone else liable on the Lease and without obtaining their consent, and such action shall not relieve such persons from liability under this Lease.

Notwithstanding the foregoing, Tenant shall not be liable on the Lease beyond the initial Term of the Lease and any monetary obligations shall be limited by the terms of this Lease.

In the event of any default under this Lease, Landlord may proceed directly against Tenant, any guarantors or anyone else responsible for the performance of this Lease, including any subtenant or assignee, without first exhausting Landlord's remedies against any other person or entity responsible therefore to Landlord, or any security held by Landlord.

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

Landlord's written consent to any Transfer by Tenant shall not constitute an acknowledgment that no default then exists under this Lease nor shall such consent be deemed a waiver of any then existing default.

Landlord shall not be liable under this Lease or under any sublease to any subtenant.

No assignment or sublease may be modified or amended without Landlord's prior written consent. Any assignee of, or subtenant under, this Lease shall, by reason of accepting such assignment or entering into such sublease, be deemed, for the benefit of Landlord, to have assumed and agreed to conform and comply with each and every term, covenant, condition and obligation herein to be observed or performed by Tenant during the term of said assignment or sublease, other than such obligations as are contrary or inconsistent with provisions of an assignment or sublease to which Landlord has specifically consented in writing.

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO SUBLETTING. The following terms and conditions shall apply to any subletting by Tenant of all or any part of the Leased Premises and shall be deemed included in all subleases under this Lease whether or not expressly incorporated therein:

Tenant hereby absolutely and unconditionally assigns and transfers to Landlord all of Tenant's interest in all rentals and income arising from any sublease entered into by Tenant (except Tenant's rights to bring suit or otherwise proceed against such subtenant for its failure to comply with the terms of the sublease), and Landlord may collect such rent and income and apply same toward Tenant's obligations under this Lease; provided, however, that until a default shall occur in the performance of Tenant's obligations under this Lease, Tenant may receive, collect and enjoy the rents accruing under such sublease. Landlord shall not, by reason of this or any other assignment of such rents to Landlord nor by reason of the collection of the rents from a subtenant, be deemed to have assumed or recognized any sublease or to be liable to the subtenant for any failure of Tenant to perform and comply with any of Tenant's obligations to such subtenant under such sublease, including, but not limited to, Tenant's obligation to return any security deposit. Tenant hereby irrevocably authorizes and directs any such subtenant, upon receipt of a written notice from Landlord stating that a default exists in the performance of Tenant's obligations under this Lease, to pay to Landlord the rents due as they become due under the sublease. Tenant agrees that such subtenant shall have the right to rely upon any such statement and request from Landlord, and that such subtenant shall pay such rents to Landlord without any obligation or right to inquire as to whether such default exists and notwithstanding any notice from or claim from Tenant to the contrary.

In the event Tenant shall default in the performance of its obligations under this Lease, Landlord at its option and without any obligation to do so, may require any subtenant to attorn to Landlord, in which event Landlord shall undertake the obligations of Tenant under such sublease from the time of the exercise of said option to the termination of such sublease; provided, however, Landlord shall not be liable for any prepaid rents or security deposit paid by such subtenant to Tenant or for any other prior defaults of Tenant under such sublease.

TRANSFER PREMIUM FROM ASSIGNMENT OR SUBLETTING. Landlord shall be entitled

CE
BL

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

to receive from Tenant (as and when received by Tenant) as an item of additional rent (hereinafter the "Transfer Premium"), fifty percent (50%) of all amounts received by Tenant from the subtenant or assignee in excess of the amounts payable by Tenant to Landlord hereunder. "Transfer Premium" shall mean all Base Rent, additional rent or other consideration of any type whatsoever payable by the assignee or subtenant in excess of the Base Rent and additional rent payable by Tenant under this Lease. If less than all of the Leased Premises is transferred, the Base Rent and the additional rent shall be determined on a per rentable square foot basis. "Transfer Premium" shall also include, but not be limited to, key money and bonus money paid by the assignee or subtenant to Tenant in connection with such Transfer, and any payment in excess of fair market value for services rendered by Tenant to the assignee or subtenant nor shall Transfer Premium include payments for assets, fixtures, inventory, equipment, furniture, improvements, licenses and/or goodwill transferred by Tenant to the assignee or subtenant in connection with such Transfer. Deducted from said Transfer Premium shall be all costs incurred by Tenant related to the assignment and expenses or sublease including, but not limited to, brokers commissions, costs for alterations to the Leased Premises and the like.

10. Subordination. This Lease shall be subject and subordinate to any and all mortgages and other instruments in the nature of a mortgage now or at any time hereafter a lien or liens on the Property, and Tenant shall, when requested, promptly execute and deliver such written instruments as shall be necessary to show the subordination of this Lease to said mortgages or other such instruments in the nature of a mortgage provided the holder of any such mortgage agrees to recognize the terms of this Lease in the event such holder shall exercise its remedies pursuant to such mortgage.

11. Indemnification and Liability. Tenant will defend and indemnify Landlord against all losses, liabilities, damages and other expenses including without limitation reasonable attorneys' fees, which may be imposed upon, incurred by or asserted against Landlord by reason of any of the following occurring during the term of this Lease:

(a) Any negligent act or omission on the part of Tenant or its agents, employees, contractors, licensees or invitees;

(b) Any failure on the part of Tenant to perform or comply with any covenant required to be performed or complied with by Tenant under this Lease; or

(c) Any injury to person or loss of or damage to property sustained or occurring on the Leased Premises on account of or based upon the act, omission, fault, negligence or misconduct of any person whomsoever other than Landlord.

(d) Any injury to person or loss of or damage to property sustained or occurring on the Leased Premises on account of or based upon the failure of Tenant, or an adjoining Tenant to remove snow or ice.

12. Fire, Casualty; Eminent Domain. Should a substantial portion of the Leased Premises or the Building be damaged by fire or other casualty, or be taken by eminent domain, Landlord may elect to terminate this Lease. If such fire, casualty or taking renders the Leased Premises substantially unsuitable for their intended use, a just proportionate abatement of rent shall be made, and Tenant may elect to terminate this Lease as Tenant's sole and exclusive remedy if

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

(a) Landlord fails to give written notice within forty-five (45) days of its intention to restore the Leased Premises; or

(b) Landlord fails to restore the Leased Premises to a condition substantially suitable for their intended use within one hundred eighty (180) days of said fire, casualty or taking.

Landlord reserves, and Tenant grants to Landlord, all rights which Tenant may have for damages or injury to the Leased Premises or to the leasehold estate hereby created for any taking by eminent domain, except for any amounts for moving or relocation expenses awarded specifically to Tenant which do not diminish the amounts otherwise receivable by Landlord. Any termination of this Lease pursuant to this Section shall be without prejudice to the rights of either party theretofore accrued.

13. Default. Landlord and Tenant hereby agree that the occurrence of any one or more of the following events is a material default by Tenant under this Lease and that said default shall give Landlord the rights described in this Section 13. Landlord or Landlord's authorized agent shall have the right to execute and to deliver any notice of default, notice to pay rent or quit or any other notice Landlord gives Tenant. In the event that Landlord serves Tenant with a notice to pay rent or quit pursuant to applicable unlawful detainer statutes, such notice shall also constitute the notice required by this Section.

(a) Tenant's failure to make any payment of Base Rent, Additional Rent, late charges, or any other payment required to be made by Tenant hereunder, as and when due, where such failure shall continue for a period of ten (10) days after written notice thereof from Landlord to Tenant.

(b) The abandonment of the Leased Premises by Tenant, in which event Landlord shall not be obligated to give any notice of default to Tenant.

(c) The failure by Tenant to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by Tenant (other than those referenced above), where such failure shall continue for a period of thirty (30) days after written notice thereof from Landlord to Tenant; provided, however, that if the nature of Tenant's non-performance is such that more than thirty (30) days are reasonably required for its cure, then Tenant shall not be deemed to be in default if Tenant commences such cure within said thirty (30) day period and thereafter diligently pursues such cure to completion. In the event that Landlord serves Tenant with a notice to quit or any other notice pursuant to applicable unlawful detainer statutes, said notice shalld also constitute the notice required by this Section 13.

(d) The making by Tenant or any guarantor of Tenant's obligations hereunder of any general arrangement or general assignment for the benefit of creditors; (ii) Tenant or any guarantor becoming a "debtor" as defined in 11 U.S.C. 101 or any successor statute thereto (unless, in the case of a petition filed against Tenant or

CE
ZD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

guarantor, the same is dismissed within sixty (60) days); (iii) the appointment of a trustee or receiver to take possession of substantially all of Tenant's assets located at the Leased Premises or of Tenant's interest in this Lease, where possession is not restored to Tenant within thirty (30) days; (iv) the attachment, execution or other judicial seizure of substantially all of Tenant's assets located at the Leased Premises or of Tenant's interest in this Lease, where such seizure is not discharged within thirty (30) days; or (v) the insolvency of Tenant. In the event that any provision of this Section 13 is unenforceable under applicable law, such provision shall be of no force or effect.

(e) If Tenant is a corporation, a partnership or a limited liability company, the liquidation or dissolution of Tenant, or failure to maintain its good standing with the Secretary of the Commonwealth of Massachusetts.

(g) If Tenant's obligations under this Lease are guaranteed: (i) the termination of a guarantor's liability with respect to this Lease other than in accordance with the terms of such guaranty, (ii) a guarantor's becoming insolvent or the subject of a bankruptcy filing, (iii) a guarantor's refusal to honor the guaranty, or (iv) a guarantor's breach of its guaranty obligation on an anticipatory breach basis.

(h) Breach of Tenant covenants contained in the third paragraph of Section 1 hereof.

Notwithstanding the provisions of subparagraphs (a) and (c) hereof, Landlord shall not exercise its remedies in Section 13(a) until it has given any institutional lender designated by Tenant in a written notice to Landlord received by it prior to such default, written notice of the default and an opportunity to cure the default on or within ten (10) days of receipt by such lender of said notice of default. If lender cures the default set forth in (a) and (c) above within said ten (10) day period, Landlord shall accept such cure, provided, however, if Lender cures Tenant's default more than once in any twenty four (24) month period, Landlord shall have the option to refuse the tender of a cure and exercise its remedies set forth in Section 13 of this Lease. The foregoing shall not extend any cure period provided to Tenant under this Lease.

Any Tenant cure period may be coterminous with the lender cure period, provided that the lender receives written notice of such default as required by this paragraph. Landlord may notify, but shall not be obligated to do so, the lender of a Tenant default at the same time it notifies Tenant of said default.

14. In the event of any material default or breach of this Lease by Tenant, Landlord may, at any time thereafter, with or without notice or demand, and without limiting Landlord in the exercise of any right or remedy, which Landlord may have by reason of such default:

(a) Terminate Tenant's right to possession of the Leased Premises by any lawful means, in which case this Lease and the Term hereof shall terminate and Tenant shall immediately surrender possession of the Leased Premises to Landlord. If Landlord terminates this Lease, Landlord may recover from Tenant (A) the worth at the time of award of the amount by which the unpaid rent and all

CE
ED

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

additional charges which would have been payable hereunder for the remainder of the Term of the Lease including, without limitation, Additional Rent for the balance of the Term after the time of award, due as under the Lease, and exceeds the amount of such rental loss that Tenant proves could be reasonably avoided or as was avoided by the renting of the Leased Premises to a new Tenant; and (C) any other amount necessary to compensate Landlord for all detriment proximately caused by Tenant's

(b) failure to perform its obligations under the Lease or which in the ordinary course of things would be likely to result therefrom, including, but not limited to, the cost of recovering possession of the Leased Premises, expenses of releasing, including necessary repair of the Leased Premises to put it back into "vanilla box" condition, reasonable attorneys' fees, any real estate commissions actually paid by Landlord and the reasonable unamortized value of any free rent, reduced rent, or other economic concessions provided by Landlord. The "worth at time of award" of the amounts referred to shall be computed by allowing interest at the lesser of ten percent (10%) per annum or the maximum interest rate permitted by applicable law. The worth at the time of award of the amount referred to in this Section shall be computed by discounting such amount at the discount rate of the Federal Reserve Bank of Boston at the time of award plus one percent (1%). For purposes of this Section, "rent" shall be deemed to be all monetary obligations required to be paid by Tenant pursuant to the terms of this Lease. Any amounts received by Landlord during the remaining term of the Lease due to a re-let of the Leased Premises shall be credited against Tenant's obligations, or refunded to Tenant as may be appropriate, under this Section.

(b) Collect sublease rents (or appoint a receiver to collect such rent) and otherwise perform Tenant's obligations at the Leased Premises, it being agreed, however, that the appointment of a receiver for Tenant shall not constitute an election by Landlord to terminate this Lease.

(c) Report such default to credit agencies, expressly naming Tenant and the nature and amount(s) of default (but only in the event the Lease is terminated).

(d) Pursue any other remedy now or hereafter available to Landlord under the laws or judicial decisions of the state in which the Leased Premises are located. In no event shall Tenant be liable for consequential damages.

No remedy or election hereunder shall be deemed exclusive, but shall, wherever possible, be cumulative with all other remedies at law or in equity. The expiration or termination of this Lease and/or the termination of Tenant's right to possession of the Leased Premises shall not relieve Tenant of liability under any indemnity provisions of this Lease as to matters occurring or accruing during the Term of the Lease or by reason of Tenant's occupancy of the Leased Premises.

If Tenant abandons or vacates the Leased Premises, Landlord may re-enter the Leased

CE
BD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

Premises and such re-entry shall not be deemed to constitute Landlord's election to accept a surrender of the Leased Premises or to otherwise relieve Tenant from liability for its breach of this Lease. No surrender of the Leased Premises shall be effective against Landlord unless Landlord has entered into a written agreement with Tenant in which Landlord expressly agrees to (i) accept a surrender of the Leased Premises and (ii) relieve Tenant of liability under the Lease. The delivery by Tenant to Landlord of possession of the Leased Premises shall not constitute the termination of the Lease or the surrender of the Leased Premises.

FINANCIAL INFORMATION. From time to time, without notice to Tenant, to obtain a credit report or credit history on Tenant from any credit reporting company. Landlord may provide any financial information about Tenant in Landlord's possession to lenders or purchasers of the Leased Premises.

15. Waiver of Subrogation. Each party hereby releases the other from any and all liability to such party or anyone claiming through such party by way of subrogation or otherwise for any loss or damage to property caused by fire or any other perils insured in policies of insurance covering such property, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such other party may be responsible; provided, however, that this release shall be applicable and in force only with respect to loss or damage occurring during such times as the releasor's policies shall contain a clause or endorsement to the effect that any such release shall not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder and then only to the extent of the insurance proceeds payable under such policies.

16. Notice. Any notice from Landlord to Tenant relating to the Leased Premises or to the occupancy thereof shall be deemed duly served if (a) delivered to Tenant's offices at 1704 Beacon Street, Brookline, MA 02445 with a copy to Virgilio Ong, Esq. Warshaw, Di Carlo & Associates, P.C., 77 Newbury Street, Boston, MA 02116 (or such other address of which Tenant gives notice to Landlord), or (b) if mailed, registered or certified mail, return receipt requested, postage prepaid, addressed to Tenant at such address or (c) if sent cost prepaid to Tenant by nationally recognized courier service such as Federal Express or UPS to such address. Any notice from Tenant to Landlord relating to the Leased Premises or to the occupancy thereof, shall be deemed duly served, if mailed to Landlord by registered or certified mail, return receipt requested, postage prepaid, addressed to Landlord at such address as Landlord may from time to time advise Tenant in writing or if sent to Landlord cost prepaid by such courier service to such address. Landlord hereby notifies Tenant that all such notices as well as rent and other sums payable by Tenant are as to be addressed to Landlord at 67 Fuller Street, Brookline, MA 02446.

17. Surrender. Tenant shall at the expiration or other termination of this Lease remove all Tenant's goods and effects from the Leased Premises (including, without hereby limiting the generality of the foregoing, all signs erected, affixed or painted by the Tenant, either inside or outside the Leased Premises, and all alterations and additions removed in the manner and subject to the conditions set forth in this Lease). Tenant shall deliver to Landlord the Leased Premises broom clean and otherwise in the same condition as required by Section 9. Tenant shall further deliver to Landlord all keys to the Leased Premises. Any goods and effects

CE
BD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

(as hereinbefore defined) not removed by Tenant within ten (10) days after the expiration or other termination of this Lease shall be conclusively presumed to have been abandoned and shall at the option of Landlord thereafter become the property of Landlord. Tenant shall pay 125% of the amount of rent applicable to each month (or fraction thereof) during which Tenant remains in possession of any part of the Leased Premises in violation of the foregoing covenants, without prejudice to eviction or any other remedy available to Landlord on account thereof. Notwithstanding the foregoing or anything in this Lease to the contrary, the Landlord's interest in Tenant's assets, general intangibles, instruments, chattel paper, inventory, documents of title and equipment, other than fixtures and leasehold improvements, shall be subject and subordinate to the interest of Tenant's institutional or bank lenders from time to time. Fixtures and leasehold improvements or alterations shall be treated as elsewhere provided in this Lease.

18. Liability of Landlord or Assignee. No trustee, partner, beneficiary, employee or agent of or the Landlord shall be personally liable to Tenant or anyone else under any term, condition, covenant or agreement expressed in this Lease or implied hereunder, or for any claim of damage arising out of the occupancy or condition of the Leased Premises.

The Landlord's liability for any matter arising under this lease or in connection therewith being limited to Landlord's interest in the Leased Premises. If in connection with or as a consequence of the sale, transfer or other disposition of the Leased Premises, Landlord ceases to be the owner of the interest therein, then Landlord shall be entirely freed and relieved from the performance and observance thereafter of all its obligations hereunder. Neither the assignment by Landlord of its interest in this Lease as security to a lender holding a mortgage on the Building, nor the acceptance thereof by such lender, nor the exercise by such lender of any of its rights pursuant to said assignment shall be deemed in any way an assumption by such lender of any of the obligations of Landlord hereunder unless such lender shall specifically otherwise elect in writing or unless such lender shall have completed foreclosure proceedings under said mortgage. In no event shall Landlord be liable for indirect or consequential damages. Without limiting the generality of the foregoing, Landlord shall not be liable for any loss or damage due to interruption of Tenant's business or for any of Tenant's lost profits.

19. Waiver by Landlord. The failure of Landlord to seek redress for violation or to insist upon the strict performance of any covenant or condition of this Lease shall not prevent a subsequent act, which would have originally constituted a violation, from having all the force and effect of an original violation. No provisions of this Lease shall be deemed to have been waived by Landlord unless such waiver is in writing and signed by Landlord.

20. Indemnity. Tenant hereby agrees to indemnify, defend and hold harmless Landlord and its employees, partners, agents, contractors, lenders and ground Landlords (said persons and entities are hereinafter collectively referred to as the "Indemnified Parties") from and against any and all liability, loss, cost, damage, claims, loss of rents, liens, judgments, penalties, fines, settlement costs, investigation costs, the reasonable cost of consultants and experts, reasonable attorneys fees, court costs and other legal expenses, the effects of environmental contamination, the cost of environmental testing, the removal, remediation and/or abatement of Hazardous

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

Substances (as defined below), insurance policy deductibles and other expenses (hereinafter collectively referred to as "Damages") arising out of or related to an "Indemnified Matter" (as defined below). For purposes of this Section 20, an "Indemnified Matter" shall mean any matter for which one or more of the Indemnified Parties incurs liability or damages if the liability or damages arise out of or involve, directly or indirectly (a) Tenant's or its employees, agents, contractors or invitees (all of said persons or entities are hereinafter collectively referred to as "Tenant Parties") use or occupancy of the Leased Premises or the Building or Property, (b) any act, omission or neglect of a Tenant Party, (c) Tenant's failure to perform any of its obligations under the Lease, (d) the existence, use or disposal of any Hazardous Substance (as defined below) brought on to the Building by a Tenant Party, or (e) any other matters for which Tenant has agreed to indemnify Landlord pursuant to any other provision of this Lease. Tenant's obligations hereunder shall include, but shall not be limited to (f) compensating the Indemnified Parties for Damages arising out of Indemnified Matters within ten (10) days after written demand from an Indemnified Party and (g) providing a defense, with counsel reasonably satisfactory to the Indemnified Party, at Tenant's sole expense, within ten (10) days after written demand from the Indemnified Party, of any claims, action or proceeding arising out of or relating to an Indemnified Matter whether or not litigated or reduced to judgment and whether or not well founded. If Tenant is obligated to compensate an Indemnified Party for Damages arising out of an Indemnified Matter, Landlord shall have the immediate and unconditional right, but not the obligation, without notice or demand to Tenant, to pay the damages and Tenant shall, upon ten (10) days advance written notice from Landlord, reimburse Landlord for the costs incurred by Landlord subject to reimbursement from Landlord if Tenant is later determined not to be liable for the Indemnified Matter.

By way of example, and not limitation, Landlord shall have the immediate and unconditional right to cause any damages to the Common Areas, another Tenant's premises or to any other part of the Building to be repaired and to compensate other Tenants of the Building or other persons or entities for Damages arising out of an Indemnified Matter.

The Indemnified Parties need not first pay any Damages to be indemnified hereunder. This indemnity is intended to apply to the fullest extent permitted by applicable law. Tenant's obligations under this Section shall survive for 6 months following the expiration or termination of this Lease unless specifically waived in writing by Landlord after said expiration or termination.

21. Estoppel Certificate. Within five (5) days following a request by Landlord, Tenant shall execute and deliver to Landlord or any third party designated by Landlord an estoppel certificate addressed to Landlord or such third party in such form as may reasonably be required, including without limitation an acknowledgement that this Lease is in full force and effect without modification or default except as otherwise specified by Tenant.

22. Construction of Lease. This lease shall be governed by Massachusetts's law, shall run with the land and shall not be registered or recorded nor shall any notice of lease be registered or recorded with any Registry of Deeds. This Lease shall bind and inure to the benefit of the parties hereto and there respective successors in interest (subject to the provisions of Section 22).

CE
DD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

23. Duty to Inform Landlord. If Tenant knows, or has reasonable cause to believe, that a Hazardous Substance, or a condition involving or resulting from same, has come to be located in, on or under or about the Leased Premises or the Building, Tenant shall immediately give written notice of such fact to Landlord. Tenant shall also immediately give Landlord (without demand by Landlord) a copy of any statement, report, notice, registration, application, permit, license, given to or received from, any governmental authority or private party, or persons entering or occupying the Leased Premises, concerning the presence, spill, release, discharge of or exposure to, any Hazardous Substance or contamination in, on or about the Leased Premises or the Building.

24. Attorney's Fees. If Landlord or Tenant brings an action to enforce the terms hereof or declare rights hereunder, the prevailing party in any such action, or appeal thereon, shall be entitled to its reasonable attorneys' fees and court costs to be paid by the losing party as fixed by the court in the same or separate suit, and whether or not such action is pursued to decision or judgment. The attorneys' fee award shall not be computed in accordance with any court fee schedule, but shall be such as to fully reimburse all attorneys' fees and court costs reasonably incurred in good faith. Landlord shall be entitled to reasonable attorneys' fees and all other costs and expenses incurred in the preparation and service of notices of default and consultations in connection therewith, whether or not a legal action is subsequently commenced in connection with such default, provided such notices are justified. Landlord and Tenant agree that attorneys' fees incurred with respect to defaults and bankruptcy is actual pecuniary losses within the meaning of Section 365(b) (1) (B) of the Bankruptcy Code or any successor statute.

25. Exemption of Landlord From Liability. Tenant hereby agrees that Landlord shall not be liable for injury to Tenant's business or any loss of income therefrom or for loss of or damage to the merchandise, Tenant improvements, fixtures, furniture, equipment, computers, files, automobiles, or other property of Tenant, Tenant's employees, agents, contractors or invitees, or any other person in or about the Building, nor shall Landlord be liable for injury to the person of Tenant, Tenant's employees, agents, contractors or invitees, whether such damage or injury is caused by or results from any cause whatsoever including, but not limited to, theft, criminal activity at the Building, negligent security measures, bombings or bomb scares, Hazardous Substances, fire, steam, electricity, gas, water or rain, flooding, breakage of pipes, sprinklers, plumbing, air conditioning or lighting fixtures, or from any other cause, whether said damage or injury results from conditions arising upon the Leased Premises or upon other portions of the Building, or from other sources or places, or from new construction or the repair, alteration or improvement of any part of the Building, and regardless of whether the cause of the damage or injury arises out of Landlord's or its employees, agents or contractors negligent or intentional acts, except as limited by M.G.L. c 186 Sec. 19. Landlord shall not be liable for any damages arising from any act or neglect of any employees, agents, contractors or invitees of any other Tenant, occupant or user of the Building, nor from the failure of Landlord to enforce the provisions of the lease of any other Tenant of the Building. Landlord agrees to use reasonable efforts to enforce the provisions of leases of other Tenants of the Building that would prevent other Tenant's from interfering with Tenant's use of the Leased Premises. Tenant, as a material part of the consideration to Landlord hereunder, hereby assumes all risk of damage to Tenant's property or business or injury to persons, in, upon or about the Building arising from any cause, including Landlord's negligence or the negligence of its

CE
RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

employees, agents or contractors, and Tenant hereby waives all claims in respect thereof against Landlord, its employees, agents and contractors.

26. Authority. If Tenant is a corporation, trust, or general or limited partnership, Tenant, and each individual executing this Lease on behalf of such entity, represents and warrants that such individual is duly authorized to execute and deliver this Lease on behalf of said entity, that said entity is duly authorized to enter into this Lease, and that this Lease is enforceable against said entity in accordance with its terms. If Tenant is a corporation, trust or partnership, Tenant shall deliver to Landlord upon demand evidence of such authority satisfactory to Landlord.

27. Interpretation. This Lease shall be interpreted as if it was prepared by both parties and ambiguities shall not be resolved in favor of Tenant because all or a portion of this Lease was prepared by Landlord. The captions contained in this Lease are for convenience only and shall not be deemed to limit or alter the meaning of this Lease. As used in this Lease the words Tenant and Landlord include the plural as well as the singular. Words used in the neuter gender include the masculine and feminine gender

28. Confidentiality. Tenant acknowledges and agrees that the terms of this Lease are confidential and constitute propriety information of Landlord. Disclosure of the terms hereof could adversely affect the ability of Landlord to negotiate other leases with respect to the Building and may impair Landlord's relationship with other Tenants of the Building. Tenant agrees that it and its partners, officers, directors, employees, brokers, and attorneys, if any, shall not disclose the terms and conditions of this Lease to any other person or entity, who may reasonably be expected to be a tenant or prospective tenant, without the prior written consent of Landlord which may be given or withheld by Landlord, in Landlord's sole discretion. It is understood and agreed that damages alone would be an inadequate remedy for the breach of this provision by Tenant, and Landlord shall also have the right to seek specific performance of this provision and to seek injunctive relief to prevent its breach or continued breach.

29. Costs Related To Tenant Requests. Tenant shall reimburse Landlord promptly upon request for the reasonable costs and expenses incurred by Landlord as a result of any Tenant request, for example, legal fees and expenses incurred to review an assignment or subletting request or architectural and engineering fees incurred to review a proposed alteration by Tenant other than the signing of this lease and the alterations agreed to by the Landlord.

30. Waiver Of Jury Trial. LANDLORD AND TENANT HEREBY WAIVE THEIR RESPECTIVE RIGHT TO TRIAL BY JURY OF ANY CAUSE OF ACTION, CLAIM, COUNTERCLAIM OR CROSS-COMPLAINT IN ANY ACTION, PROCEEDING AND/OR HEARING BROUGHT BY EITHER LANDLORD AGAINST TENANT OR TENANT AGAINST LANDLORD ON ANY MATTER WHATSOEVER ARISING OUT OF, OR IN ANY WAY CONNECTED WITH, THIS LEASE, THE RELATIONSHIP OF LANDLORD AND TENANT, TENANT'S USE OR OCCUPANCY OFTHE LEASED PREMISES, OR ANY CLAIM OF INJURY OR DAMAGE, OR THE ENFORCEMENT OF ANY REMEDY UNDER ANY LAW, STATUTE, OR REGULATION, EMERGENCY OR OTHERWISE, NOW OR HEREAFTER IN EFFECT. LANDLORD AND TENANT ACKNOWLEDGE THAT

CE
ZD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

THEY HAVE CAREFULLY READ AND REVIEWED THIS LEASE AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS LEASE, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO. THE PARTIES HEREBY AGREE THAT, AT THE TIME THIS LEASE IS EXECUTED, THE TERMS OF THIS LEASE ARE COMMERCIALLY REASONABLE AND EFFECTUATE THE INTENT AND PURPOSE OF LANDLORD AND TENANT WITH RESPECT TO THE LEASED PREMISES. TENANT ACKNOWLEDGES THAT IT HAS BEEN GIVEN THE OPPORTUNITY TO HAVE THIS LEASE REVIEWED BY ITS LEGAL COUNSEL PRIOR TO ITS EXECUTION. PREPARATION OF THIS LEASE BY LANDLORD OR LANDLORD'S AGENT AND SUBMISSION OF SAME TO TENANT SHALL NOT BE DEEMED AN OFFER BY LANDLORD TO LEASE THE LEASED PREMISES TO TENANT OR THE GRANT OF AN OPTION TO TENANT TO LEASE THE LEASED PREMISES.

(REMAINDER OF PAGE IS BLANK)

CE
PD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

THIS LEASE SHALL BECOME BINDING UPON LANDLORD ONLY WHEN FULLY EXECUTED BY BOTH PARTIES AND WHEN LANDLORD HAS DELIVERED A FULLY EXECUTED ORIGINAL OF THIS LEASE TO TENANT.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first above written.

LANDLORD: CNT, LLC
1700 Beacon Street Realty Trust

By

TENANT:
Ivory Pearl, LLC

By
Ran Duan Manager
Ran Duan, Its Manager
& Not Individually

CE

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

EXHIBIT B

GUARANTY

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

GUARANTEE

FOR VALUE RECEIVED, and in consideration for and as an inducement to CNT, LLC, and 1700 Beacon Street Realty Trust (the "Lessor") to make the foregoing lease (the "Lease") with Ivory Pearl, LLC (the "Lessee"), the undersigned Ran Duan, with a mailing address of c/o Rosse Enterprises, 10 Speen Street, 4th Floor, Framingham, MA 01701 (the "Guarantor"), unconditionally guarantees the full performance and observance of all the covenants, conditions and agreements therein provided to be performed and observed by the Lessee, the Lessee's successors and assigns, and expressly agrees that the validity of this agreement and the obligations of the Guarantor hereunder shall in no wise be terminated, affected or impaired by reason of the granting by the Lessor of any indulgences to the Lessee or by reason of the assertion by the Lessor against the Lessee of any of the rights or remedies reserved to the Lessor pursuant to the provisions of the Lease or by the relief of the Lessee from any of the Lessee's obligations under the Lease by operation of law or otherwise (including, but without limitation, the rejection of the Lease in connection with proceedings under the bankruptcy laws now or hereafter enacted); the Guarantor hereby waiving all suretyship defenses. The obligations of the Guarantor include the payment to Lessor of any monies payable by Lessee under any provisions of the Lease, at law, or in equity, including, without limitation, any monies payable by virtue of the breach of any warranty, the grant of any indemnity or by virtue of any other covenant of Lessee under the Lease.

The Guarantor further agrees that the liability of the Guarantor under this Guarantee shall be primary (and that the heading of this instrument and the use of the word "guarantee(s)" shall not be interpreted to limit the aforesaid primary obligations of the Guarantor), and that, in any right of action which shall accrue to the Lessor under the Lease, the Lessor may, at the Lessor's option, proceed against the Guarantor, any other guarantor, and the Lessee, jointly or severally, and may proceed against the Guarantor without having commenced any action against or having obtained any judgment against the Lessee or any other guarantor. The Guarantor irrevocably waives any and all rights the Guarantor may have at any time (whether arising directly or indirectly, by operation of law or by contract or otherwise) to assert any claim against the Lessee on account of payments made under this Guarantee, including, without limitation, any and all rights of or claim for subrogation, contribution, reimbursement, exoneration and indemnity, and further waives any benefit of and any right to participate in any security deposit or other collateral which may be held by the Lessor; and the Guarantor will not claim any set-off or counterclaim against the Lessee in respect of any liability the Guarantor may have to the Lessee. The Guarantor further represents to the Lessor as an inducement for the Lessor to make the Lease, that the Guarantor owns all of the entire outstanding capital stock or interests of the Lessee.

It is agreed that the failure of the Lessor to insist in any one or more instances upon a strict performance or observance of any of the terms, provisions or covenants of the Lease or to exercise any right therein contained shall not be construed or deemed to be a waiver or relinquishment for the future of such term, provision, covenant or right, but the same shall continue and remain in full force and effect. Receipt by the Lessor of rent with knowledge of the breach of any provision of the Lease shall not be deemed a waiver of such breach.

RD

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

No subletting, assignment or other transfer of the Lease, or any interest therein, shall operate to extinguish or diminish the liability of the Guarantor under this Guarantee; and, wherever reference is made to the liability of the Lessee named in the Lease, such reference shall be deemed likewise to refer to the Guarantor.

All payments becoming due under this Guarantee, including, without limitation, costs of collection, and not paid when due shall bear interest from the applicable due date until received by the Lessor at the interest rate of eighteen (18%) percent.

It is further agreed that all of the terms and provisions hereof shall inure to the benefit of the respective successors and assigns of the Lessor, and shall be binding upon the heirs, executors, administrators and assigns of the Guarantor.

IN WITNESS WHEREOF, the Guarantor has executed this instrument, under seal, this 18th day of February, 2020.

Ran Duan

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

EXHIBIT C

TENANT ESTOPPEL CERTIFICATE

11/6/2025
November ___, 2025

IVORY PEARL, LLC ("Tenant")
c/o Ran Duan, Manager
295 Washington Street
Brookline, MA 02445

CTN, LLC & 1700 Beacon Street Realty Trust ("Landlord")
c/o Charles Evangelakos
67 Fuller Street
Brookline, MA 02446

Re: Lease for certain entire Premises at 1704 Beacon Street, Brookline, MA (the "Premises")

Mr. Evangelakos:

At your request, I hereby certify to you and your respective successors and/or assigns certain facts with respect to the Tenant's occupancy of the Premises, as follows:

1. The undersigned is the Tenant under a Lease dated on or about February 18, 2020, by and between the Landlord and Tenant, for the entire Premises located at and known and numbered as 1704 Beacon Street, Brookline, MA, (collectively the "Lease"). This Estoppel is provided in connection with the Tenant's so called First Assignment, Assumption, and Consent of Landlord, unto Barcelona Brookline, LLC ("First Assignment") which Assignment shall be executed by the undersigned contemporaneously with this Estoppel:

2. The Lease, is in full force and effect, and together herewith constitutes the entire agreement between Tenant and Landlord with respect to the Premises. There is no other agreement (except for the agreements contained in this First Assignment) between Tenant and Landlord with respect to the Premises.

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

3. The Tenant acknowledges that it is in default under the Lease. There is no defense, offset, claim or counterclaim by or in favor of Tenant against Landlord under the Lease.

4. Since the inception of the Lease to the present, the Premise has been used exclusively as a restaurant business. There have been no violations with respect to the operations of the facility.

5. The operation of the facility complies in all respects with the Town of Brookline zoning bylaw. There are presently no violations of the Commonwealth of Massachusetts nor Town of Brookline building laws, and any prior violations resolved and closed in accordance with said building laws and regulations.

6. The current monthly rent due under the Lease is $8,500.00. Notwithstanding the foregoing, the parties acknowledge and agree that, effective as of the Rent Commencement Date set forth in the Second Amendment to Lease (between the Landlord and Barcelona Brookline, LLC), all rental obligations shall be governed exclusively by the rent schedule applicable to the Expanded Premises Term under the Second Amendment, and not by the rent provisions contained in the original Lease.

7. The Lease presently provides for a termination date of October 31, 2029, with two Option Terms ("Option Terms") allowing Tenant to extend the Lease until October 31, 2034. Notwithstanding the foregoing, the parties acknowledge and agree that the Term of the Lease shall hereafter be governed exclusively by the Expanded Premises Term, including renewal and extension rights, as set forth in the said Second Amendment to Lease, and shall not continue according to the Option Terms contained in the original Lease.

8. The Tenant has paid the Landlord four (4) months of rent in the amount of $34,000 for the months of May, June, July, August of 2025, together with legal fees in the amount of $16,359.75.

9. Tenant has deposited with Landlord a security deposit of $7,375.85 and the Last Month's Rent in the amount of $7,375.85. The Tenant has agreed that the Landlord shall credit the security deposit to the Tenant and shall retain the Last Month's Rent.

10. There are no actions, voluntary or otherwise, pending or threatened against Tenant, including, without limitation, bankruptcy, reorganization, moratorium or similar laws of the Commonwealth of Massachusetts or the United States.

11. All improvements or work to be performed by Landlord or the Tenant, if any, under the Lease have been completed in accordance with the Lease and have been accepted by Tenant or the Landlord, as the case may be, and all reimbursements and allowances due

Docusign Envelope ID: 36229378-A56E-4AA7-9D1A-B2B03BB6CE9C

to Tenant under the Lease in connection with any improvements or work performed by Landlord or Tenant have been paid in full.

12. Tenant has not given any notice of termination under the Lease. Tenant has no right to terminate the Lease before its maturity date. There has been no casualty or condemnation proceedings which might allow the Tenant the right to an early termination of the Lease.

13. Tenant acknowledges and agrees that Landlord, the Assignee, the Guarantor and their successors and/or assigns shall be entitled to rely on Tenant's certifications set forth herein.

14. This Estoppel is intended to be cumulative of and shall be construed together with the First Assignment with respect to the subject matter addressed herein. The provisions of this Estoppel and the First Assignment shall be read together so that effect shall be given to all provisions to the extent reasonably possible, and the documents read together and harmonized to the fullest extent possible.

Very truly yours,

IVORY PEARL, LLC

By: Signed by: Ran Duan CCA53C58F521499...
Name: Ran Duan
Title: Manager

FLOORPLAN

Chapter 34 - Existing Building Code Evaluation Report

Barcelona Wine Bar
1700-1704 Beacon Street
Brookline MA, 02445

EXISTING BUILDING:

The existing building is a mixed-use single-story building with a basement located at 1700-1705 Beacon street in the C-1.75(VS) General Business District. The Existing building is a steel and wood framed structure with masonry bearing exterior walls, most closely resembling a type IIIB construction. The building has been legally occupied and maintained as a mixed use structure since its construction.

APPLICABLE CODES & REQUIREMENTS

Building	10th Edition of the Massachusetts Building Code, 2021 International Building Code (IBC) with Massachusetts amendments and 2021 International Existing Building Code (IEBC) with Massachusetts amendments.
Accessibility	Massachusetts Architectural Access Board (MAAB). 521 CMR
Fire Prevention	527 CMR Massachusetts Fire Prevention Regulations (MFPR), NFPA 13 Sprinkler
Plumbing	248 CMR Plumbing & Fuel Gas Code
Mechanical	2021 International Mechanical Code
Electrical	NFPA 70 Electrical Code with Massachusetts amendments, NFPA Fire Alarms
Energy	2023 Massachusetts Stretch Energy Code
Elevator	524 CMR Elevators
Sheet Metal	271 CMR Sheet Metal Code

PROPOSED WORK AREA

The work of this project includes the combination of two existing foodservice spaces with minor MEP/FP upgrades to support the same. The scope shall include the removal of existing materials, elements, and fixtures – and installation of new materials elements, or fixtures and extension / modification of existing building MEP/FP systems to support same. The remainder of the building will remain open and occupied during construction. All fire alarm systems shall remain active and operational during construction. All paths of egress and egress doors shall remain unobstructed during construction.

The **WORK AREA COMPLIANCE METHOD** has been selected for use on this project.

The proposed renovations entail a **LEVEL 2 ALTERATION.** A Level 3 alteration will not be triggered as the work area will not involve more than 50% of the building area. Level 2 alterations shall comply with the provisions of Chapter 7 for Level 1 Alterations as well as the provisions of Chapter 8.

Building Area and Area of Renovation

Space	Area	Area of Renovation	%
First Floor	+/- 7,500 SqFt	+/- 1,050 SqFt	14%
Basement	+/- 7,500 SqFt	0 SqFt	0%
Total	+/- 15,000	+/-1,050 SqFt	7%

Total Work Area is +/- 1,050 SqFt or 7% of total building area.

ALTERATION LEVEL 2

Interior Finishes:
Interior finishes to be installed in the proposed *area of work* will comply with the requirements of the MSBC. As per MSBC Table 803.11, the following interior finish ratings are required at a minimum. Interior exit stairways and ramps and exit passageways: **CLASS B**, Rooms and Enclosed Spaces: **CLASS C.**

Fire Protection:
The existing building is not equipped with a sprinkler system. Localized fire suppression systems are provided at kitchen exhaust hoods and are tied to the building's fire alarm system. Installation of new fire pump and sprinkler system is not required as project does not include an addition and is not a "substantial renovation". *Area of work* comprises less than 30% of total floor area, Existing level of fire protection will be maintained at *Area of work*.

Fire Alarm:
The existing building is equipped with a Fire alarm system that is in compliance with MSBC 780 CMR and 521 CMR. Fire alarm devices are existing to remain.

Means of Egress:
The number and means of egress within the *area of work* to level of exit discharge meet the requirements of the MSBC 780 CMR.

Egress Doorways:
Egress doorways within the *area of work* to the level of exit discharge will be replaced to meet the requirements of the MSBC 780 CMR. They will also meet the requirements of Sections 705.4.1 through 705.4.3

Exit Signs:
Means of egress exit signage in the *area of work* to the level of exit discharge will meet the requirements of the MSBC 780 CMR

Handrails:
Handrails from the work area floors to the level of exit discharge along the path of egress will meet the requirements of MSBC 780 CMR

Guards:
There are no guards.

Accessibility:
The existing building has an accessible public entrance that is provided at grade with accessible toilet rooms located on an accessible route. Work within the *Area of work* will meet the requirements of the MAAB 521 CMR.

Structural (807):
There is no structural work.

Restrooms:
Separate men's and women's toilet rooms are provide in the existing building and are existing to remain. New Men's and Women's toilet rooms will be provided, meeting the occupant load of the building as required by CMR 248 and the requirements of MAAB 521 CMR

Electrical:
The electrical work in the portion of the building affected by the *area of work* will comply with the requirements of Chapter 5 and will meet the requirements of NFPA 70

Mechanical:
The mechanical work in the *area of work* will comply with the intent of the respective *International Mechanical Code* provisions and any existing mechanical ventilation systems to remain will comply with the requirements of 809.2

Plumbing:
The plumbing work in the *area of work* will comply with the intent of the respective *International Plumbing Code* provisions and 248 CMR.

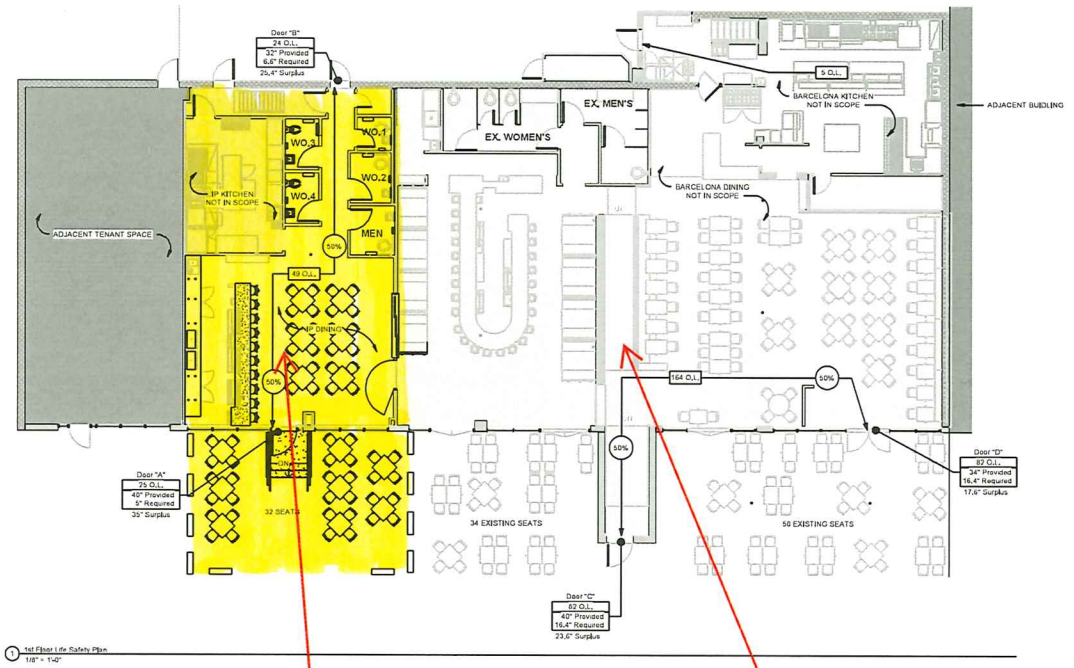
Energy Conservation:
Any new work will conform to the energy requirements of the International Energy Conservation Code with MA amendments.

OCCUPANCY LOAD SUMMARY

Room Name	Area (SqFt)	SF Per Person	Occupancy (SF Method)	Occupancy (Actual Seat Count Method)
IP Dining	705	15	47	34
IP Kitchen	255	200	2	
Barcelona Dining	2450	15	164	162
Barcelona Kitchen	970	200	5	
Exterior				116
Totals			218	312

Required Plumbing Fixtures (Per Occupant Load)

	Toilets		Urinals	Lavatories	
	Women (156 OL)	Men (156 OL)		Women (156 OL)	Men (156 OL)
Required	1:25 - up to 200 7 required	1:50 - up to 200 4 required	Up to 50% of Men's 2 allowed	1:50 4 required	1:50 4 required
Provided	7	2 (see Urinals)	2	6	4



New space to be taken over

Existing barcelona space

BEACON
ARCHITECTURAL ASSOCIATES
145 South Street
Boston, MA 02111
T. 617.357.7171
www.beaconarch.com

© 2025

ISSUE DATES

DATE	DESCRIPTION
11/07/2025	Permit Set

OWNER

PROJECT

Barcelona Wine Bar
Expansion

1700 Beacon St Brookline,
MA 02446

JOB NUMBER 25-186
SCALE 1/8" = 1'-0"
DRAWING NAME
Code Review
DRAWING NO.
A-001

11/7/2025 3:16:39 PM C:\Users\...\Documents\25-186_Barcelona Wine Bar_clarochesCRXC.rvt

Change of Manager of Record

Applicant:	Gelerman Brothers Inc
DBA:	The Butcherie
Location:	428 Harvard St. Brookline, MA
Application Details:	Manager of Record

Application Details:

Question of approving the application for a Change of Manager for Gelerman Brothers Inc. d/b/a The Butcherie from Walter Gelerman to Gil Zilberberg at 428 Harvard Street.

Reports (Attached):

Police Department (Approved)

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

To: Chief Jennifer Paster

From: Lieutenant Noah J. Brother

Re: The Butcherie – Request to Change Manager of Record

Date: December 4, 2025

Chief,

The Butcherie, located at 428 Harvard Street, has applied to change the Manager of Record from Walter Gelerman to Gil Zilerberg.

Gil Zilerberg is a citizen of the United States. According to the application, he has never held a direct or indirect beneficial or financial interest in a license to sell alcoholic beverages that was subject to discipline, nor has he been the manager of record of a license to sell alcohol that has been suspended, revoked, or canceled.

Mr. Zilerberg has submitted fingerprints to the Brookline Police Department for the purposes of conducting a State and national criminal background check, and submitted evidence of certification in the safe service of alcohol.

I have emailed Mr. Zilerberg a copy of the Town of Brookline regulations pertaining to the sale of alcoholic beverages, and intend to schedule an interview with him shortly.

I find NO reason to deny this request.

Respectfully submitted,

Lt. Noah J. Brother

Digitally signed by Lt. Noah J. Brother
DN: cn=Lt. Noah J. Brother, o, ou, email=Nbrother@brooklinema.gov, c=US
Date: 2025.12.04 07:45:57 -05'00'

Lieutenant Noah J. Brother
Liquor Licensing/Inspections

Public Safety Building 350 Washington Street, Brookline, Massachusetts 02445
Telephone (617) 730-2249 ❖ Facsimile (617) 730-8454

MEMORANDUM

TO: Jennifer Paster, Chief of Police

FROM: Charles Carey, Town Administrator

RE: Change of Manager

DATE: November 26, 2025

May we please have reports on the attached application:

Applicant:	Gelerman Brothers Inc.
DBA:	The Butcherie
License Type:	Package Store- Wine and Malt
Location:	428 Harvard St. Brookline, MA 02446

Application Details:

Question of approving the application of a Change of Manager of Record from Walter Gelerman to Gil Zilberberg for Gelerman Brothers Inc d/b/a The Butcherie at 428 Harvard St.

This application is scheduled to go before the Board on **December 10, 2025.** May we please have the reports no later than **December 3, 2025.**

Thank you.

December 10th @ 10AM

SELECT BOARD
Bernard Greene, Chair
David Pearlman, Vice Chair
John VanScoyoc
Paul Warren
Michael Rubenstein

BROOKLINE MASSACHUSETTS

333 Washington St.
Brookline, MA 02445
SelectBoard@BrooklineMA.gov
617-730-2200

CHANGE OF MANAGER APPLICATION CHECKLIST

Directions: You must submit all of the documents below **in the order they appear below** as a complete packet. This checklist must be submitted as a cover sheet. Each document must be separated by a separator/divider sheet. Failure to meet these requirements will result in the return of the application packet for resubmission. Your application is not considered complete until it includes all relevant documents in the requisite order.

1. Change of Manager Application Checklist

Alcohol Beverages Control Commission (ABCC)-Required Documents:

2. **Filing Fee** (Receipt paid to the ABCC) – Payment Link
3. **Monetary Transmittal Form**
4. **Amendment-Change of Manager**
5. **Vote of the Entity**
6. **CORI Authorization Form.** Complete one for *each* individual with financial or beneficial interest in the entity that is applying AND one for the proposed manager of record. *This form must be notarized with a stamp or raised seal.*
7. **Proof of Citizenship/Qualified Alien** for the proposed Manager of Record *(Manager must be a U.S. citizen or a Qualified Alien under the Immigration and Nationality Act, 8 U.S.C. 1101). Please include one of the following:*
   - U.S. Passport
   - Voter's Certificate
   - Birth Certificate
   - Naturalization Papers
   - Permanent Resident Card "Green Card"
   - Employment Authorization Document

Additional Documents Required by the Town of Brookline:

8. **Copy of all certifications of completion for Manager of Record and Alternate Manager(s) for requisite training programs:**
   a. If a common victualler, Training for Intervention Procedures.
   b. If a bar, Crowd Manager Training Program and Training for Intervention Procedures.

YOUR NEXT STEPS AFTER SUBMITTING YOUR APPLICATION:

- ✓ **Contact the Brookline Police Department** at (617) 730-2239 to schedule an appointment to have your Manager of Record fingerprinted. On the date of the appointment, a payment of $50 is required for each person to be fingerprinted. This payment can be made by bank check or money order made out to the "Town of Brookline." Please also bring a picture ID with you on the day of the appointment. Finger-printing must be completed prior to your appearance before the Licensing Panel.
- ✓ You and/or your legal counsel will need to be present at Town Hall or virtually via Zoom for the Licensing Panel public meeting to speak on your application.

For Select Board Office Use Only:
Required reports: □ Police Department ONLY

2. Filing Fee (Receipt paid to the ABCC) – Payment Link

Your Information | Payment | Receipt

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.

Transaction Processed Successfully.
INVOICE #: e7a8c2f6-eafe-4cea-aa5f-f14f11bfbb60

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	THE BUTCHERIE	$200.00
		$200.00

Total Convenience Fee: $5.18

Date Paid: 11/20/2025 11:35:15 AM EDT

Total Amount Paid: $205.18

Payment On Behalf Of

License Number or Business Name:
THE BUTCHERIE

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
THE BUTCHERIE GIL

Last Name:
ZILBERBERG

Address:
428 HARVARD ST

City:
brookline

State:
MA

Zip Code:
02446

Email Address:
GILI@THEBUTCHERIE.COM

3. Monetary Transmittal Form

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make $200.00 payment here: https://www.mass.gov/epay-for-online-payments-abcc

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL

EPAY CONFIRMATION NUMBER e7a8c2f6-eafe-4cea-aa5f-f1

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) LN-2017-0372

ENTITY/ LICENSEE NAME GELERMAN BROTHERS INC

ADDRESS 428 HARVARD ST

CITY/TOWN BROOKLINE **STATE** MASS **ZIP CODE** 02446

For the following transactions (Check all that apply):

- ☐ New License
- ☐ Transfer of License
- ☒ Change of Manager
- ☐ Change of Officers/ Directors/LLC Managers
- ☐ Change of Location
- ☐ Alteration of Licensed Premises
- ☐ Change Corporate Name
- ☐ Change of Ownership Interest (LLC Members/ LLP Partners, Trustees)
- ☐ Change of Class (i.e. Annual / Seasonal)
- ☐ Change of License Type (i.e. club / restaurant)
- ☐ Change of Category (i.e. All Alcohol/Wine, Malt)
- ☐ Issuance/Transfer of Stock/New Stockholder
- ☐ Other
- ☐ Change Corporate Structure (i.e. Corp / LLC)
- ☐ Pledge of Collateral (i.e. License/Stock)
- ☐ Management/Operating Agreement
- ☐ Change of Hours
- ☐ Change of DBA

ALCOHOLIC BEVERAGES CONTROL COMMISSION
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

4. Amendment-Change of Manager

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make $200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) LN-2017-0372

ENTITY/ LICENSEE NAME GELERMAN BROTHERS

ADDRESS 428 HARVARD ST

CITY/TOWN BROOKLINE **STATE** MA **ZIP CODE** 02446

For the following transactions (Check all that apply):

- ☐ New License
- ☐ Transfer of License
- ☑ Change of Manager
- ☐ Change of Officers/ Directors/LLC Managers
- ☐ Change of Location
- ☐ Alteration of Licensed Premises
- ☐ Change Corporate Name
- ☐ Change of Ownership Interest (LLC Members/ LLP Partners, Trustees)
- ☐ Change of Class (i.e. Annual / Seasonal)
- ☐ Change of License Type (i.e. club / restaurant)
- ☐ Change of Category (i.e. All Alcohol/Wine, Malt)
- ☐ Issuance/Transfer of Stock/New Stockholder
- ☐ Other
- ☐ Change Corporate Structure (i.e. Corp / LLC)
- ☐ Pledge of Collateral (i.e. License/Stock)
- ☐ Management/Operating Agreement
- ☐ Change of Hours
- ☐ Change of DBA

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change of Manager

☑ Change of License Manager

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
GELERMAN BROTHERS INC	BROOKLINE	LN-2017-0372

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
GIL	OWNER	GILI@THEBUTCHERIE.COM	6175059849

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name: GIL ZILBERBERG Date of Birth: [redacted] SSN: [redacted]

Residential Address: [redacted]

Email: GILI@THEBUTCHERIE.COM Phone: 6175059849

Please indicate how many hours per week you intend to be on the licensed premises: 60 Last-Approved License Manager: WALTER

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act? ◉ Yes ○ No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Green Card or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime? ○ Yes ◉ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
11/20/2000	-		GIL ZILBERBERG	GIL ZILBERBERG

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ○ Yes ◉ No If yes, please fill out the table. Attach additional pages, if necessary, utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature: [signature] Date: 11/20/25

APPLICANT'S STATEMENT

I, Gil Zilberberg the: ☐ sole proprietor; ☐ partner; ☑ corporate principal; ☐ LLC/LLP manager
Authorized Signatory

of GELERMAN BROTHERS
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

(1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;

(2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;

(3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;

(4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;

(5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;

(6) I understand that all statements and representations made become conditions of the license;

(7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;

(8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and

(9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

(10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: _____ Date: 11/20/25

Title: OWNER

5. Vote of the Entity

ENTITY VOTE

The Board of Directors or LLC Managers of GELERMAN BROTHER INC
Entity Name

duly voted to apply to the Licensing Authority of BROOKLINE and the
City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on 10/20/25
Date of Meeting

For the following transactions (Check all that apply):

- [x] Change of Manager
- [ ] Other

"VOTED: To authorize GIL M ZILBERBERG
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint GIL M ZILBERBERG
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

Corporate Officer /LLC Manager Signature

GIL M ZILBERBERG
(Print Name)

For Corporations ONLY
A true copy attest,

Corporation Clerk's Signature

GIL M ZILBERBERG
(Print Name)

6. CORI Authorization Form. Complete one for each individual with financial or beneficial interest in the entity that is applying AND one for the proposed manager of record. This form must be notarized with a stamp or raised seal.

Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street, First Floor
Boston, MA 02114

DEBORAH B. GOLDBERG
TREASURER AND RECEIVER GENERAL

CORI REQUEST FORM

JEAN M. LORIZIO, ESQ.
CHAIRMAN

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: (IF EXISTING LICENSEE) In-20170372 **LICENSEE NAME:** LIQUOR LICENSE **CITY/TOWN:** BROOKLINE

APPLICANT INFORMATION

LAST NAME: ZILBERBERG FIRST NAME: GIL MIDDLE NAME: M

MAIDEN NAME OR ALIAS (IF APPLICABLE): PLACE OF BIRTH: UK

DATE OF BIRTH: [redacted] SSN: [redacted] ID THEFT INDEX PIN (IF APPLICABLE):

MOTHER'S MAIDEN NAME: [redacted] DRIVER'S LICENSE #: [redacted] STATE LIC. ISSUED: Massachusetts

GENDER: MALE HEIGHT: 5 6 WEIGHT: 170 EYE COLOR: BLUE

CURRENT ADDRESS: [redacted]

CITY/TOWN: BROOKLINE STATE: MASS ZIP: 02446

FORMER ADDRESS:

CITY/TOWN: BROOKLINE STATE: MASS ZIP: 02446

PRINT AND SIGN

PRINTED NAME: GIL M ZILBERBERG APPLICANT/EMPLOYEE SIGNATURE:

NOTARY INFORMATION

On this 20th November 25 before me, the undersigned notary public, personally appeared Gil Zilberberg

(name of document signer), proved to me through satisfactory evidence of identification, which were U.S. Passport

to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY

PATRICIA RAMOS-DONES
Notary Public, Commonwealth of Massachusetts
My Commission Expires October 18, 2030

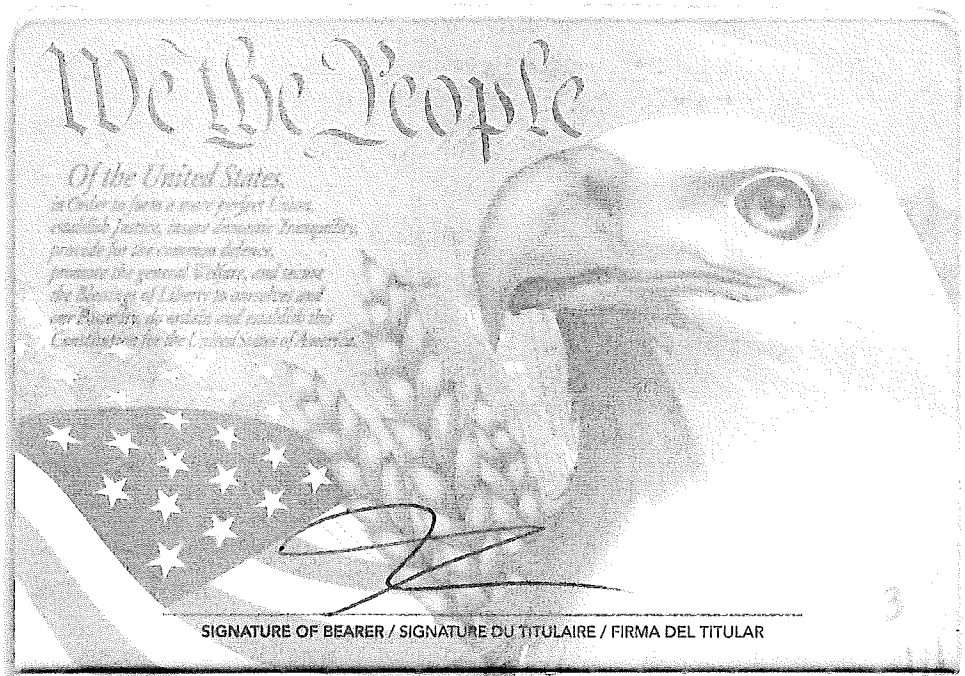
DIVISION USE ONLY

REQUESTED BY:

SIGNATURE OF CORI-AUTHORIZED EMPLOYEE

The DCJI Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJI. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. **ALL CORI request forms that include this field are required to be submitted to the DCJI via mail or by fax to (617) 660-4614.**

7. Proof of Citizenship/Qualified Alien for the proposed Manager of Record (Manager must be a U.S. citizen or a Qualified Alien under the Immigration and Nationality Act, 8 U.S.C. 1101). Please include one of the following: • U.S. Passport • Voter's Certificate • Birth Certificate • Naturalization Papers • Permanent Resident Card "Green Card" • Employment Authorization Document



SIGNATURE OF BEARER / SIGNATURE DU TITULAIRE / FIRMA DEL TITULAR

PASSPORT
PASSEPORT
PASAPORTE

USA



UNITED STATES OF AMERICA

[redacted]

ZILBERBERG
Given Names / Prénoms / Nombres
GIL
Nationality / Nationalité / Nacionalidad
UNITED STATES OF AMERICA
Date of birth / Date de naissance / Fecha de nacimiento
[redacted]
Place of birth / Lieu de naissance / Lugar de nacimiento
UNITED KINGDOM
Date of issue / Date de délivrance / Fecha de expedición
22 Jan 2019
Date of expiration / Date d'expiration / Fecha de caducidad
21 Jan 2029
Endorsements / Mentions Spéciales / Anotaciones
SEE PAGE 27

Sex / Sexe / Sexo
M
Authority / Autorité / Autoridad
United States
Department of State
USA

[redacted]

8. Copy of all certifications of completion for Manager of Record and Alternate Manager(s) for requisite training programs: a. If a common victualler, Training for Intervention Procedures. b. If a bar, Crowd Manager Training Program and Training for Intervention Procedures.

CERTIFICATE OF COMPLETION

This certifies that

GIL ZILBERBERG

is awarded this certificate for

TIPS Off-Premise Alcohol Seller Training

Hours	Completion Date	Expiration Date	Certificate #
3.00	11/20/2025	11/19/2028	OFF-000040084430

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

(CUT HERE) (CUT HERE)

TIPS Off-Premise

CERTIFIED

Issued: 11/20/2025 **Expires:** 11/19/2028

Certificate #: OFF-000040084430

GIL ZILBERBERG
428 Harvard St, Brookline, MA, USA
Brookline MA 02446

Phone: 800-438-8477
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature _____

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

To: Select Board – Town of Brookline

From: Lieutenant Derek Hayes

Date: December 9, 2025

Subj: Updates to General Order 28.2 Training Division

Select Board Members:

Since the Department was removed from Civil Service, our Field Training Program which falls under General Order 28.2 Training Division needed to be updated. All changes are minor. Attached is the policy in red-line format so that all changes are easily identifiable. The document also includes notes in the margins to explain certain changes. Below is a brief summary of the policy update contained in this General Order.

General Order 28.1 Training Division

- Removed language talking about hiring from a Civil Service hiring list such as a lay off list. We are no longer a part of Civil Service, so this does not apply. (Page 9, Section XVI, A, 1)
- Language added for Field Training requirements for Brookline Officers who separate from the Department and return within 18 months of separation. Previous language would have required them, like all other lateral transfers to undergo a 4-week field training program. The Field Training program for a lateral transfer is to teach experienced officers how to police in Brookline, learn our technology, policies and procedures, etc. A Brookline Police officer who separates from the Department and returns within 18 months does not need 4 weeks of field training. They would be required to complete at least 40 hours on Field Training. Requiring at least 40 hrs. of field training is an accreditation standard. (Page 9, Section XVI, A, 1)
- Language changed regarding the rotation of shifts during Field Training. Previous Brookline officers who leave the Department and return within 18 months will be required to complete 40 hours on Field Training. It does not make sense to rotate the officer through all three shifts over a 40 hour field training program (Pager 12 Section C, 2).

Respectfully submitted,
Lieutenant Derek Hayes

TRAINING DIVISION

General Order Number: 28.2 **Effective Date:** XXXXX

Deleted: 03/04/2025

POLICY:

The Brookline Police Department recognizes that training is one of its most important responsibilities. The Department realizes that a process of continual training and updating is necessary in order to maintain a high level of professionalism. All aspects of training, whether recruit training, specialized training, in-service training or roll call training, are designed to enhance an employee's ability to perform the functions demanded of police officers in today's society.

A comprehensive training program will help provide the Department with employees who are better prepared to act decisively, intelligently, and correctly in any given situation. It will also increase the effectiveness and productivity of individual employees, and foster greater cooperation between employees and units within the department. All of these benefits enhance the Department's ability to achieve its goals and objectives.

The training program will aid individuals in achieving their career goals and objectives by developing greater job and study skills. The additional exposure to training should also increase an employee's desire to further their personal education.

PROCEDURES:

I. TRAINING DIVISION:

A. PROGRAM DEVELOPMENT: The Training Division will use the following resources in program development:

1. Inspection reports.

2. Staff reports and or meetings.

3. Consultation with field personnel and field observations.

4. Officer surveys

5. Training evaluations.

6. Training deficiencies discovered through internal affairs investigations.

7. Suggestions and recommendations by the Chief of Police, Superintendent and

Deputy Superintendents.

B. THE TRAINING DIVISION WILL:

1. Offer or make available, training in areas of policing that will benefit both the department and its employees.

2. Encourage employees, when appropriate, to attend training courses in areas of interest to them.

3. Keep all employees informed of changes in statute law, Town By-Laws, case law, the criminal justice system, training bulletins, trends and department policies, and procedures.

4. It will be the responsibility of all officers to remain current and informed of changes in all of the above-mentioned areas. This will be in accordance with Brookline Police Department Rules and Regulations.

5. Regularly update officers on matters important to the proper execution of their duties by using all available mediums to educate, train, and mentor employees.

II. OBJECTIVES OF THE TRAINING DIVISION: The objectives of the Training Division of the Brookline Police Department are to provide or make available the best possible training programs to all employees within the department. This will be accomplished through a program of mandatory and voluntary training conducted through the department, other criminal justice agencies, outside private or public agencies, and civilian educational institutes in conjunction with a continuous program of roll call and annual training.

III. GOALS OF THE TRAINING DIVISION:

A. To meet all state and department mandated training requirements.

B. To develop and enhance the skills that an employee needs to perform their job in a professional manner

C. To assist the Department to more efficiently and effectively accomplish its objectives.

D. To provide career development opportunities within the Department.

E. To provide information to all employees on training opportunities nationwide.

IV. MANDATORY TRAINING FOR POLICE OFFICERS: Certain areas of police work require continuous training. The department, or its paid consultants, will conduct mandatory training in each of these areas and administer written, oral or practical tests to ensure that all officers meet or exceed the minimum acceptable standards. The Training Division will set the level of proficiency required to achieve minimum acceptable standards, unless superseded by law or other authoritative body.

THE FOLLOWING TRAINING IS MANDATORY AND WILL BE ATTENDED BY ALL OFFICERS AS NOTED:

A. **FIREARMS TRAINING:** All officers must attend and successfully complete firearms training no less than twice each year. The training will include a qualification course, which must be successfully completed with all authorized weapons. Training will also include training in the Department's Use of Force policy and any other directive specific to lethal weapons/firearms that are approved for use.

1. Each officer must qualify each year with any firearm that the officer is authorized to use. All firearms training shall be in accordance with Municipal Police Training Committee standards.

2. All qualifications shall be under the direction of the department training division and certified Municipal Police Training Committee firearms instructors.

3. All firearms qualification records and officer scores shall be documented and maintained by the Training Division.

4. Prior to the issuance of any weapons to members of the police department, the department armorer shall review, inspect and approve each individual weapon. If any malfunctions or defects are found or if the weapon is found to be unsafe in any manner, the deficiency shall either be rectified or the weapon shall be returned to the manufacturer for a replacement weapon.

5. OFFICERS WHO DO NOT QUALIFY: Since an unqualified officer is possibly unable to safely defend his or her life or the life of another, the following procedures are established:

a. In the event an officer fails to achieve qualification with their duty weapon, the officer shall be reassigned from their regular duties and assigned to the range.

b. The officer will undergo remedial training with the department firearms staff until qualification is achieved.

6. OFFICERS WHO FAIL TO QUALIFY due to extended absence, thus

rendering their qualification invalid under department policies, shall have their firearms removed until such time as they are able to retrain and successfully complete the state mandated qualification course.

a. The officer shall be reassigned from their regular duties and assigned to the range upon return to full duty.

b. They will undergo remedial training with the department firearms staff until qualification is achieved.

c. At the completion of the day or night shoot at the range, where an officer fails to qualify, the duty weapon shall be secured by the range staff. The staff will be responsible for providing it each future date the officer comes to the range to receive remedial training.

d. Any officer who does not qualify with their duty weapon, shall not carry that weapon to perform any police function until they are qualified, this includes scheduled details. It is the responsibility of the Training Division to see that the duty weapon is turned in to the property officer.

e. The Training Division shall insure that the Chief of Police and the Officer's Commanding Officer, Division Deputy Superintendent, and Detail Officer are notified and updated on the officer's status.

f. If the officer is unable to be immediately reassigned to the range, they will be temporarily reassigned to work inside the station.

g. Any officer who fails to qualify after such intensive training shall have the circumstances reviewed by the Chief of Police for further action.

B. All officers will be trained by a certified instructor at least biennially, unless otherwise required, in the use of less than lethal weapons and weaponless control techniques and any policies that would apply. All newly hired sworn personnel will receive and have documented initial training and proficiency testing prior to carrying any less-lethal weapon or for weaponless control techniques prior to assuming any duty with the authority to make an arrest. In the event that an officer is unable to qualify with an authorized less lethal weapon or weaponless control techniques, the officer will be reassigned from their current duties to the Training Division. The officer will undergo remedial training with the Department's Training Unit staff until qualification is achieved. Qualification must be achieved prior to resuming official duties.

C. **FIRST RESPONDER TRAINING**: First Responder refresher training will be held annually.

D. **C.P.R. TRAINING**: All members will be trained and certified annually.

E. **LEGAL UPDATE TRAINING**: All members will receive legal update training annually.

F. DE-ESCALATION TRAINING: All sworn personnel will receive pre-service training and annual training in de-escalation.

G. **BIAS-FREE POLICING TRAINING**: All sworn personnel and non-sworn enforcement personnel will receive initial training and annual training in bias-free policing including the legal aspects.

H. **IN-SERVICE TRAINING**: All members will be scheduled for in-service training on a yearly basis in accordance with department policy, contract, MPTC training requirements and state laws.

I. Critical training as determined by the Chief of Police, or his or her designee.

V. REMEDIAL TRAINING: Remedial training will be required for all mandatory training in which the minimum standard of performance is not achieved. The department, in order to assist an employee who is having difficulty meeting the required minimum standard of performance acceptable in a specific area, will provide a reasonable period of remedial training. All Remedial training shall be documented.

VI. VOLUNTARY TRAINING FOR SWORN PERSONNEL: Schedules of training programs offered by other approved agencies, such as the Municipal Police Training Committee, Massachusetts State Police, etc., shall be available to all officers upon approval by their division Deputy Superintendent.

A. Officers wishing to attend training outside of the department shall submit a Training Request Form, an information flyer, or other information outlining the content of the training, and a purchase requisition form if there is a cost associated with the training. These documents shall be submitted through the officer's chain of command to their Deputy Superintendent for approval.

B. Once approved by their Deputy Superintendent, the Superintendent shall conduct an appraisal of the training budget and give final approval of the training.

VII. SPECIALIZED TRAINING: Officers selected for specialized unit shall receive initial training or certification prior to working the assignment if required. Officers assigned to a specialty unit must attend refresher training as necessary to maintain their certification. Such assignments may include, but are not limited to:

A. Field Training Officer
B. Detective
C. Motorcycle unit
D. Crisis Negotiation Team
E. Bicycle Unit
F. Crash Reconstruction Team
G. Child Passenger Safety Technician

H. Special Response Team

VIII. SUPERVISORY AND MANAGEMENT TRAINING: All newly appointed Sergeants will be required to complete "Front Line Leadership Training" provided by the MPTC or comparable program approved by the MPTC. All newly promoted sworn personnel will receive training in suicide detection intervention, and prevention. All other supervisory or management training opportunities shall be at the discretion of the appropriate division Deputy Superintendents. Documentation of this training will be kept in the training file of the employee.

IX. RECRUIT TRAINING: All newly appointed Student Officers of the Brookline Police Department will successfully complete a Recruit Training course, as mandated by Mass. Gen. Law, Chap. 41, Sec. 96B. This will be done prior to the employee performing the duties of a police officer. The training academy will be one approved by the Municipal Police Training Committee (MPTC). In the event that training occurs outside the Brookline Police Department, The Lieutenant in charge of Training, or designee, will maintain communication with that Academy.

A. While attending the recruit training academy, all student officers from the Brookline Police Department will be bound by the rules, regulations and procedures of the academy, as well as the regulations and procedures of the Brookline Police Department.

X. ATTENDANCE: All employees assigned to a training program must report at the time and location specified, with the proper material and equipment necessary to complete the course. Attendance at in-service training is mandatory. Only with the approval of the Lieutenant in Charge of Training may an employee not attend an in-service training program.

Deleted: empoyee

A. An officer reporting late will be carried as late for a tour of duty. An officer not reporting to a scheduled training session will be considered missing a tour of duty and the officer will be required to submit a special report.

B. If a scheduling conflict prohibits an employee from attending the training, the employee shall contact the Training Lieutenant informing the Lieutenant of the conflict. The Training Lieutenant will ensure all required training is rescheduled.

C. Attendance of in-house training sessions will be taken at the start of the training.

D. Attendance at training sessions conducted by outside agencies will be monitored by the Lieutenant in charge of Training. It will be the responsibility of the most senior superior officer present to submit a report of the officers present to the Lieutenant in charge of Training. If no superior officer is present, then the most senior officer shall submit a report of the officers present to the Lieutenant in charge of Training.

XI. INSTRUCTORS: All department instructors will submit copies of their lesson plans, tests and other related materials to the Lieutenant in charge of Training for approval. This approval shall be documented. The Lieutenant in charge of Training will prepare the

necessary guidelines and format for lesson plan development. Lesson plans must include expected performance objectives and set qualification standards for the course instruction. Lesson plans should establish the purpose of the instruction as well as the content of the training and instructional techniques to include any testes used in the training. All lesson plans used by course instructors will be maintained on file by the Lieutenant in change of the Training Division. All instructors must also submit a resume qualifying their expertise in the subject matter to be presented.

The Lieutenant in charge of Training will be responsible for reviewing all lesson plans to assure they meet the necessary criteria for instructional training. Also, any tests being used for instructional training will be submitted by the instructor to the Lieutenant in charge of Training for review.

Instructors enlisted from agencies outside the Department will also be required to submit copies of their lesson plans, a resume, and will be subject to review by the Lieutenant in charge of Training. The instructor must meet all requirements of department instructors.

XII. TRAINING RECORDS: The Lieutenant in charge of Training will record all training by department personnel. The records will include course content and lesson plan, names of agency employees attending the training and any test scores if tests were administered.

When an officer attends a training program at an outside agency, they shall supply the Lieutenant in charge of Training with a copy of the programs syllabus or outline as well as any certifications received. The officer may keep the original copy of the certification.

Employee training records will be updated on a continual basis and shall be held for at least ten years after separation from the Department.

XIII. CIVILIAN EMPLOYEES: As a part of orientation, the Brookline Police Department will provide every new civilian employee with information regarding employee benefits. The Town of Brookline Human Resources Division will give every new employee a written New Employee Packet. This packet will detail employee rights, benefits and Town Policies. New employees are given a verbal summary of employee rights, benefits and Town Policies and afforded the opportunity to ask clarifying questions.

Civilian employees in the police department shall have access to the Brookline Police Department Manual/Rules and regulations. They shall be made aware of the specific areas that affect their positions prior to assuming job responsibility.

Civilian Employee Orientation Training Program: All Newly appointed civilian/non-sworn personnel will complete an orientation class consisting of specific information. The following information will be provided:

A. The Department's role, purpose and goals
B. Policies and procedures (pertaining to the position)
C. Working conditions and regulations

D. Employee responsibilities
E. Employee's rights

XIV. TRAINING FOR CIVILIAN PERSONNEL: Schedules of upcoming training programs will be forwarded to affected personnel. Approval of the course will be based on the needs of the Department as well as the employee's goals, objectives, abilities and field of expertise. Remedial training will be provided as needed and shall be documented. In the event that the employee is unable to make a training assignment, they shall inform their immediate supervisor who will ensure that any mandatory training is rescheduled.

Prior to assuming job responsibilities, all civilian employees of the Department will receive pre-service (on the job) training related to their assignment. These training courses are job specific and listed below. If the topic requires in-service training, it is noted. If an employee has an existing, active certification, they will provide documentation to the Training Lieutenant.

A. Dispatcher
   1. Public Safety Telecommunications
   2. NG911 Operations
   3. 16-Hours of Job Specific in-service training

B. Administrative Clerks
   1. C.O.R.I

C. School Traffic Supervisor
   1. Mental Health Training (Initial and In-service Training)

D. Parking Control Officer
   1. Parking Enforcement Operations
   2. Bias Free Policing (Initial and In-service Training)
   3. Mental Health Training (Initial and In-service Training)

XV. TRAINING REIMBURSEMENT FOR EMPLOYEES:

A. Eligibility for reimbursement will be based on the Collective Bargaining Agreement (CBA) governing that employee, and the policies of the Brookline Police Department and the Town of Brookline. All requests for reimbursements must be approved by the Chief of Police or their designee before incurring the expense. Estimated expenditures should be submitted along with any training request.

B. Employees may be eligible to receive reimbursements for reasonable training-related expenses. Such reimbursements may include:
   1. Registration fees
   2. Overnight accommodations

3. Airfare
4. Milage
5. Meals
6. Training materials and equipment

C. There are no per diem limits, however, they should be reasonable and itemized receipts of purchases must be submitted.

D. Request for reimbursement will be submitted to the Public Safety Business Office. Documents will include all itemized receipts and a completed Expense Statement form.

XVI. RECRUIT FIELD TRAINING PROGRAM

A. GENERAL CONSIDERATIONS AND GUIDELINES:

1. Following the successful completion of a Basic Police Training Academy, all Probationary Police Officers shall serve a one-year probationary period, complete in-house training and participate in a ten (10) week Field Training Program. Lateral transfers, and reemployed police officers will participate in the Field Training Program. Field training for these officers will not be less than four weeks (160 hours) of training in the field outside of any required classroom instruction. Brookline Police Officers who separate from the Department and return within 18 months, will be required to complete a minimum of 40 hours of Field Training.

2. The content of the program will consist of, but not be limited to, the following: Introduction to the Field Training Program; administrative procedures; in-house instruction on Brookline Police Department policies and procedures, rules and regulations; de-escalation; use of force; bias-free policing; mental health training; an introduction to report writing; familiarization with the accreditation process; and active field training which includes rotating shift assignments while assigned to Field Training Officers.

Commented [DH1]: Deleted police officers hired from civil service list b/c we are no longer in civil service. These list would include layoff lists.

Deleted: Any l

Deleted: police officers hired from a Civil Service list,

Deleted: For

Deleted: leave the

Deleted:

Commented [DH2]: Doesn't make sense for a police officer who previously worked in Brookline to go through 4 weeks of Field Training which is designed to teach other laterals how to police in Brookline. 40 Hrs. is required by accreditation.

Deleted:

B. DUTIES AND RESPONSIBILITIES

1. COMMAND RESPONSIBILITY: The Community Service Division Commander is responsible for the Field Training Officer (FTO) Program. The Division Commander will be assisted by the Field Training Coordinator (Training Lieutenant) and the Field Training Manager (Patrol Division Sergeant). There may be more than one Field Training Manager.

a. Duties and Responsibilities of the Field Training Coordinator

i. Oversee the FTO Program.
ii. Appoint a patrol sergeant(s) to act as the Field Training Manager.

iii. Serve as a liaison between the BPD and the MPTC sanctioned academy the recruit officers are attending.
iv. Ensure that the Field Training Manager and other Patrol Sergeants work closely with the FTOs and Probationary Police Officers and address any issues or concerns that occur on their shift.
v. Coordinate with the Deputy Superintendent assigned to the Patrol Division to develop and maintain an assignment schedule for each FTO and Probationary Police Officer. The training schedule will establish a rotation of field assignments, as well as establish training objectives.
vi. Be responsible for reviewing completed Daily Observation Reports and any other report drafted by a supervisor regarding a Probationary Police Officer.
vii. Provide the Command Staff with updates on program status and probationary officer progress.

b. Duties and Responsibilities of the Field Training Manager

i. Keep the Field Training Coordinator appraised of all events covered in this section.
ii. Assist the Platoon Commanding Officer in identifying a "Primary FTO" for each probationary officer and coordinate assignments of FTO's and probationary officers to ensure the probationary officers are rotated through a variety of shifts and FTO's.
iii. Monitor the activities of all Field Training Officers and Probationary Police Officers assigned to the FTO Program.
iv. Review and maintain Daily Observation Reports and any other report drafted by a supervisor regarding a Probationary Police Officer.
v. Coordinate remedial training needs with the Field Training Coordinator.
vi. Provide the Field Training Coordinator with updates on program status and probationary officer progress.
vii. Conduct supervisory spot checks in the field to observe and evaluate the FTOs and Probationary Police Officers.
viii. Responsible for notifying the Field Training Coordinator in writing of any less than acceptable by Probationary Police Officers.
ix. Provide an update to the Field Training Coordinator 10 days prior to the anticipated completion of the Field Training Program to determine if the probationary officer will complete the Field Training Program as scheduled or will be recommended for an extension.
x. Submit a summary report at the end of the Field Training Program to the Field Training Coordinator on all probationary officers in the Field Training Program.

xi. Submit a ten-month summary report to the Field Training Coordinator on all Probationary Police Officers.

c. Duties and Responsibilities of the Field Training Officers

i. The position of Field Training Officer (FTO) consists of those patrol officers who meet the selection criteria noted below.
ii. Officers accepting the position will receive initial training and be certified as an FTO. FTOs will also receive annual in-service training.
iii. The goal of the Field Training Officer is to improve the probationary officer's training process by being a mentor and a role model for the probationers.
iv. The Field Training Officer Program establishes career development opportunities within the Department for the FTO. They gain valuable one-on-one supervisory experience as well as knowledge in basic leadership, training skills and personnel performance assessment and coaching techniques.
v. Field Training Officers are responsible for ensuring that all Probationary Police Officers meet the field training objectives as scheduled. They will also monitor and evaluate the performance of all Police Probationary Police Officers assigned to them during the Field Training Program. The evaluation will be documented on a daily basis by the FTO on the Daily Observation Report.
vi. The Field Training Officer will help prepare Probationary Police Officers for police service through indoctrination in departmental policies, procedures and requirements of job performance.

C. FIELD TRAINING PROGRAM PROCEDURES

1. Following the successful completion of a Municipal Police Training Committee (MPTC) approved Basic Police Training Academy, all Probationary Police Officers will be assigned to the Training Division and shall complete an in-house training program consisting of, but not limited to, the following: Introduction to the Field Training Program; administrative procedures; in-house instruction on Brookline Police Department policies and procedures, rules and regulations; de-escalation; use of force; bias based policing; mental health training; an introduction to report writing and familiarization with the accreditation process.

2. Following the Successful completion of the in-house training program, Probationary Police Officers will be assigned to the Field Training Program under the supervision of the Field Training Officers and Field Training Supervisors for a period of time designated in Section XVI(A)(1). During this time, each Probationary Police Officer will be assigned in some combination to all three platoons. If an officer leaves the Department and returns within 18 months and is undergoing less than the 10-week training program, they do not need to be assigned to all three shifts during their shortened reintegration program.

Deleted: , A, 1.

Deleted: of 10 weeks.

Deleted: each of

Deleted: the

Commented [DH3]: Doesn't make sense for someone with 5 days of FTO to be rotated through the each platoon.

Deleted: with the exception of prior Brookline Police Officers returning to the Department within 18 months of their original separation. the 1st Platoon for four weeks, the 2nd Platoon for four weeks and the 3rd Platoon for two weeks.

While assigned to the Patrol Platoons each Probationary Police Officer will be assigned to a Field Training Officer for that shift. The Commanding Officer of the Platoon shall make this assignment. It is recommended that whenever possible, the Probationary Police Officer should be assigned to the same Field Training Officer for at least two weeks before being assigned to a new Field Training Officer. In the event the Probationary Police Officer's assigned Field Training Officer is not working, the Probationary Police Officer will be assigned to another Field Training Officer for the shift. At the end of the shift, the field the Field Training Officer shall complete a Daily Observation Report, review that report with the Probationary Police Officer and submit that report to the Field Training Supervisors, the Deputy Superintendent of the Community Services Division and the Deputy Superintendent of the Patrol Division.

In instances where a certified Field Training Officer is not available, the Commanding Officer of the platoon on duty will select an officer to train the probationary officer for the day. A Patrol Sergeant working that shift will complete the Daily Observation Report, review that report with the Probationary Police Officer and submit that report to the Field Training Supervisors, the Deputy Superintendent of the Community Services Division and the Deputy Superintendent of the Patrol Division.

The Field Training Manager will provide an update to the Field Training Coordinator 10 days prior to the anticipated completion of the Field Training Program to determine if the probationary officer will complete the Field Training Program as scheduled or will be recommended for an extension.

3. Upon the completion of the ten-week Field Training Program, the Probationary Police Officer will assume a regular assignment to a Patrol Platoon. Their regular assigned Patrol Supervisor will submit a monthly report as to their progress. The Patrol Sergeant will review the report with the Probationary Police Officer and forward the report to the Platoon Commanding Officer, the Field Training Supervisors, the Deputy Superintendent of the Community Services Division and the Deputy Superintendent of the Patrol Division for review. This procedure will continue though the eleventh month of the officer's probationary period.

The Field Training Coordinator will ensure that the Probationary Officer's monthly report is uploaded to their Daily Observation File in PowerDMS. Once the monthly report is uploaded into PowerDMS, the Probationary Police Officer and a Field Training Manager will be required to electronically sign the report.

During the First week of the 10th month of the probationary period, the Field Training Coordinator, Field Training Manager(s), Superintendent, the Deputy Superintendent of the Patrol Division and the Deputy Superintendent of the Community Services Division shall meet to make a determination on retention of each Probationary Police Officer. At the beginning of the second week of the

tenth month of the probationary period, a written report shall be submitted by the Superintendent to the Chief of Police as to their recommendations.

In the interest of public safety, if a supervisor feels that a Probationary Police Officer may pose a risk to themselves or others during the training program, the supervisor shall immediately remove the Probationary Police Officer from the training program and submit a complete report on the matter to the Platoon Commander, Field Training Supervisors, the Deputy Superintendent of the Patrol Division and the Deputy Superintendent of the Community Services Division. An assessment as to the need of remedial training or other actions will be determined by the Chief of Police.

D. DAILY OBSERVATION REPORTS

1. The Daily Observation Report is designed to record the daily performance of each Probationary Police Officer in multiple areas. These reports are guidelines used for evaluation of recruits by Field Training Officers and are subject to change from time to time as the Department's needs require.

2. The Field Training Officer will complete a Daily Observation Report on their Probationary Police Officer daily. They will measure the Probationary Police Officer's performance and will assign an appropriate rating on the report form as directed during the FTO training process. Any ratings that are unsatisfactory (or lowest rating scale) or outstanding (or highest rating scale), will require an explanation as to that rating.

3. The Field Training Officer will review the completed Daily Observation Report with the Probationary Police Officer. The report will be signed by the Field Training Officer and forwarded to Field Training Supervisors, the Deputy Superintendent of the Community Services Division and the Deputy Superintendent of the Patrol Division for review. The Field Training Coordinator will ensure that the Probationary Officer's Daily Observation Report is uploaded to their Daily Observation File in PowerDMS. Once the Daily Observation Report is uploaded into PowerDMS, the Probationary Police Officer and a Field Training Manager will be required to electronically sign the report indicating that they have viewed the DOR. The Probationary Police Officer's Daily Observation File will contain all of their daily evaluations as well as any monthly reports submitted by their supervisor. The Probationary Police Officer will have access to all of the content in this file.

4. A Probationary Police Officer may appeal any ratings on their Daily Observation Report by requesting a review with the Field Training Manager. The Field Training Manager will meet with the Probationary Police Officer, discuss and review all disputed ratings and allow the Probationary Police Officer to record their comments in writing. These comments will be attached to the Daily Observation Report form. The Field Training Manager will forward a report to the Field Training Coordinator who shall have the final resolution of the dispute.

5. Probationary Police Officer's Daily Observation Reports and monthly reports submitted by their Sergeants shall be retained for a minimum of one year after the completion of their twelve-month probationary period.

E. SELECTION OF FIELD TRAINING OFFICERS (FTO)

1. Police Officers from the Patrol Division who meet the selection criteria noted below and are interested in becoming a Field Training Officer (FTO) will submit a request, in writing, through their chain of command. Their Commanding Officer will forward the officer's request and their recommendation to Patrol Division Commander and the Field Training Coordinator. The Patrol Division Commander, the Field Training Coordinator and the Field Training Manager will review all requests, and then make a final selection of Field Training Officers.

2. Participation in the FTO Program and acceptance of an FTO position will be voluntary.

3. An FTO will be selected based on the following selection criteria:

- **a.** A review of the officer's attendance and disciplinary records will be conducted.
- **b.** Academic and professional education programs completed will be reviewed and considered.
- **c.** Candidates may be interviewed as part of the selection process.
- **d.** The FTO will be selected based on the above criteria and on the operational and training needs of the department.

F. TRAINING

1. The Field Training Coordinator, Field Training Manager(s) and the Field Training Officers will receive initial FTO training approved by the MPTC, and annual in-service training on the FTO program.

G. REMOVAL FROM THE FIELD TRAINING PROGRAM

1. Officers may be removed from the FTO program in accordance with the following procedures:

- **a.** Voluntary Removal: FTOs may request to voluntarily remove themselves from the position with a thirty (30) day written notice to the Patrol Division Commander. During that thirty (30) day period, the Department may institute the selection process to fill the position. If there are insufficient volunteers to fill the open position, the Department may continue to assign the officer as an FTO.
- **b.** Involuntary Removal: In the event that the Field Training Coordinator feels that an FTO is not performing their duties satisfactorily (either in their FTO role or otherwise), a report will be submitted with a

recommendation to the Deputy Superintendent of the Community Service Division regarding whether or not that officer should continue as an FTO. The Deputy Superintendent will then make a determination whether the FTO should be removed from the program, given remedial training, or any other actions that they deem appropriate.

XVII. RELEASE OF TRAINING RECORDS: No training record, or any information held in a training record of any member of the department, will be released to any outside agency without the permission of the Chief of Police.

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

TO: Brookline Select Board
FROM: Jennifer M. Paster, Chief of Police
DATE: November 24, 2025
RE: Promotions to Superintendent and Deputy Superintendent

Sirs,

With the retirement of Superintendent Kevin Mealy after 35 remarkable years of service, I need to initiate the process to hire a Superintendent to ensure continuity of operations and oversight at the executive level. Filling the Superintendent position will create a subsequent vacancy in the Deputy Superintendent rank, as a current Deputy Superintendent will be promoted to assume that role. Accordingly, I am also requesting authorization to promote one Lieutenant to Deputy Superintendent to maintain adequate leadership coverage across divisions and ensure uninterrupted management of core departmental functions.

After a comprehensive review of experience, leadership history, operational knowledge, and organizational needs, I respectfully recommend the promotion of Deputy Superintendent Paul Campbell to Superintendent and Lieutenant Casey Hatchett to Deputy Superintendent**.** Both candidates bring exceptional qualifications, deep institutional understanding, and proven records of service that position them to succeed in these critical leadership roles.

DEPUTY SUPERINTENDENT PAUL CAMPBELL

Deputy Superintendent Paul Campbell has more than twenty-seven years of progressively responsible experience with the Brookline Police Department, rising through every supervisory rank and serving in multiple command-level roles. He holds a Bachelor of Science from the University of Massachusetts Amherst and a Juris Doctor from Boston College Law School, and has been a member of the Massachusetts Bar since 1994—bringing a level of legal expertise rare among police executives.

His command experience began with his promotion to lieutenant in 2009, when he served as the overnight Commanding Officer of the Third Platoon in the Patrol Division. In this role, he directed all aspects of patrol operations, supervised sworn personnel, managed deployment and scheduling, oversaw the communications center, and provided legal and operational guidance during critical incidents.

In 2011, he advanced into a senior leadership role as the Detective Lieutenant in the Office of Professional Responsibility, where for ten years he oversaw internal investigations, disciplinary reviews, accreditation compliance, and comprehensive audits of departmental operations. His leadership in OPR strengthened accountability, modernized policy, and informed department-wide training and legal updates. In August 2021, he assumed the role of District Court Prosecutor. His legal expertise and meticulous organizational skills strengthened the Department's effectiveness in court.

In November 2022, he was promoted to Deputy Superintendent and appointed Commander of the Community Service Division. In this capacity, he has overseen the Department's training and POST certification processes, the Field Training Officer program, school liaison operations, and the Accreditation Unit. As the Department's Public Information Officer, he manages all media relations, including press releases and inquiries from print, radio, and television outlets. He represents the Department on both the Police Commissioners Advisory Committee and the Town Surveillance Committee, providing strategic input on community safety, civil liberties, and policy matters involving emerging technologies. His community-outreach leadership has advanced the Department's transparency, strengthened communication with residents and stakeholders, and enhanced public trust.

His distinguished service has been recognized through numerous awards, including the George L. Hanna Medal of Honor—the highest law-enforcement award in the Commonwealth—the Joseph P. O'Brien Medal of Honor, the Italian-American Police Officers Association Medal of Valor, the Massachusetts Police Association Community Service Award, the American Legion Certificate of Commendation, the Brookline Elks Co-Police Officer of the Year honor, and a Brookline Select Board Resolution of Gratitude for Service.

Deputy Superintendent Campbell is exceptionally well prepared to serve as Superintendent. His comprehensive understanding of patrol operations, internal investigations, accreditation, policy development, public information, and executive-level administration ensures that he brings both strategic vision and operational depth to the role.

LIEUTENANT CASEY HATCHETT

Lieutenant Casey Hatchett has served the Brookline Police Department since 1998 and brings more than twenty-seven years of leadership, supervisory experience, and public service to the Town. After several years in the Patrol Division, she became the Department's first Crime Analyst in 2002, where she built the foundation of Brookline's analysis, data-driven strategies, and reporting systems. She produced crime bulletins and analytical reports, supervised interns and co-ops, served as liaison to the CIMS Camera Oversight Committee, and secured significant federal, state, and private funding as a grant writer. She also became a core member of the Town's Emergency Management Team, where she initiated Brookline's CERT program, later expanding it to include Junior CERT for high school students, and served full-time in the Emergency Operations Center during the COVID-19 pandemic.

Promoted to Sergeant in 2018, she spent one year as a Patrol Supervisor before being assigned to the Community Service Division, where she supervised Community Service Officers, coordinated

Town-wide events including the Boston Marathon and U.S. Open, chaired the Brookline Homelessness Task Force, led active-threat and emergency preparedness trainings, and strengthened departmental engagement with community groups, schools, and nonprofits. In 2022 she was promoted to the rank of Lieutenant and became the Commanding Officer of the 2nd Platoon**,** overseeing sergeants, patrol officers, and dispatchers, managing all aspects of first-half shift operations, and supporting officers through mentoring, evaluation, and consistent guidance.

Since 2023, Lt. Hatchett has served as Detective Lieutenant and Police Prosecutor, overseeing all of the Department's criminal and traffic cases, discovery compliance, restraining and harassment orders, and court-related processes. She has modernized workflows, implemented accountability tools, expanded officer training on court procedures, and strengthened communication with our justice system partners. Her work has improved communication, accuracy, efficiency, and case outcomes across the Department.

Lt. Hatchett holds a Bachelor's Degree in Political Science from Boston University and a Master's Degree in Criminal Justice Administration from Western New England University, and is a 2025 graduate of the Senior Management Institute for Police. She has also completed FBI-LEEDA leadership programs, Women in Command, META-Leadership training at Harvard, and numerous specialized courses in emergency management, crime analysis, and public communication. A civically engaged Brookline resident, in her own time, Lt. Hatchett has served as a Town Meeting Member, Chair of the Commission for Women, and a member of the Select Board's Committee on Policing Reforms, among many other roles. Her awards include Brookline Police Officer of the Year (2020), the Rotary Community Service Award (2016), the Brookline Community Foundation Unsung Hero Award (2013), and the Commonwealth's Unsung Heroine Award (2008).

Lt. Hatchett's extensive supervisory record, command experience, executive-level education, and deep engagement with the Brookline community make her exceptionally well qualified for the role of Deputy Superintendent.

I look forward to speaking more with you about these promotions at the next available Select Board meeting.

Respectfully,

Jennifer Paster
Chief of Police

Office for Diversity, Equity, Inclusion and Community Relations

11 Pierce Street
Brookline, MA 02445

11/18/2025

To: Brookline Select Board

From: The Office for Diversity, Equity, Inclusion and Community Relations (ODEICR)

Memo: Consideration of the continued use of Electronic Billboards.

The ODEICR is aware that the Selectboard is considering whether to continue the Town's relationship with Soofa- the company that owns and manages the electronic billboards in the Town. The possibility of alternative companies was an option that was proposed by the Selectboard and the idea of not having electronic billboards was also raised.

If Soofa cannot meet the Town's standards for community access to information, the ODEICR supports the idea that alternative companies should be considered by the Selectboard. The ODEICR is supportive of having some form of electronic public messaging boards in the community. Strategically placed these boards can be effective in reaching marginalized groups within the community to provide timely Town information and information on community events.

Having these billboards is an addition to other Town tools used to further community engagement efforts.

Sincerely,

LLOYD GELLINEAU, PH.D, MS, CDO

Director- Office for Diversity, Equity, Inclusion and Community Relations

617 730-2326(o)
508 409-0433(c) for cell

Email: ODEICR@brooklinema.gov

What protocol does Soofa use to capture data from devices
Soofa uses WiFi probe requests. No Bluetooth or other protocols are used.

What types of devices does Soofa capture data from
Any device that periodically sends WiFi probe requests can be counted. In practice, this is almost entirely smartphones. Other devices with WiFi capability can technically broadcast probes, but the randomized identifiers and the hashing process treat all devices the same and produce only an anonymous count.

What data is being captured and how detailed is that data
The only thing captured is the number of WiFi probe signals detected in a given minute. The system produces one number per minute. No other data is collected.

Are device serial numbers or IDs recorded
No.
Phones randomize their MAC addresses, Soofa hashes the randomized MAC address on the device, and the backend immediately converts it to an aggregate count. No identifiers are stored or retained.

What data or dashboards are given to advertisers
Advertisers do not receive sensor data. They only receive ad performance reporting such as proof of play, impressions based on standard outdoor advertising models, and basic campaign metrics. No sensor counts are shared with advertisers.

Does Soofa reserve the right to sell the data to third parties
No.
Data is not sold to any third party. The only entity that receives the anonymous foot traffic counts is the Town.

Does the Town have notification rights if data were ever shared
This is not applicable because the data is not shared or sold. The data is only used for the Town's own planning and reporting.

Policies regarding government requests or subpoenas
Soofa holds only anonymous aggregate counts that cannot be tied to individuals. There is no personally identifiable information to provide. Our policy is to protect user privacy and follow applicable law, but there is simply no identifiable data in the system.

How long data is stored and what type of data is stored
Only the aggregate counts per minute are stored. These are retained for reporting purposes. No underlying identifiers or probe details are stored.

How many ads the Town has placed per year
We can try to take a look but we are not storing past content indefinitely. Historically, the Town has placed a consistent stream of municipal announcements, MBTA information, and public health messages. I can prepare a summary for the last few years.

How many surveys have been done by the Town or advertisers
We can try to take a look but we are not storing past content indefinitely.

What is the operable radius of the Soofa sensors
The WiFi detection radius is typically 30 to 100 feet depending on environmental conditions. The output is still only an anonymous count. No location, paths, or movement of individuals are tracked.

Pedestrian Data Privacy/ Security Guidelines

Our Commitment

Soofa Signs provide communities with anonymous mobility insights while ensuring that no personal information is ever collected, stored, or shared, while providing foot traffic data to the landowner.

What We Collect

- Counts of how many WiFi “probe” signals are detected each minute.
- These are converted into a single number: **unique devices per minute**.
- Only this aggregate count is stored or shared.

What We Do Not Collect

- **No personal data** (names, phone numbers, etc.).
- **No IP addresses, browsing history, or session times**.
- **No tracking of individuals** over time.

Why Re-Identification is Not Possible

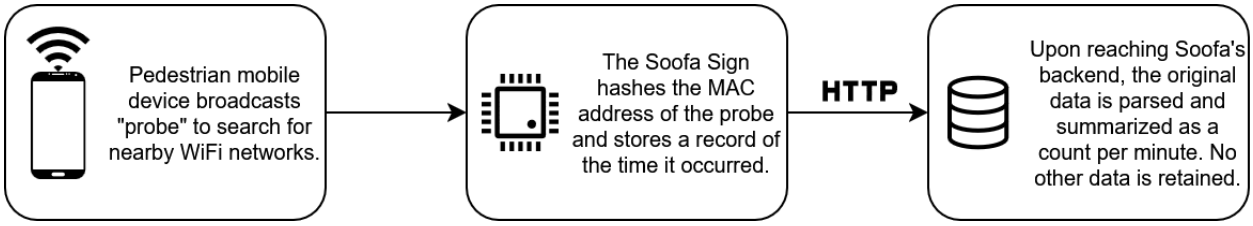
1. **Device randomization:** Modern phones randomize their identifiers (MAC addresses).
2. **On-device protection:** Soofa hashes the randomized identifier before data leaves the sign.
3. **Immediate aggregation:** Data is reduced to a simple count before storage.
4. **Only anonymous counts remain.**

Community-Friendly by Design

- Built to align with **privacy best practices** and protect residents.
- Data is **anonymous, aggregate-only, and not linkable** to individuals.
- Supports community planning while respecting personal privacy.

In short: Soofa Signs count **numbers of devices, not people**. No personally identifiable information is ever collected, stored, or shared.

How it works:



When mobile phones search for nearby WiFi networks, they broadcast “WiFi probes”. The Soofa Sign keeps record of how many WiFi probes it detects, and periodically posts that data to Soofa’s backend. Upon reaching Soofa’s backend, the data is processed to create a count of unique devices that were detected each minute.

A WiFi probe - per the WiFi specification - contains a MAC address, however as device manufacturers realized, there is essentially no reason to use the device’s “real” MAC address, and therefore the MAC addresses included in probes are randomized constantly. Nevertheless, Soofa performs a simple hash of the MAC address on-device before it is transmitted to the backend. Immediately upon reaching the backend, the data is processed into a simple count (aka a number) and that is the only data that is stored.

Attached is the Brookline Soofa revenue report.

For context: early in the program, Brookline had a committed anchor advertiser (Brookline Bank). In 2024, that advertiser made a broader decision to significantly reduce out-of-home advertising spend, which materially reduced revenue across the Brookline network.

At the same time, Soofa deliberately downsized its commercial operations in order to focus on developing full-color e-paper technology, while continuing to operate and maintain all existing municipal deployments, including Brookline. That technology is now nearing deployment and is expected to be available this spring.

As one of our early local municipal partners, Brookline would be the first community eligible to upgrade to large-format color e-paper displays. Compared to the current black-and-white signs, color enables clearer communication of local content, stronger promotion of local businesses, and meaningfully higher advertising demand, which directly increases the Town’s revenue share.

We continued operating the Brookline network through this transition because we believe this next phase materially improves both community value and program economics, without introducing trenching, grid power, or light pollution.

Happy to provide any additional context as helpful.

Soofa Signs Revenue Share

soofa

Town of Brookline Soofa Sign Revenue Report

Month	Quarter	# Signs	Gross Revenue	OpEx+CapEx+ Commission	Net Rev	Rev Share %	Payout	Quarterly Payout
September	Q3 2025	23	$2,925.00	$8,764.75	-$5,839.75	20%	-$1,167.95	$0.00
August		23	$835.71	$8,451.36	-$7,615.65	20%	-$1,523.13	
July		23	$0.00	$8,326.00	-$8,326.00	20%	-$1,665.20	
June	Q2 2025	23	$2,877.58	$8,757.64	-$5,880.06	20%	-$1,176.01	$0.00
May		23	$7,886.40	$9,508.96	-$1,622.56	20%	-$324.51	
April		23	$14,011.68	$10,427.75	$3,583.93	20%	$716.79	
March	Q1 2025	23	$5,571.43	$9,161.71	-$3,590.28	20%	-$718.06	$0.00
February		23	$742.86	$8,437.43	-$7,694.57	20%	-$1,538.91	
January		23	$562.50	$8,410.38	-$7,847.88	20%	-$1,569.58	
December	Q4 2024	23	$122.45	$8,344.37	-$8,221.92	20%	-$1,644.38	$0.00
November		23	$197.28	$8,355.59	-$8,158.31	20%	-$1,631.66	
October		23	$2,541.95	$8,707.29	-$6,165.34	20%	-$1,233.07	
September	Q3 2024	23	$6,432.66	$9,290.90	-$2,858.24	20%	-$571.65	$0.00
August		23	$6,585.67	$9,313.85	-$2,728.18	20%	-$545.64	
July		23	$6,724.86	$9,334.73	-$2,609.87	20%	-$521.97	
June	Q2 2024	23	$10,121.96	$9,844.29	$277.67	20%	$55.53	$3,435.91
May		23	$18,763.04	$11,140.46	$7,622.58	20%	$1,524.52	
April		23	$20,712.12	$11,432.82	$9,279.30	20%	$1,855.86	
March	Q1 2024	23	$10,727.83	$9,935.17	$792.66	20%	$158.53	$0.00
February		23	$4,602.75	$9,016.41	-$4,413.66	20%	-$882.73	
January		23	$4,931.51	$9,065.73	-$4,134.22	20%	-$826.84	
December	Q4 2023	23	$4,931.51	$9,065.73	-$4,134.22	20%	-$826.84	$0.00
November		23	$4,767.13	$9,041.07	-$4,273.94	20%	-$854.79	
October		23	$4,320.05	$8,974.01	-$4,653.96	20%	-$930.79	
September	Q3 2023	23	$6,123.72	$9,244.56	-$3,120.84	20%	-$624.17	$0.00
August		23	$6,199.34	$9,255.90	-$3,056.56	20%	-$611.31	
July		23	$9,103.95	$9,691.59	-$587.64	20%	-$117.53	
June	Q2 2023	23	$10,046.94	$9,833.04	$213.90	20%	$42.78	$0.00
May		23	$9,224.29	$9,709.64	-$485.35	20%	-$97.07	
April		23	$5,737.68	$9,186.65	-$3,448.97	20%	-$689.79	
March	Q1 2023	23	$5,755.22	$9,189.28	-$3,434.06	20%	-$686.81	$0.00
February		23	$5,251.20	$9,113.68	-$3,862.48	20%	-$772.50	
January		23	$4,302.55	$8,971.38	-$4,668.83	20%	-$933.77	
December	Q4 2022	23	$8,009.00	$9,287.08	-$1,278.08	20%	-$255.62	$0.00
November		23	$8,505.00	$9,601.75	-$1,096.75	20%	-$219.35	
October		23	$12,462.00	$10,195.30	$2,266.70	20%	$453.34	
September	Q3 2022	23	$12,325.00	$10,174.75	$2,150.25	20%	$430.05	$0.00
August		23	$7,606.00	$9,466.90	-$1,860.90	20%	-$372.18	
July		23	$6,496.00	$9,300.40	-$2,804.40	20%	-$560.88	
June	Q2 2022	23	$6,613.00	$9,317.95	-$2,704.95	20%	-$540.99	$0.00
May		23	$9,933.00	$9,815.95	$117.05	20%	$23.41	
April		23	$10,585.00	$9,913.75	$671.25	20%	$134.25	
March	Q1 2022	23	$8,655.00	$9,624.25	-$969.25	20%	-$193.85	$300.92
February		23	$13,419.00	$10,338.85	$3,080.15	20%	$616.03	
January		23	$9,082.00	$9,688.30	-$606.30	20%	-$121.26	
December	Q4 2021	23	$15,093.00	$10,137.16	$4,955.84	20%	$991.17	$3,385.39
November		24	$17,826.00	$10,827.12	$6,998.88	20%	$1,399.78	
October		24	$15,523.00	$10,550.76	$4,972.24	20%	$994.45	
September	Q3 2021	24	$11,259.00	$10,039.08	$1,219.92	20%	$243.98	$705.20
August		24	$10,631.00	$9,963.72	$667.28	20%	$133.46	
July		24	$11,735.00	$10,096.20	$1,638.80	20%	$327.76	
June	Q2 2021	24	$12,783.00	$10,221.96	$2,561.04	20%	$512.21	$0.00
May		24	$7,891.00	$9,634.92	-$1,743.92	20%	-$348.78	
April		24	$7,153.00	$9,546.36	-$2,393.36	20%	-$478.67	
March	Q1 2021	24	$6,676.00	$9,489.12	-$2,813.12	20%	-$562.62	$0.00
February		24	$8,111.00	$9,661.32	-$1,550.32	20%	-$310.06	
January		24	$13,778.00	$10,341.36	$3,436.64	20%	$687.33	

Prior Revenue Share

Total	2020		$9,754.00
Q4 (Install)	2019		$230.00

Notes:

Revenue share is calculated on net revenue. Negative figures indicate months where operating and capital costs exceeded advertising revenue; the Town does not owe funds in these periods

Operating costs include connectivity, maintenance, insurance, hosting, and hardware depreciation for the full Brookline network.

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Kara (First Name) T (Middle Initial) Weiss (Last Name)

Email Address

Home Address

City State Postal Code

What Precinct do you live in (if known)?

☑ Precinct 8

Which Boards would you like to apply for?

Commission for Diversity, Equity, Inclusion & Community Relations: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

I grew up in Brookline and attended the public schools from kindergarten through 12th grade, and moved back with my wife 10 years ago when my oldest child was 1 year old, so I care deeply about this community and its continued growth as a welcoming, equitable place for all. As a gay resident raising two young children here, I have a personal commitment to ensuring that all families feel a genuine sense of belonging and respect. Professionally, I lead a global health foundation (CRI Foundation) focused on advancing health equity—ensuring that lifesaving care reaches the world's poorest and most under-resourced communities. In this work, I engage daily with complex issues of equity, representation, and systemic barriers, and I collaborate across cultures and sectors to create inclusive, community-driven solutions. I also serve on the boards of Seed Global Health and Spark Microgrants, both organizations centered on dignity, empowerment, and local leadership. I would bring to this committee a mix of global perspective and hometown investment—grounded in data, empathy, and partnership—and would welcome the chance to help strengthen Brookline's ongoing efforts around inclusion and community connection.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

I would like to see the committee continue working to make Brookline a place where every resident feels seen, safe, and valued—across race, religion, sexual orientation, income, and ability. In particular, I'm interested in efforts that strengthen belonging and trust between town government and community members, including those who may feel historically underrepresented or disconnected from civic life. As both a (nearly) lifelong Brookline resident and a parent of two children, I care deeply about how inclusion shows up in everyday spaces—our classrooms, parks, local businesses, and public dialogue. I'd love to see the committee advance practical initiatives that promote respectful communication, equitable access to services, and meaningful engagement across differences. I also think Brookline can lead by example in how it collects and uses data to understand disparities—whether in housing, health, or participation in town programs—and uses that information to guide transparent, community-informed action.

Are you involved in any other Town activities? If so, describe.

No, this would be my first.

Do you have time constraints that would limit your ability to attend one to two meetings a month?

No.

Demographics

Ethnicity

Gender

Date of Birth

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Carey (First Name) | B (Middle Initial) | Goldberg (Last Name)

Email Address

Home Address | Suite or Apt

City | State | Postal Code

What Precinct do you live in (if known)?

☑ Precinct 9

Which Boards would you like to apply for?

Commission for Diversity, Equity, Inclusion & Community Relations: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

I spent much of my early journalism career in the former Soviet Union, where many people still lived in fear of arbitrary arrest. It horrifies me that this is now true of many immigrants in America, and I vividly remember what it feels like to be a foreigner in a strange land. Those experiences would inform my top priority on the committee, to help immigrants in Brookline feel welcomed and as safe as possible. Also relevant: I'm a board member of The Calculus Project, and see it as an example of the best kind of equity work. I co-wrote a recent book on generative AI in medicine, and would be very interested both in health care issues and AI-related projects. I also serve on the editorial board of the New England Journal of Medicine AI, so I keep up with the rapid advance of AI. I speak strong Russian, Hebrew, and Spanish as well as some French and Ukrainian, and could help on some linguistic matters. My communication and outreach skills have been honed over 30+ years in journalism. I am eager to contribute by helping organize events, supporting dialogue across perspectives, and connecting the committee's work with the broader community. I value teamwork and understand the importance of turning good intentions into practical steps that improve people's daily lives.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

As noted above, immigration would be my top priority. More generally, one particularly special aspect of Brookline is its heavily international population. (International Nights at the Ridley school are simply amazing.) I believe we could do more as a town to celebrate our spectacular geographic and cultural diversity. That said, I believe current translation practices may warrant some re-examination: translation technology has made quantum leaps, and I'd want to be sure we take full advantage of them. I'm also interested in viewpoint diversity: Are multiple viewpoints represented, and are we able to debate them kindly? When inclusion or equity involve trade-offs, how shoudl thet be decided? I've moderated countless forums throughout my career, and would be glad to facilitate community conversations, as I have in the past on school and health issues.

Are you involved in any other Town activities? If so, describe.

I founded the Ridley school's Facebook group, which now has more than 800 members. I initially helped launch The Brookline News (though I have not remained involved except for friendly collegial relations.) Before he ran for School Committee, Bob Weintraub held a discussion group about equity in education; I participated and shared notes. To members of the Select Board: As you know, I recently became very active on the issue of 16 Williams St. I hope you would agree that even though this was an issue that affected me very personally, concerning a residence just feet from my home, I never crossed the line into nastiness or ad-hominem attacks (though I did make one literally ad-hominem comment, noting that you are all men...!) Lately, the people I respect most are those who can sometimes disagree without ever becoming disagreeable, and I hope you would consider me to be one of them, and thus someone who could enrich the committee's discourse.

Do you have time constraints that would limit your ability to attend one to two meetings a month?

No. On the resume question below, you can see my background on my Website: careygoldberg.net

Demographics

Ethnicity

Gender

Date of Birth

Select one of the following

- [x] answer 1

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Masha
First Name

Kogan
Last Name

Email Address

Home Address

City

State

Postal Code

What Precinct do you live in (if known)?

☑ Precinct 13

Which Boards would you like to apply for?

Commission for Diversity, Equity, Inclusion & Community Relations: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

As an immigrant who has grown up in this country, I am well positioned to bridge the communication and perception gaps between immigrants and long-established locals. These gaps go far beyond language and require an understanding of the assumptions and world-view of the immigrant and of the host culture. I grew up in Brookline and New York in a primarily immigrant context but have spent my adult life among Americans, giving me a lens on both worlds.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

We need more ways to bring new arrivals into the mainstream of the community, enabling them to benefit fully from the opportunities available to them. Because of language and cultural barriers, new arrivals are often unaware of town activities and institutions that could help them. Suspicion and mistrust of authority are some of these barriers that must be broken down before we can call ourselves a welcoming community. This is especially true at the present moment, when immigrants feel under scrutiny and even attack.

Are you involved in any other Town activities? If so, describe.

I am not involved in a formal way but I frequently attend and speak at School Committee meetings.

Do you have time constraints that would limit your ability to attend one to two meetings a month?

No, I have no such constraints.

Demographics

Ethnicity

Gender

Date of Birth

Select one of the following

- [x] answer 2

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

- [x] New Application

Susan
First Name

Cohen
Last Name

Email Address

Home Address

City

State

Postal Code

What Precinct do you live in (if known)?

- [x] Precinct 7

Which Boards would you like to apply for?

Police Commissioners Advisory Committee: Submitted

Do you have an existing contract with the Town?

- ○ Yes
- ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

Town meeting member for over 20 years. Was vehemently opposed to defunding the police.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

Interaction with school children, community outreach and neighborhood bike patrols.

Are you involved in any other Town activities? If so, describe.

On the livability committee for seniors.

Do you have time constraints that would limit your ability to attend one to two meetings a month?

No

Demographics

Ethnicity

Gender

Date of Birth

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Isaac
First Name

A
Middle Initial

Fluhr Chapman
Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

What Precinct do you live in (if known)?

☑ Precinct 9

Which Boards would you like to apply for?

Police Commissioners Advisory Committee: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

I can offer my expertise as a computer engineer on current and new technologies being used and considered by Brookline PD and the town. I am a graduate of Boston University and work as a software engineer at Draper in Cambridge. I have experience evaluating, developing, and integrating new technologies into complex systems, and think I could offer a great contrarian view to new prospective technologies that make themselves out to be more than they are.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

I would like to assist and help lead the board in addressing discussions about new technologies being used by the Brookline PD, including their security and the supply chain behind their development.

Are you involved in any other Town activities? If so, describe.

No

Do you have time constraints that would limit your ability to attend one to two meetings a month?

I can attend as many as needed.

[redacted]
Upload a Resume

Demographics

Ethnicity

Gender

Date of Birth

ISAAC FLUHR-CHAPMAN

[redacted] [redacted] [redacted]

EDUCATION:

Boston University, College of Engineering

Bachelors of Science, Computer Engineering, Machine Learning

Relevant Classes**:** Advanced Algorithms, Machine Learning, Reinforcement Learning, Internet Programming, Advanced Data Structures, High Performance Computing with CUDA, Enterprise Software Design, Operating Systems, Computer Architecture

SKILLS:

- **Machine Learning**, RL
- **C**, Parallel Prog, CUDA
- **Git**
- **C#**, **.NET**, SQL
- **Python**, PyTorch, NumPy
- O365 Administration

RELEVANT WORK EXPERIENCE:

Simulation Engineer - Draper Sept 2022 - Present

Cambridge, MA

- Realtime simulation and test for the Trident II D5 MK6 MOD 1 Guidance System.
- System simulation and visualization for the Trident II D5 MK7 MOD 0 Guidance System.
- Development of Draper's real-time computing architecture, the Draper Simulation Framework (DSF).
- Frequent demonstrations of the guidance system and Draper's engineering strategy to Navy SP, Draper customers, and internal employees.

Co-Founder, Project Manager - HBH Skyline March 2021 - Oct 2023

Worcester, MA

- Co-Founder and project manager of a multi-million dollar real estate project designed as a direct competitor to the short and medium-term housing industry.
- Develop real estate and leasing processes from the ground up, build the IT stack, manage construction, and interact with all clients and new business.

Software Engineer - CHB Skyline Asset Management April 2020 - August 2023

Boston, MA

- Developing a digital booking/tenant management platform, overseeing all real estate development activities, and tracking aspects of the project budget and timeline.
- Creating detailed budget analyses and project proposals, maintaining both small and large operating teams through Agile practices, direct client and shareholder interactions.

Program Director - Empow Studios May 2021 - August 2021

Cambridge, MA

- Responsible for the quality delivery and oversight of various robotics and programming courses to students in Cambridge, MA. Manage the day-to-day site operations, administration, program elements, staff development, and training.
- Develop and implement a company-wide IT support system via Trello, Slack, and Zapier.

FEATURED PROJECTS:

Self-Driving Neural Network

- Developed an end-to-end convolutional neural network model that successfully predicts player controller inputs. Trained on 60,000 images. Built using Pytorch, Python, and C.

Self-Built UNIX Shell and File System

- Developed a user-level UNIX shell in C from scratch that includes a full threading library, scheduler, pipelining, and virtual file system. A full testing suite was also developed (GDB).

Lead Software Developer - Klavis

- Designed and implemented access control software in .NET utilizing smartphone NFC.
- Worked with a team of 5 on backend dev, user integration, hardware interaction, and database management. Sponsored by VTAP and used in various Boston University labs.

2026 LICENSE RENEWALS

Question of renewing the following licenses for 2026:

Alcohol
Coin-Operated Amusement Devices – No more
Common Victualler, Entertainment and Outdoor Dining
Food Vendor
Innholder
Lodging House
Secondhand Articles Secondhand Motor Vehicles

Non – Restaurant Licenses

Secondhand Motor Vehicles (Class I and Class II)

All the paperwork has been submitted; there are no outstanding issues

Secondhand Articles and Antiques
Three (3) applications have not renewed yet
- Village Vinyl
- Zone Design
- Game Stop

Innholder
Three (2) applications have not renewed yet
- Homewood Suites
- Hilton Garden Inn

Lodging Houses
Seven (6) applications have not renewed yet
- 1025 Beacon Street
- 1085 Beacon Street
- 1459 Beacon Street
- 1876 Beacon Street (closed?)
- 58 Manchester Road
- 259 St. Paul Street
- 16 Williams Street (closed

Restaurants and Package Stores

Alcohol

Eighteen (18) applications have not renewed yet

- Anatolian Buffet
- Arcadian Hotel
- BAB Korean Bistro
- Courtyard by Marriott Brookline
- Genki Ya
- Maliss Thai Restaurant
- Orinoco
- Sorriso Market (318 Harvard St. & 27 Harvard St.)
- Taco Bell (872 Commonwealth Ave & 276 Harvard St.)
- The Abbey
- The Daily Catch
- The Newbury Brookline
- The Publik House
- The Upper Crust
- VomFass
- WBUR

Common Victualler, Entertainment and Outdoor Dining

Forty-Two (42) applications have not renewed yet

- Athan's European Bakery
- Baby Cafe
- Bare Blends
- Basil Rice
- Be Pasta Bar
- Blank Street Café
- Bocadillos Empanadas
- Bruegger's Bagel Bakery
- Café Itadaki
- Café Nero (1 Harvard St. & 1633 Beacon St.)
- Chestnut Hill Restaurant
- Citra A Fresh Café
- Cremeux French Patisserie
- Cutty's
- Dunkin (1316 Beacon St.)
- Flake Bakery
- Knight Moves Café
- Kyo Matcha
- L.A. Burdick
- Life Alive
- Los Amigos
- Maluken And Sushi Express
- Mamaleh's Delicatessen
- Martin's Coffee Shop

- Pavement Coffeehouse
- PLNT Burger
- Pure Cold Press
- Rifrullo Café
- So Kitchen
- Starbucks (15 Harvard St., 874 Commonwealth Ave., 277 Harvard St. & 183 Grove St.)
- Tatte Bakery (420 Harvard St.)
- TBAAR
- Temptation Café
- The Kosher Wok
- Union Square Donuts
- Village Pizza House
- Virginia's Fine Foods
- Ziggy Bomb

Food Vendors

Ten (10) applications have not renewed yet

- Boba Tea and Snow Ice
- Catering by Andrew/ Creative
- Harvard Street Sunoco
- Hong Kong Café
- Lakon Paris Patisserie
- Liora's Catering/ Temple Emeth
- Party Favor
- Royal Tea
- Seven Subs
- When Pigs Fly bakery

Select Board Licenses

CONTACT_TYPE = Business Owner RECORD_MODULE = Licenses EXPIRATION_STATUS <> Inactive EXPIRATION_DATE >= 12/31/2025 EXPIRATION_DATE <= 12/31/2025

RECORD TYPE
Alcohol License
Class I or II License
Common Victualler License
Entertainment License
Food Vendor License
General Business License
Lodging License
Marijuana License
Outdoor Seating License
Special Entertainment License

516

Alcohol License

RECORD NAME	BUSINESS NAME	ADDR FULL
Liquor License- Veterans Club - All Kinds	BROOKLINE AL/VFW BUILDING INC	386 WASHINGTON STREET, BROOKLINE, MA
Liquor License-Club - All Kinds	THE COUNTRY CLUB	191 CLYDE STREET, BROOKLINE, MA
Liquor License- Innholder-All Kinds	ARCADIAN	1200 BEACON STREET,
Liquor License- Innholder-All Kinds	COURTYARD BY MARRIOTT BROOKLINE	40 WEBSTER STREET,
Liquor License-Package Store-All Kinds	BAY STATE FOODS	1416 BEACON STREET,
Liquor License-Package Store-All Kinds	BAZAAR INTERNATIONAL GOURMET	1432 BEACON STREET, BROOKLINE, MA
Liquor License-Package Store-All Kinds	BROOKLINE WINE & SPIRITS	294 WASHINGTON STREET,
Liquor License-Package Store-All Kinds	COOLIDGE CORNER WINE & SPIRIT	1300 BEACON STREET,
Liquor License-Package Store-All Kinds	FOLEY'S LIQUOR MART	228 CYPRESS STREET,
Liquor License-Package Store-All Kinds	GIMBEL'S LIQUORS	1637 BEACON STREET,
Liquor License-Package Store-All Kinds	MALL DISCOUNT LIQUORS	525 HARVARD STREET,
Liquor License-Package Store-All Kinds	PUTTERHAM MARKET	189 GROVE STREET,
Liquor License-Package Store-All Kinds	SORRISO MARKET	27 HARVARD STREET,
Liquor License-Package Store-All Kinds	SORRISO MARKET	318 HARVARD STREET,
Liquor License-Package Store-All Kinds	THE WINE PRESS	1024 A BEACON STREET,
Liquor License-Package Store-All Kinds	TJ CONVENIENCE	182 THORNDIKE STREET,

Alcohol License

RECORD NAME	BUSINESS NAME	ADDR FULL
Liquor License-Package Store-All Kinds	TRADER JOE'S 501	1309 BEACON STREET,
Liquor License-Package Store-All Kinds	VOMFASS	305 HARVARD STREET,
Liquor License-Package Store-All Kinds	WINESTONE	1160 BOYLSTON STREET,
Liquor License-Package Store-Wine/Malt	CURDS & CO	288 WASHINGTON STREET,
Liquor License-Package Store-Wine/Malt	KURKMAN MARKET	227 CYPRESS STREET,
Liquor License-Package Store-Wine/Malt	MARUICHI JAPANESE FOOD & DELI	306 HARVARD STREET,
Liquor License-Package Store-Wine/Malt	OLIVE CONNECTION	1426 BEACON STREET,
Liquor License-Package Store-Wine/Malt	THE BUTCHERIE	428 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	MIRAKU	9 BABCOCK STREET, #1,
Liquor License- Victualler-Wine/Malt	VINODIVINO	1669 BEACON STREET,
Liquor License- Victualler-All Kinds	ANATOLIA BUFFET AND KEBAB HOUSE	305 WASHINGTON STREET,
Liquor License- Victualler-All Kinds	BAR 'CINO	1032 BEACON STREET,
Liquor License- Victualler-All Kinds	BAR VLAHA	1653 BEACON STREET,
Liquor License- Victualler-All Kinds	BARCELONA	1700 BEACON STREET,
Liquor License- Victualler-All Kinds	BARLETTE	318 HARVARD STREET, #11,
Liquor License- Victualler-All Kinds	BARTACO	1634 BEACON STREET,
Liquor License- Victualler-All Kinds	BELL 86	308 HARVARD STREET,
Liquor License- Victualler-All Kinds	COOLIDGE CORNER CLUBHOUSE	307 HARVARD STREET,
Liquor License- Victualler-All Kinds	EL PENOL	404 HARVARD STREET,
Liquor License- Victualler-All Kinds	ESMAI'S	1306 BEACON STREET,
Liquor License- Victualler-All Kinds	FIYAHEN	1024 COMMONWEALTH AVENUE,
Liquor License- Victualler-All Kinds	FUGAKYU JAPANESE CUISINE	1280 BEACON STREET,
Liquor License- Victualler-All Kinds	GARRISON HOUSE	6 HARVARD SQUARE,
Liquor License- Victualler-All Kinds	GOLDEN TEMPLE	1651 Beacon Street, BROOKLINE, MA
Liquor License- Victualler-All Kinds	GRAINNE O'MALLEY'S	201 HARVARD STREET,
Liquor License- Victualler-All Kinds	GRAND INDIA	1671 BEACON STREET,
Liquor License- Victualler-All Kinds	Gyu-Kaku BBQ Restaurant	1002 BEACON STREET,
Liquor License- Victualler-All Kinds	GYU-KAKU BBQ RESTAURANT	1002 BEACON STREET,
Liquor License- Victualler-All Kinds	HAMILTON	1366 BEACON STREET, #R-1,
Liquor License- Victualler-All Kinds	IRIS HOTEL BOSTON	30 WEBSTER STREET,
Liquor License- Victualler-All Kinds	IVORY PEARL	1704 BEACON STREET,

Liquor License- Victualler-All Kinds	JIN'S FINE ASIAN CUISINE & SUSHI BAR	329 HARVARD STREET,
Liquor License- Victualler-All Kinds	KAO JIU	406 HARVARD STREET,
Liquor License- Victualler-All Kinds	KAYUGA JAPANESE RESTAURANT	1030 COMMONWEALTH AVENUE,
Liquor License- Victualler-All Kinds	KUNGFU KITCHEN	1353 BEACON STREET,
Liquor License- Victualler-All Kinds	LA MORRA	48 BOYLSTON STREET,

Alcohol License

RECORD NAME	BUSINESS NAME	ADDR FULL
Liquor License- Victualler-All Kinds	LA VOILE	1627 BEACON STREET,
Liquor License- Victualler-All Kinds	LAMEI HOT POT	230 HARVARD STREET,
Liquor License- Victualler-All Kinds	Lan Feast	250 HARVARD STREET,
Liquor License- Victualler-All Kinds	LULLY'S CAFE	111 Boylston Street, Brookline, MA 02445
Liquor License- Victualler-All Kinds	MAGURO	1335 BEACON STREET,
Liquor License- Victualler-All Kinds	MAHANIYOM	236 WASHINGTON STREET,
Liquor License- Victualler-All Kinds	MALISS THAI RESTAURANT	213 WASHINGTON STREET,
Liquor License- Victualler-All Kinds	MANDARIN GOURMET	1020 WEST ROXBURY PARKWAY,
Liquor License- Victualler-All Kinds	MARUICHI SELECT	299 HARVARD STREET,
Liquor License- Victualler-All Kinds	MECHA NOODLE BAR	285 HARVARD STREET,
Liquor License- Victualler-All Kinds	MERAI	14 Harvard Street, BROOKLINE, MA
Liquor License- Victualler-All Kinds	NORTHEAST EATING CLUB	320 WASHINGTON STREET,
Liquor License- Victualler-All Kinds	ORINOCO	22 HARVARD STREET,
Liquor License- Victualler-All Kinds	PAINTED BURRO	1665 BEACON STREET,
Liquor License- Victualler-All Kinds	PARIS CREPERIE	278 HARVARD STREET,
Liquor License- Victualler-All Kinds	PHO LEMONGRASS	239 HARVARD STREET,
Liquor License- Victualler-All Kinds	PRAIRIE FIRE	242 HARVARD STREET,
Liquor License- Victualler-All Kinds	PUNCH BOWL	700 BROOKLINE AVENUE,
Liquor License- Victualler-All Kinds	SHAN-A-PUNJAB	500 HARVARD STREET,
Liquor License- Victualler-All Kinds	SICHUAN GARDEN	295 WASHINGTON STREET,
Liquor License- Victualler-All Kinds	SOUP SHACK	401 HARVARD STREET,
Liquor License- Victualler-All Kinds	SSAANJH	1012 BEACON STREET,
Liquor License- Victualler-All Kinds	STOKED WOOD FIRED PIZZA	1632 BEACON STREET,
Liquor License- Victualler-All Kinds	SUNSET CANTINA	916 COMMONWEALTH AVENUE,
Liquor License- Victualler-All Kinds	TABERNA DE HARO	999 BEACON STREET,

Liquor License- Victualler-All Kinds	THE ABBEY	1657 BEACON STREET,	
Liquor License- Victualler-All Kinds	The Newbury of Brookline	123 FISHER AVENUE,	
Liquor License- Victualler-All Kinds	THE PUBLICK HOUSE	1648 BEACON STREET,	
Liquor License- Victualler-All Kinds	WASHINGTON SQUARE TAVERN	714 Washington Street,	
Liquor License- Victualler-All Kinds	WBUR	890 COMMONWEALTH AVENUE,	
Liquor License- Victualler-All Kinds	XIANG'S HUNAN KITCHEN	1032 COMMONWEALTH AVENUE,	
Liquor License- Victualler-All Kinds	XOXO SUSHI	1154 BOYLSTON STREET,	
Liquor License- Victualler-All Kinds-SL	BAB KOREAN BISTRO	1374 BEACON STREET,	
Liquor License- Victualler-All Kinds-SL	NOAH'S KITCHEN	18 HARVARD STREET,	
Liquor License- Victualler-All Kinds-SL	OMORI	195 WASHINGTON STREET, BROOKLINE, MA 02445	LICA-20-

Alcohol License

RECORD NAME	BUSINESS NAME	ADDR FULL
Liquor License- Victualler-All Kinds-SL	ZAFTIG	335 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	BOCA GRANDE TAQUERIA	3 HARVARD SQUARE,
Liquor License- Victualler-Wine/Malt	CHIHARU SUSHI & NOODLE	370 Boylston Street, #1,
Liquor License- Victualler-Wine/Malt	GANKO ITTETSU RAMEN	318 Harvard Street, Unit 3,
Liquor License- Victualler-Wine/Malt	GENKI YA	398 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	OTTO	888 COMMONWEALTH
Liquor License- Victualler-Wine/Malt	OTTO BROOKLINE	289 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	PUTTERHAM GRILLE	1012 WEST ROXBURY PARKWAY,
Liquor License- Victualler-Wine/Malt	TACO BELL	872 COMMONWEALTH AVENUE,
Liquor License- Victualler-Wine/Malt	TACO BELL	276 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	THE COOLIDGE CORNER THEATRE	290 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	THE DAILY CATCH	441 A HARVARD STREET,
Liquor License- Victualler-Wine/Malt	THE UPPER CRUST	286 HARVARD STREET,
Liquor License- Victualler-Wine/Malt	U SUSHI	1393 BEACON STREET,
undefined		420 HARVARD STREET,
undefined	AKAMI OMAKASE	187 HARVARD STREET,
undefined	ARCADIAN HOTEL	1200 BEACON STREET,
undefined	IRU	238 WASHINGTON STREET,
undefined	Kyuramen	1008 BEACON STREET,
undefined	SILK LOUNGE	1223 BEACON STREET,
undefined	WINE PRESS	1050 BEACON STREET, #3,

Class I or II License

RECORD NAME	BUSINESS NAME	ADDR
Motor Vehicles CLASS2	CYPRESS AUTO MART, INC.	122 CYPRESS STREET,

Motor Vehicles CLASS2	HYNES AUTO REPAIR, INC.	545 HEATH STREET, #2,
Motor Vehicles CLASS2	LARZ ANDERSON MUSEUM OF TRANSPORTATION	15 NEWTON STREET,
Motor Vehicles CLASS2	Steve's International, LLC	7 UNIVERSITY ROAD,
undefined	AUDI BROOKLINE	308 BOYLSTON STREET, LIC-26-

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	ANATOLI BUFFET AND KEBAB HOUSE	305 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	ANNA'S TAQUERIA - HARVARD ST	446 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	ARCADIAN	1200 BEACON STREET, BROOKLINE, MA 02446 tax@sond

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	ATHAN'S EUROPEAN BAKERY	1621 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	BAB KOREAN BISTRO	1374 BEACON STREET, #R-4A, BROOKLINE, MA 02446
Common Victualler	BABY CAFE HONG KONG BISTRO	1006 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	BAKEY	370 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	BAR 'CINO	1032 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	BAR VLAHA	1653 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	BARCELONA	1700 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	BARE BLENDS	1310 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	BARLETTE	318 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	BARTACO	1634 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	BASIL RICE / MOJO RAMEN	479 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	BE PASTA BAR	1026 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	BELL 86	308 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	BOCA GRANDE TAQUERIA	3 HARVARD SQUARE, BROOKLINE, MA 02445
Common Victualler	BOCADILLOS EMPANADAS	293 CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	BOTTEGA D'CAPRI	41 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	BOTTEGA FIORENTINA	313 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	BROTHERS & SISTERS CO. COFFEEHOUSE & CAFE	7 STATION STREET, BROOKLINE, MA 02445
Common Victualler	BRUEGGER'S BAGEL BAKERY	253 HARVARD STREET, BROOKLINE, MA 02446

Common Victualler	CAFE FIXE	1642 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	Cafe Itadaki	24 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	CAFFE NERO	1633 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	CAFFE NERO	1 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	CHESTNUT HILL RESTAURANT	616 HAMMOND STREET, BROOKLINE, MA 02467
Common Victualler	CHIHARU SUSHI & NOODLE	370 Boylston Street, #1, Brookline, MA 02445
Common Victualler	CHILACATES	1412 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	CHIPOTLE MEXICAN GRILL #1357	876 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	CITRA A FRESH CAFÉ	850 BOYLSTON STREET, #301A, BROOKLINE, MA 02467
Common Victualler	COOLIDGE CORNER CLUBHOUSE	307 Harvard Street, Brookline, MA 02446
Common Victualler	COURTYARD BY MARRIOTT BROOKLINE	40 WEBSTER STREET, BROOKLINE, MA 02446
Common Victualler	CREMEUX FRENCH PATISSERIE	240 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	CUBIST CIRCLE	220 WASHINGTON STREET, #1, BROOKLINE, MA 02446 LIC-23-

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	CURDS & CO	288 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	CUTTY'S	284 Washington Street, #0, Brookline, MA 02445
Common Victualler	DOLMA MEDITERRANEAN CUISINE	5 KENDALL STREET, BROOKLINE, MA 02445
Common Victualler	DUMPLING DAUGHTER	1309 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	DUNKIN	1316 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	DUNKIN	8 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	DUNKIN	265 BOYLSTON STREET, BROOKLINE, MA 02445
Common Victualler	EL PENOL	404 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	ESMAI'S	1306 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	FAR OUT ICE CREAM	419 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	FIYAHEN	1024 COMMONWEALTH AVENUE, #A, BROOKLINE, MA 02215
Common Victualler	FLAKE BAKERY	1298 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	FUGAKYU JAPANESE CUISINE	1280 BEACON STREET, BROOKLINE, MA 02446

Common Victualler	GANKO ITTETSU RAMEN	318 Harvard Street, Unit 3, Brookline, MA 02446	
Common Victualler	GANTETSU-YA	318 HARVARD STREET, #4, BROOKLINE, MA 02446	
Common Victualler	GARRISON HOUSE	6 HARVARD SQUARE, BROOKLINE, MA 02445	
Common Victualler	GENKI YA	398 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	GIGGLING RICE	1009 BEACON STREET, BROOKLINE, MA 02446	
Common Victualler	GOLDEN TEMPLE	1651 Beacon Street, BROOKLINE, MA 02445	
Common Victualler	GRAINNE O'MALLEY'S	201 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	GRAND INDIA	1671 BEACON STREET, BROOKLINE, MA 02445	
Common Victualler	Gyu-Kaku BBQ Restaurant	1002 BEACON STREET, BROOKLINE, MA 02446	
Common Victualler	GYU-KAKU BBQ RESTAURANT	1002 BEACON STREET, BROOKLINE, MA 02446	
Common Victualler	HAMILTON	1366 Beacon Street, #R-1, Brookline, MA 02446	
Common Victualler	HEMLOCK GRILL	1281 WEST ROXBURY PARKWAY, BROOKLINE, MA 02467	
Common Victualler	IRIS HOTEL BOSTON	30 WEBSTER STREET, BROOKLINE, MA 02446	
Common Victualler	J.P. LICKS AT COOLIDGE CORNER	311 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	J.P. LICKS AT COOLIDGE CORNER	311 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	JIN'S FINE ASIAN CUISINE & SUSHI BAR	329 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	KAO JIU	406 HARVARD STREET, BROOKLINE, MA 02446	
Common Victualler	KAYUGA JAPANESE RESTAURANT	1030 COMMONWEALTH AVENUE, BROOKLINE, MA 02215	
Common Victualler	KNIGHT MOVES CAFE	1402 BEACON STREET, #1, BROOKLINE, MA 02446	61754889

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	KUNGFU KITCHEN	1353 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	KUPEL'S BAKERY	421 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	KYO MATCHA	1010 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	KYURAMEN	1008 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	L.A. Burdick Chocolates	1330 BEACON STREET, #48, BROOKLINE, MA 02446
Common Victualler	LA MORRA	48 BOYLSTON STREET, BROOKLINE, MA 02445
Common Victualler	LA VOILE	1627 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	LAMEI HOT POT	230 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	Lan Feast	250 HARVARD STREET, BROOKLINE, MA 02446

Common Victualler	LEE'S BURGER	1331 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	LIFE ALIVE	888 Commonwealth, BROOKLINE, MA 02446
Common Victualler	LIVITE	1644 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	LOS AMIGOS	1294 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	LULLY'S CAFE	111 BOYLSTON STREET, BROOKLINE, MA 02445
Common Victualler	MAGURO	1335 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	MAHANIYOM	236 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	MALISS THAI RESTAURANT	213 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	MALUKEN AND SUSHI EXPRESS	1038 BEACON STREET, #CR-1, BROOKLINE, MA 02446
Common Victualler	MAMALEH'S DELICATESSEN	1659 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	MANDARIN GOURMET	1020 WEST ROXBURY PARKWAY, BROOKLINE, MA 02467
Common Victualler	MARTIN'S COFFEE SHOP	35 HARVARD STREET, #1, BROOKLINE, MA 02445
Common Victualler	MARUICHI SELECT	299 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	MECHA NOODLE BAR	285 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	MEETPOINT PATISSERIE	3 KENDALL STREET, #0, BROOKLINE, MA 02445
Common Victualler	MERAI	14 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	MICHAEL'S DELI	256 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	MIRAKU	9 BABCOCK STREET, #1, BROOKLINE, MA 02446
Common Victualler	MIRCHI NATION	477 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	NOAH'S KITCHEN	18 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	NORTHEAST EATING CLUB	320 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	NUD POB RESTAURANT	738 COMMONWEALTH AVENUE, BROOKLINE, MA 02446
Common Victualler	OASIT'S SWEET	1428 BEACON STREET, BROOKLINE, MA 02446 oasitsswee

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	OMORI	195 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	ONEZO / ZZDESERTS	1376 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	ORINOCO	22 HARVARD STREET, BROOKLINE, MA 02446

Common Victualler	OTTO	888 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	OTTO BROOKLINE	289 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	PAINTED BURRO	1665 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	PARIS CREPERIE	278 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	PAVEMENT COFFEE HOUSE	736 COMMONWEALTH AVENUE, BROOKLINE, MA 02446
Common Victualler	PHO LEMONGRASS	239 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	PHO VIET	1022 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	PIZZA STOP	226 CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	PLNT Burger	297 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	POKE GARDEN	6 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	PRAIRIE FIRE	242 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	PUNCH BOWL	700 BROOKLINE AVENUE, BROOKLINE, MA 02445
Common Victualler	PURE COLD PRESS/JUICE & SALAD BAR	326 HARVARD STREET, #3, BROOKLINE, MA 02446
Common Victualler	PUTTERHAM GRILLE	1012 WEST ROXBURY PARKWAY, BROOKLINE, MA 02467
Common Victualler	RAMI'S	324 HARVARD STREET, Unit , BROOKLINE, MA 02446
Common Victualler	RIFRULLO CAFÉ	147 CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	ROD D BY SITTI	1422 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	SHAN-A-PUNJAB	500 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	SHI SHANG JU	411 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	SICHUAN GARDEN	295 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	SOUP SHACK	401 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	STARBUCKS COFFEE 867	277 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	STARBUCKS COFFEE 7481	15 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	STARBUCKS COFFEE 7702	874 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	STARBUCKS COFFEE 880	183 GROVE STREET, BROOKLINE, MA 02467
Common Victualler	STOKED WOOD FIRED PIZZA CO	1632 Beacon Street, Unit , Brookline, MA 02446
Common Victualler	SUBWAY	238 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	SUNSET CANTINA	916 COMMONWEALTH AVENUE, BROOKLINE, MA 02215

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#
Common Victualler	SUPER FUSION CUISINE	690 A WASHINGTON STREET, BROOKLINE, MA 02446
Common Victualler	T. ANTHONY	1016 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	TABERNA DE HARO	999 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	TACO BELL	872 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	TACO BELL	276 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	TATTE FINE COOKIES & CAKES	1003 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	TBAAR	1038 BEACON STREET, #A, BROOKLINE, MA 02446
Common Victualler	TEMPTATIONS CAFÉ	1350 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	THE ABBEY	1657 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	THE BROOKLINE SPA	75 HARVARD STREET, BROOKLINE, MA 02445
Common Victualler	THE COOLIDGE CORNER THEATRE	290 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	THE DAILY CATCH	441 A HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	THE KOSHER WOK	423 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	The Newbury of Brookline	123 FISHER AVENUE, BROOKLINE, MA 02445
Common Victualler	THE PUBLICK HOUSE	1648 BEACON STREET, BROOKLINE, MA 02445
Common Victualler	THE UPPER CRUST	286 HARVARD STREET, BROOKLINE, MA 02446
Common Victualler	U SUSHI	1393 BEACON STREET, BROOKLINE, MA 02446
Common Victualler	UNION SQUARE DONUTS	409 Harvard Street, Brookline, MA 02446
Common Victualler	VEGGIE CRUST	8 CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	VILLAGE FARE PIZZA	387 WASHINGTON STREET, BROOKLINE, MA 02446
Common Victualler	VILLAGE PIZZA HOUSE	312 WASHINGTON STREET, BROOKLINE, MA 02445
Common Victualler	VIRGINIA'S FINE FOODS	8 A CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	WASHINGTON SQUARE TAVERN	714 Washington Street, Brookline, MA 02446
Common Victualler	WBUR	890 COMMONWEALTH AVENUE, BROOKLINE, MA 02215
Common Victualler	XOXO SUSHI	1154 BOYLSTON STREET, BROOKLINE, MA 02467
Common Victualler	ZA' TAR	10 CYPRESS STREET, BROOKLINE, MA 02445
Common Victualler	ZAFTIGS	335 HARVARD STREET, BROOKLINE, MA 02446

Common Victualler	ZIGGY BOMBS	173 AMORY STREET, BROOKLINE, MA 02446	
undefined	AKAMI OMAKASE	187 HARVARD STREET, BROOKLINE, MA 02446	
undefined	ARCADIAN HOTEL	1200 BEACON STREET, BROOKLINE, MA 02446	
undefined COFFEE	BLANK STREET	455 HARVARD STREET, #_APTMAIN, BROOKLINE, MA 02446	BOSTON@

Common Victualler License

RECORD NAME	BUSINESS NAME	ADDR FULL LINE#	
undefined	IRU	238 WASHINGTON STREET, BROOKLINE, MA 02445	
undefined	IRU	238 WASHINGTON STREET, BROOKLINE, MA 02445	
undefined	Liyin Rice Roll Master	1004 BEACON STREET, BROOKLINE, MA 02446	
undefined	MARKY'S CAVIAR BOSTON	420 HARVARD STREET, BROOKLINE, MA 02446	
undefined	OLBA	1383 BEACON STREET, BROOKLINE, MA 02446	
undefined	POKI POKI	415 HARVARD STREET, BROOKLINE, MA 02446	
undefined	RICE BURG	6 CYPRESS STREET, BROOKLINE, MA 02445	
undefined	SILK LOUNGE	1223 BEACON STREET, BROOKLINE, MA 02446	
undefined	SO KITCHEN	224 CYPRESS STREET, BROOKLINE, MA 02445	
undefined BROOKLINE, MA 02446	SSAANJH	1012 BEACON STREET,	LIC-25-

Entertainment License

RECORD NAME	BUSINESS NAME	ADDR FULL
Entertainment	ARCADIAN	1200 BEACON STREET, BROOKLINE,
Entertainment	BAKEY	370 HARVARD STREET, BROOKLINE,
Entertainment	BAR 'CINO	1032 BEACON STREET, BROOKLINE,
Entertainment	BAR VLAHA	1653 BEACON STREET, BROOKLINE,
Entertainment	BARLETTE	318 HARVARD STREET, BROOKLINE,
Entertainment	BARTACO	1634 BEACON STREET, BROOKLINE,
Entertainment	BOCA GRANDE TAQUERIA	3 HARVARD SQUARE, BROOKLINE, MA
Entertainment	BOTTEGA FIORENTINA	313 HARVARD STREET, BROOKLINE,
Entertainment	Cafe Itadaki	24 HARVARD STREET, BROOKLINE, MA
Entertainment	CHILACATES	1412 BEACON STREET, BROOKLINE,
Entertainment	CREMEUX FRENCH PATISSERIE	240 HARVARD STREET, BROOKLINE,
Entertainment	CUBIST CIRCLE	220 WASHINGTON STREET, #1,

Entertainment	DOLMA MEDITERRANEAN CUISINE	5 KENDALL STREET, BROOKLINE, MA 02445
Entertainment	DUMPLING DAUGHTER	1309 BEACON STREET, BROOKLINE,
Entertainment	EL PENOL	404 HARVARD STREET, BROOKLINE,
Entertainment	FAR OUT ICE CREAM	419 HARVARD STREET, BROOKLINE,
Entertainment	FIYAHEN	1024 COMMONWEALTH
Entertainment	GANTETSU-YA	318 HARVARD STREET, #4,
Entertainment	GARRISON HOUSE	6 HARVARD SQUARE, BROOKLINE, MA
Entertainment	HEMLOCK GRILL	1281 WEST ROXBURY PARKWAY,
Entertainment	KAO JIU	406 HARVARD STREET, BROOKLINE,
Entertainment	KYO MATCHA	1010 BEACON STREET, BROOKLINE,

Entertainment License

RECORD NAME	BUSINESS NAME	ADDR FULL
Entertainment	LIFE ALIVE	888 COMMONWEALTH AVENUE,
Entertainment	MAGURO	1335 BEACON STREET, BROOKLINE,
Entertainment	MAHANIYOM	236 WASHINGTON STREET,
Entertainment	MALISS THAI RESTAURANT	213 WASHINGTON STREET,
Entertainment	MALUKEN AND SUSHI EXPRESS	1038 BEACON STREET, #CR-1,
Entertainment	MAMALEH'S DELICATESSEN	1659 BEACON STREET, BROOKLINE,
Entertainment	MANDARIN GOURMET	1020 WEST ROXBURY PARKWAY,
Entertainment	MECHA NOODLE BAR	285 HARVARD STREET, BROOKLINE,
Entertainment	NORTHEAST EATING CLUB	320 WASHINGTON STREET,
Entertainment	OASIT'S SWEET	1428 BEACON STREET, BROOKLINE,
Entertainment	OMORI	195 WASHINGTON STREET,
Entertainment	ONEZO / ZZDESERTS	1376 BEACON STREET, BROOKLINE,
Entertainment	PHO VIET	1022 COMMONWEALTH
Entertainment	PLNT Burger	289 HARVARD STREET, BROOKLINE,
Entertainment	PUNCH BOWL	700 BROOKLINE AVENUE,
Entertainment	SHAN A-PUNJAB	500 HARVARD STREET, BROOKLINE,
Entertainment	SOUP SHACK	401 HARVARD STREET, BROOKLINE,
Entertainment	SUNSET CANTINA	916 COMMONWEALTH AVENUE,
Entertainment	T.ANTHONY	1016 COMMONWEALTH
Entertainment	TACO BELL	276 HARVARD STREET, BROOKLINE,
Entertainment	TACO BELL	872 COMMONWEALTH AVENUE,

Entertainment	TBAAR	1038 BEACON STREET, #A,
Entertainment	VEGGIE CRUST	8 CYPRESS STREET, BROOKLINE, MA
Entertainment License	BABY CAFE HONG KONG BISTRO	1004 BEACON STREET, BROOKLINE,
Entertainment License	BARE BLENDS	1310 BEACON STREET, BROOKLINE,
Entertainment License	BE PASTA BAR	1026 COMMONWEALTH
Entertainment License	BELL 86	308 HARVARD STREET, BROOKLINE,
Entertainment License	FLAKE BAKERY	1298 BEACON STREET, BROOKLINE,
Entertainment License	GRAND INDIA	1671 BEACON STREET, BROOKLINE,
Entertainment License	IRIS HOTEL BOSTON	30 WEBSTER STREET, BROOKLINE, MA
Entertainment License	KYURAMEN	1008 BEACON STREET, BROOKLINE,
Entertainment License	L.A. Burdick Chocolates	1330 BEACON STREET, BROOKLINE,
Entertainment License	Lan Feast	250 HARVARD STREET, BROOKLINE,
Entertainment License	MARUICHI SELECT	299 HARVARD STREET, BROOKLINE,
Entertainment License	MEETPOINT PATISSERIE	3 KENDALL STREET, #0, BROOKLINE,
Entertainment License	MERAI	14 HARVARD STREET, BROOKLINE, MA

Entertainment License

RECORD NAME	BUSINESS NAME	ADDR FULL
Entertainment License	MIRAKU	9 BABCOCK STREET, #1,
Entertainment License	SHI SHANG JU	411 HARVARD STREET, BROOKLINE,
Entertainment License	TABERNA DE HARO	999 BEACON STREET, BROOKLINE, MA
Entertainment License	THE BROOKLINE SPA	75 HARVARD STREET, BROOKLINE, MA
Entertainment License	The Newbury of Brookline	123 FISHER AVENUE, BROOKLINE, MA
Entertainment License	XOXO SUSHI	1154 BOYLSTON STREET,
Entertainment License	ZIGGY BOMBS	173 AMORY STREET, BROOKLINE, MA
undefined	AKAMI OMAKASE	187 HARVARD STREET, BROOKLINE,
undefined	ARCADIAN HOTEL	1200 BEACON STREET, BROOKLINE,
undefined	IRU	238 WASHINGTON STREET,
undefined	Liyin Rice Roll Master	1004 BEACON STREET, BROOKLINE,
undefined	MARKY'S CAVIAR BOSTON	420 HARVARD STREET, BROOKLINE,
undefined	OLBA	1383 BEACON STREET, BROOKLINE,
undefined	POKI POKI	415 HARVARD STREET, BROOKLINE,
undefined	RICE BURG	6 CYPRESS STREET, BROOKLINE, MA
undefined	SILK LOUNGE	1223 BEACON STREET, BROOKLINE,
undefined	SO KITCHEN	224 CYPRESS STREET, BROOKLINE, MA
undefined	SSAANJH	1012 BEACON STREET, BROOKLINE,

Food Vendor License

RECORD NAME	BUSINESS NAME	ADDR
Food Vendor	BAZAAR INTERNATIONAL GOURMET	1432 BEACON STREET,

Food Vendor	BOBA TEA & SNOW ICE HOUSE	171 AMORY STREET,
Food Vendor	CATERING BY ANDREW/CREATIVE PASTERIES	402 HARVARD STREET, BROOKLINE, MA
Food Vendor	CHERYL-ANNS	1010 WEST ROXBURY
Food Vendor	Clear Flour Coffee	178 THORNDIKE STREET,
Food Vendor	CLEAR FLOUR COFFEE	180 THORNDIKE STREET,
Food Vendor	DRAGON STAR RESTAURANT	700 WASHINGTON
Food Vendor	DRIVE-BY PIES	248 CYPRESS STREET,
Food Vendor	HARVARD STREET SUNOCO	454 HARVARD STREET,
Food Vendor	HONG KONG CAFE	1391 BEACON STREET,
Food Vendor	JAMIE'S ICE CREAM CO.	5 STATION STREET,
Food Vendor	JAPONAISE BAKERY	1020 BEACON STREET,
Food Vendor	KAMIZA SUSHI	696 WASHINGTON
Food Vendor	LAKON PARIS PATISSERIE	1410 BEACON STREET,
Food Vendor	LIORA'S CATERING	194 GROVE STREET, BROOKLINE, 61745550

Food Vendor License

RECORD NAME	BUSINESS NAME	ADDR
Food Vendor	OLIVE CONNECTION	1426 BEACON STREET,
Food Vendor	PUTTERHAM MARKET	189 GROVE STREET,
Food Vendor	ROYAL TEA	1378 Beacon Street,
Food Vendor	SEVEN SUBS	1364 BEACON STREET,
Food Vendor	TARGET STORE T3226	860 COMMONWEALT
Food Vendor	THE BUTCHERIE	428 HARVARD STREET,
Food Vendor	THE BUTCHERIE	374 BOYLSTON STREET, #3,
Food Vendor	TRADER JOE'S 501	1309 BEACON STREET,
Food Vendor	WHEN PIGS FLY BAKERY	1378 BEACON STREET, #1,

General Business License

RECORD NAME	BUSINESS NAME	ADDR FULL
Antiques	Autrefois Antiques, Inc.	130 C HARVARD STREET, BROOKLINE,
Antiques	Vieux, Ltd.	361 BOYLSTON STREET,
Antiques	Woven Art	624 HAMMOND STREET,
Mobile Food Truck	Cenci's Canteen	30 TORRICE DRIVE, WOBURN, MA 01801
Second Hand	BROOKLINE BOOKSMITH CORPORATION	279 HARVARD STREET,
Second Hand	FRIAR TUCKS COMICS AND COLLECTIBLES	310 HARVARD STREET,
Secondhand	2ND STREET USA, INC.	301 HARVARD STREET,
Secondhand	Buffalo Exchange	308 HARVARD STREET,
Secondhand	GameStop #6963	271 HARVARD STREET,
Secondhand Store	Zone Design, LLC	146 BOYLSTON STREET,

undefined
BROOKLINE, MA 02445

333 WASHINGTON STREET, INFO@FR

Lodging License

RECORD NAME	BUSINESS NAME	ADDR FULL
Innholder	ARCADIAN	1200 BEACON STREET,
Innholder	Courtyard By Marriott Brookline	40 WEBSTER STREET, BROOKLINE, MA
Innholder	HILTON GARDEN INN	700 BROOKLINE AVENUE,
Innholder	Homewood Suites	111 BOYLSTON STREET,
Innholder	Iris Hotel Boston	30 WEBSTER STREET, BROOKLINE, MA
Lodging House License	1019 BEACON ST	1019 BEACON STREET,
Lodging House License	1029 BEACON ST	1029 BEACON STREET,
Lodging House License	1043 BEACON ST.	1043 BEACON STREET,
Lodging House License	1045 BEACON ST.	1045 BEACON STREET,
Lodging House License	105 MARION ST	105 MARION STREET, BROOKLINE, MA
Lodging House License	1053 BEACON ST	1053 BEACON STREET, BROOKLINE, MA 02446

housing@

Lodging License

RECORD NAME	BUSINESS NAME	ADDR FULL
Lodging House License	1061 BEACON ST LLC	1061 BEACON STREET,
Lodging House License	1077 BEACON STREET	1077 BEACON STREET,
Lodging House License	1085 BEACON ST	1085 BEACON STREET,
Lodging House License	1087 BEACON ST	1087 BEACON STREET,
Lodging House License	141 CARLTON ST	141 CARLTON STREET,
Lodging House License	143 St. Paul Street	143 SAINT PAUL STREET, BROOKLINE,
Lodging House License	1459 BEACON ST	1459 BEACON STREET,
Lodging House License	16 WILLIAMS ST	16 WILLIAMS STREET,
Lodging House License	1750 BEACON ST	1750 BEACON STREET,
Lodging House License	1754 BEACON ST.	1754 BEACON STREET, #8,
Lodging House License	233 Aspinwall Avenue	233 ASPINWALL AVENUE,
Lodging House License	233 Aspinwall Avenue	233 ASPINWALL AVENUE,
Lodging House License	255 St. Paul Street	255 SAINT PAUL STREET, #_CONDOMAIN,
Lodging House License	44 MARION ST	44 MARION STREET, BROOKLINE, MA
Lodging House License	44 WINSLOW HOUSE LLC	44 WINSLOW ROAD, BROOKLINE, MA
Lodging House License	53 BEALS STREET	53 BEALS STREET, BROOKLINE, MA

Lodging House License	57 BEALS ST.	57 BEALS STREET, BROOKLINE, MA
Lodging House License	662 WASHINGTON ST	662 WASHINGTON STREET, #_CONDOMAIN,
Lodging House License	666 WASHINGTON ST	666 WASHINGTON STREET, #_CONDOMAIN,
Lodging House License	769 WASHINGTON STREET	769 WASHINGTON STREET, #1,
Lodging House License	89 Marion Street	89 MARION STREET, BROOKLINE, MA
Lodging House License	89 Marion Street,LLC	89 MARION STREET, BROOKLINE, MA
Lodging House License	B & B Lodging Houses LLC - 1023 Beacon St	1023 BEACON STREET,
Lodging House License	B & B Lodging Houses LLC - 1047 Beacon St	1047 BEACON STREET,
Lodging House License	B & B Lodging Houses LLC - 30 Centre St	30 CENTRE STREET, BROOKLINE, MA
Lodging House License	BOSTON COLLEGE	400 HEATH STREET, BROOKLINE, MA
Lodging House License	BOSTON UNIVERSITY - 37 CARLTON ST	37 CARLTON STREET, BROOKLINE, MA
Lodging House License	BOSTON UNIVERSITY 39 CARLTON ST	39 CARLTON STREET, BROOKLINE, MA
Lodging House License	CARITAS COMMUNITIES INC.	1876 BEACON STREET, #1,
Lodging House License	Children's Hospital Medical 241 KENT ST	241 KENT STREET, #2A, BROOKLINE, MA
Lodging House License	Children's Oncology 229 KENT ST	229 KENT STREET, BROOKLINE, MA
Lodging House License	EPSILON THETA HOUSE	259 SAINT PAUL STREET, BROOKLINE,
Lodging House License	HELLENIC COLLEGE	50 GODDARD AVENUE, #P2,
Lodging House License	Longwood Guest House	83 LONGWOOD AVENUE,
Lodging House License	Lyons Investments, LLC	1025 BEACON STREET, #4,

Lodging License

RECORD NAME	BUSINESS NAME	ADDR FULL
Lodging House License	SARA WALLACE HOUSE	1017 BEACON STREET, #16,
Lodging House License	THE CHAI HOSPITALITY, INC	123 LONGWOOD AVENUE,
Lodging House License	The Coolidge Corner Guest House	19 LITTELL ROAD, BROOKLINE, MA
Lodging House License	ZETA BETA TAU, FRATERNITY HOUSE	58 MANCHESTER ROAD,

Marijuana License

RECORD NAME	BUSINESS NAME	
Marijuana Retailer	NETA	160
Marijuana Retailer	SANCTUARY	1351
Marijuana Retailer	Sanctuary	1351
Medical Marijuana Treatment Center	NETA	160 WASHIN
Retail Marijuana Establishment	COMM AVE CANNA	1030 BUS23-

COMMONWEALTH AVENUE, BROOKLINE, MA 02215

Outdoor Seating License

RECORD NAME	BUSINESS NAME	ADDR FULL
undefined	Union Square Donuts	409 HARVARD STREET, BROOKLINE, MA

Special Entertainment License

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

To: Chief Jennifer Paster

From: Lieutenant Noah J. Brother

Re: 2025 Year-End Report – Alcohol Licensing and Inspections

Date: December 15, 2024

Chief,

I have reviewed the calendar year 2025 CAD responses to premises licensed to sell or furnish alcohol within the Town of Brookline, as well as records from my own inspections. The overwhelming majority of our licensees performed admirably. There were very few issues resulting in police responses as a result of alcoholic beverage sales or service. Overall, both restaurants/bars and package stores have all been cooperative with inspections and have sought to promptly correct any deficiencies uncovered. It is once again my pleasure to work with the hard-working owners, managers, and employees to ensure compliance with Town and State alcoholic beverages sales regulations. In 2025, the following incidents were investigated…

Golden Temple:

On January 12, 2025, there was an altercation at the Golden Temple Restaurant. During the course of the investigation by Lt. Richards, multiple witnesses were interviewed who stated that they believed several people involved had been served to the point of intoxication. This incident was not reported to the Brookline Police until the following day making any allegations of over-serving impossible to confirm. A follow-up investigation was conducted by Lt. Brother assigned to the Office of Liquor Licensing/Inspections, and revealed several deficiencies with regard to missing or expired records and certifications. Golden Temple was subsequently issued a WARNING for violation of Town of Brookline Alcoholic Beverages Sales Regulations A.27: (Server Training).

Public Safety Building 350 Washington Street, Brookline, Massachusetts 02445
Telephone (617) 730-2249 ❖ Facsimile (617) 730-8454

Hamilton Restaurant & Bar:

On 4/25/2025, around 3:00AM, a call was received from Boston College PD reporting a female student failed to return to her college dorm. They further advised that she was underage and last seen drinking at Hamilton Restaurant, which closes at 2:00AM. Brookline officers responded to Hamilton and found the female in question passed out in a locked stall within the female restroom.

I initiated a follow-up investigation, which uncovered that the underage individual had used a fraudulent ID to gain entry into the establishment, and had been drinking prior to entering the establishment. This was considered an affirmative defense to the establishment permitting underage drinking. However, a subsequent inspection revealed several deficiencies, including people acting as managers who have not been approved by the Select Board, and server(s) who lacked certification in the Safe Service of Alcohol. As a result, Hamilton Restaurant & Bar was issued a WARNING for violation of Town of Brookline Alcoholic Beverages Sales Regulations A.27 (Server Training).

On June 30th, 2025, I was advised by Officer Goon of the Community Services Division that he has received a noise complaint from a resident of Wellman Street, specifically complaining of loud/amplified music coming from Hamilton's outdoor patio. Officer Goon responded to Hamilton's and spoke with an employee who advised that the speakers were broken and non-functional. As a result, he was unable to sustain the complaint. This information was forwarded to Town of Brookline Licensing, who advised that Hamilton's was currently operating the patio without an Outdoor Seating License. Brookline Police made several follow-up observations, neither of which uncovered any music playing in the area of the outdoor patio.

On September 30th, 2025 The Town issued a Notice of Violation and Appearance Before the Select Board to Hamilton Restaurant & Bar / Greg Johnston. Citing the following violations and advising that fines and additional sanctions would be forthcoming if the deficiencies were not corrected...

1. Change in Manager of Record
2. Documentation related to Change of Officers/Directors/LLC Managers and Change of Ownership Interest

---

On November 16, 2025, around 2:30 AM, Brookline Police received a call about a group fighting in the Centre Street Parking Lot. On arrival Officers discovered that three males had been drinking at Hamilton and reportedly offered $50 to be served after closing. They were subsequently denied service and ejected. Upon leaving the establishment a discarded beer bottle was lobbed in the direction of the owner and his vehicle. The instigator who was believed to have thrown the bottle fled the scene and was unable to be located. The owner of Hamilton, Greg Johnston, reportedly followed the other two into the Centre Street West Parking Lot, where an altercation ensued between the ejected patrons and Mr. Johnston. Mr. Johnston was injured but refused medical attention. One patron was also injured and required EMS transportation to the hospital. Initial reports indicate it was unclear what role each party had in the altercation and none of the parties involved wished to cooperate in filing charges.

Brookline American Legion:

On 5/17/2025, Officers responded to a disturbance at 384 Washington Street. Officers encountered at least one agitator who appeared intoxicated and had instigated a loud argument between a large group of people; all of whom were uncooperative. First responding officers required additional help in to quell the disturbance, and in all, eight police officers were required to disburse the group

I initiated a follow-up investigation and inspection of the licensed veterans club. I found the manager of the hall to be very cooperative with this investigation. All required certificates were present, and well organized. The Club Manager stated that the female party who was identified as the instigator had arrived after the event had ended and initiated the disturbance in relation to some type of family feud. He denied her ever entering the hall, much less being served by his staff. As a result, I found no evidence indicating that the Brookline American Legion had violated any law or regulation.

Bar Lunette/Paris Craperie:

On 8/1/2025 I responded to Bar Lunette which is located at 278 Harvard Street within and operating under the license of Paris Craperie. I performed an inspection and investigation at the request of the Detective Division, after a patron reported she believed she was served an adulterated drink. The Manager of Record was on-site at the time of the inspection. He was cooperative with all requests to produce credit card and bar receipts from the date in question.

The bar appeared well managed and there were no significant violations observed. The complaint was subsequently determined to be unfounded.

Sunset Cantina:

On 8/25/2025, I performed a routine inspection of the Sunset Cantina. I found that the establishment was operating without a Select Board approved manager, and lacked signage required by the ABCC (2nd offense). As a result, I issued a VIOLATION of Town of Brookline Alcoholic Beverages Regulations A.18 and A.25, and issued a $50.00 fine. The report was forwarded to Licensing Specialist Rachelle Morson, and a Notice of Deficiency was subsequently issued to the establishment by the Licensing Office. Sunset Cantina has since applied to appoint a suitable Alternate Manager.

The Daily Catch:

On 10/30/2025 I visited the Daily Catch to perform a routine inspection. I found that the establishment appears to be permanently vacated with a “Retail For Lease” sign in the window. Town of Brookline Alcoholic Beverages Sales Regulations require licensees to notify the Town if operations cease or they are otherwise no longer utilizing the license.

Respectfully submitted,

Lieutenant Noah J. Brother
Liquor Licensing/Inspections

TOWN OF BROOKLINE
DEPARTMENT OF PUBLIC HEALTH

11 Pierce Street, Brookline, Massachusetts, 02445
Telephone: (617) 730-2300 Facsimile: (617) 730-2296
Website: www.brooklinema.gov

John Kleschinsky, DrPH, MPH
Commissioner of Public Health
& Human Services

BROOKLINE DEPARTMENT OF PUBLIC HEALTH
M E M O R A N D U M

To: ***Charles Carey, Town Administrator***
For the Select Board

From: John Kleschinsky
Director, Department of Public Health & Human Services

Date: December 16, 2025

RE: Common Victualler, Mobil, and Food vendor renewals

Please be advised that the Brookline Department of Public Health has no objections to the renewal of the 2025-2026 Common Victualler, Mobil, and Food Vendors licenses to all food establishments included on the renewal list.

BROOKLINE FIRE DEPARTMENT
Town of Brookline, Massachusetts

FIRE DEPARTMENT

John F. Sullivan
Chief of Department

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

BROOKLINE FIRE DEPARTMENT
M E M O R A N D U M

Date: December 15, 2025

To: Charles Carey, Town Administrator

From: Todd Cantor, Deputy Chief

Re: Common Victualler and Entertainment Licenses for Mariuchi Select

The Brookline Fire Department does not recommend Mariuchi Select of 299 Harvard Street for re-licensing. The Fire Prevention Office conducted an initial inspection and found a non-compliant notice on their Hood Suppression System, which is designed to protect their grease-laden cooking surfaces. This office verbally notified their management that they would not be recommended for re-licensing if this is not rectified. The Fire Prevention Office returned for a follow-up visit and discovered that the non-compliant tag remained, indicating that they had not followed up with their Suppression Service company.

The Fire Prevention Office has no reservations as to the re-licensing of all the Common Victualler applicants.

2026 Renewals for Marijuana Licenses

Application Details:

Question of renewing the following Marijuana License for 2026:

1. Comm Ave Canna: 1030 Commonwealth Ave.
    - Police Department (Pending due to applicant submittal delay)

2. NETA: 160 Washington St.
    - Police Department (Pending due to applicant submittal delay)

3. Deezle Cannabis: 1351 Beacon St.
    - Police Department (Approved)

RUBERTO, ISRAEL & WEINER

Adam R. Barnosky
Direct: (617) 570-3519
E-mail: arb@riw.com

December 11, 2025

VIA EMAIL AND COURIER

Rachelle Morson
Town of Brookline – Select Board Office
Licensing Administrative Assistant
333 Washington St., 6th Floor
Brookline, MA 02445
Email: rmorson@brooklinema.gov

Re: **2026 Municipal License Renewal**
Licensee: **Comm Ave Canna, Inc.**
Category: **Adult Use Marijuana Retailer (M.G.L. c. 94G)**
Property: **1030 Commonwealth Ave., 2nd Floor, Brookline, MA 02215**

Dear Ms. Morson:

I write on behalf of Comm Ave. Canna, Inc. ("**CAC,**" the "**Company**") relative to the annual municipal renewal of the Company's licensed Marijuana Retailer at 1030 Commonwealth Ave., 2nd Floor, Brookline, MA 02215 (the "**Property**") for the 2026 calendar year. Please see the narrative and attachments below in support of the renewal.

I. Background

CAC first opened to the public in November 2023. For the following two years, the Company had sold adult-use cannabis, cannabis products and non-cannabis retail goods in compliance with M.G.L. c. 94G, 935 C.M.R. 500, Section 2.13(h) of the Town of Brookline Zoning Bylaws and all other relevant rules and regulations of the Town of Brookline. The Company is locally owned and operated by the Hauck family, who have operated businesses in Brookline and Boston for nearly thirty (30) years.

II. Social Equity Certification

As the Board is aware, the Company is a majority-owned Social Equity Marijuana Retailer as officially certified by the Massachusetts Cannabis Control Commission (CCC). 54% of the Company is owned by individuals approved under the CCC's Social Equity Program.

The Company is intent to understand how the Town plans to develop specific policies addressing social equity or economic empowerment within its cannabis regulations. As mentioned in CAC's certification letter, the CCC's Social Equity Program provides the following benefits for eligible Marijuana Establishments:

1. Expedited application review
2. Waived application fees
3. 50% reduction of annual licensing fees
4. Waived METRC monthly program fees
5. Access to technical assistance and training courses

On May 10, 2024, CAC notified the Town of its social equity status with a letter detailing its social equity efforts. The letter requested that, as Brookline's first certified majority-owned Social Equity Marijuana Establishment, the Town ought consider implementing benefits aligned with the CCC's approach, such as reduced renewal fees or application fee waivers. While CAC followed up on that letter several times in 2024, raised this consideration and request at their renewal hearing for 2025, sent an additional, formal request for a reduced renewal fee or application fee waiver on September 19, 2025, and further followed up, CAC has not yet received a response from the Town.

The Company respectfully reiterates its request that the Town consider implementing benefits for Social Equity Marijuana Retailers aligned with the CCC's approach, including reduced renewal fees and application fee waivers

III. General Information; Operations Plan; Customer Demand Management

The following information covers the renewal submission requirements relative to Operations Plan, Customer Demand Management, and other General Information,

A. Hours of Operation.

The days and hours of operation are Monday through Saturday from 10:00 AM to 9:00 PM, and from 12:00 PM to 7:00 PM on Sundays. As requested by the Town, CAC does not allow customers to enter the dispensary within 5 minutes prior to closing on any day of the week. CAC is closed on Thanksgiving Day and on Christmas Day. Deliveries only occur as permitted by the Town, Sunday through Saturday from 8:00 AM to 9:00 PM. The Company shall not operate outside of the foregoing hours without Select Board approval.

B. Crowd Management

With customer flow and foot traffic at the retailer is moderate to low, CAC developed a crowd management plan which utilizes OSHA's guidelines to help its employees and managers manage its crowds during the opening month of operations. These OSHA guidelines have been prepared to help employers manage crowds during the holiday shopping season, or other events where large crowds may gather, albeit rare under current market conditions.

CAC ensures a comprehensive approach to staffing, safety, and community coordination for its operations. The Company hires additional staff as needed and maintains trained security, crowd management personnel, or police officers on-site. A detailed staffing plan assigns specific locations to each worker, all of whom receive training tailored to the store's operations. CAC coordinates with local fire and police agencies to ensure compliance with public safety requirements, securing all necessary permits and licenses while informing local emergency services about operations. The General Manager and Alternate Managers are designated to make key decisions and contact

emergency responders if needed. Clear, visible signage is installed to direct customers to entrances, exits, and provide other relevant information, meeting all state and local requirements. Staff are trained in best practices for crowd management and rehearse the event plan, incorporating local public safety agencies when appropriate. CAC also maintains strong relationships with neighboring businesses and has proactively communicated its operational plans to stakeholders along Commonwealth Avenue.

In addition, if necessary, as part of its operation, CAC has the ability to employ the following actions to ensure efficient and safe operations, including pre-event setup, operational protocols, and emergency preparedness. Before opening, indoor stanchions are set up to manage crowds, with designated staff explaining entry procedures and directing customers. Communication between outside personnel and those inside the store is maintained via radios, ensuring seamless coordination. Customers waiting in the store are kept informed of any updates as needed. During operating hours, employees are prepared to manage crowds and ensure a safe, ADA-compliant entrance for all customers. Access to the rear staff entrance is restricted to badged agents with appropriate credentials. Emergency procedures prioritize safety, with clear instructions to employees not to block exits, to call emergency services when needed, and to follow the directions of first responders. Staff are trained on the dispensary's Evacuation Plan. To enhance operational efficiency, CAC deploys staff with handheld tablets to assist customers with reserved appointments, expedites service for online pre-orders, and provides pricing and educational materials to help customers plan their purchases in advance.

C. Facility Access

Customers arrive at the premises via various modes of transportation, including walking, bicycling, public transit, ride-share services, and private vehicles. The facility is conveniently located within walking distance of several MBTA Green Line (B) stations, including Packard's Corner, Babcock Street, and Pleasant Street, as well as the MBTA Route 57 bus line. Customers will be encouraged to use public transit or ride-share services whenever possible. Designated ride-share drop-offs occur at a specific area off Winslow Road, near the curb cut and alleyway leading to the private lot, as detailed in the submitted site plan. Primary customer entry to the facility will be through the first-floor entrance at 1030 Commonwealth Avenue ("Primary Access"). Customers requiring ADA accommodations will enter through the rear of the building via an accessible vestibule and elevator ("ADA Access"). ADA Access will be reserved exclusively for those needing elevator access.

To manage customer flow, as needed, security personnel are stationed in strategic exterior locations ("Exterior Security Areas"), including the Ride-Share Access Area and Primary Access. Security staff will direct customers arriving by foot or bike (via Winslow Road or Commonwealth Avenue), public transportation (Commonwealth Avenue), or ride-share (Winslow Road) to the appropriate Access Area. A bike parking and locking station will be available at the rear of the facility. Customers are not permitted to form lines along Commonwealth Avenue or Winslow Road. Also as needed, exterior security staff will regulate the flow of customers at the Access Areas to prevent congestion or line formation on sidewalks or nearby thoroughfares. Upon reaching an Access Area, customers will be greeted by security personnel, who will verify a valid form of identification and cross-reference any additional verification required by the ACMS system.

Security staff at the Commonwealth Avenue Access Areas will maintain radio communication with the security team inside the building, ensuring efficient coordination. Once

authorized to enter, customers will either ascend the stairs or, for ADA Access, use the elevator accompanied by a Company agent. Inside the secure mantrap, staff will confirm appointments and add customers to the store's digital queue before granting them access to the retail floor. After completing their purchases, customers exit through the designated stairwell. Security at the exit coordinate with exterior security on Commonwealth Avenue to monitor the flow of customers and ensure the stairwell is clear before allowing new customers to proceed upstairs. This coordinated process ensures safety, efficiency, and compliance with local requirements.

III. Additional Renewal Submission Categories

A. Diversity Plan Implementation

CAC remains committed to fulfilling its Diversity Plan and, despite ongoing challenges in staffing and retention prevalent across the state's retail cannabis sector, continues to exceed the metrics of its Plan. As noted in the Diversity Plan, the Company's first goal was to create hiring practices in order to employ no less than 30% of individuals from Diverse Populations (defined as Minorities, Women, Veterans, People with disabilities, and LGBTQ+). A snapshot of the workforce in 2025 highlights this commitment: 67% of employees identify as Black, Asian, Hispanic, Native American, or non-white; 61% of staff are female, including three managers; 50% identify as LGBTQ+; and 61% identify as persons with disabilities. On the Plan's second goal, CAC's hiring and training practices achieved diversity within management and executive positions. And on the Plan's third goal, CAC continues to seek applicants from Diverse Populations at job fairs.

These figures and efforts reflect the Company's success at promoting a diverse and inclusive workplace while navigating the broader industry's labor market challenges. In addition, as a certified Social Equity Retailer, the Company is dedicated to equity and inclusion, with a majority of its ownership qualifying for social equity status.

B. Changes to the Business Plan Requested by the BPD or other Town staff.

There have been no changes to CAC's business plan requested by the Police Department or other Town staff.

C. Changes the Business Proposes to Components of the Business Plan.

There are no proposed changes to components of CAC's business plan.

D. Violations Cited by the Town, Security Breaches, and Citations from Health Inspections, and Violations Submitted to the CCC.

There have been no violations cited by the Town, security breaches, or citations from health inspections. Additionally, CAC has had no violations submitted to the CCC.

IV. Documents in Support

In addition to the plans and materials in this correspondence, attached are the following documents comprising CAC's Operations Plan and in support of CAC's renewal application:

A. Security & Diversion Plan
B. Diversity Plan
C. Transportation Demand Management Plan
D. Pest Control Plan
E. Sales and Security Training Material
F. Product Price List
G. Floor & Site Plans

Thank you for your attention to this matter. Please note that annual licensing and community impact fees will be paid by Comm Ave Canna, Inc. pursuant to the requirements of M.G.L. c. 94G and 935 C.M.R. 500, direct to the Town by hand delivery or under separate cover. If you have any questions or concerns regarding the status of Comm Ave Canna, Inc., please feel free to contact me by email (arb@riw.com) or at (617) 570-3519.

Very truly yours,
COMM AVE CANNA, INC.
By its Attorneys:
RUBERTO, ISRAEL & WEINER, P.C.

By: /s/ Adam Barnosky
Adam R. Barnosky, Esq.

A

Comm Ave Canna, Inc.
1030 Commonwealth Avenue, 2nd Floor
Brookline, MA 02215

Standard Security Operating Procedures

Prepared by Edward Davis, LLC

2 Atlantic Ave, 3rd Floor, Boston, MA, 21110
(617)-720-6250

Overview

Comm Ave Canna, Inc.'s (CAC) security plan and policies for the proposed Commonwealth Avenue marijuana retail site will strictly adhere to the Cannabis Control Commission's (CCC) security regulations and those set forth in 935 CMR 500. The CAC security plan serves to protect the premises, customers, vendors, employees and general public, while preventing unauthorized access to the site. CAC will employ security industry best practices to deter and prevent unauthorized access, diversion, theft or loss of product.

CAC hired Edward Davis, LLC as the physical security specialist. The Davis Team is on call 24/7 to CAC, available to provide consultation and advisory services on all matters related to risk management and best practices in safety and security.

Physical Site Location & Premise Description

1. Comm Ave Canna is located at 1030 Commonwealth Avenue, 2nd Floor, Brookline, MA. The marijuana retail store will be located on the second floor of said two-story building and will occupy the entire second floor. Currently the first floor is occupied by Kayuga Japanese Cuisine, second floor occupied by Perfect Tan. 1030 Commonwealth Avenue is a two-story wood and metal faced building with frontage abutting the sidewalk located at the Boston/Brookline town line. Entrance to proposed second floor retail will be via entrance from sidewalk leading to stairs directly to second floor. Second exit/entrance via rear stairs to rear alley and parking across alley *(See **Figures 1-4**)*.

Standard Security Operating Procedures

Policy: Stated security policies and procedures adhere to 935 CMR 500.110 Security Requirements for Marijuana Establishments per Massachusetts Cannabis Control Commission.

Covered Personnel: CAC Employees
Security Staff
Vendors

Perimeter Security Measures

1. CAC has ensured the buffer zone of the marijuana retail location complies with the buffer zone regulations of the Town of Brookline, as stated in compliance with 935 CMR 500.110(3).
2. Trees, bushes and other foliage outside of CAC will be maintained so as to prevent a person or persons from concealing themselves from sight or obstructing the view of any surveillance equipment.
3. CAC will prevent unauthorized individuals from entering or remaining on the premises of the facility.
4. Marijuana and marijuana products will not be clearly visible to a person from the exterior of the facility.
5. The facility will be protected from intrusion utilizing the following security measures:
    a. The roof hatch will be secured with a lock and cage.
    b. The skylights will be secured with a lock and cage.
    c. Glass windows facing Commonwealth Avenue and the parking lot will be changed to security glass, such as wired glazing or laminate.
    d. The vault will be constructed using floor to ceiling block filled with cement and steel rebar.

e. Vault ceiling will be reinforced with flattened metal mesh.

f. The elevator control will be located within the facility's secure area and the elevator will be disabled via power cut off after normal work hours.

g. Fresh air intake vent from roof will be secured with flattened metal mesh.

h. Exit doors will have "crash bar" or similar emergency release features per Brookline Fire Code.

Security Staff Force

1. CAC, with support from the physical security specialist, will hire a Security Director to oversee all security operations at CAC.
    a. The Security Director will be responsible for all safety and security operations and management including protection of customers, employees, CAC property and all other dispensary assets, administration of security systems and processes from harm and/ or diversion.
    b. The Security Director will be responsible for ensuring all Cannabis Control Commission's security standards are met and maintaining positive and constructive relations with nearby businesses and the overall community.
    c. The Security Director will be responsible for maintaining composure and professionalism in dealing with authorities, customers, vendors, employees and the general public, occasionally under conditions of urgency and high-pressure situations.
    d. The Security Director will be responsible for deploying and overseeing all security staff activity including:
        i. Coordinating scheduling, training and ensuring overall performance standards are met.
        ii. Maintaining and administering incident reporting procedures and practices to security staff.
        iii. Maintaining and administering plans to address security related events and appropriate preventative strategies and internal controls.
        iv. Act as key contact for alarms, cameras and incident response.
2. CAC, with support from the physical security specialist, will hire and train security staff to provide day to day security needs. Security staff will perform all roles and responsibilities as defined by CAC.
    a. All security staff will complete a comprehensive training program provided by a third-party security firm.
        a. Security incident identification and notification.
        b. Training will include counterfeit identification spotting.
        c. All security systems management and maintenance.
        d. Diversion prevention.
    b. All security staff will be provided a thorough job description outlining qualification requirements and security staff responsibilities.
    c. All security staff will report to the Security Director.
3. Security staff will be posted at the following CAC locations:
    a. CAC main entrance, located at bottom of entry stairs (street level) on Commonwealth Avenue.

b. Reception Desk (second floor).

c. IT/Security room or other designated areas to monitor video & alarm system.

4. Security staff will be scheduled as follows:

   a. All scheduled staff will be in place at least 30 minutes prior to CAC doors opening to the public.

   b. Before CAC opens to the public, a security staff member will canvass the parking lot/elevator area to ensure that no unauthorized persons are present.

   c. A minimum of one (1) security staff will be in place before vault is opened and product is moved into the sales area.

   d. A minimum of two (2) security staff will be present for any deliveries or pickups.

   e. Security staff will be responsible for canvassing the entire perimeter of CAC to prevent loitering and ensure no suspicious activity is occurring during CAC hours of operation.

   f. At closing, a minimum of one (1) security staff will canvass the entire interior of CAC to ensure no unauthorized persons are present.

5. Security staff duties will be as follows:

   a. General

      i. All security staff will prevent loitering and ensure that only individuals engaging in activity expressly or by necessary implication permitted by 935 CMR 500.105 are allowed to remain on the premises.

      ii. All security staff will receive and carry out directions from CAC management.

      iii. All security staff will be subject to regular performance reviews.

      iv. Observe and report any suspicious activity occurring on or around CAC premises to designated CAC leadership.

   b. CAC Main Entrance Post

      i. The security staff posted at the main entrance will:

         1. Screen all customers seeking access to CAC, ensuring only those 21 years of age or older are granted access to CAC.

         2. Prohibit loitering on Commonwealth Avenue.

         3. Observe and report any suspicious activity occurring on or around CAC premises to the Security Director.

   c. Reception Desk Post

      i. The security staff posted at the Reception Desk will:

         1. Assist with monitoring of customers and assuring that only designated customers are allowed into secure area.

         2. Cover all elevator operations and arrange for escort of all vendors and handicap customers.

         3. Act as primary response security staff for any alarm notifications or patron assistance.

         4. Ensure that all customers promptly exit the premise after making purchase.

1. Observe and report any suspicious activity occurring on or around CAC premises to the Security Director.

d. IT/Security Room Post

ii. The security staff posted inside the IT/security room will:

1. Monitor all camera and alarm systems.
2. Notify all necessary parties in the event of alarm activation.
3. Monitor parking lot and elevator entrance via video surveillance system.
4. Monitor vault area via integrated surveillance system to ensure that only authorized employees enter.
1. Observe and report any suspicious activity occurring on or around CAC premises to the Security Director.

6. Communications

a. The following CAC personnel/locations will be issued (1) push to talk, 2-way portable radio.

I. All Security Staff members.

II. All CAC managers.

III. IT/Security Room.

IV. Employee Break Room.

V. Dispensary Floor.

VI. The radios will be utilized as follows:

1. Emergency communication between security staff and/or employees.
2. Routine communication between Commonwealth Avenue security staff and reception desk (ex. number of visitors being sent up).
3. Routine communication between reception desk and marijuana sales area (ex. number of visitors being escorted back).
4. Communication & coordination with security staff assisting with deliveries and/or handicap access and IT room (video monitor).

Access Control

Employee Access Control

1. General

a. CAC will install, operate and maintain a radio frequency identification (RFID) employee identification badge system to control employee access and movement throughout the facility.

b. All CAC employees must visibly display, above the waist, a CAC issued employee identification badge at all times while at CAC facilities or transporting marijuana.

c. RFID cards will not have CAC's name or insignia printed on card.

d. RFID cards will only be issued by designated CAC management.

e. Employees will be required to immediate report all lost/stolen cards to designated CAC management.

f. All CAC employees will be issued RFID cards with appearance, composition, and usage as follows:

   i. RFID cards will be used as an employee ID card and are printed with employee name, ID number, job title, and employee photo and may be color-coded to reflect the security or access level.

   ii. Access privileges are individually assigned by CAC management to be consistent with the security level for each employee.

   iii. All employee access history records are maintained in a secure access history database recording each access event with time, date, accessed location, and will correspond with their employee record in CAC security access database.

   iv. All invalid access attempts will also be recorded in access history database.

   v. Invalid access attempts to high security areas will produce an audible alarm and monitoring system will be investigated.

   vi. Management will maintain inventory of all assigned RFID cards.

   vii. Agents will surrender their issued RFID card to the on-duty security post officer upon termination of employment.

   viii. The security post officer will return all surrendered cards to the Director of Security following card deactivation.

g. All RFID card activation devices are kept in a secured location accessible to only necessary staff.

h. The RFID employee identification badge system shall be audited on a annual basis.

2. Dispensary Floor

   a. Only CAC authorized employees and escorted visitors and customers will be allowed onto Dispensary Floor.

3. Limited Access Areas

   a. CAC will establish Limited Access Areas accessible only to specifically authorized employees, agents or volunteers.

      i. Access to Limited Access Areas will be restricted to employees, agents or volunteers specifically permitted by CAC, agents of the Cannabis Control Commission and state of MA and local law enforcement and emergency personnel.

      ii. Senior CAC management will provide authorization into Limited Access Areas.

   b. All Limited Access Areas will be monitored by video surveillance in a manner that conforms to CAC's Video Surveillance Procedures, detailed below.

   c. Access into the Limited Access Areas holding marijuana products will be conducted via use of the RFID card system, which will record the employee identifier, as well as at what date/time/location of the access.

   d. All outside vendors, contractors and visitors will obtain a visitor identification badge prior to entering the limited access area and will be escorted at all times by a CAC employee authorized to enter the limited access area.

      i. The visitor identification badge will be visibly displayed at all times while the visitor is in any limited access area.

ii. All visitors will be logged in and out and that log will be available for inspection by the Cannabis Control Commission at all times.

iii. All visitor identification badges will be returned to CAC upon exit.

e. All Limited Access Areas will be monitored by video surveillance in a manner that conforms to CAC's Video Surveillance Procedures.

4. Vault

a. CAC will store all marijuana in a locked, monitored vault to prevent theft, diversion and loss.

b. CAC will keep the vault securely locked and protected from entry, except for the times required to remove or replace marijuana inventory.

c. Entry into the vault room will be strictly controlled and only essential employees will have access.

i. Essential employees with access to the vault will be management level or above.

ii. Vault entry will require secondary access control via bank vault combination.

d. Vault doors will be constructed of steel.

e. A day gate may be used inside the main vault door frame for vault protection while the main door is open.

5. Elevator

a. Elevator access/control will also be controlled in the same manner as vault security.

b. All handicap customers entering the facility via elevator will be escorted to/from the elevator to the reception area by security staff, or designated employee, where they will be logged in per procedures above.

6. Employee Access Control Records

a. Access control system will record all access events and produce reports specific to each employee, card used, access location, time and date.

b. Access control records will be held for a minimum of one year.

c. Access control systems will be tested on a regular schedule by designated personnel.

Vendor/Contractor Access Control

1. General

a. Vendor Access and Credentialing of outside vendors must adhere strictly to CAC's Visitor Authorization, Credentialing, and Escort procedures, before being escorted into any limited access area.

b. Upon entering CAC, all vendors will identify his or her self to authorized CAC personnel.

c. Personnel will contact the responsible CAC contact and verify authorization.

d. Personnel will obtain from the vendor a valid driver's license or government issued ID that will be kept at the reception until the conclusion of the vendor visit.

2. Limited Access Areas

a. All outside vendors and contractors will obtain a visitor identification badge prior to entering the limited access area and will be escorted at all times by a CAC employee authorized to enter the limited access area.

   i. The visitor identification badge will be visibly displayed at all times while the visitor is in any limited access area.

   ii. All vendors/contractors will be logged in and out and that log will be available for inspection by the Cannabis Control Commission at all times.

      1. The date and time of arrival, name of vendor/contractor, represented company or agency, assigned visitor badge number will be recorded in the visitor log.

   iii. All visitor identification badges will be returned to CAC upon exit.

b. All Limited Access Areas will be monitored by video surveillance in a manner that conforms to CAC's Video Surveillance Procedures.

3. Deliveries

   a. Delivery trucks will be required to drive to rear of building and load and unload inside the Elevator Lobby.

   b. CAC will utilize a state-mandated seed-to-sale delivery inventory control system to account for all deliveries.

Customer Access Control

1. CAC will only allow employees, adult use consumers, authorized visitors and other persons authorized by Cannabis Control Commission admittance into CAC.
2. All persons wishing to enter CAC will be screened upon entry by the posted security staff located at the main entrance.
3. CAC must obtain from every customer, a valid driver's license or government issued ID validating identity and 21+ age requirement.
4. Customers seeking access to the Dispensary Floor from the General Retail area will request access from the Reception Desk personnel.

   a. Reception Desk personnel will log visitor information into the digital visitor log platform.

   b. Reception Desk personnel will grant access via button located at Reception Desk.

   c. All visitors will be monitored by badged CAC employees at all times.

5. No customers will be allowed access to the Limited Access Areas at any time.
6. No customers will be allowed access to the vault.
7. All handicap customers entering the facility via elevator will be escorted to/from the elevator to the reception area by security staff, or designated employee, where they will be logged in per procedures above.

Secure Storage of Marijuana

1. All marijuana and marijuana products will be stored in a secure, locked Limited Access Area for storage and protected from entry, except for the actual time required to remove, replace or store marijuana.

2. All marijuana products will remain out of plain sight and not be visible from a public place without the use of aid.
3. CAC will provide adequate lighting, ventilation, temperature, humidity, space, and equipment necessary to safely store marijuana and preserve quality.
4. All marijuana products requiring refrigeration will be stored in a secure, locked Limited Access refrigerated storage area and protected from entry, except for the actual time required to remove, replace or store marijuana.
5. CAC will have independent, secure, locked Limited Access storage areas for marijuana that is outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached, until such products are destroyed through procedures outlined in CAC's Marijuana Disposal Process pursuant to CMR 500.105(12).
6. Secure storage areas will be maintained in a clean and orderly condition to ensure product quality and employee safety.
7. Secure storage areas will be free from infestation by insects, rodents, birds, and pests of any kind.

Secure Disposal of Marijuana

1. Disposing of marijuana will be in accordance with 935 CMR 500.105(12) in excess of the quantity required for normal, efficient operation as established within 935 CMR 500.105.

Signage

1. All Limited Access Areas will be identified by the posting of a sign that will be a minimum of 12" x 12" and which states: "Do Not Enter – Limited Access Area – Access Limited to Authorized Personnel Only" in lettering no smaller than one inch in height.
2. Signs will be placed at the following locations per description of signage in 500.110 ss 4(a):
    a. CAC lobby specifying only persons 21 years of age or older will be allowed into the site.
    b. Handicap entrance specifying only persons 21 years of age or older will be allowed into the site
    c. Reception area on the glass wall designating the Limited Access Area.
    d. Outside of the vault area designating that it is a restricted zone and that only authorized employees are allowed inside.
    e. Rear parking lot specifying that the lot is for the use of customers only and that others will be towed in accordance with local code.
    f. Elevator entrance detailing how to use the call box (see below) to call for assistance.
    g. The parking area outside the elevator entrance will be marked "No Parking".
    h. CAC will establish Limited Access Areas accessible only to specifically authorized personnel with a sign minimum of 12" by 12" in size stating "Do not Enter- Limited Access Area- Access Limited to Authorized Personnel Only" in lettering no smaller than 1 inch in height.

    (Limited Access Area means a building, room, or other indoor or outdoor area on the registered premises of the building where marijuana is stored, weighed, packaged, processed, or disposed, with access limited to only those dispensary agents designated by Comm Ave Canna).

3. All Limited Access Areas will be clearly identified in CAC floor plans reflecting entrances and exits, walls, partitions, storage, disposal and retail sales areas.

Security Systems

CAC will install, operate and maintain a software-based, integrated access control, alarm, and CCTV system. The system will be operated by servers located in a limited access area within the facility and will have back-up capability to an off-site location.

The access control/alarm/CCTV system will operate for a minimum of 90 minutes in the event of a power failure. The system will default to "secure" if all power is lost.

All security systems equipment will be in good working order and will be inspected and tested at regular intervals, not to exceed 30 calendar days from the previous inspection and test.

Alarm Systems

1. CAC will install, operate and maintain an alarm system at the facility.
2. The alarms system will include the following attributes:
    a. The alarm will be monitored 24/7 off site by an authorized security control facility.
    b. The monitoring station will be given written protocols regarding alarm response and notification. Written alarm response protocols will include but are not limited to:
        i. A designated CAC representative to be immediately notified upon the triggering of any alarm at the facility.
        ii. A pre-determined alarm prioritization and response type that depend upon type of alarm, the zone triggered, number and sequence of zones, time of day, and other factors, the actions that will be initiated by the authorized security control facility will include, but are not limited to:
            1. Alerting 9-1-1.
            2. Alerting a designated CAC representative on location during operating hours.
            3. Alerting a designated CAC representative at home during non-business hours.
            4. Alerting a designated CAC representative via an automatic email.
            5. Alerting the appropriate maintenance vendor.
            6. Verifying the area using video cameras.
            7. Sending one or more security staff to investigate.
    c. An alarm response plan will be developed detailing CAC employee actions should an alarm sound.
    d. A local audible alarm will sound if any door is held open beyond a designated time.
    e. An external alarm which sounds on street if an activation occurs (pending local code).
    f. A "chime" alarm will be installed on the door separating the reception and sales areas.
    g. The alarm system will coordinate with the CCTV system and show areas impacted by alarm in large format on screen.
    h. A key pad requiring separate codes for each employee who needs access to open the facility and/or after hours will be installed in the Comm Ave vestibule.

i. The alarm system will have a minimum of two methods of making notification in the event of a failure: hard telephone line and cellular phone calling whereby designated employees will be notified within five minutes after the failure.

j. The alarm system will be tested on a regular basis in coordination with the site and the monitoring station.

3. Fixed Alarms
    a. Fixed alarms will be installed at the following locations:
        i. All exterior doors including elevator exterior door.
        ii. Entrance doors located at the top of the stairs at the front/rear of building.
        iii. Roof hatch.
        iv. Glass break detector in front/rear windows of building.
        v. Motion sensors in reception area and rear area near elevator and emergency stairs.
        vi. Separate door alarms (always active) on vault area and designated cash room within vault.
        vii. Motion sensor in vault.
        viii. IT room door.
        ix. Any door with emergency "crash bar" release.
4. Panic Alarms
    a. A panic or duress alarm will be installed at the following locations:
        i. Reception Desk
        ii. Dispensary Floor
        iii. Inside Elevator
    b. A wireless unit for use by the security staff posted at the Reception Desk/General Retail area (unit range will extend to parking lot/elevator entrance).
        i. Assigned CAC employees will be issued a wireless "outside assistance transmitter" (OAT), or panic button, which when activated, will immediately initiate a response from the local police department. If a situation warrants a response from the local police department, the designated staff person will initiate that response by activating his or her panic button.
        ii. CAC personnel will appropriately and silently alert law enforcement in the event of a high-alert, crisis, or emergency situation using panic-alert buttons.
5. CAC will have a back-up alarm system with all capabilities of the primary system provided by a company supplying commercial grade equipment, which will not be the same company supplying the primary security system.
6. All security system equipment will have the ability to remain operational during a power outage.
    a. Install natural emergency generator which will power the following:
        i. a. Alarm system
        ii. b. CCTV systems
        iii. c. Access control system
        iv. d. Interior emergency lighting
        v. e. IT system

vi. f. PA & Annunciators
vii. g. Elevator(s) to ensure compliance for any persons with disability

Video Surveillance System

1. CAC will install and maintain in good working order a multi-camera video surveillance system utilizing commercial grade equipment in all areas that may contain marijuana, all points of entry and exit, and parking lots and any locations that represent potential safety, unauthorized entry and product loss or diversion threats.
    a. Cameras will at all times be directed at all safes, vaults, sales areas, and areas where marijuana is processed, prepared, stored, handled, or dispensed.
    b. Cameras will at all times be angled so as to allow for the capture of clear and certain identification of any person entering or exiting CAC.
    c. Necessary repairs to any cameras will be initiated within 24 hours of maintenance checks.
2. Video Surveillance Capabilities
    a. All cameras will have the ability to produce a clear, color, still photo (live or recorded).
    b. All recordings will be embedded with an accurate date and time stamp that does not obscure the picture.
    c. All recordings will allow for the export of still images in industry standard formats (including .jpg, .bmp, and .gif).
    d. Exported video will have the ability to be saved in industry standard file format that can be played on a standard computer operating system.
    e. Exported video will have the ability to be archived in a proprietary format that ensures authentication of the video and guarantees that no alteration of the recorded image has taken place.
    f. Infrared illumination will be installed for necessary interior and exterior cameras.
    g. Cameras and surveillance system will have the ability to remain operational in the event of a power outage.
    h. Video surveillance system will be equipped with a failure notification system that provides an audible, text, or visual notification of any failure or tampering of the system. The failure notification system will provide an alert to designated employees of CAC within five minutes after the failure, either by telephone, email, or text message.
3. Pan-Tilt-Zoom (PTZ) cameras will be installed in an overt manner in the following locations
    a. Commonwealth Ave facing East and West to deter loitering and monitor patron queue.
    b. Commonwealth Ave facing street to identify suspicious vehicles.
    c. Commonwealth Ave vestibule to monitor security staff station activity.
    d. Entry/Exit at top of stairs from Commonwealth Ave suitable for face identification.
    e. Receptionist station.
    f. Non-Marijuana sales area.
    g. Restricted area door (entry/exit).
    h. Marijuana sales area including access into product holding areas.
    i. Marijuana sales locker unit.

j. Vault door from hall (entry/exit).

k. Vault interior.

l. Hall outside lavatories.

m. Employee break room.

n. Interior elevator lobby.

o. Elevator.

p. Exterior elevator door.

q. Parking lot.

r. Call box with camera at elevator parking lot entrance.

s. South alley showing license plates.

t. Emergency exit stair vestibule on upper floor.

u. Emergency exit stair door on ground level (interior and exterior).

4. Monitoring of Video Surveillance System

   a. The video surveillance system will be equipped with monitors viewable by staff during normal work hours.

   b. The video surveillance system will be equipped with monitors posted in employee lounge and manager's office.

   c. The video surveillance system monitors will display small images of video footage on a rotating basis.

   d. The video surveillance system and alarm system will be integrated so that alarm activations display large image of area in question.

   e. Video surveillance system images will be held on a DVR system for a minimum of 90 days.

   f. DVR system will have capability to extract designated images to be held for an indefinite period.

   g. DVR/CCTV will be motion-activated to save disk space.

   h. Video surveillance system will have capability to be monitored off-site by designated personnel.

   i. Video surveillance system will have capability to produce still images from video.

5. Video Surveillance Room

   a. CAC will limit access to surveillance areas to persons that are essential to surveillance operations, law enforcement authorities acting within their lawful jurisdiction, security system service personnel and the Cannabis Control Commission.

      i. A current list of authorized employees and service personnel that have access to the surveillance room will be made available to the Cannabis Control Commission upon request.

6. Recording of Video Surveillance

   a. All security system and surveillance equipment, except cameras currently in use, and all recordings will be maintained in a dedicated, locked and secure climate-controlled room within the CAC facility so as to prevent theft, loss, destruction or alteration.

b. Twenty-four-hour recordings from all video cameras will be available for immediate viewing by the Cannabis Control Commission upon request.

c. Video recording segments will be retained in the secure video storage room for at least 90 calendar days.

d. Video recordings will not be recorded nor altered by any non-approved third-parties.

e. Recordings will be retained as long as necessary if CAC is aware of a pending criminal, civil, or administrative investigation, or legal proceeding for which the recording may contain relevant information.

Lock and Key Control

1. The primary access control system for the facility will be the designated RFID employee identification badge system. A secondary lock and key access control system will be maintained as a backup for the electronic system to include the following:

    a. All employees will be assigned a RFID badge, which serves as an individually programmed access card consistent with applicable security level and access permissions.

    b. All keys will be serialized.

    c. Spare keys will be kept in a locked cabinet inside the vault room to be accessed only by authorized CAC leadership.

    d. Master/Sub-Master system will be employed for key use.

    e. Only owners or general managers will be issued master keys.

    f. General employees will not be issued a key unless required for duties.

    g. Keys will be recovered from all terminated CAC employees by the Security Director.

    h. Crash bars on exterior doors will allow doors to open in the event of an emergency.

    i. Exterior doors will have automatic closers installed.

Lighting

1. Exterior Lighting

    a. CAC will ensure that the outside perimeter of the building, including parking areas and the secure areas of the building exterior, are sufficiently lit to facilitate surveillance,

    b. Exterior lighting in the parking lot and Commonwealth Avenue sidewalk will be upgraded to conform to Brookline Building Code ss 7.04.

        i. The brightest possible lighting allowed under that code will be installed.

        ii. Infrared illumination will be installed for necessary interior and exterior cameras.

2. Interior Lighting

    a. CAC will ensure that the interior of the building is sufficiently lit to facilitate surveillance.

Dependencies

1. The facility will install emergency electric power via one of the following methods:

    a. UPS battery power to provide a minimum of 90 minutes electricity to the CCTV/Alarm/Entry Control system.

b. A natural gas-powered generator to power the control systems.

c. Battery-based emergency lighting per Brookline Fire Code.

Incident/Emergency Response Protocols

1. CAC will implement emergency policy and procedures to maintain safety and security during an emergency event or incident.
2. Emergency responders will be granted access to CAC facilities in the course of responding to an emergency.
3. In the event of any diversion, theft, or loss of marijuana, CAC will employ emergency procedures for securing all products and conduct an assessment to determine whether additional safeguards are necessary.
4. CAC will immediately notify appropriate law enforcement authorities and Cannabis Control Commission within 24 hours after an emergency condition or incident.
5. In the event of any theft, diversion or loss of marijuana or products containing marijuana, CAC management will promptly assess whether immediate actions need to be taken to ensure product, facility and all individuals are safe and secure (i.e. secure evidence, facility shut down, employees asked to leave the site until further investigation, etc.) CAC will:
    a. Initiate and complete an investigation into the incident.
    b. An investigation must commence promptly upon discovery of incident.
    c. Two or more CAC leaders must collectively perform an investigation.
    d. Each step of the investigation process, including planning, must be thoroughly documented and recorded and retained indefinitely.
    e. Perform a complete inventory of all marijuana and products containing marijuana.
6. Incident Reporting
    a. CAC will notify appropriate law enforcement authorities and the Cannabis Control Commission of any breach of security immediately and, in no instance, more than 24 hours following discovery of the breach.
    b. It is the responsibility of the Security Director or designated Security Manager on duty to ensure that:
        i. All security managers are aware and understand the principles of incident and accident reporting and investigation;
        ii. All incidents and accidents that result in or have the potential to result in injury or damage are investigated and, where necessary, corrective or preventative action is taken;
        iii. All matters relating to employee welfare are dealt with in the most appropriate and timely manner.
    c. It is the responsibility of all employees, including volunteers or contractors, to ensure that:
        i. Accidents and hazards are reported to management at the earliest opportunity;
        ii. All requirements and obligations under the relevant legislation are complied with.
        iii. Ensure State Authorities are appropriately notified of all reportable occurrences or events.
    d. Notification will occur, but not be limited to, during the following occasions:

i. Discovery of discrepancies identified during inventory;

ii. Diversion, theft or loss of any marijuana product;

iii. Any criminal action involving or occurring on or in CAC premises;

iv. Any suspicious act involving the sale, cultivation, distribution, processing or production of marijuana by any person;

v. Unauthorized destruction of marijuana;

vi. Any loss or unauthorized alteration of records related to marijuana;

vii. Alarm activation or other event that requires response by public safety personnel or security personnel privately engaged by CAC;

viii. Failure of any security alarm system due to a loss of electrical power or mechanical malfunction that is expected to last more than eight hours;

ix. Any other breach of security. Managers notify the Commonwealth Cannabis Commission of all dangerous occurrences;

e. CAC will, within ten calendar days, provide notice to the Cannabis Control Commission of any incident described in 935 CMR 500.110(7)(a) by submitting an incident report in the form and manner determined by the Cannabis Control Commission which details the circumstances of the event, any corrective action taken, and confirmation that the appropriate law enforcement authorities were notified.

f. All documentation related to an incident that is reportable pursuant to 935 CMR 500.110(7)(a) will be maintained by a CAC for no less than one year or the duration of an open investigation, whichever is longer, and made available to the Commission and law enforcement authorities upon request.

Security Auditing

1. CAC will implement an inspection and testing program, which will include regular scheduled inspections and testing of all security systems and equipment pursuant to manufacturers recommendations and industry best practices.
2. All security equipment and devices will be inspected and tested for proper operation at intervals of no more than 30 days by a qualified security staff person, vendor, or service company.
3. Monthly Testing
    a. Monthly testing by security personnel will include inspection of:
        i. All Perimeter detection devices (perimeter door and/or window contacts);
        ii. Motion detection devices (excluding high security or inaccessible areas);
        iii. Panic Button/ hold-up devices;
        iv. Alarm system communication and reporting to central station;
        v. Video system operational confirmation;
        vi. Video system camera review;
        vii. Access control operational confirmation;
        viii. Lock check;
        ix. Physical building check;
        x. Device activations reporting properly to alarm management system;

xi. Inspect and test alarm system control panel equipment;

xii. Alarm system confirmation of operation;

xiii. Alarm system communication to central station;

xiv. Fire alarm system visual inspection;

xv. Video system visual inspection and camera review;

xvi. Video system confirmation of recording and remote access functions;

xvii. Video system power supply check;

xviii. Access control system database and alarm history reporting;

xix. Access control system power supply (s) check;

xx. Access control system ID card database check;

xxi. Access control and video system head equipment;

xxii. Vault/storage operations;

b. Security personnel will record all monthly testing in electronic alarm database and make note of testing log book for review by determined personnel.

4. Quarterly Auditing

   a. Quarterly inspection and testing will be conducted by licensed and qualified vendors for all security devices and systems.

   b. Vendor inspection reports will include a list of all system devices verifying that each device has been tested and will note any and all device or system failures.

   c. Vendor inspection report will include a comment or recommendation section to document any technician findings with regard to system defects or vulnerabilities that may or may not constitute a device or system failure but should be addressed by CAC.

   d. Vendor inspection and testing reports will be filed with the Director of Security and made available to CAC management staff.

5. Annual Auditing

   a. A comprehensive annual security system audit will be performed by a Cannabis Control Commission-approved vendor per requirements of 935 CMR 500.110 (8).

   b. A report of this audit must be submitted to the Cannabis Control Commission, no later than 30 calendar days after the audit is conducted.

   c. If the audit identified concerns related to the security system, CAC must also submit a plan to mitigate those concerns within 10 business days of submitting the audit.

   d. A designated employee will maintain all documentation of security system testing and inspection reports and will make available to CAC management.

   e. All inspection and testing records will be made available to Cannabis Control Commission upon request.

6. Inspection reports that indicate any failure of security devices or equipment and constitute a loss of security or reduced level of security, will be assessed by CAC to determine the impact on facility security and take steps to provide adequate alternative security measures if needed.

7. All security device or equipment failures will be investigated by CAC to determine cause of the failure and implement steps for remediation when needed.

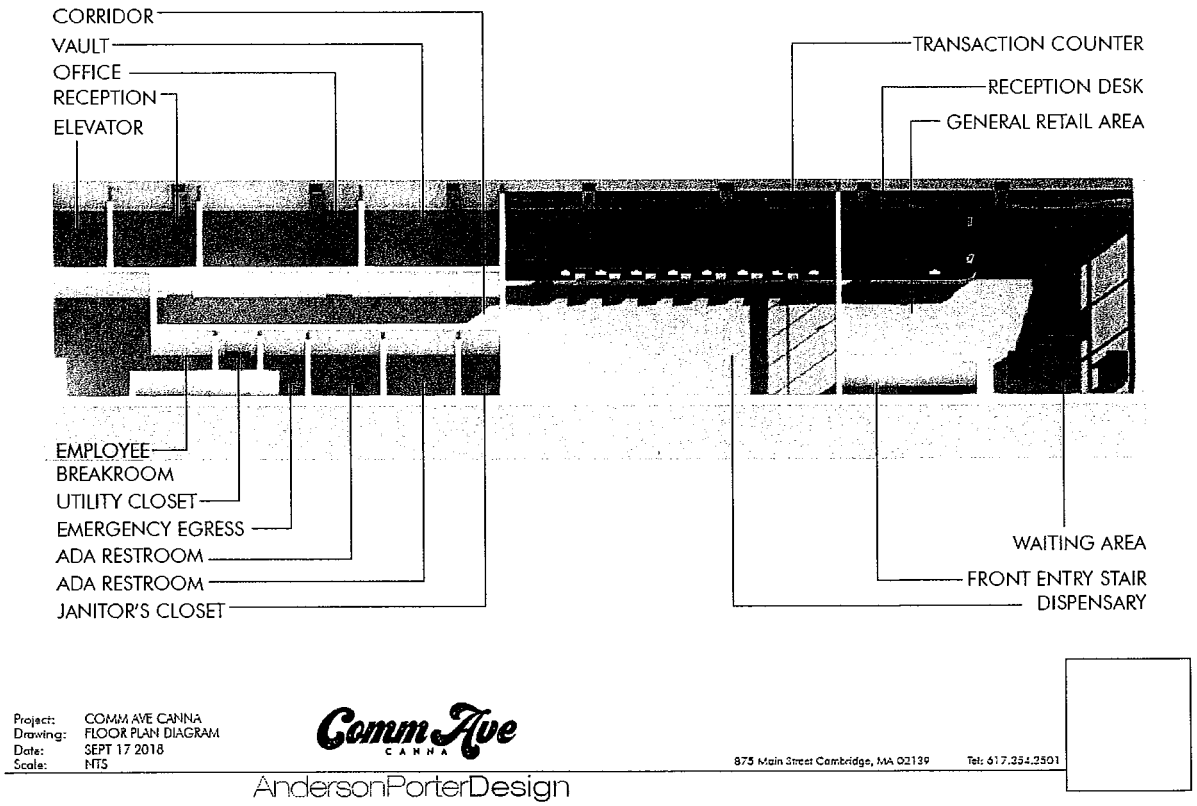
Document Sharing

1. CAC will share all security plans and procedures with law enforcement authorities and fire services as set forth in 935 CMR 500.110.1. (o)
    a. CAC will update law enforcement authorities and fire services if the plans or procedures are modified in any material way.
2. All Limited Access Areas will be clearly described by the filing of a diagram of the registered premises, in the form and manner determined by the Cannabis Control Commission, reflecting all entrances, exits, walls, partitions, storage, disposal and retail sales areas.

Employee Screening

1. All staff employees and security staff will at a minimum have Criminal Offender Record Information checks conducted prior to employment and each year of continued employment. Additional records checks requested by the Town of Brookline or the Cannabis Control Commission will be completed as required.

Attachments



(Figure 1)

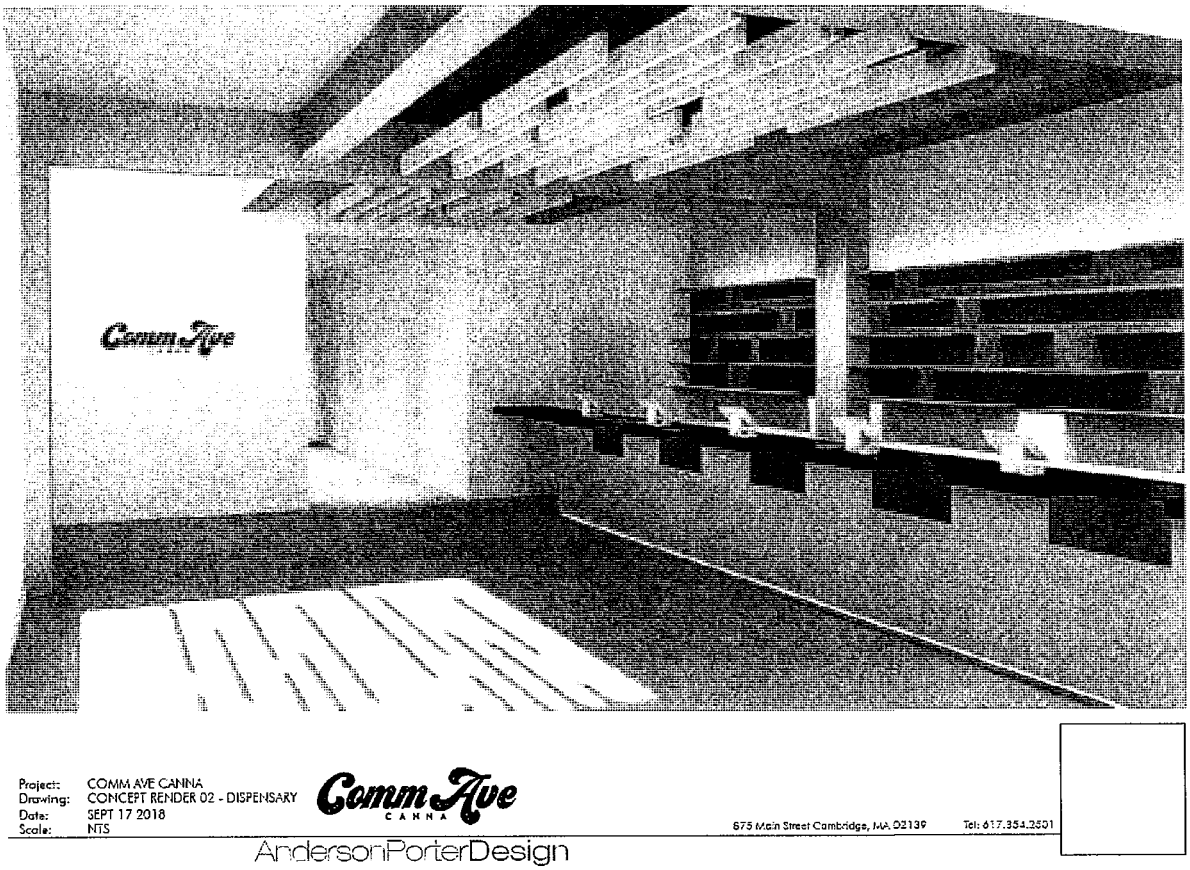


Project: COMM AVE CANNA
Drawing: CONCEPT RENDER 01 - LOBBY
Date: SEPT 17 2018
Scale: NTS

875 Main Street Cambridge, MA 02139 Tel: 617.354.2501

AndersonPorterDesign

(Figure 2)


Project: COMM AVE CANNA
Drawing: CONCEPT RENDER 02 - DISPENSARY
Date: SEPT 17 2018
Scale: NTS
675 Main Street Cambridge, MA 02139
Tel: 617.354.2501
AndersonPorterDesign

(Figure 3)


Project: COMM AVE CANNA
Drawing: CONCEPT RENDER 03 - DISPENSARY
Date: SEPT 17 2018
Scale: NTS
875 Main Street Cambridge, MA 02139
Tel: 617.354.2501
AndersonPorterDesign

(Figure 4)

COMM AVE CANNA – STATE APPLICATION: PLAN TO PREVENT DIVERSION

State Application: Plan to Prevent Diversion 1

Introduction 1

Employee Policies & Training 2

Preventing Diversion to Minors 4

Safe Disposal of Marijuana Waste 5

Storage 6

Recyclable & Organic Materials 7

Marijuana Waste 8

Waste Disposal Records 9

Transportation 10

Inventory 11

Limited Access Areas 12

Security 13

Incident Reporting 14

Conclusion 15

Introduction

Comm Ave Canna takes seriously the responsibilities that accompany operating a Marijuana Retailer and understands that diversion or theft of marijuana can facilitate illegal drug trafficking, contribute to violence and crime, and harm public health. To avoid causing any

negative effects on the community, Comm Ave Canna has developed stringent procedures and physical security measures for the Marijuana Retail facility, which build on the experience and stellar compliance records of the owner's existing businesses, The Living Room bar and lounge and Perfect Tan tanning salon/hairdressing studio, located in Boston & Brookline respectively. To keep its employees safe and to effectively respond to emergencies, Comm Ave Canna has developed emergency response procedures that it will train all employees on. Thorough anti-pilferage, employee monitoring, inventory tracking, and diversion investigation procedures will deter, detect, and prevent diversion and theft of marijuana inventory. Using the Cannabis Control Commission's (the "Commission") regulations and marijuana industry best practices, Comm Ave Canna has developed the following plan in order to protect the safety of its personnel and the surrounding community and to secure its marijuana inventory against diversion or theft at all times.

As evidenced by the founding team's 20 years of impeccable compliance and relationships with officials in the bar and night club industry, Comm Ave Canna will maintain good relationships and open lines of communication with the Commission and local law enforcement. Comm. Ave Canna considered diversion prevention in every aspect of business planning, and thus its plan to prevent diversion encompasses most every area of the business, including: Employee Policies & Training, Safe Disposal of Marijuana Waste, Transportation, Inventory, Incident Reporting, Preventing Diversion to Minors, Limited Access Areas, and Security.

Employee Policies & Training

Prevention of diversion begins with hiring only trustworthy managers and employees. As detailed herein, Comm Ave Canna will implement strict hiring procedures to avoid hiring

potential troublemakers. All employment candidates will undergo a criminal background check using CORI and must qualify for registration with the Commission. *935 CMR 500.030*. Comm Ave Canna will not hire any candidates under the age of twenty-one years, who have been convicted of an offense involving the distribution of controlled substances to minors, who have had a disqualifying controlled substance conviction, or any convictions for any offenses that call the candidate's integrity into question. Candidates who provide false information will be permanently disqualified from future employment. Further, Comm Ave Canna will request in its employment application forms that candidates provide references regarding their character and previous work experience so that all candidates may be fully vetted during the hiring process.

Comm Ave Canna will continue to monitor employees after they have been hired. Employees will be instructed to report suspicious behavior of co-workers to management using a confidential reporting process developed by the HR Director. Comm Ave Canna will perform additional screening whenever an employee is promoted or has his or her access privileges increased, meeting with the employee to specifically discuss the changes to access privileges associated with their new job role. Comm Ave Canna will implement a zero-tolerance policy towards diversion of marijuana or unlawful use of marijuana products, and all employees will be thoroughly trained on this policy and all anti-diversion procedures, including inventory audits and security of Limited Access Areas.

Employee onboarding training will include instruction on Comm Ave Canna's policies regarding diversion prevention, including Comm Ave Canna's zero-tolerance policy toward diversion of marijuana. If a dispensary agent sells or otherwise transfers marijuana or usable marijuana to a person not authorized to possess marijuana or usable marijuana, the Commission will revoke the agent's registration card and the individual is disqualified from further

involvement with Comm Ave Canna in any capacity. Policies will be detailed in the employee handbook, which all employees must read and sign to confirm their understanding of an agreement to all diversion prevention policies. Employees must read and sign the employee handbook and complete all diversion prevention training prior to beginning work at the dispensary.

Part of employee diversion training will involve instruction on how to identify diversion, including signs of possible diversion, suspicious activities, and discrepancies in inventory records. Employees will be required to immediately report any suspected diversion or suspicious activities to a member of management, who will then initiate an investigation in accordance with established policies and procedures and notify the Commission and law enforcement authorities. To encourage reporting, Comm Ave Canna will implement an anonymous reporting system that will allow employees to report potential diversion without disclosing their identity.

Preventing Diversion to Minors

Comm Ave Canna will not sell, transfer, or otherwise distribute marijuana or marijuana products to consumers under 21 years of age. Individuals under 21 will not be permitted to enter the Comm Ave Canna dispensary premises, either as a consumer or as a visitor. *M.G.L. c. 94G, § 4(a 1/2)*. Only consumers 21 years of age or older may access any Enclosed Area of the dispensary, which will be equipped with locks and other extensive security devices. *935 CMR 500.002*.

Comm Ave Canna will train its employees, especially security staff, on policies and procedures to prevent the diversion of marijuana to individuals younger than 21 years old. *935 CMR 500.105 (1)(o)*. Comm Ave Canna's owners have two business serving age-restricted

populations in Boston & Brookline, and they credit their perfect compliance in both locations to hands-on training and management. Comm Ave Canna employees will check for proof of every patron's identity and age before allowing entrance into the dispensary using: a liquor purchase identification card issued under M.G.L. c. 138, § 34B, an identification card issued under M.G.L. c. 90, § 8E, a motor vehicle license issued pursuant to M.G.L. c. 90, § 8, a valid U.S. or foreign passport, or a valid U.S. military identification card. *M.G.L. c. 94G, § 9(b); 935 CMR 500.140(2).* If an individual is unable to produce valid proof of identification, Comm Ave Canna will refuse entrance into the dispensary and sales to the individual. *935 CMR 500.140(5).*

To deter the interest in marijuana products by minors, Comm Ave Canna will never target or market to minors in advertising, marketing, or educational materials. Comm Ave Canna will follow all rules and prohibitions regarding advertising to minors. For more information, see the "Marketing Plan" as part of this application.

Safe Disposal of Marijuana Waste

Comm Ave Canna will minimize waste produced from its dispensary operations to the greatest extent possible and manage waste materials appropriately and responsibly. Comm Ave Canna will store, secure, and manage all recyclables and waste, including waste containing marijuana, in accordance with state and local law. *935 CMR 500.105 (12)(a).* Responsible marijuana waste disposal is crucial to preventing diversion and can often be overlooked or unappreciated by employees. For this reason, Comm Ave Canna will vigorously train its employees on marijuana waste disposal procedures according to law and Comm Ave Canna's detailed standard operating procedures.

Comm Ave Canna will have separate areas for storage of marijuana that is outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached, until such products are destroyed. *935 CMR 500.105 (11)(b).* All such products, once identified, will be clearly marked, placed in the pre-determined area for this type of inventory, and made clearly distinguishable from sellable products to ensure that defective products will never be returned to regular inventory or sold to customers. Defective products will be wrapped in yellow tape and feature brightly colored sticker alerts that clearly read in bold lettering, "QUARANTINED - NOT FOR SALE." They will also feature additional individual brightly colored alert stickers when applicable.

At least two dispensary agents will sort and separate all waste into four categories: organic material, recyclable material, solid waste, and marijuana-containing waste. Each category will be treated differently and transferred to its corresponding channel. Any waste containing marijuana or marijuana product, of any amount, will be securely stored in exclusive-use, clearly marked zones only for the storage of marijuana waste while awaiting destruction and disposal according to law.

By the nature of its license, Comm Ave Canna does not anticipate generating a significant volume of marijuana waste, but it is prepared to handle any kind of marijuana waste should the need arise.

Storage

Marijuana waste may include marijuana that is outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached, or any marijuana that is in any way not in compliance with state regulations or Comm Ave Canna

standards. *935 CMR 500.105 (11)(b).* When temporarily storing marijuana waste, of any amount, prior to disposal, dispensary agents will store all marijuana waste and waste containing marijuana in the dispensary's Limited Access Area in exclusive-use, clearly marked zones designated only for storage of marijuana bound for destruction and disposal. These zones will be located away from all other segments of operation. Waste will never be stored in close physical proximity to marijuana or products in order to avoid contamination. The General Manager will perform spot audits of all marijuana inventory designated as waste in order to ensure that the amount on hand matches the amounts in Metrc and the POS. Comm Ave Canna will never store marijuana waste in containers accessible by consumers, the public, or anyone except for authorized dispensary agents. Comm Ave Canna will store, secure, and manage all recyclables and waste, including organic waste composed of or containing finished marijuana and marijuana products, in accordance with applicable state and local statutes, ordinances, and regulations. *935 CMR 500.105 (12)(a).* For more information regarding Comm Ave Canna's policies for handling marijuana waste please see the *Inventory Procedures Summary* submitted as part of this application.

Recyclable & Organic Materials

Comm Ave Canna will recycle waste materials whenever possible. *M.G.L. c. 94G, § 4(a 1/2)(xxviii).* Commercial recycling is also mandatory under local Brookline ordinances, and all waste, which does not include marijuana and is recyclable under 310 CMR 16.02, will be recycled using Brookline's single stream recycling program.

Organic material will be redirected from solid waste disposal and composted if possible. Under 310 CMR 19.017, Comm Ave Canna is not required to divert organic material from solid

waste facilities, because they will not create over one ton of organic material per week to qualify as a "Commercial Organic Material" producer. *310 CMR 19.006 and 19.017.* Currently, Brookline's Department of Public Works does not offer curbside organics pickups, but Comm Ave Canna is considering contracting with other organizations in the Greater Boston area that provide organic compost services. The owners of Comm Ave Canna began a Community Garden decades ago in the Mission Hill neighborhood of Boston, and they encourage neighbors and local schools to participate in growing fresh, local food and beautifying the neighborhood. If permitted by the state and municipality, Comm Ave Canna will explore donating its organic compost material to the Community Garden. Prior to donation, all cannabis material will be rendered unusable and unrecognizable, and no cannabis will be composted at the Community Garden.

Marijuana Waste

At least two Comm Ave Canna agents will witness and document the disposal or other handling of marijuana waste. *935 CMR 500.105 (12)(d).* If composting is a viable option, two Comm Ave Canna agents will grind and mix marijuana waste with other organic material so that the resulting mixture is at least 50% non-marijuana material and unusable for its original purpose, and then compost the organic waste according to law. *935 CMR 500.105(12)(c)(2).*

Until curbside composting is available in Brookline, a third-party compost service is secured, or donating compost to a Community Garden is explicitly approved by the state and municipality, Comm Ave Canna will dispose of marijuana waste at solid waste facilities. Two Comm Ave Canna agents will grind up the marijuana waste and mix with solid wastes such that the resulting mixture is made up of 50% or less of marijuana material and renders the marijuana unusable for its original purposes. *935 CMR 500.105(12)(c)(3).* Once rendered unusable, two

agents will transfer the mixture to secured and locked receptacles on Comm Ave Canna property to await transfer to a solid waste disposal facility.

Comm Ave Canna will dispose of liquid waste containing marijuana in compliance with all applicable state and federal requirements for discharge of pollutants into surface water or groundwater. Pending disposal, Comm Ave Canna will store liquid waste containing marijuana in an industrial wastewater holding tank in accordance with 314 CMR 18.00: Industrial Wastewater Holding Tanks and Containers. *935 CMR 500.105 (12)(b).*

Waste Disposal Records

Two or more Comm Ave Canna agents will witness and document how marijuana waste is disposed or otherwise handled. The General Manager will perform another spot-audit of waste marijuana at the time of disposal, using Metrc to confirm the amounts on hand, in order to ensure that no diversion has occurred. The agents will record the date, the type and quantity disposed or handled, the manner of disposal or other handling, the location of disposal or other handling, and the names of the two Comm Ave Canna agents present during the disposal or other handling, with their signatures. Comm Ave Canna will retain these records for at least three years. *935 CMR 500.105(12)(d)*. These marijuana waste records will also be incorporated into Comm Ave Canna's inventory and POS systems so that all marijuana is properly tracked and recorded in the inventory system and Metrc.

During inventory audits, the General Manager will confirm records were properly kept of every marijuana waste disposal by two Comm Ave Canna agents and that the amounts of marijuana disposed of reconcile with the overall inventory records. For more information on inventory procedures, see the *Inventory* section of this application.

Transportation

As a Marijuana Retailer, Comm Ave Canna will leverage strong relationships with its vendors to realize consistent, timely deliveries of the products it will sell. Comm Ave Canna will work directly with Marijuana Cultivators and Marijuana Product Manufacturers who, by the nature of their respective licenses, are authorized to transfer marijuana and marijuana products to other Marijuana Establishments, but not to consumers. *935 CMR 500.050 (2)(a); (4).* To hedge against supply challenges, Comm Ave Canna will develop relationships with Marijuana Transporters, including those with an existing license (e.g., as part of a cultivation, processing, or dispensing license) and with third-party transporters to mitigate the possibility of a supply shortage. *935 CMR 500.050 (8)(a).*

Even though Comm Ave Canna does not at this time plan to transport any product themselves, they understand the duties of the receiving party in transport, and the importance of abiding by inventory control and reporting requirements to ensure product is not diverted and the transport is completed safely and securely. Comm Ave Canna will mandate transporters to follow all applicable regulations and will follow all manifest procedures under 935 CMR 500.105(13)(f). If a Marijuana Cultivator, Marijuana Product Manufacturer, or other authorized Marijuana Transporter is transporting marijuana to Comm Ave Canna and is involved in any vehicle accidents, diversions, losses, or other reportable incidents, Comm Ave Canna will report the incident to the Commission and to law enforcement authorities within 24 hours. *935 CMR 500.105(13)(b).* Once a shipment arrives at the facility, the General Manager will accept or refuse the shipment; if refused, it is not accepted into Comm Ave Canna's inventory and is sent back to the originating establishment. Within 8 hours of product arriving at Comm Ave Canna,

inventory agents will re-weigh, re-inventory, and account for, on video, all marijuana transported. *935 CMR 500.105(13)(a).*

For more information on Comm Ave Canna's transportation plans, see the *Transportation* section of this application; for more information on inventory practices, see below and the *Inventory Plan* section of this application.

Inventory

Inventory control is a keystone for diversion prevention. Comm Ave Canna's founders own and run a restaurant, bar, and lounge and have experience managing the inventory of alcohol in a similar manner to the requirements for marijuana. The Hauck family understands that inventory control requirements for marijuana are significantly different than for alcohol, but believes that their experience and proven commitment to regulatory compliance will translate into strong inventory controls at their Marijuana Retailer. Comm Ave Canna will use this experience to ensure that their inventory is strictly controlled for dispensary operations in Massachusetts, thereby mitigating diversion risks. The inventory management process will begin with every delivery of product and end with reconciliation of finished package tags in Metrc or the destruction of waste product in accordance with 935 CMR 500.105(12).

Comm Ave Canna's General Manager will perform inventory audits monthly and comprehensive inventory at least once annually. *935 CMR 500.105(8)(c).* The General Manager will conduct inventory audits at least once every calendar month or upon discovering a discrepancy during regular business operations. *935 CMR 500.105(8)(c)(2).* If a discrepancy is discovered during the course of sale, a manager will perform a spot reconciliation in order to resolve the discrepancy. The General Manager will also perform spot audits at random in order

to check for dispensing mistakes as well as to increase the visibility of auditing procedures to Dispensary Associates. Should the General Manager, or any other Comm Ave Canna agent, discover any irreconcilable or unusual discrepancy in weight or inventory they will report the discrepancy to company management, the Cannabis Control Commission, and law enforcement authorities immediately within 24 hours of the discovery of such a discrepancy. *935 CMR 500.105(13)(b).*

Limited Access Areas

To alleviate the dangers of diversion, all dispensing activities, including, storage, weighing, and disposal of marijuana under the control of Comm Ave Canna will occur in Limited Access Areas ("LAA") accessible only through locked keycard access doors. Access to LAAs shall be restricted to employees, agents, or volunteers specifically permitted by Comm Ave Canna; agents of the Commission; state and local law enforcement; and, emergency personnel. *935 CMR 500.110(4)(c).* Access to these LAAs is tightly secured by cameras, locks, and keycard access, and clearly marked with 12" by 12" signage which states: "Do Not Enter—Limited Access Area—Access Limited to Authorized Personnel Only" in lettering no smaller than one inch in height. *935 CMR 500.110(4)(a).* Comm Ave Canna Employees will visibly display a dispensary-issued employee identification badge at all times while at the dispensary. *935 CMR 500.110(4)(d).* All outside vendors, contractors, and visitors must log in and out with the security staff, obtain a visitor identification badge prior to entering a LAA, and display the badge at all times within the LAA; a Comm Ave Canna employee authorized to enter the LAA will escort these individuals at all times while in the LAA. The visitor log will be available for inspection by the Commission at all times and all visitors must return their identification badges to the Comm

Ave Canna security staff upon logging out and exiting. *935 CMR 500.110(4)(e)*. Adherence to these procedures will lessen the possibility of diversion by unauthorized entrants into areas containing marijuana.

Security

As fully detailed in the *Security Plan* section of this application, Comm Ave Canna will take every precaution to run safe and security dispensing operations that prevent diversion, theft, and loss. Beginning first with their Security Advisor and consultant, Comm Ave Canna has put significant resources and manpower into establishing a top-of-the-line security plan to prevent diversion and keep the facility, employees, and patrons safe.

Comm Ave Canna's Security Advisor, Edward F. Davis, III, is a leader in security, law enforcement, partnerships, innovative technology, and audit and compliance. Mr. Davis is the former Police Commissioner of the Boston Police Department and former Superintendent of the Lowell Police Department. Mr. Davis retired from law enforcement after 34 years. He oversaw security operations for 6 world championship celebrations, the Occupy Boston Movement, and led the highly successful response to the Boston Marathon bombing. While Commissioner, Mr. Davis had oversight of the Boston Police Department SWAT teams and missions.

As the founder and CEO of Edward Davis, LLC, Mr. Davis represents Fortune 500 companies and other corporations including Uber, Deloitte, Draft Kings, Miami Marlins, and the Red Sox, as well as venture-backed technology startups and government agencies. Mr. Davis leads a team of security and technology solutions experts including former federal, state, local law enforcement, military officials, corporate leaders and attorneys with strong links to academic institutions, national and international government and intelligence entities.

The Comm Ave Canna facility will be commercially secured with locks, alarms, surveillance equipment, safes, vaults, keycard access points, and other safety precautions as prescribed by law and as necessary to ensure the strictest security of the facility, marijuana products, consumers, and employees.

Comma Ave Canna will store all marijuana in a secure, locked safe or vault inside of the dispensary's Limited Access Area as to prevent diversion, theft, and loss. All marijuana products will be tracked and surveilled closely when outside of the locked vault. Should an instance of diversion, theft, or loss of marijuana occur, Comm Ave Canna will secure all product and conduct an assessment to determine whether additional safeguards are necessary. *935 CMR 500.110.*

All Comm Ave Canna employees, especially security staff, will be well-trained on diversion policies and procedures and will clearly understand how to react in emergency situations to mitigate diversion and promote safety.

Incident Reporting

To protect its marijuana inventory from entering the grey market through diversion, Comm Ave Canna will implement comprehensive investigation and reporting protocols for suspected diversion. In the event of any breach of security, Comm Ave Canna will notify appropriate law enforcement authorities and the commission immediately and, in no instance, more than 24 hours following discovery of the breach. *935 CMR 500.110(7)(a).* Within ten days of any security breach (e.g., involving inventory, diversion, criminal or suspicious activity, unauthorized destruction, loss of records, alarm activation, security alarm system loss, loss of electrical power or mechanical malfunction over 8 hours), Comm Ave Canna will notify the Commission by

submitting an incident report in the form and manner determined by the Commission that details the circumstances of the event, any corrective action taken, and confirmation that the appropriate law enforcement authorities were notified. *935 CMR 500.110(7)(b).* Comm Ave Canna will maintain documentation of the incident for no less than one year or the duration of any investigation into the incident. *935 CMR 500.110(7)(c).*

Conclusion

The Comm Ave Canna leadership is committed to preventing diversion, especially to minors, as evidenced by the Hauck family's track record of strict compliance in two highly regulated industries. The Hauck's restaurant, bar, and lounge, The Living Room, which has been in operation since 1998, is inspected up to eight times annually by various licensing agencies plus surprise inspections and sting operations by the City of Boston License Investigations Unit and the Massachusetts Alcoholic Beverages Control Commission, and has never once been cited for serving minors or overserving of clients.

With a strong history in regulatory compliance, Comm Ave Canna will compile and implement employment, disposal, transportation, inventory, reporting, and investigative procedures to prevent diversion or theft of its marijuana. The core of diversion prevention is hiring and training trustworthy employees while maintaining effective surveillance and oversight to identify and preempt potential diversion. Detailed procedures for daily operations, inventory reconciliation, and responding to security breaches are a vital part of Comm Ave Canna's plan to prevent diversion or theft of its inventory.

B

COMM AVE CANNA, INC.
DIVERSITY PROGRAM

1. OVERVIEW/DEMOGRAPHICS

Comm Ave Canna, Inc. ("**CAC**") is dedicated to promoting equity in its operations for diverse populations, which the Cannabis Control Commission has defined to include the following demographic distinctions: 1. Minorities; 2. Women; 3. Veterans; 4. People with disabilities; and 5. LGBTQ+ (collectively, the "Diverse Populations"). CAC's diversity goals will be reached over time, using the metrics detailed herein, by extensive targeted recruiting of the above-listed demographics, to include, but not be limited to, the areas of Roxbury, Mattapan, and Dorchester, and the economically disadvantaged populations (low income) of Brookline.

2. ACKNOWLEDGEMENTS

CAC acknowledges and is aware, and will adhere to, the requirements set forth in 935 CMR 500.105(4) which provides the permitted and prohibited advertising, branding, marketing, and sponsorship practices of every Marijuana Establishment. Any actions taken, or programs instituted by CAC, will not violate the Cannabis Control Commission's regulations with respect to limitations on ownership or control or other applicable state laws

3. **GOALS:** CAC has the following specific goals, in addition to the Programs detailed in Section 4, to established balanced and equitable diversity in its workforce:

   3.1 Create hiring practices to employ no less than 30% of individuals from Diverse Populations so that CAC's employee demographic, at minimum, exceeds the host community's demographic in the above-listed groups;
   3.2 Create hiring and training practices to employ a minimum 30% of individuals from Diverse Populations to hold management and executive positions and to provide them tools for success;
   3.3 Participate in no less than two (2) job fairs annually to promote the hiring of Diverse Populations
   3.4 Conduct a diversity training seminar with staff no less than once per calendar year;

4. PROGRAMS

CAC's Diversity Programs for its Marijuana Retail operation, along with its plans to track and monitor such programs, are listed below:

4.1 Targeted Recruitment: Recruit at two (2) or more job fairs in areas of disproportionate impact (as defined by the CCC) and actively search for diverse and qualified candidates.

4.2 Community & Organizational Outreach. CAC's specific local recruitment strategies will include outreach to the following organizations. Please note that no monetary funds or time will be donated by CAC to the organizations.

a) *Project Place (Boston):* Social Services Agency. Clients include veterans, women and men returning from prisons.
b) *Next Steps Training Incentive Program (Brookline):* Career/employment/training resource and referral program of the Brookline Housing Authority funded in part by the Brookline Community Foundation and a Community Development Block Grant (CDBG).

c) *Brookline Veteran's Service Department (Brookline)*: Assists local veterans in finding employment;
d) *Roxbury Community College & Fenway Community Development Corporation Career Fair (Boston).*
e) *LGBTQ Job Fairs/Massachusetts LGBT Chamber of Commerce (Boston):* Register and attend annual events held in the City of Boston.

4.3 Advertise for Diversity. CAC will undertake the following tasks when advertising for job openings:

a) Include an affirmative action policy or statement in all job advertisements and CAC's website;
b) Every posted CAC job opportunity will be published in no less than one (1) local newspaper in disadvantaged areas of Boston and Greater-Boston.

4.4 Target Recruitment Activities to Diverse Populations

a) On a quarterly basis (no less than four times per year), discuss objectives with hiring managers and track the demographic profile of existing staff to refine, increase, and achieve diversity goals;
b) CAC shall have staff attend no less than (1) job fair per year at local community, junior, and 4-year colleges that serve primarily underrepresented populations;
c) Maintain a file of resumes and contact information for potential candidates from Diverse Populations.

4.5 Training, On-the-Job Mentorships and Career Ladders

a) CAC will include policies regarding Diversity and Equal Employment Opportunity within the company's Employee Handbook. The handbook will be distributed to all new employees during the initial employee training period;
b) At the time of hire, provide CAC employees with information on cannabis industry training and mentorship opportunities;

5. METRICS AND MONITORING OF DIVERSITY PROGRAM

CAC's Human Resource Director will work to meet the company's goals of diversity and inclusion.

5.1 Implementation: The implementation of CAC's Diversity Plan shall include setting and meeting diversity and inclusion goals based upon regular review of workforce metrics, as further detailed below; (a) Scheduling and implementing employee meetings to make sure goals are met; (b) Creating positive dialogue with staff on merits of diversity and inclusion; (c) Training and events designed to focus on appreciation and recognition of diversity; (d) Providing short surveys to engage employees and gather their opinions on workplace; (e) Monitoring, developing, and auditing our procedures, programs and policies to promote greater diversity and more inclusion in workforce.

5.2 Metrics. Further, CAC will use the following protocols to measure the metrics of its Diversity Program (particularly the measurable goals detailed in Section 3):

a) CAC will calculate and record, upon issuance of its Marijuana Retailer license, the number of self-identified members of Diverse Populations among management and staff in order to provide a base measure of diversity employment at the outset of company operations;
b) CAC will measure the progress and success of the program goals, including those detailed in Sections 3 and 4 above, one year from the issuance of CAC's Provisional License and each year thereafter.
c) CAC will maintain an up-to-date record of recruitment, hiring, and promotion of people falling into the above-mentioned demographic groups;
d) CAC will document the number and type of postings and job announcements in media outlets and other venues serving under-represented population;
e) CAC will annually review its staff and management diversity to ensure that it reflects the demographic diversity of its host community;
f) To ensure that CAC's internal benchmarks are reached, CAC will employ a metric system such as Glint, Office Vibe, or Survey Monkey to track employee hires.

C

1030 Commonwealth Avenue

Brookline, Massachusetts

Transportation Access Plan

Prepared For:

Comm Ave Canna

Prepared by:

Design Consultants, Inc.

March 2019

Revised October 2019

Revised March 2020

TABLE OF CONTENTS

A. PROJECT SUMMARY 5
B. PROJECT DESCRIPTION 6
C. TRANSPORTATION IMPACT STUDY AND ACCESS PLAN 11
C1. Executive Summary 11
C1.1 Safety Analysis 11
C1.2 Trip Generation 12
C1.3 Intersection Capacity Analysis 12
C1.4 Conclusion 13
C2. EXISTING CONDITIONS 14
C2.1 Study Area 14
C2.2 Traffic Volumes 17
C2.3 Safety Analysis 21
C2.4 Existing Capacity Analysis 25
C3. FUTURE NO-BUILD CONDITIONS 27
C3.1 2025 No-Build Traffic Volumes 27
C3.1 2025 No-Build Capacity Analysis 29
C4. 2025 FUTURE BUILD CONDITIONS 30
C4.1 Trip Generation 30
C4.2 Trip Distribution 31
C4.3 Transit Analysis 31
C4.4 Parking Analysis 32
C4.5 Delivery and Service Vehicle Analysis 33
C4.6 Pedestrian Analysis 33
C4.6 Intersection Capacity Analysis 37
C5. TRANSPORTATION DEMAND MANAGEMENT 37
D. CONCLUSION 38

LIST OF FIGURES

Figure B1: Study Intersections 7
Figure B2: Bus, Rapid Transit, and Public Parking Facilities 8
Figure B3: Site Plan and Surface Parking Lot Layout 9
Figure C2.1: 2018 Existing Pedestrian Volumes 18
Figure C2.2: 2018 Existing Bicycle Volumes 19
Figure C2.3: 2018 Existing Traffic Volumes 20
Figure C3.1: 2025 Future No-Build Traffic Volumes 28
Figure C4.1: Trip Distribution 34
Figure C4.2: Site-Generated Trips 35
Figure C4.3: 2025 Future Build Traffic Volumes 36

LIST OF TABLES

Table C1.1 Sight Distance Summary 11
Table C1.1: Level-of-Service Summary 12
Table C1.2: Vehicle Delay Summary 13
Table C2.1: ATR Volume Summary 17
Table C2.2: MassDOT Intersection Crash Summary 22
Table C2.3: AASHTO Minimum Recommended SSD and ISD 23
Table C2.4: Measured Sight Distances at Babcock Street Driveway 24
Table C2.5: Measured Sight Distances at Winslow Road Driveway 24
Table C2.6: Intersection LOS Thresholds 25
Table C2.7: 2018 Existing Conditions LOS 26
Table C3.1: 2025 No-Build Conditions LOS 29
Table C4.1: Trip Generation Calculations (per ITE) 30
Table C4.2: Adjusted Trip Generation 31
Table C4.3: Parking Supply and Demand 32
Table C4.3: 2025 Build Conditions LOS 37

APPENDICES

APPENDIX A – MULTI-MODAL TRANSPORTATION
APPENDIX B – TRAFFIC COUNTS
APPENDIX C – SAFETY ANALYSIS
APPENDIX D – BACKGROUND TRIPS
APPENDIX E – TRIP GENERATION
APPENDIX F – INTERSECTION CAPACITY ANALYSIS

[This Page Left Blank Intentionally]

A. PROJECT SUMMARY

Design Consultants, Inc. (DCI) has been contracted by the Client, Comm Ave Canna, to prepare a Transportation Access Plan (TAP) for a project at 1030 Commonwealth Avenue ("Project") in Brookline. The following background information pertains to the proposed Project.

Project Name and Street Address:

1030 Commonwealth Avenue, Brookline, MA 02215

Project Location including Adjacent Intersections:

The building is located along Commonwealth Avenue between Winslow Road and Babcock Street. The building is attached on both the east and west to other retail buildings and is bordered by Commonwealth Avenue to the north and a parking lot to the south.

Project Consultant's Name, Address, Telephone Number, and Name of Contact Person:

Design Consultants, Inc.
120 Middlesex Avenue, Suite 20
Somerville, MA 02145
617-776-3350
Wayne Keefner, P.E., PTOE

Anticipated Construction Starting and Completion Dates:

Redevelopment of the site will start when all permits are obtained from the Town of Brookline and construction is expected to take approximately one (1) month.

Current Zoning Designation of the Project, and Code Requirements with Regard to Parking, Loading Bays, and Building Scale:

The Project site is located in Zone G-2.0 (CA), which is a General Business zone. According to the Zoning By-Laws of Brookline, the site requires one (1) parking space per 400 square feet. With a total of 2,829 leasable square feet of space, this would require seven (7) parking spaces. The Project site requires one (1) loading dock.

Required Permits, Variances, and Licenses:

1. Special Permit for Use
2. Marijuana Retailer License from Select Board

B. PROJECT DESCRIPTION

The proposed Project at 1030 Commonwealth Avenue will change the use of the existing building, which is currently retail space (tanning salon), to a Marijuana Retailer. The existing building will continue to be used and there will be no increase in floor area. The Project will provide up to 12 parking spaces located in a parking lot behind the building, which can be accessed via both Winslow Road and Babcock Street. The site is approximately 150 feet from the Babcock Street stop on the MBTA Green Line and is connected via sidewalks and designated bicycle lanes along Commonwealth Avenue.

1. The site is currently a retail space and will be redeveloped to be a Marijuana Retailer. The following information applies to the proposed Marijuana Retailer site:

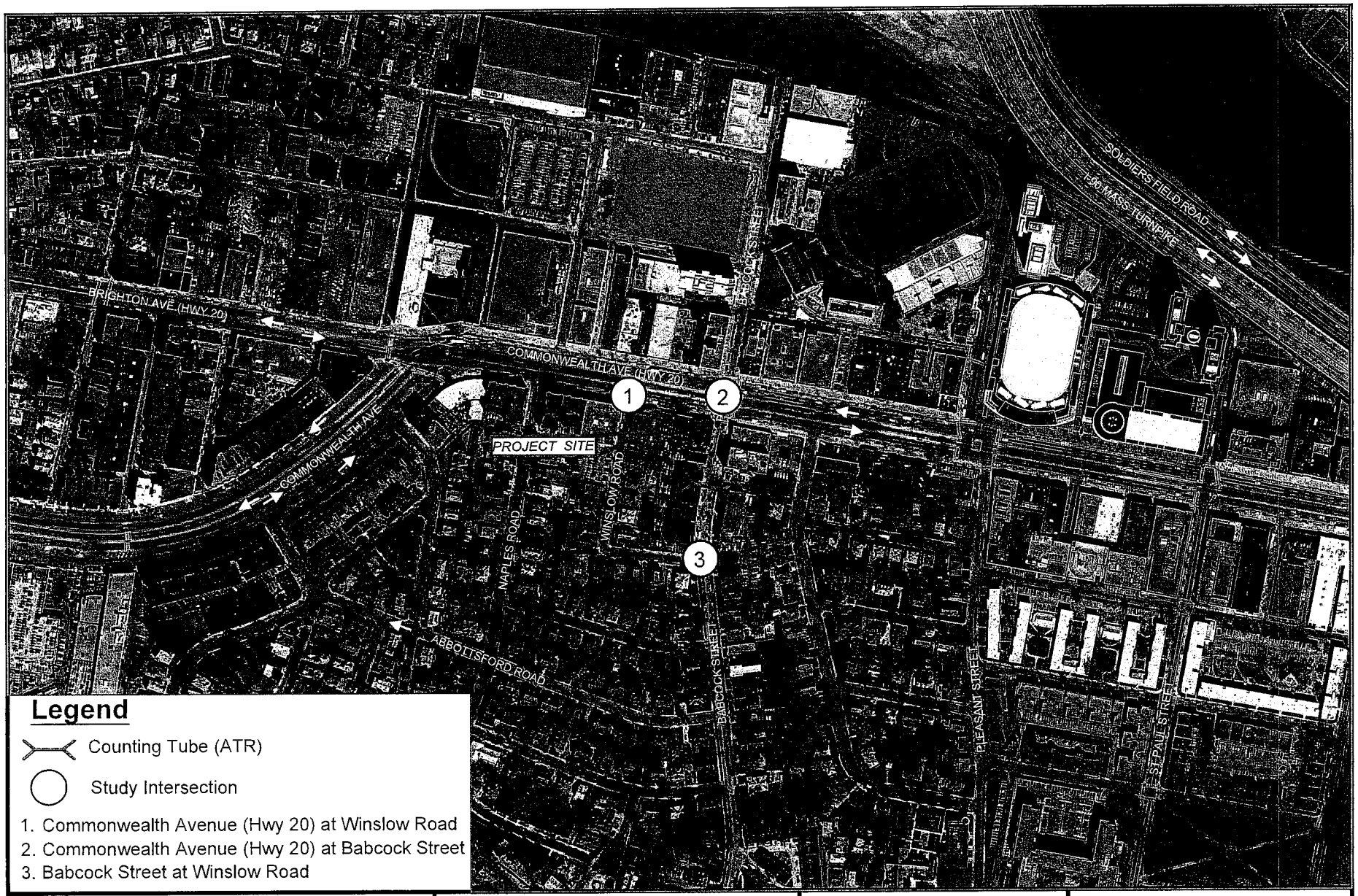
    - *Site Area (square feet):* 2,829 leasable square feet
    - *Building Height and Number of Stories:* 32 Feet and Two (2) Stories
    - *Number of On-Site Parking Spaces:* 12 (to be attended by a valet during business hours)
    - *Number and Dimensions of Loading Docks:* No Loading Docks On-Site

2. As mentioned, the site is located at 1030 Commonwealth Avenue between the intersections of Winslow Road and Babcock Street. The following three (3) intersections, as agreed upon with the Town of Brookline, were examined as part of this study:

    - Commonwealth Avenue (Route 20) at Babcock Street
    - Commonwealth Avenue (Route 20) at Winslow Road
    - Babcock Street at Winslow Road

    Each of the study intersections are highlighted in Figure B1. Figure B2 identifies nearby bus and rapid transit routes and stops, as well as nearby public parking facilities. Detailed schedules and route maps for each MBTA route is attached in Appendix A.

3. A site plan was prepared that shows, among other things, pedestrian and vehicular circulation patterns, project entrances and exits, drop-off and pick-up locations, and customer queuing areas. The site plan is shown in Figure B3.



Legend

Counting Tube (ATR)

Study Intersection

1. Commonwealth Avenue (Hwy 20) at Winslow Road
2. Commonwealth Avenue (Hwy 20) at Babcock Street
3. Babcock Street at Winslow Road

Design Consultants Inc.
Somerville - Quincy - Newburyport
www.dci-ma.com

1030 COMMONWEALTH AVENUE
BROOKLINE, MA

STUDY INTERSECTIONS

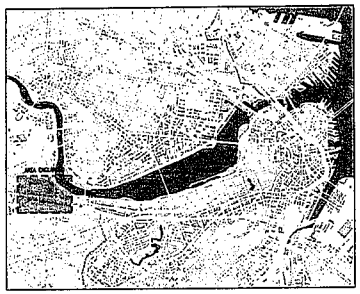
PROJECT NO.: 2018-120

DATE: MARCH 2019

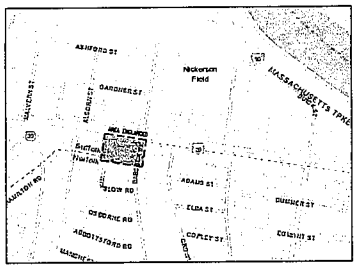
SCALE: N.T.S. | FIGURE B1



DCi Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	BUS, RAPID TRANSIT, AND PUBLIC PARKING FACILITIES	PROJECT NO.: 2018-120
			DATE: MARCH 2019
			SCALE: N.T.S. FIGURE B2



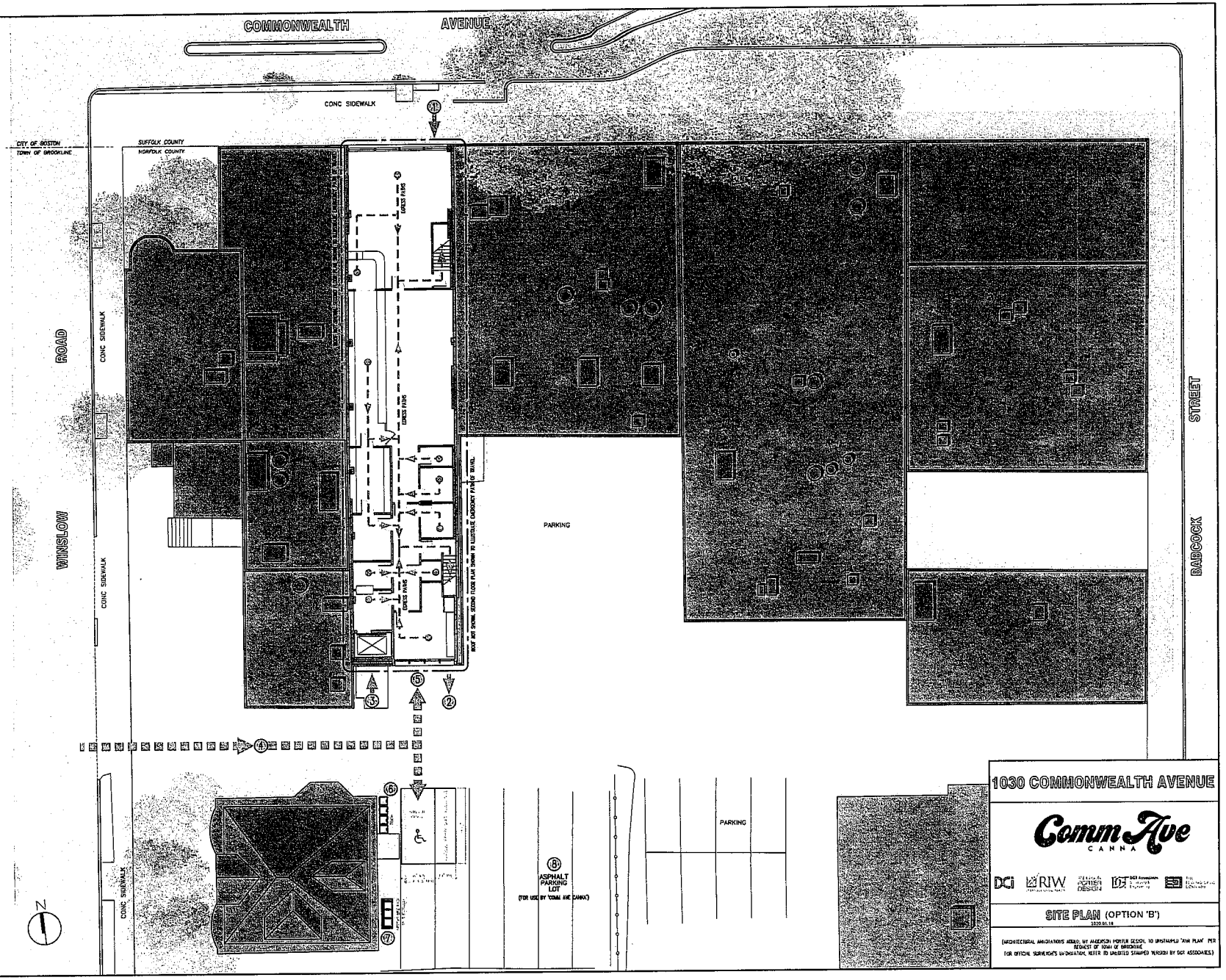
REGIONAL CONTEXT-MAP



LOCAL CONTEXT-MAP

LEGEND

1. PRIMARY INGRESS/EGRESS
2. SECONDARY EGRESS
3. HANDICAP–ACCESSIBLE INGRESS/EGRESS (VIA ELEVATOR)
4. VEHICULAR PATHWAY
5. DELIVERY AREA
6. TRASH AREA
7. UPRIGHT BICYCLE RACK (FOR 8 BICYCLES)
8. 'COMM AVE CANNA' PARKING



1030 COMMONWEALTH AVENUE

Comm Ave CANNA

DCI RW ANDERSON PORTER DESIGN DCI Associates

SITE PLAN (OPTION 'B')

1030.01.18

(ARCHITECTURAL ANNOTATIONS ADDED BY ANDERSON PORTER DESIGN TO UNSTAMPED "ASM PLAN" PER REQUEST OF TOWN OF BROOKLINE
FOR OFFICIAL SURVEYOR'S INFORMATION, REFER TO UNEDITED STAMPED VERSION BY DCI ASSOCIATES.)

[This Page Left Blank Intentionally]

C. TRANSPORTATION IMPACT STUDY AND ACCESS PLAN

C1. Executive Summary

As part of the Transportation Access Plan, a Transportation Impact Study (TIS) was prepared for the Project at 1030 Commonwealth Avenue to analyze the potential impact that the proposed Marijuana Retailer will have on surrounding traffic operations in Brookline. This is a revision to the report submitted in October 2019. This revision includes the trips from 1022 Commonwealth Avenue, Mission Massachusetts Brookline, in the No-Build and Build capacity analyses. Additionally, the raw crash data compiled from Brookline PD and MassDOT are included in Appendix C. Currently, the site is a retail space that is generating trips throughout the day. The space will be redeveloped to be a Marijuana Retailer facility, with no physical changes being made to the outside of the building. There are currently 12 parking spaces in a surface lot behind the building that will continue to be used after redevelopment. These parking spaces are tandem parking spaces that will be attended by a valet service during all hours of operation.

C1.1 Safety Analysis

A safety analysis was carried out at each of the study intersections based on crash data from the Massachusetts Department of Transportation (MassDOT) and the Town of Brookline from 2012 to 2016, the most recent five (5) years of data available. This analysis identifies possible existing safety issues that may need to be addressed as part of the intersection assessment.

The data was analyzed to determine trends in location, manner of collision, and weather in order to point out high crash locations and analyze possible contributing factors. It was determined that all three (3) study intersections have crash rates that are below both the District 6 and Statewide crash averages. Additionally, there were zero (0) reported fatal crashes on record during the five (5) year period and 75% of the crashes occurred outside peak hours (7am to 9am and 4pm to 6pm). Detailed safety analyses and crash data is contained in Section C2.3 of this report.

Additionally, both of the site driveways were analyzed to ensure that there will be safe access/egress at the driveways. One driveway is along Babcock Street and one driveway is along Winslow Road. Based on on-site measurements, as compared to the recommended minimums set forth by the American Association of State Highway Transportation Officials, both driveways meet these minimums. The sight distances are summarized in Table C1.1 and are further detailed in Section C2.3.

Table C1.1 Sight Distance Summary

	Stopping Sight Distance	Intersection Sight Distance for Left-Turn Maneuver	Intersection Sight Distance for Right-Turn Maneuver
Babcock Street Driveway	*Meets AASHTO Requirements*	*Meets AASHTO Requirements*	*Meets AASHTO Requirements*
Winslow Road Driveway	*Meets AASHTO Requirements*	*Meets AASHTO Requirements*	*Meets AASHTO Requirements*

C1.2 Trip Generation

Marijuana Retailers are a relatively new use within Massachusetts and there is not sufficient data regarding how comparable facilities operate and generate trips. The ITE *Trip Generation Manual, 10th Edition* (2017) provides a land use code for a Marijuana Dispensary, and these trip rates were used to calculate the approximate trips the proposed site will generate. Due to the fact the proposed Marijuana Retailer will not be open during the Weekday AM peak hour, it was assumed that it will be creating zero (0) trips during that time. It is estimated that during the Weekday PM peak hour, the site will generate approximately 62 trips. To provide a conservative analysis, it was assumed that 60 percent, or 38, of these trips will be made via motor vehicle. Further discussion and calculations are provided in Section C4.1.

C1.3 Intersection Capacity Analysis

Capacity analyses were performed at each of the study intersections to assess traffic operations under three scenarios: 2018 Existing, 2025 No-Build, and 2025 Build. The 2018 Existing Conditions analysis is based on current traffic counts carried out in the study area along with existing traffic control. The 2025 No-Build scenario reflects traffic adjustments due to any background traffic volumes from planned developments to a seven year horizon to the year 2025, as well as incorporating existing traffic control. The 2025 Build scenario utilizes projected traffic volumes after the redevelopment, taking into account the additional traffic as a result of the Project. Detailed breakdowns of each of these scenarios are included later this report. A comparison table showing the LOS results of these capacity analyses is shown in Table C1.1 and a table showing the vehicle delay results of these capacity analyses is shown in Table C1.2.

Table C1.1: Level-of-Service Summary

ID	Roadway	Movement	2018 Existing Conditions		2025 No-Build Conditions		2025 Build Conditions	
			Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday AM Peak Hour	Weekday PM Peak Hour
1*	Commonwealth Ave at Winslow Road	EB TR	A	A	A	A	A	A
		NB R	B	B	B	B	B	B
	Overall		–	–	--	--	--	--
2	Commonwealth Ave at Babcock Street	EB TR	C	C	D	D	D	D
		WB L	D	D	D	E	D	E
		WB TR	B	B	B	C	B	C
		NB LTR	D	E	D	E	D	E
		SB LTR	D	E	D	E	D	E
	Overall		**C**	**C**	**C**	**D**	**C**	**D**
3*	Winslow Road at Driveway and Babcock Street	EB LTR	B	B	B	B	B	B
		WB LTR	B	B	B	B	B	B
		NB LTR	A	A	A	A	A	A
		SB LTR	A	A	A	A	A	A
	Overall		–	–	--	--	--	--

LEGEND *Unsignalized Intersection

	LOS Declined from Existing to No-Build

Table C1.2: Vehicle Delay Summary

ID	Roadway	Movement	2018 Existing Conditions		2025 No-Build Conditions		2025 Build Conditions	
			Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday AM Peak Hour	Weekday PM Peak Hour
1*	Commonwealth Ave at Winslow Road	EB TR	0.0	0.0	0.0	0.0	0.0	0.0
		NB R	14.2	11.5	15.0	11.9	15.0	12.0
	Overall		--	--	--	--	--	--
2	Commonwealth Ave at Babcock Street	EB TR	31.8	32	36.3	35.1	36.3	35.7
		WB L	39.8	51.3	41.6	57.9	41.6	63.9
		WB TR	12.9	19.4	14.0	21.9	14.0	22.5
		NB LTR	40.2	60.5	45.6	72.3	45.6	76.6
		SB LTR	45.6	60.6	48.9	64.0	48.9	61.9
	Overall		27.6	32.6	31.0	36.6	31.0	38.0
3*	Winslow Road at Driveway and Babcock Street	EB LTR	11.0	11.4	11.5	12.2	11.5	12.2
		WB LTR	11.6	11.7	12.2	12.5	12.2	12.5
		NB LTR	0.8	0.7	0.8	0.7	0.8	0.7
		SB LTR	0.7	0.3	0.7	0.3	0.7	0.3
	Overall		--	--	--	--	--	--

*Unsignalized Intersection

As shown in Tables C1.1 and C1.2, the proposed Marijuana Retailer facility is not expected to have a significant impact on the surrounding traffic network. There are zero (0) movements or overall intersections that decline in level of service. A complete and detailed analyses of each scenario are included later in this report.

C1.4 Conclusion

This Traffic Impact Study was created to assess and analyze the potential impact of the proposed Marijuana Retailer facility at 1030 Commonwealth Avenue will have on surrounding traffic operations in Brookline.

From a safety perspective, recent data has shown that all three (3) of the study intersections have crash rates that are below both the District 6 and Statewide averages. Additionally, there were zero (0) reported fatal injuries and 75% of the reported crashes occurred outside of the peak hours. Capacity analyses were performed for each of the three (3) study intersections for the Weekday AM and Weekday PM peak hours. In order to determine the specific impact that the proposed Project may have on traffic operations, analyses were carried out for 2018 Existing, 2025 No-Build, and 2025 Build conditions. Zero (0) movements or overall intersections decline in Level of Service going from the No-Build to Build scenarios. As such, the Project is not expected to have a significant impact on the surrounding traffic network.

C2. EXISTING CONDITIONS

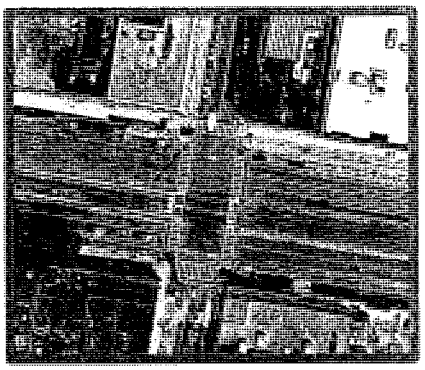
C2.1 Study Area

The study area is located near the Packard's Corner neighborhood in Brookline. This section describes the geometric elements of the intersections, including intersection alignments, lane widths, channelization islands and medians, sidewalk widths, curb treatments, pedestrian curb cut ramps and crosswalks, bicycle lane treatments, and locations of bus stops.

Study Intersections

Commonwealth Avenue (Route 20) at Babcock Street

The intersection of Commonwealth Avenue (Route 20) at Babcock Street is a four-way, signalized intersection with an MBTA rail line dividing eastbound and westbound traffic on Commonwealth Avenue. Commonwealth Avenue is a five-lane, two-way roadway. There are three lanes in the westbound direction and two lanes in the eastbound direction. The directions of travel on Commonwealth Avenue are divided by a railroad track median with two sets of rail road tracks. Babcock Street is a two-lane, two-way roadway. All movements for the Commonwealth Avenue and Babcock Street approaches operate under signalized control. Commonwealth Avenue is functionally classified as an Urban Principal Arterial and is under City of Boston jurisdiction. Babcock Street is functionally classified as an Urban Collector and is under Town of Brookline jurisdiction.



Source: ©2018 Google Earth

Approaching the intersection from the west, Commonwealth Avenue has an approximate curb-to-curb width of 34 feet (as measured at the STOP line) with parking permitted on the south side of the roadway and a striped bike lane between the travel lane and on street parking. The travel lanes are 11 feet wide, the bike lanes are 5 feet wide, and the on street parking is 7 feet wide. Approaching the intersection from the east, Commonwealth Avenue has an approximate curb-to-curb width of 42 feet (as measured at the STOP line) with parking permitted on the north side of the roadway. The travel lanes are 10 feet wide, the bike lane is 5 feet wide, and the on street parking is 7 feet wide. Within the intersection the eastbound and westbound bike lanes on Commonwealth Avenue become a dashed intersection crossing bike lane painted green. Approaching the intersection from the north, Babcock Street has an approximate curb-to-curb width of 41 feet (as measured at the STOP line) with parking on both sides and striped bike sharrows. The travel lanes are 12 feet wide and the on street parking is 8.5 feet wide. Approaching the intersection from the south, Babcock Street has an approximate curb-to-curb width of 37 feet (as measured at the STOP line) with parking on both sides. The travel lanes are 18.5 feet wide and the on street parking is not striped.

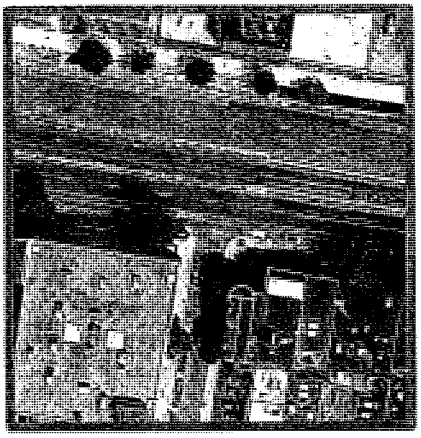
Sidewalks are provided on both sides of each of the roadways at the intersection as well as on the railroad median crossing. There is a marked crosswalk across all four intersection approaches.

There are ADA ramps provided for crossing both Babcock Street approaches without tactile warning strips. For the two crosswalks across Commonwealth Ave only the southeast corner has an ADA ramp and it does not have tactile warning strips.

As part of the Commonwealth Avenue Improvement Project, there will be several improvements made to this intersection. In addition to a cycle track being installed on both sides of Commonwealth Avenue, there will also be the reconstruction of the sidewalks on each corner of the intersection. New ADA ramps will be installed, along with new striped crosswalks to enhance pedestrian safety. The addition of the cycle tracks will shorten the distance that pedestrians need to cross vehicular traffic.

Commonwealth Avenue (Route 20) at Winslow Road

Commonwealth Avenue at Winslow Road is a three-legged, unsignalized intersection. Commonwealth Avenue is a two-lane, one-way roadway running from the west to east through the intersection and Winslow Road is a one-lane, two-way roadway approaching from the south. Commonwealth Avenue operates as a free movement under no traffic control and Winslow Road traffic yields to traffic on Commonwealth Avenue. Commonwealth Avenue is functionally classified as an Urban Principal Arterial and Winslow Road is functionally classified as a Local Road. Commonwealth Avenue is under City of Boston jurisdiction and Winslow Road is under Town of Brookline jurisdiction.



Source: ©2018 Google Earth

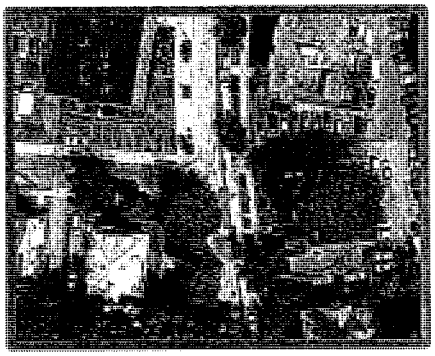
Approaching the intersection from the west, Commonwealth Avenue has an approximate curb-to-curb width of 34 feet with parking on the south side and a striped bike lane between the travel lane and on street parking. At the intersection the bike lane becomes a dash intersection crossing lane and is painted green. Approaching the intersection from the south, Winslow Road has an approximate curb to curb width of 24 feet with parking along the west side.

Sidewalks are provided on the south side of Commonwealth Avenue and the east and west side of Winslow Road. There are ADA ramps without tactile warning strips provided on the east and west side of the pedestrian crossing across Winslow Road with no striped crosswalk.

As part of the Commonwealth Avenue Improvement Project, this intersection will receive multiple improvements to increase safety for all users. Along with a cycle track for bicycles along Commonwealth Avenue, new ADA ramps, sidewalks, and a new crosswalk will be provided for pedestrians.

Babcock Street at Winslow Road

Babcock Street at Winslow Road is a three-legged, unsignalized intersection. Babcock Street is a two-lane, two-way roadway running from the north to south through the intersection and Winslow Road is a two-lane, two-way roadway approaching from the west. Babcock Street operates as a free movement under no traffic control and the Winslow Road traffic yields to traffic on Babcock Street. Babcock Street is functionally classified as an Urban Collector and Winslow Road is functionally classified as Local Road. Both roadways are under Town of Brookline jurisdiction.



Source: ©2018 Google Earth

Approaching the intersection from the north and south, Babcock Street has an approximate curb-to-curb width of 30 feet with parking on the west side. Approaching the intersection from the west, Winslow Road has an approximate curb to curb width of 24 feet with parking permitted along the south side.

Sidewalks are provided on both sides of all three approaches. There are new ADA ramps with a new striped crosswalk across Winslow Road. No pedestrian crossing infrastructure is provided across Babcock Street. Additionally, there is a new designated bicycle lane along Babcock Street in the southbound direction.

C2.2 Traffic Volumes

Existing Traffic Counts

DCI contracted with Precision Data Industries, LLC (PDI) to collect turning movement counts in December 2018. In order to provide analysis for separate peak hours during the day, PDI collected data during the Weekday AM (7am to 9am) and Weekday PM (4pm to 6pm) peak periods for all study intersections on a typical Wednesday. These counts were taken when all area schools were in session and during a week not containing a holiday. The traffic counts included cars, heavy vehicles, pedestrians, and bicycles. Existing pedestrian volumes can be found in Figure C2.1 and existing bicycle volumes can be found in Figure C2.2.

In order to collect directional distribution data in the area, and in compliance with MassDOT *Transportation Impact Assessment (TIA) Guidelines*, PDI collected Automatic Traffic Recorder (ATR) data through two consecutive days during a Wednesday to Thursday period in December 2018 to get an average daily traffic (ADT) volume. The ATR data included traffic volume data, vehicular speed data, and vehicle classification data. The counts, summarized in 15-minute, hourly, and daily intervals, were collected at the following location:

- Babcock Street between Commonwealth Avenue and Winslow Road

The collected ATR data is summarized in Table C2.1. As shown, the ADT traffic on Babcock Street is approximately 4,773 vehicles and the 85th percentile speed is 25 MPH in the SB direction and 26 MPH in the NB direction. Complete traffic count data is provided in Appendix B.

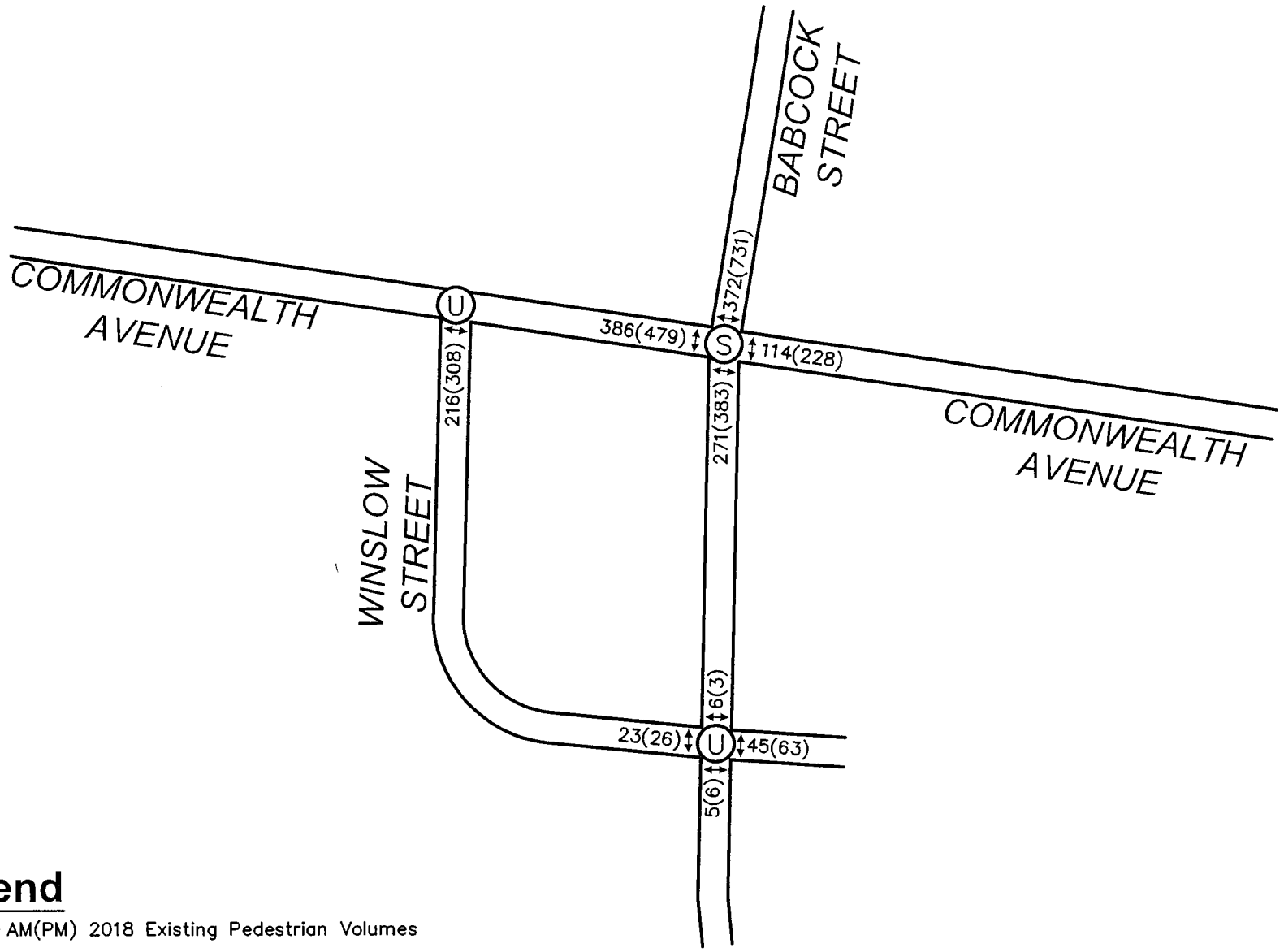
Table C2.1: ATR Volume Summary

Location	85th Percentile Speed	ADT[1]	Weekday AM Peak Hour			Weekday PM Peak Hour		
			Volume[2]	K[3]	Peak Direction	Volume[2]	K[3]	Peak Direction
Babcock Street between Commonwealth Avenue and Winslow Road	25 MPH SB & 26 MPH NB	4,773	269	6%	52.4% NB	426	9%	51.6% SB

ADT[1]: Average Daily Traffic (in vehicles); Volume[2]: Traffic during the peak hour (in vehicles); K[3]: The percent of Average Daily Traffic occurring during the peak hour

Seasonal Adjustment

In order to reflect average annual daily traffic conditions, a seasonal factor was calculated to determine if the existing traffic counts should be adjusted. Monthly volumes from MassDOT Permanent Counting Station AET13 on Interstate 90 in Boston, which is approximately 0.5 miles from the Project site, were analyzed. It was determined that the Average Daily Traffic (ADT) in the vicinity of the Project site are, on average, lower in December when compared to the Annual Average Daily Traffic (AADT). In order to be provide a more conservative analysis, the existing traffic volumes were increased by a factor of 1.0405 in order to reflect the monthly average. The adjusted existing peak hour traffic volumes are shown in Figure C2.3. The detailed seasonal adjustment has been attached in Appendix B.



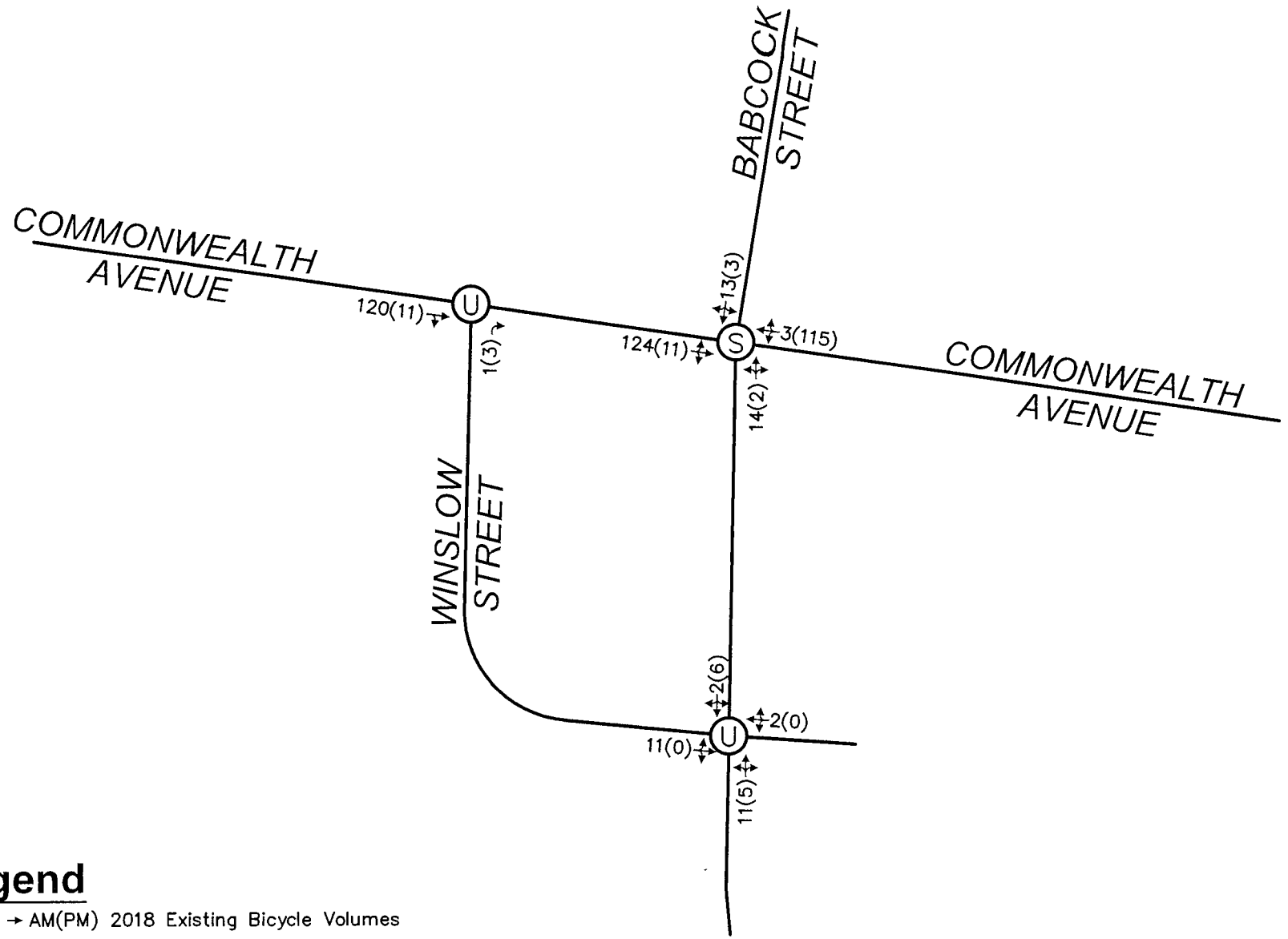
Legend

XX(YY) → AM(PM) 2018 Existing Pedestrian Volumes

Note: Imbalances due to numerous curb cuts not shown
S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES.DWG

DCi Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-me.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	2018 EXISTING PEDESTRIAN VOLUMES	PROJECT NO.: 2018-120
			DATE: MARCH 2019
			SCALE: N.T.S. FIGURE C2.1



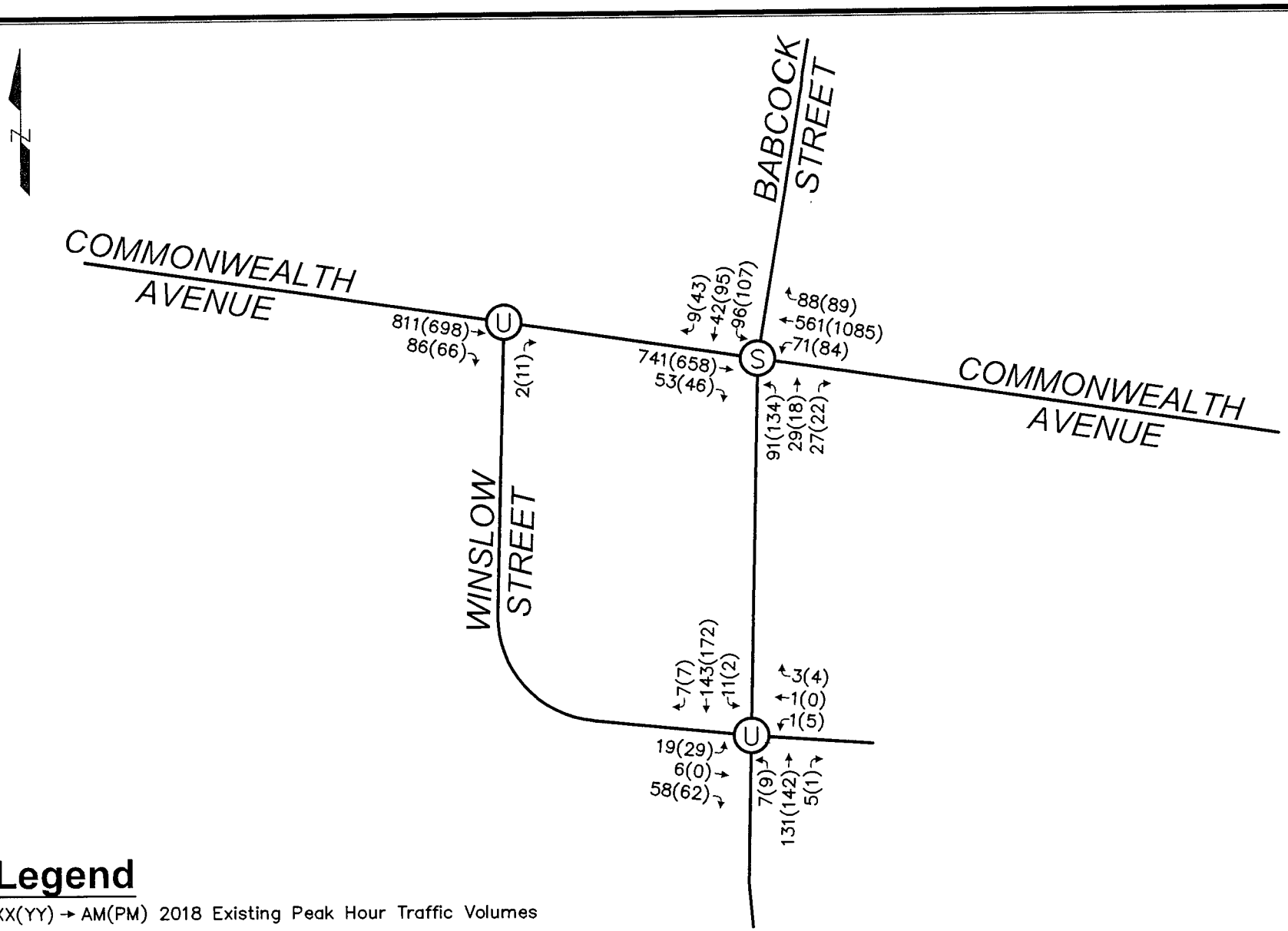
Legend

XX(YY) → AM(PM) 2018 Existing Bicycle Volumes

Note: Imbalances due to numerous curb cuts not shown
S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES.DWG

DCI Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	2018 EXISTING BICYCLE VOLUMES	PROJECT NO.: 2018-120 DATE: MARCH 2019 SCALE: N.T.S. | FIGURE C2.2



Legend

XX(YY) → AM(PM) 2018 Existing Peak Hour Traffic Volumes

Note: Imbalances due to numerous curb cuts not shown
S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES.DWG

DCi Design Consultants Inc. Somerville ~ Quincy ~ Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	2018 EXISTING TRAFFIC VOLUMES	PROJECT NO.: 2018-120
			DATE: MARCH 2019
			SCALE: N.T.S. FIGURE C2.3

C2.3 Safety Analysis

Intersection safety is one measure is assessing the performance of an intersection and can also have an impact on overall intersection operations. This section reviews historical crash data and lines of sight at each of the study intersections to identify any potential safety concerns.

Existing Crash Data and Analysis

Crash data from both MassDOT and Brookline Police Department for years 2012 through 2016 was reviewed for each study intersection. This data represents the most recent five (5) years of data available. The MassDOT and Brookline Police Department crash records offered the following information:

- Crash Location (General or Specific) / Direction of vehicle(s) involved
- Date / Time
- Roadway surface conditions / Light conditions / Weather conditions
- Crash Severity / Manner of Collision
- Type of non-motorist involved (if applicable)

The compiled data, in conjunction with engineering judgement, has yielded a summary of crashes that may be used to identify general crash patterns and potential factors contributing to the predominant type of incidents at each location.

Crash rates can be a useful tool in measuring the safety for an intersection relative to State and/or District averages for comparable intersection types. Crash rates for intersections are calculated based upon the number of crashes at an intersection and the volume of traffic traveling through an intersection on a daily basis, expressed as crashes per million entering vehicles (MEV). MassDOT average intersection crash rates are published on a statewide basis and by district for signalized and unsignalized intersections.

Intersection crash rates were calculated for each of the study area intersections using available crash data for the 5-year period and the average daily traffic volumes for the December 2018 traffic counts. The average crash rates for MassDOT District 6 are 0.71 for signalized intersections and 0.52 for unsignalized intersections. The average Statewide crash rates are 0.78 for signalized intersections and 0.57 for unsignalized intersections. The summary results of the crash analysis are shown in Table C2.2. Detailed crash analysis worksheets and collision diagrams for each intersection for years 2012 through 2016 are contained in Appendix C.

Table C2.2: MassDOT Intersection Crash Summary

	Commonwealth Avenue at Babcock Street	*Commonwealth Avenue at Winslow Road*	*Babcock Street at Winslow Road*
Year			
2012	3	0	0
2013	0	0	0
2014	2	0	0
2015	1	0	0
2016	1	1	0
Total	*7*	*1*	*0*
Crash Severity			
Property Damage Only	1	0	0
Non-fatal Injury	4	0	0
Fatal Injury	0	0	0
Not Reported, Unknown	2	1	0
Total	*7*	*1*	*0*
Manner of Collision			
Sideswipe, Same Direction	0	1	0
Sideswipe, Opposite Direction	0	0	0
Angle	1	0	0
Rear-end	1	0	0
Head-on	1	0	0
Single Vehicle	3	0	0
Other, not reported	1	0	0
Total	*7*	*1*	*0*
Time of Day			
7:00am to 9:00am (AM Peak)	1	1	0
4:00pm to 6:00pm (PM Peak)	0	0	0
All Other Times	6	0	0
Total	*7*	*1*	*0*
Crash Averages			
Avg. Crashes per Year	1.40	0.20	0.00
Avg. Crash Rate (per MEV)	***0.15***	***0.07***	***0.00***
District 6 Average Crash Rate	0.71	0.52	0.52
Statewide Average Crash Rate	0.78	0.57	0.57

The intersection of **Commonwealth Avenue at Babcock Street** had seven (7) reported crashes according to the MassDOT crash database and the Brookline Police Department during the five year period from 2012 to 2016. One (1) of the crashes resulted in property damage only, four (4) resulted in a non-fatal injury, and two (2) were of unknown/unreported severity. Of the seven crashes, one (1) was an angled collision, one (1) was a rear-end collision, one (1) was a head-on collision, three (3) were single-vehicle collisions, and one (1) had an unknown/unreported manner of collision. The intersection averaged 1.40 crashes per year and had crash rate of 0.15 crashes per million entering vehicles (MEV), which is below both the District 6 and Statewide averages for signalized intersections.

The intersection of **Commonwealth Avenue at Winslow Road** had one (1) reported crash according to the MassDOT crash database and the Brookline Police Department during the five year period

from 2012 to 2016. The one crash had an unknown/unreported severity and was a sideswipe in the same direction. The one (1) reported crash resulted in 0.20 crashes per year and a crash rate of 0.07 crashes per MEV, which is below both the District 6 and Statewide averages for unsignalized intersections.

The intersection of Babcock Street at Winslow Road had zero (0) reported crashes according to the MassDOT crash database and the Brookline Police Department during the five year period from 2012 to 2016. This results in 0.00 crashes per year and a crash rate of 0.00 crashes per million entering vehicles (MEV), which is below both the District 6 and Statewide averages for unsignalized intersections.

Of the three (3) intersections analyzed as part of this study, all of the intersections have crash rates that are below both the District 6 and Statewide averages. Additionally, there were no reported fatal crashes and 75% of crashes occurred outside of the peak periods. As such, there are no salient safety issues that require mitigation as part of this traffic study. Crash reports received from the Town of Brookline are included in the Appendix. However, these crashes were not included in the analyses because they did not occur at the study intersections.

Driveway Sightline Analysis

The location of the site driveways along Winslow Road and Babcock Street were evaluated for available stopping sight distance (SSD) and intersection sight distance (ISD). The American Association of State Highway and Transportation Officials (AASHTO) intersection sight distance recommendations for various vehicle speeds are shown below in Table C2.3.

Table C2.3: AASHTO Minimum Recommended SSD and ISD

Stopping Sight Distance (feet)	Intersection Sight Distance for Left-Turn Maneuver (feet)	Intersection Sight Distance for Right-Turn Maneuver (feet)
80	170	145
115	225	195
155	280	240
200	335	290
250	390	335
305	445	385
360	500	430
425	555	480

The posted speed limit along Babcock Street is 25 miles per hour. Therefore, the AASHTO minimum recommended distances are based on a design speed of 25 miles per hour. The minimum recommended stopping sight distance along Babcock Street is 155 feet. For the left-turn maneuver, looking right from the driveway, the minimum recommended sight distance is 280 feet, and for the right-turn maneuver, looking left from the driveway, the minimum recommended sight distance is 240 feet. Based on on-site measurements, the available sight distances at the Babcock Street driveway are shown in Table C2.4.

Table C2.4: Measured Sight Distances at Babcock Street Driveway

Stopping Sight Distance (feet)	Intersection Sight Distance for Left-Turn Maneuver (feet)	Intersection Sight Distance for Right-Turn Maneuver (feet)
155	280	240
180 (From North) > 400 (From South)	> 350	180

As seen in Table C2.4, the measured stopping sight distance along Babcock Street was measured to be 180 feet from the north (to the intersection of Commonwealth Avenue at Babcock Street) and greater than 400 feet from the south. The intersection sight distance for the left-turn maneuver is greater than 350 feet and the measured intersection sight distance for the right-turn maneuver is approximately 180 feet. Stopping sight distances in both directions along Babcock Street and the sight distance for the left-turn maneuver exceed the minimum recommendations set forth by AASHTO. The right-turn maneuver does not meet the minimum recommended distance set forth by AASHTO. However, from the driveway, a driver can see the entire distance to the intersection, which will allow them to see any vehicles coming through the intersections. Additionally, according to the AASHTO manual, *"If the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient sight distance to anticipate and avoid collisions. However, in some cases, this may require a major-road vehicle to stop or slow to accommodate the maneuver by a minor-road vehicle. To enhance traffic operations the intersection sight distances that exceed stopping sight distances are desirable along the major road."* Consequently, the intersection sight distance for the right-turn maneuver exceeds the recommended stopping sight distance along Babcock Street, which will allow a driver approaching the site driveway to safely stop. Therefore, there are no salient safety issues with regards to the location of the driveway along Babcock Street.

The posted speed limit along Winslow Road is 25 miles per hour. The sight distances are the same as the recommended sight distances along Babcock Street. Based on on-site measurements, the available sight distances at the Winslow Road driveway are shown in Table C2.5.

Table C2.5: Measured Sight Distances at Winslow Road Driveway

Stopping Sight Distance (feet)	Intersection Sight Distance for Left-Turn Maneuver (feet)	Intersection Sight Distance for Right-Turn Maneuver (feet)
155	280	240
180 (From North) 300 (From South)	~ 180	300

As seen in Table C2.5, the measured stopping sight distances and the intersection sight distance for the left-turn maneuver exceed the minimum recommendations set forth by AASHTO. Like the Babcock Street driveway, the intersection sight distance for the right-turn maneuver does not meet the AASHTO recommended distance. However, similarly to the Babcock Street driveway, a driver is able to see the entire length to Commonwealth Avenue, which will allow them to see any vehicle turning onto Winslow Street. Additionally, the sight distance is greater than the AASHTO recommended stopping sight distance. Therefore, there are no salient safety issues with regards to the location of the driveway along Winslow Road.

C2.4 Existing Capacity Analysis

Traffic Analysis Criteria

The Highway Capacity Manual (HCM), published by the Transportation Research Board, provides methodologies on how to calculate motor vehicle Level of Service (LOS), average delay, and volume-to-capacity (v/c) ratios. Those terms are commonly used to measure performance levels for intersections, both signalized and unsignalized.

Level of Service (LOS) is a term used to denote different operating conditions that occur under various traffic volume loads. It is a qualitative measure of the effect of a number of factors including geometrics, speed, travel delay, freedom to maneuver, and safety. The LOS is divided into a range of six letter grades, ranging from A to F, with A being the best and F the worst. An LOS of F is generally considered to be inadequate traffic operation in suburban and urban areas. The delay ranges differ slightly between unsignalized and signalized intersections due to driver expectations and behavior for each LOS. Table C2.6 summarizes the LOS criteria.

Table C2.6: Intersection LOS Thresholds

LOS	Signalized Control Delay (sec/veh)	Unsignalized Control Delay (sec/veh)
A	0-10	0-10
B	>10-20	>10-15
C	>20-35	>15-25
D	>35-55	>25-35
E	>55-80	>35-50
F	>80	>50

Source: 2010 Highway Capacity Manual

In this study, intersection performance measures were calculated in the form of average intersection delay, 50th and 95th percentile queue lengths, level-of-service (LOS) for each approach/movement, and the LOS of the overall intersection operations. *Synchro 9.0 was the software used to execute the intersection analysis. Synchro 9.0*, a software program from Trafficware, uses the methodologies and thresholds outlined within the HCM. This is the preferred/recommended software of MassDOT. Traffic volume represents the travel demand observed and capacity represents the amount of traffic the intersection can accommodate under prevailing conditions. Volume to capacity ratios that approach or exceed 1.0 indicate traffic congestion or poor operating conditions.

Three types of Synchro reports were created to analyze and compare intersection performance:

- Main report – "Int: Lanes, Volumes, Timings",
- Queuing Analysis Report
- HCM Signalized/Unsignalized Report.

For signalized intersections, LOS is defined in terms of delay, which is a measure of driver discomfort and frustration, fuel consumption, and lost travel time. For unsignalized intersections, the analysis assumes that the traffic on the mainline is not affected by traffic on the side street. The 50th and 95th percentile queue lengths are estimated.

Capacity Analysis

The study intersections were analyzed using existing traffic conditions during the Weekday AM and Weekday PM peak hours. Existing intersection lane configurations, signal timing, and traffic control were modelled the same as the current traffic operations. The results of the 2018 Existing conditions analysis are shown in Table C2.7. Detailed capacity analysis worksheets are included in Appendix F.

As shown in Table C2.7, a majority of movements operate below capacity and at acceptable levels of service. There are zero (0) movements or overall intersections that operate at an LOS F during either the Weekday AM or Weekday PM peak hours.

Table C2.7: 2018 Existing Conditions LOS

ID	Roadway	Movement	2018 Existing Conditions							
			Weekday AM Peak Hour				Weekday PM Peak Hour			
			v/c[1]	Delay[2]	LOS[3]	Queue[4]	v/c[1]	Delay[2]	LOS[3]	Queue[4]
1	Commonwealth Ave at Winslow Road	EB TR	0.31	0.0	A	0 / 0	0.26	0.0	A	0 / 0
		NB R	0.01	14.2	B	0 / 1	0.03	11.5	B	0 / 3
	Overall			--	--		--	--	--	
2	Commonwealth Ave at Babcock Street	EB TR	0.75	31.8	C	262 / #392	0.66	32.0	C	246 / 310
		WB L	0.39	39.8	D	50 / 78	0.53	51.3	D	84 / 93
		WB TR	0.42	12.9	B	112 / 193	0.66	19.4	B	302 / 415
		NB LTR	0.64	40.2	D	90 / 115	0.82	60.5	E	129 / 159
		SB LTR	0.69	45.6	D	100 / 141	0.87	60.6	E	193 / 236
	Overall			**27.6**	**C**			**32.6**	**C**	
3	Winslow Road at Driveway and Babcock Street	EB LTR	0.19	11.0	B	0 / 17	0.18	11.4	B	0 / 16
		WB LTR	0.02	11.6	B	0 / 2	0.03	11.7	B	0 / 2
		NB LTR	0.01	0.8	A	0 / 1	0.01	0.7	A	0 / 1
		SB LTR	0.01	0.7	A	0 / 1	0.01	0.3	A	0 / 0
	Overall			--	--			--	--	

1 v/c = volume to capacity ratio; 2 Delay = average delay in seconds per vehicle; 3 LOS = Level of Service; 4 Queue = 50th/95th percentile queue length (if only one queue length is shown, it is the 95th percentile queue length), # = volume for 95th percentile cycle exceeds capacity. Queue shown is maximum after two cycles; R = right-turn movement, L = left-turn movement, T = through movement; WB = westbound, EB = eastbound, NB = northbound

C3. FUTURE NO-BUILD CONDITIONS

C3.1 2025 No-Build Traffic Volumes

Traffic volumes in the study area were projected to the year 2025, which reflects a seven-year planning horizon from the existing year 2018, consistent with the Town of Brookline's *Transportation Access Plan Guidelines*. The traffic conditions for the year 2025 were examined under No-Build conditions independent of the proposed Project, including all existing traffic and new traffic.

Traffic growth on the local roadway network results from multiple factors, most notably land development in the immediate area and growth in the surrounding region. Two techniques are typically used in combination to estimate this growth. The first technique identifies planned and permitted developments in the vicinity of the study area and assigns estimated traffic generated by the proposed developments to the study area network. The second technique applies an annual percentage increase in traffic growth to all traffic volumes under study. This practice accounts for traffic growth due to regional developments beyond the study area or developments that may be proposed but are not yet permitted. The results of both techniques are combined with the existing traffic count data to define the "No-Build" traffic volumes for this study. The results of both methods are combined with the existing traffic count data to define the "No-Build" traffic volumes for this study, which are shown in Figure C3.1.

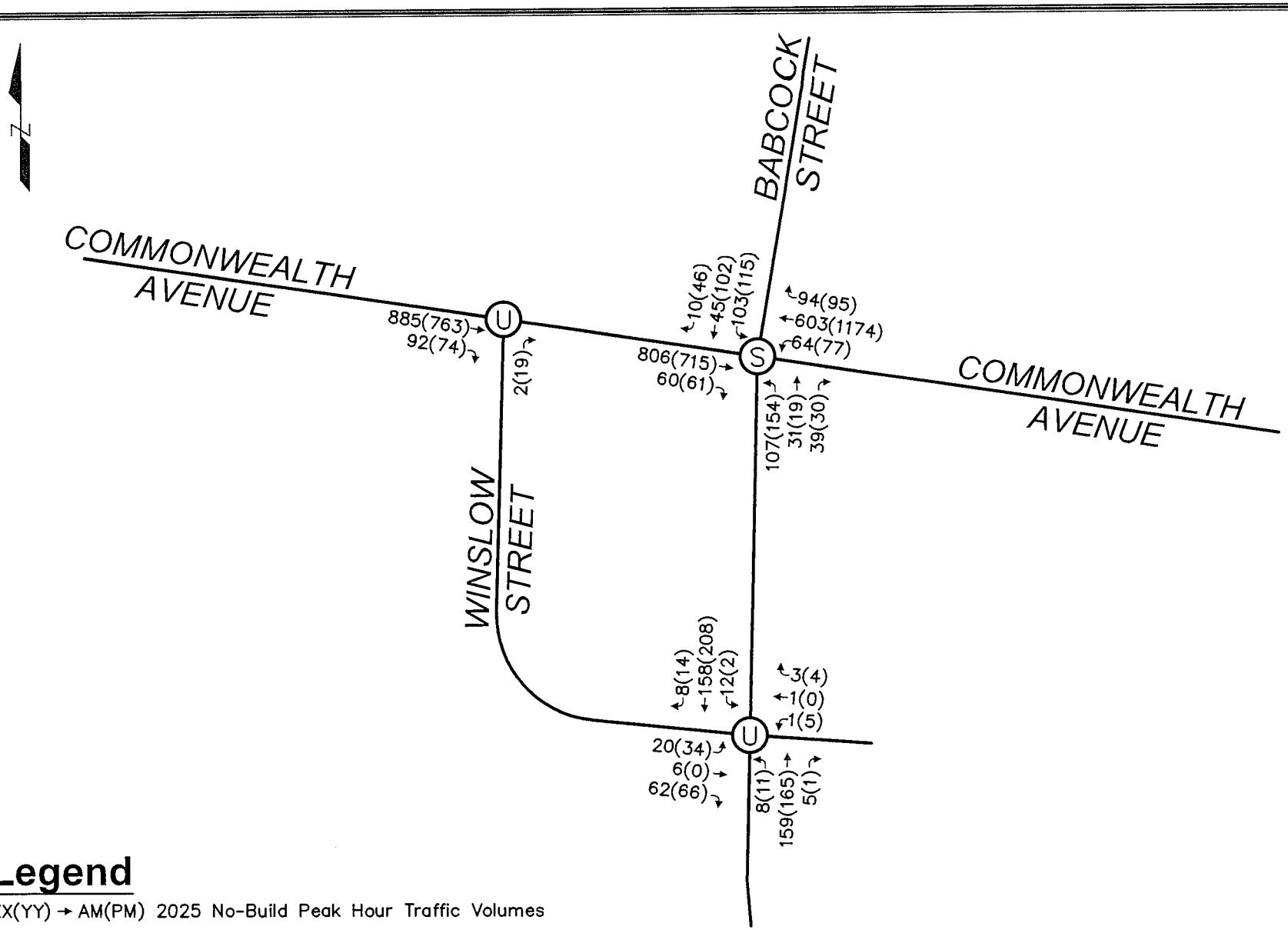
Background Developments

DCI contacted the Town of Brookline Planning Department to determine if there are any upcoming projects in the area will have an impact on the traffic network. It was determined that currently there are several projects in the immediate area of the study area that will bring additional traffic to the study intersections. The projects are listed below and their volumes were added to the existing trips for the No-Build scenario. The salient traffic figures for each of the background projects are included in Appendix D.

- *21 Crowninshield Road* – This project will consist of 20 residential apartment units. The MDM traffic report does not include the intersection of Commonwealth Avenue at Babcock Street, so no impact was assumed.
- *134-138 Babcock Street* – This project will consist of 62 residential apartment units.
- *808 Commonwealth Avenue (New BU Theater)* – This project consists of the construction of a new building for Boston University.
- *1022 Commonwealth Avenue (Mission Massachusetts Brookline)* – 3,300 square foot retail marijuana dispensary

Background Growth Rate

Based on discussions with the Town of Brookline, an annual traffic growth rate of 1.0 percent for the area of Brookline that the Project site is located was provided. The growth rate accounts for general background traffic growth and development. The 1.0 percent annual growth rate was applied to project all existing volumes to a seven-year design horizon, to the year 2025.



Legend

XX(YY) → AM(PM) 2025 No-Build Peak Hour Traffic Volumes

Note: Imbalances due to numerous curb cuts not shown
S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES_MARCH 2020.DWG

DCi Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	2025 FUTURE NO-BUILD TRAFFIC VOLUMES	PROJECT NO.: 2018-120
			DATE: MARCH 2020
			SCALE: N.T.S. FIGURE C3.1

C3.1 2025 No-Build Capacity Analysis

The study intersections were analyzed for 2025 No-Build peak hour traffic conditions during the Weekday AM and Weekday PM peak hours. For this scenario, the existing lane configurations and existing traffic controls were maintained. The goal of this scenario is to provide a basis for comparison to analyze the potential effects of the proposed Project, as there are no site-specific vehicle-trips considered. As expected, given the increase in trips due to the background growth rate and background trips from planned developments in the area, most of the movements experience an increase in delay going from the Existing scenario to No-Build scenario. The results of this analysis are shown in Table C3.1. Detailed capacity analysis worksheets are included in Appendix F.

Table C3.1: 2025 No-Build Conditions LOS

ID	Roadway	Movement	2025 No-Build Conditions							
			Weekday AM Peak Hour				Weekday PM Peak Hour			
			v/c[1]	Delay[2]	LOS[3]	Queue[4]	v/c[1]	Delay[2]	LOS[3]	Queue[4]
1	Commonwealth Ave at Winslow Road	EB TR	0.33	0.0	A	0 / 0	0.28	0.0	A	0 / 0
		NB R	0.01	15.0	B	0 / 1	0.06	12.1	B	0 / 5
	Overall			--	--			--	--	
2	Commonwealth Ave at Babcock Street	EB TR	0.83	36.3	D	308 / #470	0.75	35.5	D	301 / 350
		WB L	0.43	41.6	D	55 / 85	0.70	60.8	E	119 / 118
		WB TR	0.45	14.0	B	130 / 221	0.73	22.0	C	380 / 468
		NB LTR	0.74	45.6	D	113 / 137	0.91	73.7	E	159 / 189
		SB LTR	0.74	48.9	D	109 / 151	0.89	63.3	E	213 / 258
	Overall			***31.0***	***C***			***37.1***	***D***	
3	Winslow Road at Driveway and Babcock Street	EB LTR	0.21	11.5	B	0 / 19	0.22	12.5	B	0 / 21
		WB LTR	0.02	12.2	B	0 / 2	0.03	12.6	B	0 / 3
		NB LTR	0.01	0.8	A	0 / 1	0.02	0.8	A	0 / 1
		SB LTR	0.01	0.7	A	0 / 1	0.01	0.3	A	0 / 0
	Overall			--	--			--	--	

1 v/c = volume to capacity ratio; 2 Delay = average delay in seconds per vehicle; 3 LOS = Level of Service; 4 Queue = 50th/95th percentile queue length (if only one queue length is shown, it is the 95th percentile queue length), # = volume for 95th percentile cycle exceeds capacity. Queue shown is maximum after two cycles; R = right-turn movement, L = left-turn movement, T = through movement; WB = westbound, EB = eastbound, NB = northbound

C4. 2025 FUTURE BUILD CONDITIONS

C4.1 Trip Generation

Unlike other land uses, marijuana retailers are a relatively new use within Massachusetts and there is not sufficient data regarding how comparable facilities operate and generate trips. Although there are currently marijuana retailers in other states, as well as multiple currently operable in the Commonwealth, their locations do not provide the public transportation and bicycle/pedestrian infrastructure that the area surrounding the Project site provides.

The Institute of Transportation Engineers (ITE) published an updated edition of the *Trip Generation Manual (10th Edition),* which now includes a land use for a Marijuana Dispensary (Land Use Code 882). As such, the average trip rates for LUC 882 were used for the purpose of this Project. As the proposed facility is not expected to be open during the Weekday AM peak hour, it will not be generating vehicle-trips during that time period. Table C4.1 shows the calculated site-generated trips for the proposed Marijuana Retailer based on the ITE average trip rates.

Table C4.1: Trip Generation Calculations (per ITE)

Land Use Code: 882	Marijuana Dispensary		
	Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday Daily
Size per 1,000 Square Feet	N/A	2.829	2.829
Average Trip Rate	N/A	21.83	252.70
Total Trips	**N/A**	**62**	**714**
Entering%	N/A	50%	50%
Exiting%	N/A	50%	50%
Entering Trips	N/A	31	357
Exiting Trips	N/A	31	357

As shown in Table C4.1, the proposed Marijuana Retailer is expected to generate approximately 62 trips during the Weekday PM peak hour and 715 trips during a typical Weekday. As previously mentioned, the Retailer will not be open during the AM peak hour, thus there will not be trips generated. Through discussions with the client, it was determined that the Retailer will have eight (8) point-of-sale stations that will be available to accommodate up to four (4) transactions per hour, with the potential to increase to eight (8) transactions per hour. This would result in a conservative estimate of approximately 64 transactions per hour, approximately the same number of trips estimated using the ITE rates.

As previously mentioned, the site is located in an area that has a high rate of pedestrian and bicycle traffic given the access to pedestrian, bicycle, and public transportation facilities. As such, it is expected that a majority of the trips will be made via non-vehicular modes of transportation. Additionally, given the expected opening of other marijuana retailers throughout the greater Boston area, as well as another one in Brookline, it is expected that many of the visitors to the site will be within an area encompassed by the aforementioned non-vehicular facilities. Journey-to-Work data from the 2017 Census shows that approximately 39.9 percent of people living in

Brookline get to work by way of car, truck, or van. The other 60.1 percent use public transportation, bicycles, walk to work, or work from home. To offer a conservative analysis, it is assumed that only 40 percent of the trips to the proposed Retailer will be made by other modes of transportation. As such, the site is expected to generate 60 percent vehicle-trips to the site. This results in approximately 38 vehicle-trips during the Weekday PM peak hour and approximately 428 vehicle-trips during a typical Weekday. The anticipated vehicle-trips is shown in Table C4.2.

Table C4.2: Adjusted Trip Generation

	Weekday AM Peak Hour	Weekday PM Peak Hour	Weekday Daily
Base Trips (per ITE)	N/A	62	714
Total Vehicle-Trips (60%)	**N/A**	**38**	**428**
Entering Vehicle-Trips	N/A	19	214
Exiting Vehicle-Trips	N/A	19	214
Total "Other Modes" Trips (40%)	N/A	24	286

Additionally, the site is currently generating trips as a tanning salon. However, due to the different nature of the two businesses, it was decided to not take credit for the trips to the current space, thus providing a conservative analysis.

C4.2 Trip Distribution

Trip distribution patterns were estimated for site-generated trips both to and from the Project site. The estimations are based on the existing traffic volumes as well as the location to major roadways and estimated trip origins. Traffic from both Interstate 90 and Interstate 93 would be accessing the site via Commonwealth Avenue westbound and traffic from the site to the interstates would be using Commonwealth Avenue eastbound. Based on the existing traffic data, it is expected that approximately 60 percent of vehicles will be accessing the site via Commonwealth Avenue westbound, 30 percent will access the site via Commonwealth Avenue eastbound, and 10 percent will access the site via Babcock Street northbound. The trip distribution is shown in Figure C4.1 and the site-generated trips are shown in Figure C4.2. The site-generated trips were combined with the No-Build volumes in Figure C3.1 to calculate the Build traffic volumes used for future analysis and are shown in Figure C4.3.

C4.3 Transit Analysis

The MBTA Green Line "B-Line" runs along Commonwealth Avenue and has a stop at Babcock Street approximately 150 feet from the Project site. It is expected that there will be trips generated by the Project that will use the MBTA Green Line, thus increasing the total number of passengers. During the peak hours (7am to 9am and 4pm to 6pm), the B-Line runs at approximate 6-minute headways in both directions, meaning there are approximately 20 trains passing the Babcock Street stop during the peak hour. Based on the previous trip generation calculations, there will be approximately 24 person-trips using other modes of transportation to access the site. If it assumed that all of these trips will be made via Green Line, this would result in approximately 1.2 trips per

train during the Weekday PM peak hour, which is a negligible increase in trips and does not require any mitigation.

C4.4 Parking Analysis

As part of this Project, the Town of Brookline has requested that a parking supply and demand study be undertaken for the on-street parking surrounding the site. Parking data was collected at 10:30am and 5:30pm during a typical weekday along three (3) roadways:

- Commonwealth Avenue (between Naples Road and Babcock Street)
- Babcock Street (between Commonwealth Avenue and Osbourne Road)
- Winslow Road

Parking within this study area is limited mostly to 2-hour metered parking spaces and permit-only parking spaces. Within the study area, there are a total of 53 parking spaces and one (1) drop-off/pick-up space. Of the 53 parking spaces, 19 are 2-hour metered parking spaces, 33 are permit-only parking spaces, and one (1) is a handicap parking space. Table C4.3 shows the breakdown of the parking space supply and demand along each roadway, broken down by type of parking space.

Table C4.3: Parking Supply and Demand

							Total # of Vehicles Parked	
							Thursday	Thursday
	Street	Side	From	To	Parking Type	Total No. of Spaces	Morning (10:30am)	Evening (5:30pm)
1	Commonwealth Avenue	Southside	Naples Road	Winslow Road	Metered Parking	8	3	3
		Southside	Winslow Road	Babcock Street	Metered Parking	3	0	0
		Southside	Winslow Road	Babcock Street	Handicap	1	1	0
2	Babcock Street	Westside	Commonwealth Avenue	Osborne Road	Metered Parking	3	3	2
		Eastside	Commonwealth Avenue	Osborne Road	Metered Parking	5	5	4
		Eastside	Commonwealth Avenue	Osborne Road	Permit-Only	13	13	7
3	Winslow Road	Westside	Commonwealth Avenue	Bend	Permit-Only	11	7	8
		Southside	Bend	Babcock Street	Permit-Only	9	3	6

Total Metered Parking Spaces		*19*	
Maximum Number of Vehicles Parked		*11*	*9*
Minimum Number of Metered Parking Spaces Available		8	10
Minimum % of Metered Parking Spaces Available		42%	53%
Total Permit-Only Parking Spaces		*33*	
Maximum Number of Vehicles Parked		*23*	*21*
Minimum Number of Permit-Only Parking Spaces Available		10	12
Minimum % of Permit-Only Parking Spaces Available		30%	36%
Total Handicap Parking Spaces		*1*	
Maximum Number of Vehicles Parked		*1*	*0*
Minimum Number of Permit-Only Parking Spaces Available		0	1
Minimum % of Permit-Only Parking Spaces Available		0%	100%
Total Parking Spaces		*53*	
Maximum Number of Vehicles Parked		*35*	*30*
Minimum Number of Total Parking Spaces Available		18	23
Minimum % of Total Parking Spaces Available		34%	43%

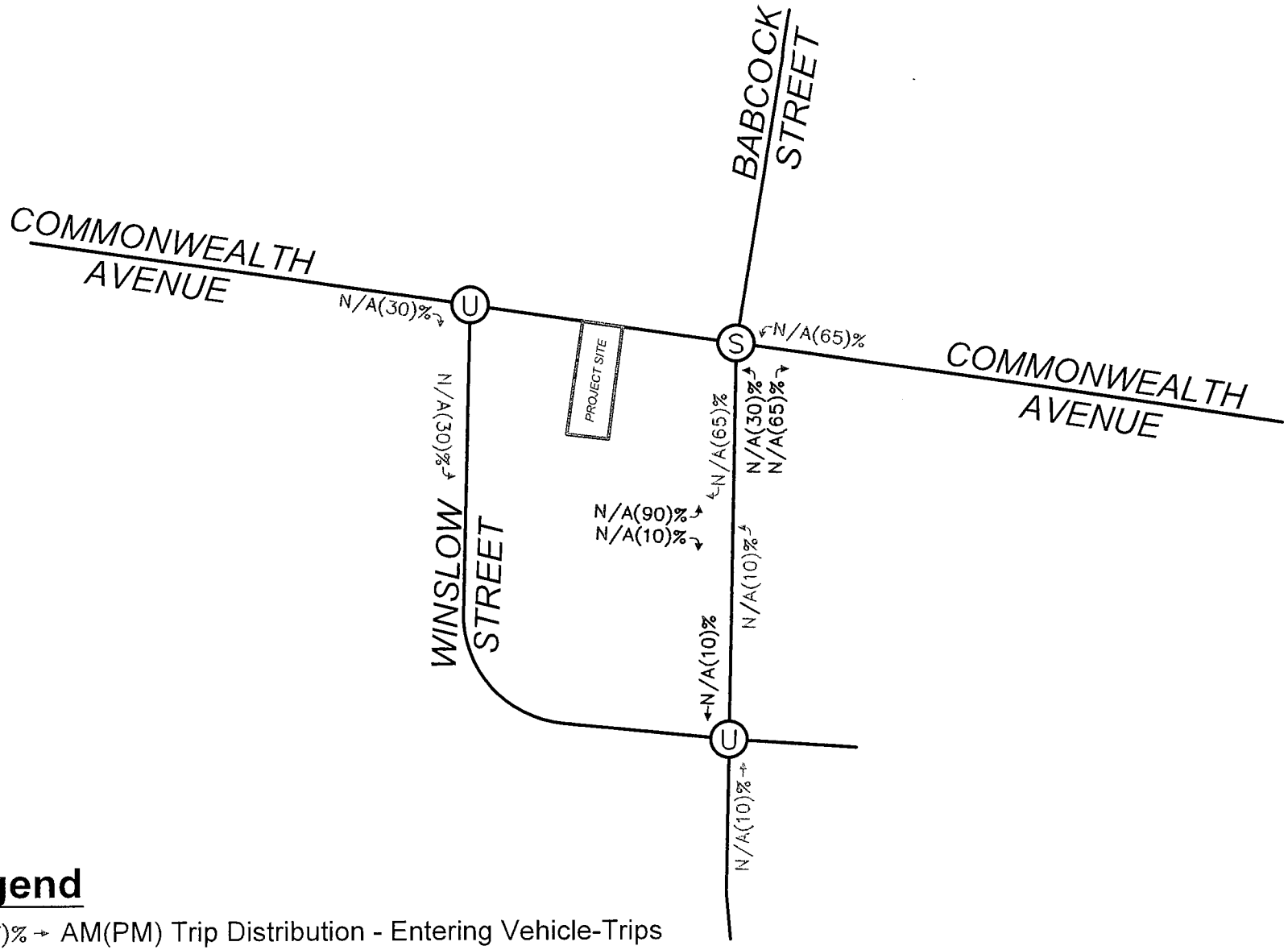
As shown in Table C4.3, the parking along these roadways is underutilized during both times that data was collected. The parking supply availability, combined with the Client's efforts to encourage non-motorized means of transportation by both employees and customers, should be sufficient to accommodate the vehicle-trips to the Project site.

C4.5 Delivery and Service Vehicle Analysis

t this time, the Applicant is still in the process of determining the number of deliveries and service vehicle trips that will take place during the course of a day. These trips will include cash pick-up, trash pick-up, product drop-off, and potentially at-home delivery services. Although the number of trips is yet to be determined, the Applicant is committed to scheduling all of these delivery and service trips to be outside of peak commuting hours to lessen their effects on the surrounding traffic network. All deliveries and services will take place in the rear of the building through the ADA Access Area, as the Applicant is committed to insuring that no deliveries or services will take place through the Primary Access area. The deliveries will be at random, staggered times in unmarked vans, prior to 3:00pm as to not conflict with the first-floor restaurant's delivery schedule.

C4.6 Pedestrian Analysis

As previously described, there are multiple pedestrian facilities throughout the study area, including ADA ramps, crosswalks, and wide sidewalks. As such, the pedestrian facilities are sufficient to handle any increase in trips that the site will generate after redevelopment.



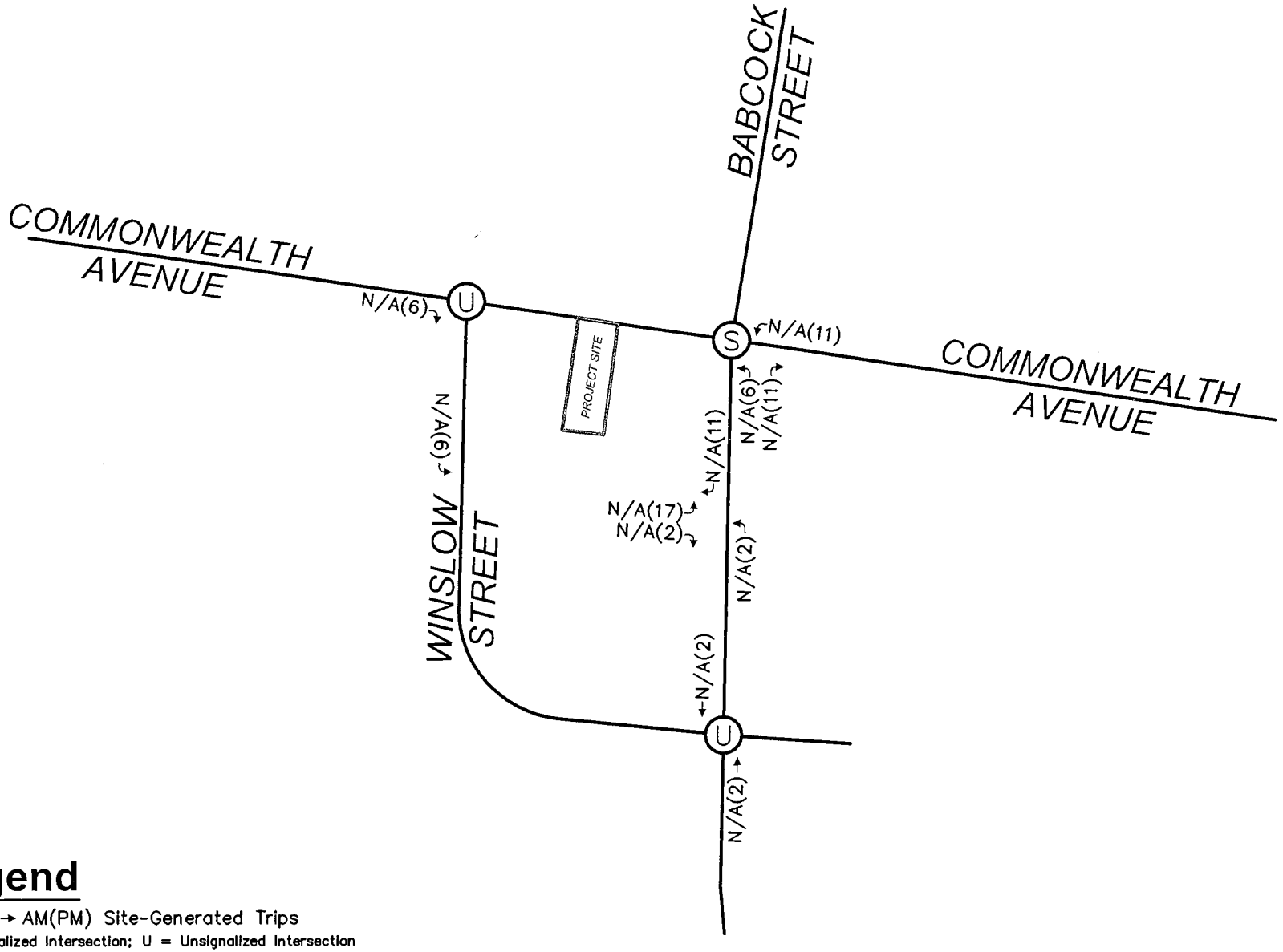
Legend

XX(YY)% → AM(PM) Trip Distribution - Entering Vehicle-Trips

XX(YY)% → AM(PM) Trip Distribution - Exiting Vehicle-Trips

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES_MARCH 2020.DWG

DCi Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	TRIP DISTRIBUTION	PROJECT NO.: 2018-120
			DATE: MARCH 2020
			SCALE: N.T.S. FIGURE C4.1



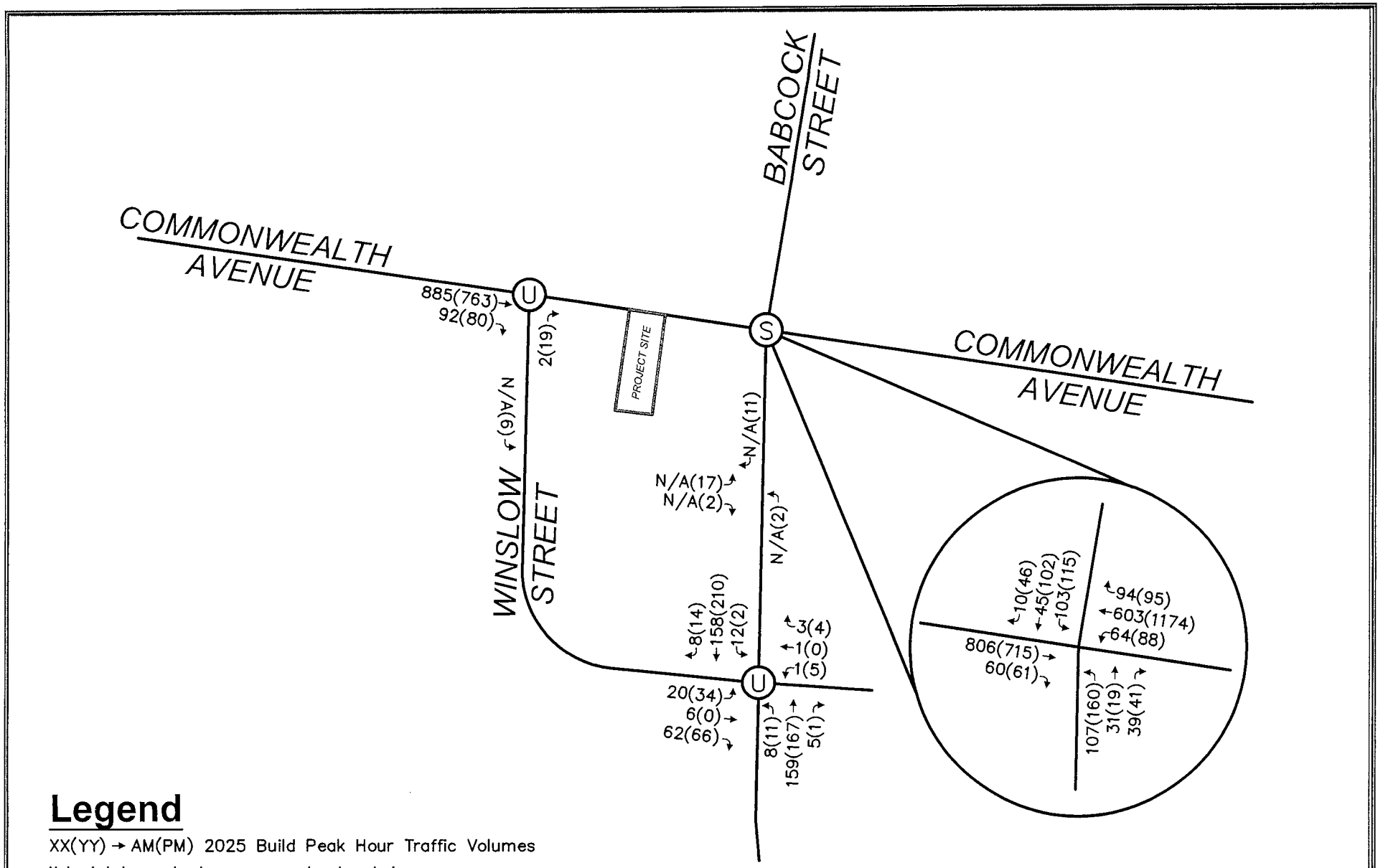
Legend

XX(YY) → AM(PM) Site-Generated Trips

S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES MARCH 2020.DWG

DCi Design Consultants Inc. Somerville - Quincy - Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	SITE-GENERATED TRIPS	PROJECT NO.: 2018-120
			DATE: MARCH 2020
			SCALE: N.T.S. FIGURE C4.2



Legend

XX(YY) → AM(PM) 2025 Build Peak Hour Traffic Volumes

Note: Imbalances due to numerous curb cuts not shown
S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES MARCH 2020.DWG

Design Consultants Inc. Somerville – Quincy – Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	2025 FUTURE BUILD TRAFFIC VOLUMES	PROJECT NO.: 2018-120
			DATE: MARCH 2020
			SCALE: N.T.S. FIGURE C4.3

C4.6 Intersection Capacity Analysis

The study intersections were analyzed for 2025 Build peak hour traffic conditions during the Weekday AM and Weekday PM peak hours. For each of the study intersections, existing traffic control and lane configuration was maintained during the 2025 Build analysis. The results of this analysis are shown in Table C4.3. Compared with Table C3.1 in the previous section, Table C4.3 illustrates minimal changes in delay from the No-Build to Build condition. There are zero (0) movements or overall intersections that decline in LOS.

In summary, the incremental increases of traffic at the study intersections due to the proposed Marijuana Retailer facility will result in minimal impact to traffic operations. As such, no additional roadway improvements are warranted to accommodate the proposed vehicle-trips. Detailed capacity analysis worksheets are included in Appendix F.

Table C4.3: 2025 Build Conditions LOS

ID	Roadway	Movement	2025 Build Conditions							
			Weekday AM Peak Hour				Weekday PM Peak Hour			
			v/c[1]	Delay[2]	LOS[3]	Queue[4]	v/c[1]	Delay[2]	LOS[3]	Queue[4]
1	Commonwealth Ave at Winslow Road	EB TR	0.33	0.0	A	0 / 0	0.28	0.0	A	0 / 0
		NB R	0.01	15.0	B	0 / 1	0.07	12.2	B	0 / 5
	Overall			--	--			--	--	
2	Commonwealth Ave at Babcock Street	EB TR	0.83	36.3	D	308 / #470	0.76	36.3	D	297 / 346
		WB L	0.43	41.6	D	55 / 85	0.78	68.3	E	125 / 123
		WB TR	0.45	14.0	B	130 / 221	0.74	22.7	C	380 / 468
		NB LTR	0.74	45.6	D	113 / 137	0.94	77.8	E	172 / 201
		SB LTR	0.74	48.9	D	109 / 151	0.87	60.4	E	214 / 259
	Overall			***31.0***	***C***			***38.6***	***D***	
3	Winslow Road at Driveway and Babcock Street	EB LTR	0.21	11.5	B	0 / 19	0.22	12.5	B	0 / 21
		WB LTR	0.02	12.2	B	0 / 2	0.03	12.6	B	0 / 3
		NB LTR	0.01	0.8	A	0 / 1	0.02	0.8	A	0 / 1
		SB LTR	0.01	0.7	A	0 / 1	0.01	0.3	A	0 / 0
	Overall			--	--			--	--	

1 v/c = volume to capacity ratio; 2 Delay = average delay in seconds per vehicle; 3 LOS = Level of Service; 4 Queue = 50th/95th percentile queue length (if only one queue length is shown, it is the 95th percentile queue length), # = volume for 95th percentile cycle exceeds capacity. Queue shown is maximum after two cycles; R = right-turn movement, L = left-turn movement, T = through movement; WB = westbound, EB = eastbound, NB = northbound

C5. TRANSPORTATION DEMAND MANAGEMENT

Transportation Demand Management (TDM) refers to measures that can be put in place to minimize or lessen the impact of vehicular traffic to an area. Given the Site's proximity to MBTA bus routes and the MBTA Green Line, as well as Brookline's already low levels of automobile use, the Project Site is an excellent candidate for the implementation of TDM. A separate TDM report has been prepared for submission along with this report.

D. CONCLUSION

This Traffic Impact Study was prepared to analyze the potential impact of the redevelopment Project at 1030 Commonwealth Avenue in Brookline on vehicle, pedestrian, and transit operations in the area.

From a safety perspective, the intersections have been found to be relatively safe. All of the intersections have crash rates that are below both the District 6 and Statewide averages. There were zero (0) reported fatal crashes and 75% of the reported crashes occurred outside of the peak periods. Additionally, the site driveways were analyzed for sight distance and based on on-site measurements, both driveways meet the recommended minimum distances set forth by AASHTO.

Based on trip generation calculations per ITE trip generation rates, the site is expected to generate approximately 62 trips during the Weekday PM peak hour and approximately 714 trips during a typical Weekday. These trips were adjusted to take into account the availability of other modes of transportation (bicycle, pedestrian, and public transportation facilities). Based on Census Tract data and engineering judgement, it was assumed that 60 percent of the trips would be made via motor vehicle and 40 percent would be made via non-vehicular modes. As such, it is expected that the site will generate 38 vehicle-trips during the Weekday PM peak hour. No trips were assumed to be generated during the Weekday AM peak hour because the facility will not be open during that time period.

Capacity analyses were carried out for the three (3) study intersections for the Weekday AM and Weekday PM peak hours. Analyses were carried out for 2018 Existing, 2025 No-Build, and 2025 Build conditions. There are zero (0) movements or overall intersections that decline in LOS going from the No-Build to Build scenarios. Based on the results of these analyses, it can be stated that the proposed Marijuana Retailer facility at 1030 Commonwealth Avenue will not have significant impact on traffic operations in Brookline, Massachusetts.

APPENDICES

APPENDIX A – MULTIMODAL TRANSPORTATION
APPENDIX B – TRAFFIC COUNTS
APPENDIX C – SAFETY ANALYSIS
APPENDIX D – BACKGROUND TRIPS
APPENDIX E – TRIP GENERATION
APPENDIX F – INTERSECTION CAPACITY ANALYSES

APPENDIX A – MULTI-MODAL TRANSPORTATION

Fares

PRICE PER TRIP	Local Bus	Bus + Bus	Rapid Transit	Bus + Rapid Transit
CharlieCard	$1.70	$1.70	$2.25	$2.25
CharlieTicket	$2.00	$2.00	$2.75	$4.75***
Cash-on-Board	$2.00	$4.00	$2.75	$4.75***
Student/Youth*	$0.85	$0.85	$1.10	$1.10
Senior/TAP**	$0.85	$0.85	$1.10	$1.10
UNLIMITED TRIP PASSES				
1-Day	$12.00	$12.00	$12.00	$12.00
7-Day	$21.25	$21.25	$21.25	$21.25
Monthly	$55.00	$55.00	$84.50	$84.50
Senior/TAP Monthly	$30.00/month for unlimited travel on Local Bus and Rapid Transit			

VALID PASSES: LinkPass ($84.50/mo.); Student /Youth LinkPass* ($30/mo.) ; Senior/TAP LinkPass* ($30/mo.); and express bus, commuter rail, and boat passes.

FREE FARES: Children 11 and under ride free when accompanied by an adult; Blind Access CharlieCard holders ride free: if using a guide, the guide rides free

* Requires Student CharlieCard or Youth CharlieCard. Student CharlieCards are available to students through participating middle schools and high schools. Youth CharlieCards are available through community partners in the Boston metro area. Visit www.mbta.com/youthpass for details.

** Requires Senior/TAP CharlieCard, available to Medicare cardholders, seniors 65+, and persons with disabilities.

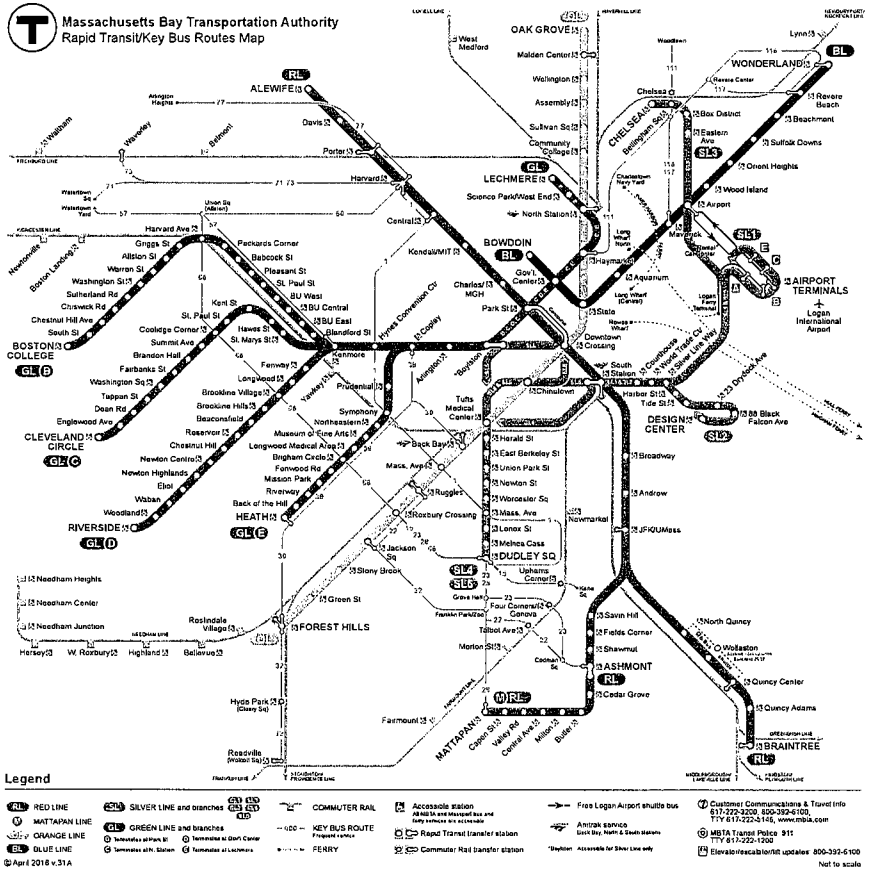
***For Silver Line SL4 or SL5 pay $2.75. Also see "transfers."

TRANSFERS

If paying with a CharlieTicket or CharlieCard, discounted transfers that are available are automatic — just use the same ticket or card throughout your trip. If paying with cash onboard a vehicle, free transfers are only allowed between rapid transit lines and inside paid platform areas at gated stations.

SCHEDULES

Schedules are available at the following stations: Park Street, Airport, Malden, Harvard, Haymarket (Green Line Level), Back Bay, Downtown Crossing (Orange Line Level), and Quincy Center, or ask a Customer Service Agent. Schedules are also available at the State Transportation Building (10 Park Plaza), 45 High St, and online at mbta.com.



schedule change

Rapid Transit

Effective December 23, 2018











Massachusetts Bay Transportation Authority

massDOT Massachusetts Department of Transportation

Information 617-222-3200 • 1-800-392-6100
(TTY) 617-222-5146 • www.mbta.com

Weekday

Rapid Transit Line	First Trip	AM Peak	Midday	PM Peak	Evening	Late Night	Last Trip
Red Line							
Alewife	5:24AM	9 min	14 min	9 min	12 min	12 min	12:20AM
Braintree*	5:13AM	9 min	14 min	9 min	12 min	12 min	12:17AM
Alewife	5:16AM	9 min	14 min	9 min	12 min	12 min	w 12:27AM
Ashmont	5:16AM	9 min	14 min	9 min	12 min	12 min	w 12:30AM
"M" Ashmont	5:17AM	5 min	8 min	5 min	12 min	12 min	w 1:05AM
Mattapan	5:05AM	5 min	8 min	5 min	12 min	12 min	12:53AM
Blue Line							
Wonderland	5:13AM	5 min	9 min	5 min	9 min	9 min	12:28AM
Orient Heights	5:13AM	5 min	9 min	5 min	9 min	9 min	12:33AM
Bowdoin	5:29AM	5 min	9 min	5 min	9 min	9 min	w 1:00AM
Orange Line							
Oak Grove	5:16AM	6 min	9 min	6 min	10 min	10 min	w 12:30AM
Forest Hills	5:16AM	6 min	9 min	6 min	10 min	10 min	w 12:28AM
Green Line							
B Boston College	5:01AM	6 min	8 min	6 min	8 min	9 min	12:10AM
Park Street	5:42AM	6 min	8 min	6 min	8 min	9 min	w 12:52AM
C Cleveland Circle	5:01AM[1]	6 min	9 min	7 min	7 min	10 min	12:10AM
North Station	5:55AM	6 min	9 min	7 min	7 min	10 min	w 12:46AM
D Riverside	4:56AM	6 min	8 min	6 min	8 min	11 min	12:05AM
Government Ctr.	5:41AM	6 min	8 min	6 min	8 min	11 min	w 12:49AM
E Lechmere	5:01AM	6 min	8 min	6 min	9 min	9 min	12:30AM
Heath Street	5:38AM	6 min	8 min	6 min	9 min	9 min	12:47AM[3]
Silver Line							
SL1 Logan Airport	5:38AM	8 min	9 min	10 min	9 min	12 min	f 2:30AM
South Station	5:40AM	8 min	9 min	10 min	9 min	12 min	w 1:00AM
SL2 Design Center	6:06AM	5 min	10 min	5 min	9 min	15 min	12:30AM
South Station	5:45AM	5 min	10 min	5 min	9 min	15 min	12:50AM
SL3 Chelsea Station	5:00AM	12 min	15 min	12 min	12 min	15 min	f 1:22AM
South Station	4:31AM	12 min	15 min	12 min	12 min	15 min	w 12:55AM
SL4 Dudley Station	5:20AM	12 min	16 min	14 min	12 min	19 min	12:20AM
South Station	5:35AM	12 min	16 min	14 min	12 min	19 min	x 2:54AM
SL5 Dudley Station	5:15AM	8 min	10 min	8 min	7 min	17 min	12:53AM
Downtown Xing	5:32AM	8 min	10 min	8 min	7 min	17 min	w 1:07AM

Saturday

Rapid Transit Line	First Trip	AM Peak	PM Peak	Evening	Late Night	Last Trip
Red Line						
Alewife	5:24AM	14 min	14 min	14 min	14 min	12:20AM
Braintree*	5:15AM	14 min	14 min	14 min	14 min	12:17AM
Alewife	5:16AM	14 min	14 min	14 min	14 min	w 12:27AM
Ashmont	5:16AM	14 min	14 min	14 min	14 min	w 12:30AM
"M" Ashmont	5:15AM	26 min	12 min	12 min	26 min	w 1:05AM
Mattapan	5:05AM	26 min	12 min	12 min	26 min	12:53AM
Blue Line						
Wonderland	5:25AM	9 min	9 min	9 min	13 min	12:28AM
Orient Heights	5:13AM	9 min	9 min	9 min	13 min	12:33AM
Bowdoin	5:29AM	9 min	9 min	9 min	13 min	w 1:00AM
Orange Line						
Oak Grove	5:16AM	10 min	9 min	11 min	11 min	w 12:30AM
Forest Hills	5:16AM	10 min	9 min	11 min	11 min	w 12:28AM
Green Line						
B Boston College	4:45AM[2]	11 min	7 min	7 min	11 min	12:09AM
Park Street	5:40AM	11 min	7 min	7 min	11 min	w 12:52AM
C Cleveland Circle	4:50AM[2]	10 min	9 min	8 min	10 min	12:10AM
North Station	5:30AM	10 min	9 min	8 min	10 min	w 12:46AM
D Riverside	4:55AM	13 min	9 min	8 min	10 min	12:02AM
Government Ctr.	5:38AM	13 min	9 min	8 min	10 min	w 12:49AM
E Lechmere	5:01AM	11 min	9 min	11 min	11 min	12:30AM
Heath Street	5:39AM	11 min	9 min	11 min	11 min	12:47AM[3]
Silver Line						
SL1 Logan Airport	5:33AM	12 min	12 min	12 min	12 min	f 2:30AM
South Station	5:35AM	12 min	12 min	12 min	12 min	w 1:00AM
SL2 Design Center	6:10AM	15 min	15 min	15 min	15 min	12:35AM
South Station	5:50AM	15 min	15 min	15 min	15 min	12:49AM
SL3 Chelsea Station	5:30AM	12 min	12 min	15 min	15 min	f 1:25AM
South Station	4:53AM	12 min	12 min	15 min	15 min	w 12:55AM
SL4 Dudley Station	5:23AM	15 min	15 min	15 min	20 min	12:20AM
South Station	5:40AM	15 min	15 min	15 min	20 min	x 2:54AM
SL5 Dudley Station	5:19AM	10 min	10 min	11 min	11 min	12:46AM
Downtown Xing	5:34AM	10 min	10 min	11 min	11 min	w 1:00AM

Sunday

Rapid Transit Line	First Trip	AM Peak	PM Peak	Evening	Late Night	Last Trip
Red Line						
Alewife	6:08AM	15 min	15 min	15 min	16 min	12:20AM
Braintree*	6:00AM	15 min	15 min	15 min	16 min	12:17AM
Alewife	6:00AM	15 min	15 min	15 min	16 min	w 12:27AM
Ashmont	6:00AM	15 min	15 min	15 min	16 min	w 12:30AM
"M" Ashmont	6:03AM	26 min	12 min	12 min	26 min	w 1:05AM
Mattapan	5:51AM	26 min	12 min	12 min	26 min	12:53AM
Blue Line						
Wonderland	5:58AM	13 min	9 min	9 min	13 min	12:28AM
Orient Heights	6:03AM	13 min	9 min	9 min	13 min	12:33AM
Bowdoin	6:21AM	13 min	9 min	9 min	13 min	w 1:00AM
Orange Line						
Oak Grove	6:00AM	13 min	11 min	11 min	11 min	w 12:30AM
Forest Hills	6:00AM	13 min	11 min	11 min	11 min	w 12:28AM
Green Line						
B Boston College	5:20AM[2]	12 min	9 min	7 min	10 min	12:10AM
Park Street	6:12AM	12 min	9 min	7 min	10 min	w 12:52AM
C Cleveland Circle	5:30AM[2]	12 min	11 min	9 min	12 min	12:10AM
North Station	6:06AM	12 min	11 min	9 min	12 min	w 12:46AM
D Riverside	5:25AM	13 min	11 min	11 min	11 min	12:05AM
Government Ctr.	6:10AM	13 min	11 min	11 min	11 min	w 12:49AM
E Lechmere	5:35AM	12 min	12 min	12 min	12 min	12:30AM
Heath Street	6:15AM	12 min	12 min	12 min	12 min	12:47AM[3]
Silver Line						
SL1 Logan Airport	5:50AM	12 min	8 min	8 min	8 min	f 2:30AM
South Station	6:12AM	12 min	8 min	8 min	8 min	w 1:00AM
SL2 Design Center	6:50AM	15 min	15 min	15 min	15 min	12:34AM
South Station	6:35AM	15 min	15 min	15 min	15 min	12:48AM
SL3 Chelsea Station	6:30AM	15 min	15 min	15 min	15 min	f 1:25AM
South Station	5:53AM	15 min	15 min	15 min	15 min	w 12:55AM
SL4 Dudley Station	6:02AM	15 min	15 min	15 min	20 min	12:20AM
South Station	6:20AM	15 min	15 min	15 min	20 min	x 2:54AM
SL5 Dudley Station	6:00AM	10 min	8 min	9 min	9 min	12:25AM
Downtown Xing	6:15AM	10 min	8 min	9 min	9 min	w 12:47AM

Schedule Periods (approximate):

AM Rush Hour: 6:30 AM - 9:00 AM
Midday: 9:00 AM - 3:30 PM
PM Rush Hour: 3:30 PM - 6:30 PM
Evening: 6:30 PM - 8:00 PM
Late Night: 8:00 PM - CLOSE

Red Line Note:

*Braintree Line:
Due to construction on Wollaston Station the station will be closed. During construction shuttle buses will operate between Wollaston, North Quincy, and Quincy Center Stations. Please visit mbta.com/alerts for updated service information.

Mattapan Note:

Saturday and Sunday before 10:00 AM and after 8:00 PM trips depart every 26 minutes and the rest of the day every 12 minutes. Also, see Mattapan Line Schedule Card.

Green Line Notes:

1 - The first two C Line AM inbound trips run through to Lechmere Station on weekdays.

2 - The first B Line and second C Line AM inbound trips run through to Lechmere Station on weekends.

3 - The 12:32AM trip from Heath St is the last connecting train to other lines downtown. The 12:47AM trip from Heath St. runs in service to Lechmere with no guaranteed connections.

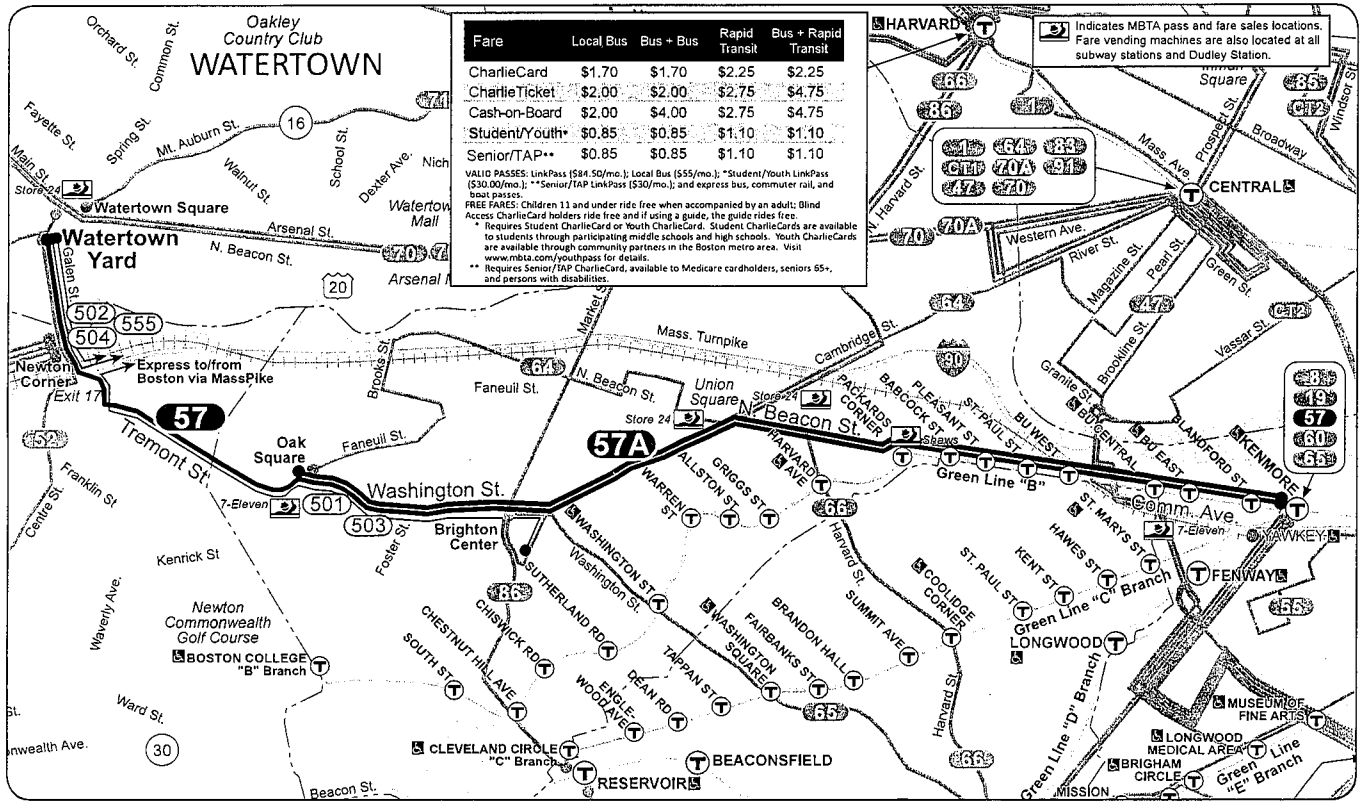
f - After exiting Ted Williams Tunnel bus will only service World Trade Center and South Station stops.

w - Last trips wait at some stations, primarily in the Downtown area, for connecting service. Departure times are approximate.

x - Trip departs from Summer St. @ Dorchester Ave. and omits Essex Street stop.

Winter 2019 Holidays
12/25/18 & 1/1/19: see Sunday
1/21/19 & 2/18/19: see Saturday
Silver Line see Weekday

Route 57/57A Watertown Yard or Oak Square - Kenmore Station



Fare	Local Bus	Bus + Bus	Rapid Transit	Bus + Rapid Transit
CharlieCard	$1.70	$1.70	$2.25	$2.25
CharlieTicket	$2.00	$2.00	$2.75	$4.75
Cash-on-Board	$2.00	$4.00	$2.75	$4.75
Student/Youth*	$0.85	$0.85	$1.10	$1.10
Senior/TAP**	$0.85	$0.85	$1.10	$1.10

VALID PASSES: LinkPass ($84.50/mo.); Local Bus ($55/mo.); *Student/Youth LinkPass ($30.00/mo.); **Senior/TAP LinkPass ($30/mo.); and express bus, commuter rail, and boat passes.
FREE FARES: Children 11 and under ride free when accompanied by an adult; Blind Access CharlieCard holders ride free and if using a guide, the guide rides free.
* Requires Student CharlieCard or Youth CharlieCard. Student CharlieCards are available to students through participating middle schools and high schools. Youth CharlieCards are available through community partners in the Boston metro area. Visit www.mbta.com/youthpass for details.
** Requires Senior/TAP CharlieCard, available to Medicare cardholders, seniors 65+, and persons with disabilities.

57•57A

Effective September 2, 2018

Watertown Yard or Oak Square-Kenmore Station

Serving

- Fenway Park
- Boston University
- Packard's Corner
- Union Square (Allston)
- Brighton Center
- Oak Square
- St. Elizabeth's Medical Center
- Newton Corner
- Green Line



Information 617-222-3200 • 1-800-392-6100
(TTY) 617-222-5146 • www.mbta.com

57 & 57A Weekday

Inbound			Outbound		
Leave Watertown Yard	Lv/Arrive Oak Square	Arrive Kenmore Station	Leave Kenmore Station	Arrive Oak Square	Arrive Watertown Yard
4:33A	4:37A	ad 4:50A	ad 5:16A	5:29A	5:34A
5:03	5:07	5:21	5:33	5:44	5:50
5:28	5:32	5:46	5:55	6:11	6:17
5:45	5:49	6:05	6:13	6:29	6:35
6:00	6:05	6:28	6:28	6:44	6:50
6:14	6:19	6:42	6:43	6:59	7:06
.....	su 6:19	u 6:28	6:55	7:15	7:22
6:24	6:29	6:52	7:05	7:27	7:34
.....	su 6:30	u 6:39	7:15	7:37	7:44
6:34	6:39	7:02	7:26	7:48	7:55
.....	s 6:42	7:06	s 7:35	7:57	8:04
6:44	6:49	7:12	7:37	7:59	8:06
6:54	6:59	7:22	7:43	8:04	.....
.....	7:05	7:29	7:48	8:10	8:17
7:04	7:09	7:33	7:53	8:14	.....
.....	7:15	7:41	7:59	8:21	8:28
7:15	7:20	7:47	8:05	8:26	.....
.....	7:28	7:57	8:10	8:32	8:39
7:26	7:33	8:01	8:16	8:37	.....
.....	7:40	8:09	8:21	8:43	8:50
7:36	7:45	8:13	8:27	8:48	.....
.....	7:51	8:20	8:32	8:54	9:01
7:46	7:55	8:23	8:37	8:58	.....
.....	8:01	8:30	8:42	9:04	9:11
7:56	8:05	8:33	8:52	9:14	9:21
.....	8:12	8:41	9:02	9:24	9:31
8:06	8:15	8:43	9:13	9:35	9:42
.....	8:22	8:51	9:23	9:45	9:52
8:16	8:25	8:53	9:33	9:55	10:02
.....	8:27	8:56	9:43	10:05	10:11
.....	8:32	9:01	9:53	10:16	10:22
8:26	8:35	9:03	10:03	10:27	10:33
.....	8:42	9:12	10:13	10:37	10:43
8:36	8:45	9:15	10:23	10:47	10:53
.....	8:53	9:22	10:33	10:57	11:03
8:47	8:56	9:26	10:43	11:07	11:13
.....	9:03	9:30	10:53	11:17	11:23
9:00	9:06	9:35	11:03	11:27	11:33
9:10	9:16	9:45	11:13	11:37	11:43
9:20	9:26	9:55	11:23	11:47	11:53
9:30	9:36	10:05	11:33	11:57	12:03P
9:40	9:46	10:15	11:43	12:07P	12:13
9:50	9:56	10:25	11:53	12:17	12:23
10:00	10:06	10:35	12:03P	12:27	12:33
10:10	10:16	10:45	*Every*	*10 Mins.*	*Until*
10:20	10:26	10:55	us 2:19	2:30	2:38
10:30	10:36	11:05	2:03	2:32	2:40
10:40	10:46	11:15	2:13	2:42	2:50
10:50	10:56	11:25	.....	ls 2:48	2:58
11:00	11:06	11:35	2:23	2:52	3:00
11:10	11:16	11:45	.....	ps 2:58	3:08
11:20	11:26	11:55	2:33	3:02	3:10
11:30	11:36	12:05P	2:43	3:12	3:20
11:40	11:46	12:14	*Every 10 minutes or less*		
11:50	11:56	12:25	3:50	4:19	4:27
12:00N	12:06P	12:36	4:00	4:29	4:37
Every	*10 Mins.*	*Until*	4:06	4:35	.....
1:40P	1:46	2:16	4:11	4:40	4:48
Shaded trips operate as Route 57A			4:18	4:47	.....

57 & 57A Weekday

Inbound			Outbound		
Leave Watertown Yard	Lv/Arrive Oak Square	Arrive Kenmore Station	Leave Kenmore Station	Arrive Oak Square	Arrive Watertown Yard
1:50P	1:56P	2:26P	4:23P	4:52P	5:00P
1:59	2:05	2:35	4:30	4:59	.....
2:08	2:14	2:44	4:34	5:03	5:11
2:17	2:23	2:53	4:41	5:10	.....
2:26	2:32	3:04	4:46	5:15	5:23
.....	cs 2:35	3:02	4:53	5:22	.....
2:35	2:41	3:13	4:57	5:26	5:34
Every	*10 minutes*	*or less*	5:04	5:33	.....
3:30	3:38	4:11	5:09	5:38	5:46
3:41	3:49	4:22	5:16	5:45	.....
3:52	4:00	4:33	5:20	5:49	5:57
4:03	4:11	4:44	5:27	5:56	.....
4:14	4:22	4:55	5:32	6:01	6:09
4:25	4:33	5:06	5:39	6:08	.....
4:36	4:44	5:17	5:45	6:14	6:22
.....	4:47	5:17	5:52	6:21	.....
4:46	4:54	5:27	5:57	6:26	6:33
.....	4:58	5:29	6:04	6:33	.....
4:57	5:05	5:38	6:09	6:37	6:44
.....	5:10	5:41	6:16	6:43	.....
5:08	5:16	5:49	6:21	6:48	6:55
.....	5:22	5:53	6:28	6:54	.....
5:20	5:28	6:00	6:32	6:58	7:05
.....	5:34	6:05	6:40	7:06	.....
5:32	5:40	6:11	6:45	7:11	7:18
.....	5:46	6:17	6:53	7:19	7:26
5:43	5:51	6:22	7:01	7:27	7:34
.....	5:57	6:28	7:09	7:35	7:42
5:55	6:03	6:34	7:17	7:43	7:50
.....	6:08	6:39	7:26	7:52	7:59
6:06	6:13	6:44	*Every*	*9 Mins.*	*Until*
.....	6:19	6:50	7:53	8:16	8:21
6:18	6:25	6:56	8:02	8:24	8:29
6:30	6:37	7:08	8:11	8:33	8:38
6:42	6:49	7:20	8:20	8:42	8:47
6:54	7:01	7:31	8:29	8:51	8:56
7:05	7:12	7:40	8:39	9:01	9:06
Every	*10 Mins.*	*Until*	8:50	9:12	9:17
7:55	7:59	8:21	9:01	9:23	9:28
8:07	8:11	8:33	9:14	9:36	9:41
8:19	8:23	8:45	9:27	9:49	9:54
8:31	8:35	8:57	9:40	10:02	10:07
8:43	8:47	9:09	9:53	10:15	10:20
8:56	9:00	9:22	10:06	10:28	10:34
9:09	9:13	9:35	10:19	10:40	10:46
9:22	9:26	9:48	10:32	10:51	10:57
9:35	9:39	10:01	10:45	11:04	11:10
9:48	9:52	10:14	11:00	11:19	11:25
10:01	10:05	10:27	11:20	11:39	11:45
10:14	10:18	10:40	11:40	11:59	12:04A
10:30	10:34	10:56	12:00M	12:15A	12:20
Every	*20 Mins.*	*Until*	12:20A	12:35	12:40
12:30A	12:34A	12:49A	12:45	1:00	1:05
			w 1:10	1:25	1:30

57 Saturday

Inbound			Outbound		
Leave Watertown Yard	Arrive Oak Square	Arrive Kenmore Station	Leave Kenmore Station	Arrive Oak Square	Arrive Watertown Yard
4:33A	4:40A	ad 4:54A	ad 5:16A	5:27A	5:33A
5:05	5:09	5:22	5:33	5:44	5:49
Every	*15 Mins.*	*Until*	*Every*	*15 Mins.*	*Until*
5:50	5:54	6:08	6:33	6:47	6:51
6:03	6:07	6:24	6:45	6:59	7:03
6:15	6:19	6:36	6:57	7:11	7:15
Every	*10 Mins.*	*Until*	7:08	7:22	7:26
9:35	9:40	10:04	*Every*	*10 Mins.*	*Until*
9:46	9:51	10:15	9:18	9:34	9:40
9:57	10:02	10:26	9:29	9:47	9:53
10:08	10:13	10:37	9:41	9:59	10:05
Every	*11 minutes*	*or less*	9:53	10:11	10:17
11:58	12:04P	12:33P	10:05	10:23	10:29
			Every	*11 minutes*	*or less*
12:08P	12:14P	12:43P	11:51	12:12P	12:19P
12:18	12:24	12:53			
12:28	12:34	1:03	12:01P	12:23P	12:30P
12:39	12:45	1:14	*Every*	*10 Mins.*	*Until*
12:48	12:54	1:23	5:11	5:34	5:40
Every	*10 Mins.*	*Until*	5:22	5:45	5:51
1:48	1:54	2:23	5:33	5:56	6:02
1:59	2:04	2:32	5:44	6:07	6:13
Every	*10 Mins.*	*Until*	5:55	6:18	6:24
4:59	5:04	5:30	6:06	6:29	6:35
5:11	5:16	5:42	6:17	6:40	6:46
5:23	5:28	5:54	6:28	6:51	6:57
5:35	5:40	6:06	6:39	7:02	7:08
5:47	5:52	6:18	6:50	7:13	7:19
5:58	6:03	6:29	7:02	7:25	7:31
6:09	6:14	6:40	7:15	7:38	7:44
6:20	6:25	6:51	7:28	7:51	7:57
6:31	6:36	7:02	7:41	8:04	8:10
6:42	6:47	7:13	7:54	8:17	8:23
6:53	6:58	7:24	8:07	8:30	8:36
7:07	7:12	7:38	*Every*	*13 Mins.*	*Until*
Every	*13 Mins.*	*Until*	9:12	9:32	9:38
8:51	8:56	9:18	9:25	9:45	9:51
9:05	9:10	9:32	9:38	9:58	10:04
9:18	9:23	9:45	9:51	10:11	10:17
9:31	9:36	9:58	10:04	10:24	10:30
9:44	9:49	10:11	10:17	10:37	10:43
9:57	10:02	10:24	10:30	10:50	10:56
10:10	10:15	10:37	10:43	11:03	11:09
10:23	10:28	10:50	10:56	11:16	11:22
10:36	10:41	11:03	11:10	11:30	11:36
10:50	10:55	11:17	11:25	11:45	11:51
11:08	11:13	11:35	11:43	12:03A	12:09A
11:28	11:32	11:52	12:01A	12:21	12:27
11:47	11:51	12:11	12:19	12:39	12:45
12:05	12:09	12:29	12:37	12:57	1:03
12:25	12:29	12:49	w 12:55	1:15	1:21

57 Sunday

Inbound			Outbound		
Leave Watertown Yard	Arrive Oak Square	Arrive Kenmore Station	Leave Kenmore Station	Arrive Oak Square	Arrive Watertown Yard
6:00A	6:04A	6:24A	6:30A	6:44A	6:52A
Every	*20 Mins.*	*Until*	*Every*	*20 Mins.*	*Until*
9:00	9:05	9:29	9:10	9:27	9:35
9:15	9:20	9:44	9:25	9:43	9:52
9:30	9:35	9:59	9:40	9:59	10:08
9:45	9:50	10:15	9:55	10:14	10:23
10:00	10:05	10:33	*Every*	*15 Mins.*	*Until*
Every	*15 Mins.*	*Until*	11:55	12:14P	12:23P
11:45	11:51	12:21P			
			12:10P	12:29P	12:39P
12:00N	12:06P	12:37P	*Every*	*15 Mins.*	*Until*
Every	*15 Mins.*	*Until*	7:10	7:33	7:42
7:00	7:06	7:32	7:25	7:48	7:57
7:15	7:21	7:47	7:40	8:03	8:13
7:30	7:36	8:02	7:55	8:17	8:27
7:45	7:51	8:16	8:10	8:31	8:41
8:00	8:05	8:29	8:25	8:46	8:56
8:15	8:20	8:44	8:40	9:01	9:10
8:30	8:35	8:59	8:55	9:15	9:24
8:45	8:50	9:14	9:15	9:35	9:44
9:05	9:10	9:34	9:35	9:55	10:04
9:25	9:30	9:54	9:55	10:15	10:24
9:45	9:50	10:13	10:15	10:35	10:44
10:05	10:10	10:31	10:35	10:55	11:04
10:25	10:30	10:51	10:55	11:15	11:24
10:45	10:50	11:11	11:15	11:34	11:44
11:05	11:10	11:31	11:35	11:53	12:03A
11:25	11:30	11:49	11:55	12:13A	12:23
11:45	11:48	12:07A	12:20A	12:38	12:48
12:05A	12:08A	12:27	12:45	1:02	1:10
12:30	12:33	12:52	w 1:10	1:24	1:32

a - To and from Downtown Boston
c - Leaves from Cambridge Street at Warren Street
d - Bus stops outside Kemore
l - Leaves from Avenue Louis Pasteur at 2:15 pm.
p - Leaves from Avenue Louis Pasteur at 2:25 pm.
s - Does NOT run during school vacation
u - To or From Union Square, Allston
w - Waits for last trolley to arrive at Kenmore Station.

Fare information on map side.

All buses are accessible to persons with disabilities

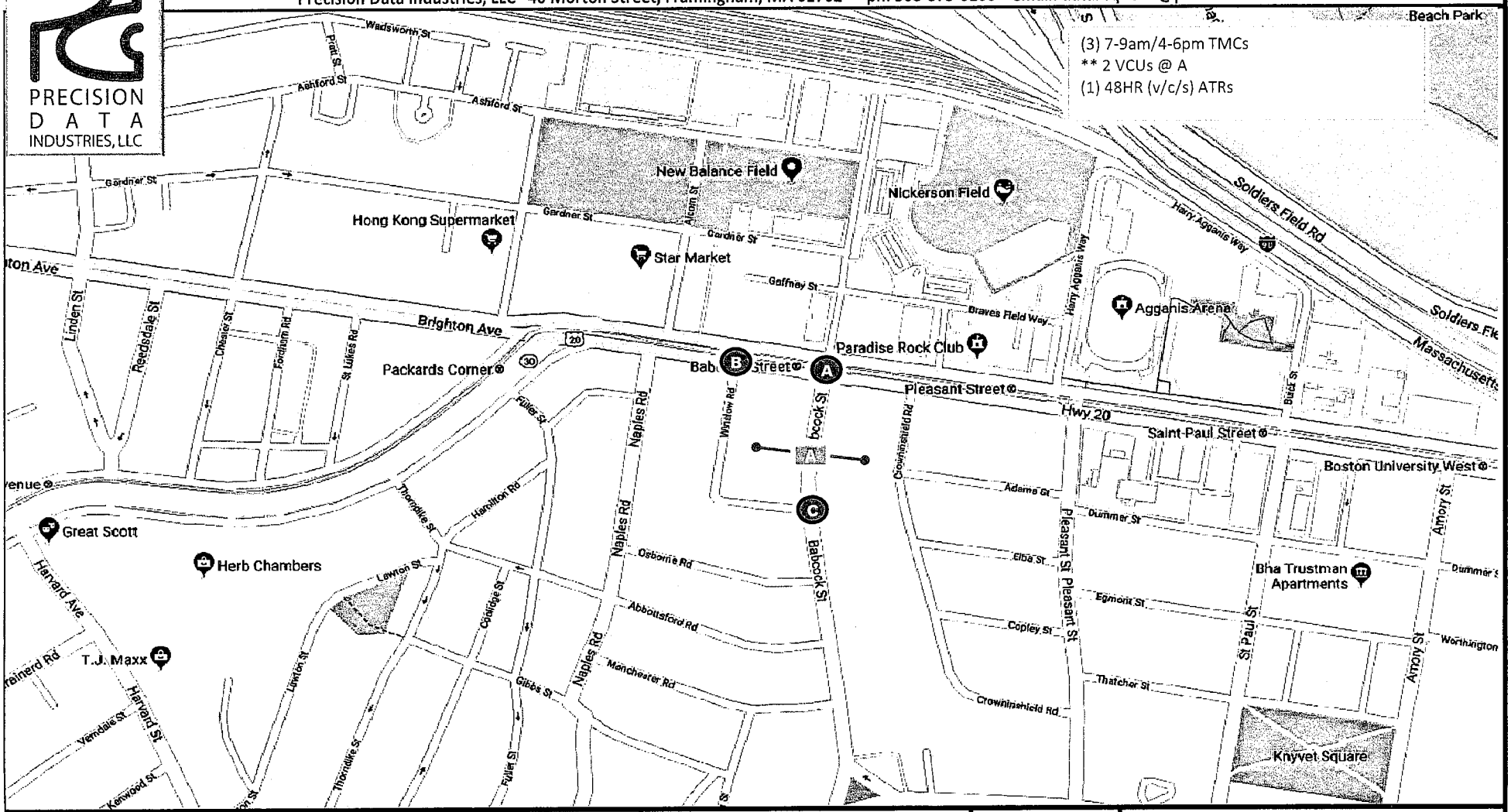
Fall 2018 & Winter 2019 Holidays
9/3/18: see Sunday 10/8/18: see Weekday
11/22/18, 12/25/18, 1/1/19: see Sunday 1/21/19 & 2/18/19: see Saturday

APPENDIX B – TRAFFIC COUNTS

PRECISION DATA INDUSTRIES, LLC

Location Map: 186608 Brookline, MA

Precision Data Industries, LLC 46 Morton Street, Framingham, MA 01702 ph: 508-875-0100 email: datarequests@pdillc.com



Client:	Engineer:	Site Code:	Date:	PDI Job #	City, State:
Design Consultants	S. Siragusa		Wed 12/5 thru Thurs 12/6/2018	186608	Brookline, MA

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Volume
Site Code: TBD

Start	SB				NB				Combined				12/05/18
Time	A.M.		P.M.		A.M.		P.M.		A.M.		P.M.		Wed
12:00	9		27		3		38		12		65		
12:15	5		32		4		34		9		66		
12:30	5		31		1		36		6		67		
12:45	6	25	24	114	7	15	33	141	13	40	57	255	
01:00	4		14		3		43		7		57		
01:15	1		32		2		25		3		57		
01:30	4		28		3		33		7		61		
01:45	2	11	20	94	1	9	33	134	3	20	53	228	
02:00	2		32		1		31		3		63		
02:15	2		37		4		32		6		69		
02:30	3		16		1		31		4		47		
02:45	1	8	25	110	0	6	38	132	1	14	63	242	
03:00	2		28		0		31		2		59		
03:15	1		28		1		32		2		60		
03:30	3		40		0		32		3		72		
03:45	5	11	26	122	3	4	40	135	8	15	66	257	
04:00	0		35		2		34		2		69		
04:15	0		40		0		42		0		82		
04:30	1		39		1		54		2		93		
04:45	3	4	30	144	1	4	40	170	4	8	70	314	
05:00	2		40		0		54		2		94		
05:15	4		34		4		58		8		92		
05:30	4		51		3		53		7		104		
05:45	4	14	55	180	10	17	28	193	14	31	83	373	
06:00	7		47		7		53		14		100		
06:15	13		42		11		40		24		82		
06:30	7		48		14		54		21		102		
06:45	10	37	63	200	23	55	65	212	33	92	128	412	
07:00	19		62		17		48		36		110		
07:15	12		53		42		36		54		89		
07:30	18		52		35		30		53		82		
07:45	20	69	48	215	37	131	31	145	57	200	79	360	
08:00	34		38		31		23		65		61		
08:15	25		53		36		28		61		81		
08:30	27		36		36		27		63		63		
08:45	15	101	24	151	34	137	24	102	49	238	48	253	
09:00	23		40		28		29		51		69		
09:15	20		25		34		25		54		50		
09:30	33		36		24		34		57		70		
09:45	25	101	76	177	28	114	38	126	53	215	114	303	
10:00	20		89		34		32		54		121		
10:15	19		18		27		21		46		39		
10:30	17		17		21		10		38		27		
10:45	20	76	14	138	34	116	8	71	54	192	22	209	
11:00	22		11		34		19		56		30		
11:15	25		18		33		7		58		25		
11:30	21		11		20		11		41		22		
11:45	31	99	27	67	26	113	16	53	57	212	43	120	
Total	556		1712		721		1614		1277		3326		
Percent	43.5%		51.5%		56.5%		48.5%						
Day Total		2268				2335				4603			
Peak	07:45	-	06:45	-	07:15	-	06:00	-	07:45	-	06:30	-	-	-
Vol.	106	-	230	-	145	-	212	-	246	-	429	-	-	-
P.H.F.	0.779		0.913		0.863		0.815		0.946		0.838			

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Volume
Site Code: TBD

Start	SB				NB				Combined				12/06/18
Time	A.M.		P.M.		A.M.		P.M.		A.M.		P.M.		Thu
12:00	31		29		8		38		39		67		
12:15	12		34		12		25		24		59		
12:30	1		35		14		40		15		75		
12:45	5	49	24	122	3	37	29	132	8	86	53	254	
01:00	5		34		4		28		9		62		
01:15	1		30		0		27		1		57		
01:30	5		42		5		27		10		69		
01:45	2	13	34	140	8	17	28	110	10	30	62	250	
02:00	2		30		2		42		4		72		
02:15	0		32		1		33		1		65		
02:30	0		29		3		42		3		71		
02:45	1	3	28	119	1	7	41	158	2	10	69	277	
03:00	1		23		0		34		1		57		
03:15	0		36		0		55		0		91		
03:30	0		33		0		39		0		72		
03:45	3	4	31	123	1	1	41	169	4	5	72	292	
04:00	0		37		2		43		2		80		
04:15	0		33		1		34		1		67		
04:30	4		43		3		41		7		84		
04:45	1	5	29	142	2	8	41	159	3	13	70	301	
05:00	1		48		5		39		6		87		
05:15	4		37		7		48		11		85		
05:30	5		33		5		36		10		69		
05:45	4	14	54	172	11	28	42	165	15	42	96	337	
06:00	9		46		8		42		17		88		
06:15	10		49		17		51		27		100		
06:30	9		41		23		59		32		100		
06:45	19	47	44	180	19	67	72	224	38	114	116	404	
07:00	21		60		21		40		42		100		
07:15	23		68		30		39		53		107		
07:30	20		29		31		29		51		58		
07:45	27	91	39	196	37	119	39	147	64	210	78	343	
08:00	41		33		38		33		79		66		
08:15	29		40		37		37		66		77		
08:30	46		26		29		31		75		57		
08:45	39	155	28	127	40	144	38	139	79	299	66	266	
09:00	32		23		33		19		65		42		
09:15	22		29		32		37		54		66		
09:30	25		36		34		39		59		75		
09:45	34	113	65	153	38	137	35	130	72	250	100	283	
10:00	23		109		35		33		58		142		
10:15	28		37		27		34		55		71		
10:30	16		18		27		23		43		41		
10:45	27	94	41	205	38	127	29	119	65	221	70	324	
11:00	35		21		33		24		68		45		
11:15	29		11		20		9		49		20		
11:30	23		10		29		17		52		27		
11:45	23	110	12	54	25	107	10	60	48	217	22	114	
Total	698		1733		799		1712		1497		3445		
Percent	46.6%		50.3%		53.4%		49.7%						
Day Total		2431				2511				4942			
Peak	08:00	-	09:30	-	08:00	-	06:00	-	08:00	-	06:30	-	-	-
Vol.	155	-	247	-	144	-	224	-	299	-	423	-	-	-
P.H.F.	0.842		0.567		0.900		0.778		0.946		0.912			

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Class
Site Code: TBD

SB

Start Time	Cycles	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
12/05/1														
8	0	23	2	0	0	0	0	0	0	0	0	0	0	25
01:00	0	10	0	0	1	0	0	0	0	0	0	0	0	11
02:00	0	7	0	0	1	0	0	0	0	0	0	0	0	8
03:00	0	9	1	0	0	1	0	0	0	0	0	0	0	11
04:00	0	3	0	0	1	0	0	0	0	0	0	0	0	4
05:00	0	12	0	1	1	0	0	0	0	0	0	0	0	14
06:00	0	28	9	0	0	0	0	0	0	0	0	0	0	37
07:00	0	61	6	0	2	0	0	0	0	0	0	0	0	69
08:00	1	82	11	0	7	0	0	0	0	0	0	0	0	101
09:00	0	85	13	0	3	0	0	0	0	0	0	0	0	101
10:00	0	64	8	1	3	0	0	0	0	0	0	0	0	76
11:00	0	74	18	1	5	0	0	1	0	0	0	0	0	99
12 PM	0	88	24	0	2	0	0	0	0	0	0	0	0	114
13:00	0	79	13	1	1	0	0	0	0	0	0	0	0	94
14:00	2	94	8	0	5	1	0	0	0	0	0	0	0	110
15:00	0	104	13	1	3	0	0	1	0	0	0	0	0	122
16:00	0	127	13	1	2	1	0	0	0	0	0	0	0	144
17:00	1	165	11	0	2	1	0	0	0	0	0	0	0	180
18:00	0	179	18	0	2	1	0	0	0	0	0	0	0	200
19:00	0	202	9	1	1	2	0	0	0	0	0	0	0	215
20:00	1	135	13	0	2	0	0	0	0	0	0	0	0	151
21:00	0	158	16	0	2	1	0	0	0	0	0	0	0	177
22:00	1	120	16	0	1	0	0	0	0	0	0	0	0	138
23:00	0	62	3	0	2	0	0	0	0	0	0	0	0	67
Total	6	1971	225	7	49	8	0	2	0	0	0	0	0	2268
Percent	0.3%	86.9%	9.9%	0.3%	2.2%	0.4%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	08:00	09:00	11:00	05:00	08:00	03:00		11:00						08:00
Vol.	1	85	18	1	7	1		1						101
PM Peak	14:00	19:00	12:00	13:00	14:00	19:00		15:00						19:00
Vol.	2	202	24	1	5	2		1						215

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Class
Site Code: TBD

SB

Start Time	Cycles	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
12/06/1														
8	0	46	3	0	0	0	0	0	0	0	0	0	0	49
01:00	0	9	3	0	1	0	0	0	0	0	0	0	0	13
02:00	0	1	0	1	1	0	0	0	0	0	0	0	0	3
03:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
04:00	0	4	0	0	0	1	0	0	0	0	0	0	0	5
05:00	0	12	1	0	1	0	0	0	0	0	0	0	0	14
06:00	0	34	9	0	2	2	0	0	0	0	0	0	0	47
07:00	1	72	17	0	1	0	0	0	0	0	0	0	0	91
08:00	0	131	20	1	3	0	0	0	0	0	0	0	0	155
09:00	2	90	15	0	5	1	0	0	0	0	0	0	0	113
10:00	2	77	10	1	4	0	0	0	0	0	0	0	0	94
11:00	0	77	25	1	5	1	0	1	0	0	0	0	0	110
12 PM	0	101	17	0	4	0	0	0	0	0	0	0	0	122
13:00	0	116	17	0	5	1	0	0	1	0	0	0	0	140
14:00	2	92	19	0	3	3	0	0	0	0	0	0	0	119
15:00	0	111	9	0	3	0	0	0	0	0	0	0	0	123
16:00	0	122	15	0	4	1	0	0	0	0	0	0	0	142
17:00	0	161	10	0	1	0	0	0	0	0	0	0	0	172
18:00	2	162	14	0	1	1	0	0	0	0	0	0	0	180
19:00	0	179	16	0	1	0	0	0	0	0	0	0	0	196
20:00	0	117	6	0	3	1	0	0	0	0	0	0	0	127
21:00	0	140	11	0	2	0	0	0	0	0	0	0	0	153
22:00	1	187	13	0	3	0	0	1	0	0	0	0	0	205
23:00	0	51	1	0	2	0	0	0	0	0	0	0	0	54
Total	10	2095	252	4	55	12	0	2	1	0	0	0	0	2431
Percent	0.4%	86.2%	10.4%	0.2%	2.3%	0.5%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	09:00	08:00	11:00	02:00	09:00	06:00		11:00						08:00
Vol.	2	131	25	1	5	2		1						155
PM Peak	14:00	22:00	14:00		13:00	14:00		22:00	13:00					22:00
Vol.	2	187	19		5	3		1	1					205

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Class
Site Code: TBD

NB

Start Time	Cycles	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
12/05/1														
8	0	13	2	0	0	0	0	0	0	0	0	0	0	15
01:00	0	8	0	0	1	0	0	0	0	0	0	0	0	9
02:00	0	5	0	0	1	0	0	0	0	0	0	0	0	6
03:00	0	2	1	0	0	1	0	0	0	0	0	0	0	4
04:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
05:00	0	9	6	0	2	0	0	0	0	0	0	0	0	17
06:00	0	40	13	0	2	0	0	0	0	0	0	0	0	55
07:00	0	113	15	0	2	1	0	0	0	0	0	0	0	131
08:00	0	117	15	0	5	0	0	0	0	0	0	0	0	137
09:00	0	87	20	0	6	0	1	0	0	0	0	0	0	114
10:00	4	82	21	1	6	1	1	0	0	0	0	0	0	116
11:00	1	90	16	1	5	0	0	0	0	0	0	0	0	113
12 PM	0	103	27	0	11	0	0	0	0	0	0	0	0	141
13:00	0	114	17	1	2	0	0	0	0	0	0	0	0	134
14:00	0	109	19	0	3	0	0	1	0	0	0	0	0	132
15:00	0	111	15	0	8	1	0	0	0	0	0	0	0	135
16:00	0	134	27	0	8	1	0	0	0	0	0	0	0	170
17:00	1	168	21	0	3	0	0	0	0	0	0	0	0	193
18:00	2	184	22	0	3	1	0	0	0	0	0	0	0	212
19:00	0	127	15	0	3	0	0	0	0	0	0	0	0	145
20:00	0	90	11	0	1	0	0	0	0	0	0	0	0	102
21:00	1	112	13	0	0	0	0	0	0	0	0	0	0	126
22:00	0	64	7	0	0	0	0	0	0	0	0	0	0	71
23:00	0	48	3	0	2	0	0	0	0	0	0	0	0	53
Total	9	1933	307	3	74	6	2	1	0	0	0	0	0	2335
Percent	0.4%	82.8%	13.1%	0.1%	3.2%	0.3%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	10:00	08:00	10:00	10:00	09:00	03:00	09:00							08:00
Vol.	4	117	21	1	6	1	1							137
PM Peak	18:00	18:00	12:00	13:00	12:00	15:00		14:00						18:00
Vol.	2	184	27	1	11	1		1						212

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Class
Site Code: TBD

NB

Start Time	Cycles	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
12/06/1														
8	0	36	1	0	0	0	0	0	0	0	0	0	0	37
01:00	0	15	1	0	1	0	0	0	0	0	0	0	0	17
02:00	0	5	1	0	1	0	0	0	0	0	0	0	0	7
03:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
04:00	1	7	0	0	0	0	0	0	0	0	0	0	0	8
05:00	0	20	2	0	5	1	0	0	0	0	0	0	0	28
06:00	0	53	10	0	2	2	0	0	0	0	0	0	0	67
07:00	0	98	17	0	2	1	1	0	0	0	0	0	0	119
08:00	2	119	15	1	6	0	0	1	0	0	0	0	0	144
09:00	1	112	18	0	6	0	0	0	0	0	0	0	0	137
10:00	2	92	21	0	11	1	0	0	0	0	0	0	0	127
11:00	3	79	20	0	4	1	0	0	0	0	0	0	0	107
12 PM	1	111	15	0	4	1	0	0	0	0	0	0	0	132
13:00	0	87	18	1	3	0	1	0	0	0	0	0	0	110
14:00	0	133	17	1	6	1	0	0	0	0	0	0	0	158
15:00	0	143	19	0	7	0	0	0	0	0	0	0	0	169
16:00	0	139	15	0	5	0	0	0	0	0	0	0	0	159
17:00	0	136	25	0	4	0	0	0	0	0	0	0	0	165
18:00	0	195	27	0	2	0	0	0	0	0	0	0	0	224
19:00	0	133	14	0	0	0	0	0	0	0	0	0	0	147
20:00	0	127	9	0	3	0	0	0	0	0	0	0	0	139
21:00	0	121	7	0	1	0	0	1	0	0	0	0	0	130
22:00	1	108	10	0	0	0	0	0	0	0	0	0	0	119
23:00	0	53	5	0	2	0	0	0	0	0	0	0	0	60
Total	11	2123	287	3	75	8	2	2	0	0	0	0	0	2511
Percent	0.4%	84.5%	11.4%	0.1%	3.0%	0.3%	0.1%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	11:00	08:00	10:00	08:00	10:00	06:00	07:00	08:00						08:00
Vol.	3	119	21	1	11	2	1	1						144
PM Peak	12:00	18:00	18:00	13:00	15:00	12:00	13:00	21:00						18:00
Vol.	1	195	27	1	7	1	1	1						224

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Speed
Site Code: TBD

SB

Start Time	1 14	15 19	20 24	25 29	30 34	35 39	40 44	45 49	50 54	55 59	60 64	65 69	70 9999	Total	85th % ile	Ave Speed
12/05/ 18	0	1	9	9	**5**	0	**1**	0	0	0	0	0	0	25	31	26
01:00	0	2	4	4	1	0	0	0	0	0	0	0	0	11	28	24
02:00	0	0	4	3	1	0	0	0	0	0	0	0	0	8	28	25
03:00	1	2	3	3	2	0	0	0	0	0	0	0	0	11	29	23
04:00	0	2	2	0	0	0	0	0	0	0	0	0	0	4	22	20
05:00	0	4	2	7	1	0	0	0	0	0	0	0	0	14	28	24
06:00	0	5	23	6	3	0	0	0	0	0	0	0	0	37	26	23
07:00	2	14	36	15	1	**1**	0	0	0	0	0	0	0	69	26	22
08:00	8	22	**55**	14	1	1	0	0	0	0	0	0	0	**101**	24	21
09:00	**15**	**32**	32	**21**	1	0	0	0	0	0	0	0	0	101	25	19
10:00	12	21	32	11	0	0	0	0	0	0	0	0	0	76	23	19
11:00	12	32	47	7	0	1	0	0	0	0	0	0	0	99	23	19
12 PM	6	34	45	27	2	0	0	0	0	0	0	0	0	114	26	21
13:00	4	27	42	20	1	0	0	0	0	0	0	0	0	94	25	21
14:00	8	27	44	29	2	0	0	0	0	0	0	0	0	110	26	21
15:00	**16**	27	58	19	2	0	0	0	0	0	0	0	0	122	24	20
16:00	8	28	67	**36**	5	0	0	0	0	0	0	0	0	144	26	22
17:00	6	40	103	27	4	0	0	0	0	0	0	0	0	180	24	21
18:00	11	**70**	95	19	4	**1**	0	0	0	0	0	0	0	200	23	20
19:00	15	61	**108**	27	4	0	0	0	0	0	0	0	0	**215**	23	20
20:00	10	28	88	21	4	0	0	0	0	0	0	0	0	151	24	21
21:00	5	33	102	29	**7**	1	0	0	0	0	0	0	0	177	25	22
22:00	4	20	73	36	5	0	0	0	0	0	0	0	0	138	26	23
23:00	0	16	28	22	1	0	0	0	0	0	0	0	0	67	26	23
Total	143	548	1102	412	57	5	1	0	0	0	0	0	0	2268		
%	6.3%	24.2%	48.6%	18.2%	2.5%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	09:00	09:00	08:00	09:00	00:00	07:00	00:00							08:00		
Vol.	15	32	55	21	5	1	1							101		
PM Peak	15:00	18:00	19:00	16:00	21:00	18:00								19:00		
Vol.	16	70	108	36	7	1								215		

Stats

15th Percentile :	15 MPH
50th Percentile :	21 MPH
85th Percentile :	25 MPH
95th Percentile :	28 MPH
Mean Speed(Average) :	21 MPH
10 MPH Pace Speed :	15-24 MPH
Number in Pace :	1650
Percent in Pace :	72.8%
Number of Vehicles > 25 MPH :	393
Percent of Vehicles > 25 MPH :	17.3%

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

186608 A Speed
Site Code: TBD

SB

Start Time	1 14	15 19	20 24	25 29	30 34	35 39	40 44	45 49	50 54	55 59	60 64	65 69	70 9999	Total	85th % ile	Ave Speed
12/06/ 18	1	1	21	21	3	**2**	0	0	0	0	0	0	0	49	28	25
01:00	0	0	6	7	0	0	0	0	0	0	0	0	0	13	27	25
02:00	0	2	1	0	0	0	0	0	0	0	0	0	0	3	21	19
03:00	0	0	2	2	0	0	0	0	0	0	0	0	0	4	27	25
04:00	1	0	2	2	0	0	0	0	0	0	0	0	0	5	27	21
05:00	0	3	7	4	0	0	0	0	0	0	0	0	0	14	26	22
06:00	4	7	20	15	1	0	0	0	0	0	0	0	0	47	26	22
07:00	4	14	45	**24**	3	1	0	0	0	0	0	0	0	91	26	22
08:00	10	**43**	**74**	24	**4**	0	0	0	0	0	0	0	0	**155**	24	21
09:00	9	**43**	47	11	3	0	0	0	0	0	0	0	0	113	23	20
10:00	13	43	23	15	0	0	0	0	0	0	0	0	0	94	**24**	19
11:00	**18**	41	34	14	3	0	0	0	0	0	0	0	0	110	24	19
12 PM	7	31	64	17	3	0	0	0	0	0	0	0	0	122	24	21
13:00	8	34	67	30	1	0	0	0	0	0	0	0	0	140	25	21
14:00	6	37	58	15	3	0	0	0	0	0	0	0	0	119	24	21
15:00	6	30	60	24	2	**1**	0	0	0	0	0	0	0	123	25	21
16:00	8	31	79	22	2	0	0	0	0	0	0	0	0	142	24	21
17:00	6	29	91	41	4	1	0	0	0	0	0	0	0	172	26	22
18:00	**26**	**63**	77	14	0	0	0	0	0	0	0	0	0	180	23	19
19:00	6	52	98	38	2	0	0	0	0	0	0	0	0	196	25	21
20:00	12	35	61	17	2	0	0	0	0	0	0	0	0	127	23	20
21:00	3	22	80	**45**	3	0	0	0	0	0	0	0	0	153	26	23
22:00	8	44	**109**	37	**7**	0	0	0	0	0	0	0	0	**205**	25	22
23:00	3	6	24	17	4	0	0	0	0	0	0	0	0	54	27	23
Total	159	611	1150	456	50	5	0	0	0	0	0	0	0	2431		
%	6.5%	25.1%	47.3%	18.8%	2.1%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	11:00	08:00	08:00	07:00	08:00	00:00								08:00		
Vol.	18	43	74	24	**4**	2								155		
PM Peak	18:00	18:00	22:00	21:00	22:00	15:00								22:00		
Vol.	26	63	109	**45**	7	1								205		

Stats

15th Percentile :	15 MPH
50th Percentile :	20 MPH
85th Percentile :	25 MPH
95th Percentile :	28 MPH
Mean Speed(Average) :	21 MPH
10 MPH Pace Speed :	15-24 MPH
Number in Pace :	1761
Percent in Pace :	72.4%
Number of Vehicles > 25 MPH :	420
Percent of Vehicles > 25 MPH :	17.3%

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

186608 A Speed
Site Code: TBD

NB

Start Time	1 14	15 19	20 24	25 29	30 34	35 39	40 44	45 49	50 54	55 59	60 64	65 69	70 9999	Total	85th % ile	Ave Speed
12/05/ 18	0	0	5	7	3	0	0	0	0	0	0	0	0	15	30	26
01:00	0	0	3	2	4	0	0	0	0	0	0	0	0	9	32	28
02:00	0	1	2	3	0	0	0	0	0	0	0	0	0	6	27	24
03:00	1	0	0	1	1	0	**1**	0	0	0	0	0	0	4	41	27
04:00	0	1	1	1	0	**1**	0	0	0	0	0	0	0	4	36	26
05:00	0	1	4	9	3	0	0	0	0	0	0	0	0	17	29	26
06:00	0	1	12	27	**14**	1	0	0	0	0	0	0	0	55	31	27
07:00	2	16	54	**50**	9	0	0	0	0	0	0	0	0	131	27	24
08:00	4	19	**73**	35	6	0	0	0	0	0	0	0	0	**137**	26	23
09:00	9	22	60	23	0	0	0	0	0	0	0	0	0	114	25	21
10:00	**14**	**29**	51	20	2	0	0	0	0	0	0	0	0	116	25	20
11:00	11	29	43	29	1	0	0	0	0	0	0	0	0	113	26	21
12 PM	6	22	70	**41**	2	0	0	0	0	0	0	0	0	141	26	22
13:00	12	33	65	18	5	**1**	0	0	0	0	0	0	0	134	25	21
14:00	9	21	72	24	6	0	0	0	0	0	0	0	0	132	26	22
15:00	15	29	62	25	4	0	0	0	0	0	0	0	0	135	25	21
16:00	6	41	71	40	**11**	1	0	0	0	0	0	0	0	170	27	22
17:00	**31**	36	98	26	2	0	0	0	0	0	0	0	0	193	23	20
18:00	29	**61**	**101**	19	1	1	0	0	0	0	0	0	0	**212**	23	19
19:00	20	**47**	58	18	2	0	0	0	0	0	0	0	0	**145**	23	19
20:00	1	22	53	21	5	0	0	0	0	0	0	0	0	102	26	22
21:00	8	26	65	23	3	1	0	0	0	0	0	0	0	126	25	21
22:00	3	10	40	15	2	1	0	0	0	0	0	0	0	71	26	22
23:00	0	11	15	23	3	1	0	0	0	0	0	0	0	53	28	24
Total	181	478	1078	500	89	8	1	0	0	0	0	0	0	2335		
%	7.8%	20.5%	46.2%	21.4%	3.8%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	10:00	10:00	08:00	07:00	06:00	04:00	03:00							08:00		
Vol.	14	29	73	50	14	1	1							137		
PM Peak	17:00	18:00	18:00	12:00	16:00	13:00								18:00		
Vol.	31	61	101	41	11	1								212		

Stats

15th Percentile :	15 MPH
50th Percentile :	21 MPH
85th Percentile :	26 MPH
95th Percentile :	28 MPH
Mean Speed(Average) :	21 MPH
10 MPH Pace Speed :	20-29 MPH
Number in Pace :	1578
Percent in Pace :	67.6%
Number of Vehicles > 25 MPH :	498
Percent of Vehicles > 25 MPH :	21.3%

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Babcock Street (at #227)
north of Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa

186608 A Speed
Site Code: TBD

NB

Start Time	1 14	15 19	20 24	25 29	30 34	35 39	40 44	45 49	50 54	55 59	60 64	65 69	70 9999	Total	85th % ile	Ave Speed
12/06/ 18	0	3	13	18	2	1	0	0	0	0	0	0	0	37	28	25
01:00	1	2	5	8	0	1	0	0	0	0	0	0	0	17	28	24
02:00	0	1	2	2	0	**2**	0	0	0	0	0	0	0	7	36	27
03:00	1	0	0	0	0	0	0	0	0	0	0	0	0	1	11	8
04:00	1	0	2	3	2	0	0	0	0	0	0	0	0	8	31	25
05:00	1	1	9	12	5	0	0	0	0	0	0	0	0	28	29	25
06:00	1	9	27	20	8	2	0	0	0	0	0	0	0	67	28	24
07:00	6	18	52	**32**	**11**	0	0	0	0	0	0	0	0	119	27	23
08:00	9	**35**	**75**	21	4	0	0	0	0	0	0	0	0	**144**	24	21
09:00	20	30	59	26	2	0	0	0	0	0	0	0	0	137	25	20
10:00	**21**	28	60	15	3	0	0	0	0	0	0	0	0	127	23	19
11:00	20	21	41	24	1	0	0	0	0	0	0	0	0	107	25	20
12 PM	16	32	60	21	3	0	0	0	0	0	0	0	0	132	25	20
13:00	5	31	52	21	1	0	0	0	0	0	0	0	0	110	25	21
14:00	7	30	80	**37**	**4**	0	0	0	0	0	0	0	0	158	26	22
15:00	22	54	70	21	2	0	0	0	0	0	0	0	0	169	23	19
16:00	17	38	83	17	4	0	0	0	0	0	0	0	0	159	23	20
17:00	5	36	97	23	4	0	0	0	0	0	0	0	0	165	24	21
18:00	**37**	**60**	**105**	18	4	0	0	0	0	0	0	0	0	**224**	23	19
19:00	32	36	54	21	3	**1**	0	0	0	0	0	0	0	147	24	19
20:00	11	37	58	29	4	0	0	0	0	0	0	0	0	139	26	21
21:00	11	25	68	26	0	0	0	0	0	0	0	0	0	130	25	21
22:00	5	23	60	29	2	0	0	0	0	0	0	0	0	119	26	22
23:00	2	14	19	21	4	0	0	0	0	0	0	0	0	60	27	23
Total	251	564	1151	465	73	7	0	0	0	0	0	0	0	2511		
%	10.0%	22.5%	45.8%	18.5%	2.9%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	10:00	08:00	08:00	07:00	07:00	02:00								08:00		
Vol.	21	35	75	32	11	2								144		
PM Peak	18:00	18:00	18:00	14:00	14:00	19:00								18:00		
Vol.	37	60	105	37	4	1								224		

Stats

15th Percentile :	15 MPH
50th Percentile :	20 MPH
85th Percentile :	25 MPH
95th Percentile :	28 MPH
Mean Speed(Average) :	21 MPH
10 MPH Pace Speed :	15-24 MPH
Number in Pace :	1715
Percent in Pace :	68.3%
Number of Vehicles > 25 MPH :	452
Percent of Vehicles > 25 MPH :	18.0%

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Cars and Heavy Vehicles (Combined)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:00 AM	2	0	1	13	0	0	16	22	109	0	12	1	0	144	0	0	0	0	0	0	0	3	0	3	17	0	0	23	10	108	0	0	0	0	118	0	0	0	0	0	0	0	301
7:15 AM	3	0	6	12	0	0	21	21	95	0	14	3	0	133	0	0	0	0	0	0	0	4	0	8	21	0	0	33	3	149	0	0	0	0	152	0	0	0	0	0	0	0	339
7:30 AM	2	0	3	20	0	0	25	30	83	0	14	7	0	134	0	0	0	0	0	0	0	11	0	5	17	0	0	33	7	210	0	0	0	0	217	0	0	0	0	0	0	0	409
7:45 AM	1	0	3	18	0	0	22	32	149	0	18	7	0	206	0	0	0	0	0	0	0	6	0	7	21	0	0	34	7	213	0	0	0	0	220	0	0	0	0	0	0	0	482
Total	8	0	13	63	0	0	84	105	436	0	58	18	0	617	0	0	0	0	0	0	0	24	0	23	76	0	0	123	27	680	0	0	0	0	707	0	0	0	0	0	0	0	1531
8:00 AM	4	0	13	18	0	0	35	10	145	0	21	2	0	178	0	0	0	0	0	0	0	3	0	7	25	0	0	35	11	167	0	0	0	0	178	0	0	0	0	0	0	0	426
8:15 AM	3	0	12	30	0	0	45	22	122	0	8	2	0	154	0	0	0	0	0	0	0	7	0	10	24	0	0	41	11	165	0	0	0	0	176	0	0	0	0	0	0	0	416
8:30 AM	1	0	12	27	0	0	40	21	123	0	10	1	0	155	0	0	0	0	0	0	0	10	0	4	17	0	0	31	22	167	0	0	0	0	189	0	0	0	0	0	0	0	415
8:45 AM	4	0	9	17	0	0	30	17	116	0	16	1	0	150	0	0	0	0	0	0	0	9	0	11	21	0	0	41	21	151	0	0	0	0	172	0	0	0	0	0	0	0	393
Total	12	0	46	92	0	0	150	70	506	0	55	6	0	637	0	0	0	0	0	0	0	29	0	32	87	0	0	148	65	650	0	0	0	0	715	0	0	0	0	0	0	0	1650
Grand Total	20	0	59	155	0	0	234	175	942	0	113	24	0	1254	0	0	0	0	0	0	0	53	0	55	163	0	0	271	92	1330	0	0	0	0	1422	0	0	0	0	0	0	0	3181
Approach %	8.5	0.0	25.2	66.2	0.0	0.0		14.0	75.1	0.0	9.0	1.9	0.0		0.0	0.0	0.0	0.0	0.0	0.0		19.6	0.0	20.3	60.1	0.0	0.0		6.5	93.5	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	0.6	0.0	1.9	4.9	0.0	0.0	7.4	5.5	29.6	0.0	3.6	0.8	0.0	39.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.7	0.0	1.7	5.1	0.0	0.0	8.5	2.9	41.8	0.0	0.0	0.0	0.0	44.7	0.0	0.0	0.0	0.0	0.0	0.0		
Exiting Leg Total							230							0							1562						264							0						1125	3181
Cars	17	0	56	142	0	0	215	162	883	0	111	23	0	1179	0	0	0	0	0	0	0	51	0	53	157	0	0	261	91	1263	0	0	0	0	1354	0	0	0	0	0	0	0	3009
% Cars	85.0	0.0	94.9	91.6	0.0	0.0	91.9	92.6	93.7	0.0	98.2	95.8	0.0	94.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	96.2	0.0	96.4	96.3	0.0	0.0	96.3	98.9	95.0	0.0	0.0	0.0	0.0	95.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	94.6
Exiting Leg Total							215							0							1479						258							0						1057	3009
Heavy Vehicles	3	0	3	13	0	0	19	13	59	0	2	1	0	75	0	0	0	0	0	0	0	2	0	2	6	0	0	10	1	67	0	0	0	0	68	0	0	0	0	0	0	0	172
% Heavy Vehicles	15.0	0.0	5.1	8.4	0.0	0.0	8.1	7.4	6.3	0.0	1.8	4.2	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.8	0.0	3.6	3.7	0.0	0.0	3.7	1.1	5.0	0.0	0.0	0.0	0.0	4.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.4
Exiting Leg Total							15							0							83						6							0						68	172

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:45 AM	1	0	3	18	0	0	22	32	149	0	18	7	0	206	0	0	0	0	0	0	0	6	0	7	21	0	0	34	7	213	0	0	0	0	220	0	0	0	0	0	0	0	482
8:00 AM	4	0	13	18	0	0	35	10	145	0	21	2	0	178	0	0	0	0	0	0	0	3	0	7	25	0	0	35	11	167	0	0	0	0	178	0	0	0	0	0	0	0	426
8:15 AM	3	0	12	30	0	0	45	22	122	0	8	2	0	154	0	0	0	0	0	0	0	7	0	10	24	0	0	41	11	165	0	0	0	0	176	0	0	0	0	0	0	0	416
8:30 AM	1	0	12	27	0	0	40	21	123	0	10	1	0	155	0	0	0	0	0	0	0	10	0	4	17	0	0	31	22	167	0	0	0	0	189	0	0	0	0	0	0	0	415
Total Volume	9	0	40	93	0	0	142	85	539	0	57	12	0	693	0	0	0	0	0	0	0	26	0	28	87	0	0	141	51	712	0	0	0	0	763	0	0	0	0	0	0	0	1739
% Approach Total	6.3	0.0	28.2	65.5	0.0	0.0		12.3	77.8	0.0	8.2	1.7	0.0		0.0	0.0	0.0	0.0	0.0	0.0		18.4	0.0	19.9	61.7	0.0	0.0		6.7	93.3	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.563	0.000	0.769	0.775	0.000	0.000	0.789	0.664	0.904	0.000	0.679	0.429	0.000	0.841	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.650	0.000	0.700	0.870	0.000	0.000	0.860	0.580	0.836	0.000	0.000	0.000	0.000	0.867	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.902
Cars	7	0	38	87	0	0	132	79	507	0	56	12	0	654	0	0	0	0	0	0	0	26	0	27	82	0	0	135	50	684	0	0	0	0	734	0	0	0	0	0	0	0	1655
Cars %	77.8	0.0	95.0	93.5	0.0	0.0	93.0	92.9	94.1	0.0	98.2	100.0	0.0	94.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	96.4	94.3	0.0	0.0	95.7	98.0	96.1	0.0	0.0	0.0	0.0	96.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	95.2
Heavy Vehicles	2	0	2	6	0	0	10	6	32	0	1	0	0	39	0	0	0	0	0	0	0	0	0	1	5	0	0	6	1	28	0	0	0	0	29	0	0	0	0	0	0	0	84
Heavy Vehicles %	22.2	0.0	5.0	6.5	0.0	0.0	7.0	7.1	5.9	0.0	1.8	0.0	0.0	5.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.6	5.7	0.0	0.0	4.3	2.0	3.9	0.0	0.0	0.0	0.0	3.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.8
Cars Enter Leg	7	0	38	87	0	0	132	79	507	0	56	12	0	654	0	0	0	0	0	0	0	26	0	27	82	0	0	135	50	684	0	0	0	0	734	0	0	0	0	0	0	0	1655
Heavy Enter Leg	2	0	2	6	0	0	10	6	32	0	1	0	0	39	0	0	0	0	0	0	0	0	0	1	5	0	0	6	1	28	0	0	0	0	29	0	0	0	0	0	0	0	84
Total Entering Leg	9	0	40	93	0	0	142	85	539	0	57	12	0	693	0	0	0	0	0	0	0	26	0	28	87	0	0	141	51	712	0	0	0	0	763	0	0	0	0	0	0	0	1739
Cars Exiting Leg							106							0							809						144							0						596	1655
Heavy Exiting Leg							7							0							34						4							0						39	84
Total Exiting Leg							113							0							843						148							0						635	1739

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Cars-Combined (Motorcycles, Cars, Light Goods)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:00 AM	2	0	1	11	0	0	14	21	102	0	12	1	0	136	0	0	0	0	0	0	0	3	0	3	17	0	0	23	10	103	0	0	0	0	113	0	0	0	0	0	0	0	286
7:15 AM	3	0	6	10	0	0	19	21	91	0	14	2	0	128	0	0	0	0	0	0	0	4	0	8	21	0	0	33	3	142	0	0	0	0	145	0	0	0	0	0	0	0	325
7:30 AM	1	0	3	19	0	0	23	26	75	0	13	7	0	121	0	0	0	0	0	0	0	10	0	4	17	0	0	31	7	195	0	0	0	0	202	0	0	0	0	0	0	0	377
7:45 AM	1	0	3	18	0	0	22	30	139	0	18	7	0	194	0	0	0	0	0	0	0	6	0	6	21	0	0	33	7	205	0	0	0	0	212	0	0	0	0	0	0	0	461
Total	7	0	13	58	0	0	78	98	407	0	57	17	0	579	0	0	0	0	0	0	0	23	0	21	76	0	0	120	27	645	0	0	0	0	672	0	0	0	0	0	0	0	1449
8:00 AM	2	0	12	16	0	0	30	9	134	0	21	2	0	166	0	0	0	0	0	0	0	3	0	7	23	0	0	33	10	163	0	0	0	0	173	0	0	0	0	0	0	0	402
8:15 AM	3	0	12	28	0	0	43	20	118	0	7	2	0	147	0	0	0	0	0	0	0	7	0	10	22	0	0	39	11	158	0	0	0	0	169	0	0	0	0	0	0	0	398
8:30 AM	1	0	11	25	0	0	37	20	116	0	10	1	0	147	0	0	0	0	0	0	0	10	0	4	16	0	0	30	22	158	0	0	0	0	180	0	0	0	0	0	0	0	394
8:45 AM	4	0	8	15	0	0	27	15	108	0	16	1	0	140	0	0	0	0	0	0	0	8	0	11	20	0	0	39	21	139	0	0	0	0	160	0	0	0	0	0	0	0	366
Total	10	0	43	84	0	0	137	64	476	0	54	6	0	600	0	0	0	0	0	0	0	28	0	32	81	0	0	141	64	618	0	0	0	0	682	0	0	0	0	0	0	0	1560
Grand Total	17	0	56	142	0	0	215	162	883	0	111	23	0	1179	0	0	0	0	0	0	0	51	0	53	157	0	0	261	91	1263	0	0	0	0	1354	0	0	0	0	0	0	0	3009
Approach %	7.9	0.0	26.0	66.0	0.0	0.0		13.7	74.9	0.0	9.4	2.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		19.5	0.0	20.3	60.2	0.0	0.0		6.7	93.3	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	0.6	0.0	1.9	4.7	0.0	0.0	7.1	5.4	29.3	0.0	3.7	0.8	0.0	39.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.7	0.0	1.8	5.2	0.0	0.0	8.7	3.0	42.0	0.0	0.0	0.0	0.0	45.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							215							0							1479						258							0						1057	3009

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:45 AM	1	0	3	18	0	0	22	30	139	0	18	7	0	194	0	0	0	0	0	0	0	6	0	6	21	0	0	33	7	205	0	0	0	0	212	0	0	0	0	0	0	0	461
8:00 AM	2	0	12	16	0	0	30	9	134	0	21	2	0	166	0	0	0	0	0	0	0	3	0	7	23	0	0	33	10	163	0	0	0	0	173	0	0	0	0	0	0	0	402
8:15 AM	3	0	12	28	0	0	43	20	118	0	7	2	0	147	0	0	0	0	0	0	0	7	0	10	22	0	0	39	11	158	0	0	0	0	169	0	0	0	0	0	0	0	398
8:30 AM	1	0	11	25	0	0	37	20	116	0	10	1	0	147	0	0	0	0	0	0	0	10	0	4	16	0	0	30	22	158	0	0	0	0	180	0	0	0	0	0	0	0	394
Total Volume	7	0	38	87	0	0	132	79	507	0	56	12	0	654	0	0	0	0	0	0	0	26	0	27	82	0	0	135	50	684	0	0	0	0	734	0	0	0	0	0	0	0	1655
% Approach Total	5.3	0.0	28.8	65.9	0.0	0.0		12.1	77.5	0.0	8.6	1.8	0.0		0.0	0.0	0.0	0.0	0.0	0.0		19.3	0.0	20.0	60.7	0.0	0.0		6.8	93.2	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.583	0.000	0.792	0.777	0.000	0.000	0.767	0.658	0.912	0.000	0.667	0.429	0.000	0.843	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.650	0.000	0.675	0.891	0.000	0.000	0.865	0.568	0.834	0.000	0.000	0.000	0.000	0.866	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.898
Entering Leg	7	0	38	87	0	0	132	79	507	0	56	12	0	654	0	0	0	0	0	0	0	26	0	27	82	0	0	135	50	684	0	0	0	0	734	0	0	0	0	0	0	0	1655
Exiting Leg							106							0							809						144							0						596	1655
Total							238							654							809						279							734						596	3310

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	2	0	0	2	1	7	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	5	0	0	0	0	0	0	0	15
7:15 AM	0	0	0	2	0	0	2	0	4	0	0	1	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	0	0	7	0	0	0	0	0	0	0	14
7:30 AM	1	0	0	1	0	0	2	4	8	0	1	0	0	13	0	0	0	0	0	0	0	1	0	1	0	0	0	2	0	15	0	0	0	0	15	0	0	0	0	0	0	0	32
7:45 AM	0	0	0	0	0	0	0	2	10	0	0	0	0	12	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	8	0	0	0	0	8	0	0	0	0	0	0	0	21
Total	1	0	0	5	0	0	6	7	29	0	1	1	0	38	0	0	0	0	0	0	0	1	0	2	0	0	0	3	0	35	0	0	0	0	35	0	0	0	0	0	0	0	82
8:00 AM	2	0	1	2	0	0	5	1	11	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	2	0	0	2	1	4	0	0	0	0	5	0	0	0	0	0	0	0	24
8:15 AM	0	0	0	2	0	0	2	2	4	0	1	0	0	7	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	7	0	0	0	0	7	0	0	0	0	0	0	0	18
8:30 AM	0	0	1	2	0	0	3	1	7	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	9	0	0	0	0	9	0	0	0	0	0	0	0	21
8:45 AM	0	0	1	2	0	0	3	2	8	0	0	0	0	10	0	0	0	0	0	0	0	1	0	0	1	0	0	2	0	12	0	0	0	0	12	0	0	0	0	0	0	0	27
Total	2	0	3	8	0	0	13	6	30	0	1	0	0	37	0	0	0	0	0	0	0	1	0	0	6	0	0	7	1	32	0	0	0	0	33	0	0	0	0	0	0	0	90
Grand Total	3	0	3	13	0	0	19	13	59	0	2	1	0	75	0	0	0	0	0	0	0	2	0	2	6	0	0	10	1	67	0	0	0	0	68	0	0	0	0	0	0	0	172
Approach %	15.8	0.0	15.8	68.4	0.0	0.0		17.3	78.7	0.0	2.7	1.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		20.0	0.0	20.0	60.0	0.0	0.0		1.5	98.5	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.7	0.0	1.7	7.6	0.0	0.0	11.0	7.6	34.3	0.0	1.2	0.6	0.0	43.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.2	0.0	1.2	3.5	0.0	0.0	5.8	0.6	39.0	0.0	0.0	0.0	0.0	39.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							15							0							83							6							0						68	172
Buses	1	0	0	4	0	0	5	3	27	0	0	0	0	30	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	36	0	0	0	0	36	0	0	0	0	0	0	0	73
% Buses	33.3	0.0	0.0	30.8	0.0	0.0	26.3	23.1	45.8	0.0	0.0	0.0	0.0	40.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	0.0	0.0	20.0	0.0	53.7	0.0	0.0	0.0	0.0	52.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	42.4
Exiting Leg Total							3							0							40							0							0						30	73
Single-Unit Trucks	2	0	2	9	0	0	13	10	29	0	2	1	0	42	0	0	0	0	0	0	0	2	0	2	4	0	0	8	1	27	0	0	0	0	28	0	0	0	0	0	0	0	91
% Single-Unit	66.7	0.0	66.7	69.2	0.0	0.0	68.4	76.9	49.2	0.0	100.0	100.0	0.0	56.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	100.0	66.7	0.0	0.0	80.0	100.0	40.3	0.0	0.0	0.0	0.0	41.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	52.9
Exiting Leg Total							12							0							39							5							0						35	91
Articulated Trucks	0	0	1	0	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	8
% Articulated	0.0	0.0	33.3	0.0	0.0	0.0	5.3	0.0	5.1	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	5.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.7
Exiting Leg Total							0							0							4							1							0						3	8

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:30 AM	1	0	0	1	0	0	2	4	8	0	1	0	0	13	0	0	0	0	0	0	0	1	0	1	0	0	0	2	0	15	0	0	0	0	15	0	0	0	0	0	0	0	32
7:45 AM	0	0	0	0	0	0	0	2	10	0	0	0	0	12	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	8	0	0	0	0	8	0	0	0	0	0	0	0	21
8:00 AM	2	0	1	2	0	0	5	1	11	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	2	0	0	2	1	4	0	0	0	0	5	0	0	0	0	0	0	0	24
8:15 AM	0	0	0	2	0	0	2	2	4	0	1	0	0	7	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	7	0	0	0	0	7	0	0	0	0	0	0	0	18
Total Volume	3	0	1	5	0	0	9	9	33	0	2	0	0	44	0	0	0	0	0	0	0	1	0	2	4	0	0	7	1	34	0	0	0	0	35	0	0	0	0	0	0	0	95
% Approach Total	33.3	0.0	11.1	55.6	0.0	0.0		20.5	75.0	0.0	4.5	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		14.3	0.0	28.6	57.1	0.0	0.0		2.9	97.1	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.375	0.000	0.250	0.625	0.000	0.000	0.450	0.563	0.750	0.000	0.500	0.000	0.000	0.846	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250	0.000	0.500	0.500	0.000	0.000	0.875	0.250	0.567	0.000	0.000	0.000	0.000	0.583	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.742
Buses	1	0	0	2	0	0	3	3	17	0	0	0	0	20	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	17	0	0	0	0	17	0	0	0	0	0	0	0	42
Buses %	33.3	0.0	0.0	40.0	0.0	0.0	33.3	33.3	51.5	0.0	0.0	0.0	0.0	45.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	28.6	0.0	50.0	0.0	0.0	0.0	0.0	48.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	44.2
Single-Unit Trucks	2	0	1	3	0	0	6	6	14	0	2	0	0	22	0	0	0	0	0	0	0	1	0	2	2	0	0	5	1	13	0	0	0	0	14	0	0	0	0	0	0	0	47
Single-Unit %	66.7	0.0	100.0	60.0	0.0	0.0	66.7	66.7	42.4	0.0	100.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	100.0	50.0	0.0	0.0	71.4	100.0	38.2	0.0	0.0	0.0	0.0	40.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	49.5
Articulated Trucks	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	6
Articulated %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.1	0.0	0.0	0.0	0.0	4.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	11.8	0.0	0.0	0.0	0.0	11.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.3
Buses	1	0	0	2	0	0	3	3	17	0	0	0	0	20	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	17	0	0	0	0	17	0	0	0	0	0	0	0	42
Single-Unit Trucks	2	0	1	3	0	0	6	6	14	0	2	0	0	22	0	0	0	0	0	0	0	1	0	2	2	0	0	5	1	13	0	0	0	0	14	0	0	0	0	0	0	0	47
Articulated Trucks	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	6
Total Entering Leg	3	0	1	5	0	0	9	9	33	0	2	0	0	44	0	0	0	0	0	0	0	1	0	2	4	0	0	7	1	34	0	0	0	0	35	0	0	0	0	0	0	0	95
Buses							3							0							19							0							0						20	42
Single-Unit Trucks							8							0							17							4							0						18	47
Articulated Trucks							0							0							4							0							0						2	6
Total Exiting Leg							11							0							40							4							0						40	95

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Cars

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:00 AM	2	0	1	11	0	0	14	15	89	0	10	1	0	115	0	0	0	0	0	0	0	3	0	3	16	0	0	22	10	96	0	0	0	0	106	0	0	0	0	0	0	0	257
7:15 AM	3	0	3	9	0	0	15	15	85	0	12	2	0	114	0	0	0	0	0	0	0	4	0	6	20	0	0	30	3	134	0	0	0	0	137	0	0	0	0	0	0	0	296
7:30 AM	1	0	3	16	0	0	20	17	70	0	8	6	0	101	0	0	0	0	0	0	0	10	0	4	17	0	0	31	6	191	0	0	0	0	197	0	0	0	0	0	0	0	349
7:45 AM	1	0	3	14	0	0	18	25	129	0	17	6	0	177	0	0	0	0	0	0	0	6	0	6	20	0	0	32	7	193	0	0	0	0	200	0	0	0	0	0	0	0	427
Total	7	0	10	50	0	0	67	72	373	0	47	15	0	507	0	0	0	0	0	0	0	23	0	19	73	0	0	115	26	614	0	0	0	0	640	0	0	0	0	0	0	0	1329
8:00 AM	2	0	11	12	0	0	25	9	122	0	18	2	0	151	0	0	0	0	0	0	0	3	0	7	22	0	0	32	10	153	0	0	0	0	163	0	0	0	0	0	0	0	371
8:15 AM	2	0	11	19	0	0	32	20	108	0	6	1	0	135	0	0	0	0	0	0	0	7	0	8	21	0	0	36	10	150	0	0	0	0	160	0	0	0	0	0	0	0	363
8:30 AM	1	0	11	14	0	0	26	19	104	0	10	1	0	134	0	0	0	0	0	0	0	10	0	4	14	0	0	28	21	146	0	0	0	0	167	0	0	0	0	0	0	0	355
8:45 AM	3	0	7	13	0	0	23	14	100	0	14	0	0	128	0	0	0	0	0	0	0	7	0	10	18	0	0	35	18	130	0	0	0	0	148	0	0	0	0	0	0	0	334
Total	8	0	40	58	0	0	106	62	434	0	48	4	0	548	0	0	0	0	0	0	0	27	0	29	75	0	0	131	59	579	0	0	0	0	638	0	0	0	0	0	0	0	1423
Grand Total	15	0	50	108	0	0	173	134	807	0	95	19	0	1055	0	0	0	0	0	0	0	50	0	48	148	0	0	246	85	1193	0	0	0	0	1278	0	0	0	0	0	0	0	2752
Approach %	8.7	0.0	28.9	62.4	0.0	0.0		12.7	76.5	0.0	9.0	1.8	0.0		0.0	0.0	0.0	0.0	0.0	0.0		20.3	0.0	19.5	60.2	0.0	0.0		6.7	93.3	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	0.5	0.0	1.8	3.9	0.0	0.0	6.3	4.9	29.3	0.0	3.5	0.7	0.0	38.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.8	0.0	1.7	5.4	0.0	0.0	8.9	3.1	43.4	0.0	0.0	0.0	0.0	46.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							182							0							1370						230							0						970	2752

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:45 AM	1	0	3	14	0	0	18	25	129	0	17	6	0	177	0	0	0	0	0	0	0	6	0	6	20	0	0	32	7	193	0	0	0	0	200	0	0	0	0	0	0	0	427
8:00 AM	2	0	11	12	0	0	25	9	122	0	18	2	0	151	0	0	0	0	0	0	0	3	0	7	22	0	0	32	10	153	0	0	0	0	163	0	0	0	0	0	0	0	371
8:15 AM	2	0	11	19	0	0	32	20	108	0	6	1	0	135	0	0	0	0	0	0	0	7	0	8	21	0	0	36	10	150	0	0	0	0	160	0	0	0	0	0	0	0	363
8:30 AM	1	0	11	14	0	0	26	19	104	0	10	1	0	134	0	0	0	0	0	0	0	10	0	4	14	0	0	28	21	146	0	0	0	0	167	0	0	0	0	0	0	0	355
Total Volume	6	0	36	59	0	0	101	73	463	0	51	10	0	597	0	0	0	0	0	0	0	26	0	25	77	0	0	128	48	642	0	0	0	0	690	0	0	0	0	0	0	0	1516
% Approach Total	5.9	0.0	35.6	58.4	0.0	0.0		12.2	77.6	0.0	8.5	1.7	0.0		0.0	0.0	0.0	0.0	0.0	0.0		20.3	0.0	19.5	60.2	0.0	0.0		7.0	93.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.750	0.000	0.818	0.776	0.000	0.000	0.789	0.730	0.897	0.000	0.708	0.417	0.000	0.843	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.650	0.000	0.781	0.875	0.000	0.000	0.889	0.571	0.832	0.000	0.000	0.000	0.000	0.863	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.888
Entering Leg	6	0	36	59	0	0	101	73	463	0	51	10	0	597	0	0	0	0	0	0	0	26	0	25	77	0	0	128	48	642	0	0	0	0	690	0	0	0	0	0	0	0	1516
Exiting Leg							98							0							737						135							0						546	1516
Total							199							597							737						263							690						546	3032

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Light Goods Vehicle

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	6	13	0	2	0	0	21	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	7	0	0	0	0	0	7	0	0	0	0	0	0	0	29
7:15 AM	0	0	3	1	0	0	4	6	6	0	2	0	0	14	0	0	0	0	0	0	0	0	0	2	1	0	0	3	0	7	0	0	0	0	0	7	0	0	0	0	0	0	0	28
7:30 AM	0	0	0	2	0	0	2	9	5	0	5	1	0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4	0	0	0	0	0	5	0	0	0	0	0	0	0	27
7:45 AM	0	0	0	4	0	0	4	5	10	0	1	1	0	17	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	11	0	0	0	0	0	11	0	0	0	0	0	0	0	33
Total	0	0	3	7	0	0	10	26	34	0	10	2	0	72	0	0	0	0	0	0	0	0	0	2	3	0	0	5	1	29	0	0	0	0	0	30	0	0	0	0	0	0	0	117
8:00 AM	0	0	1	3	0	0	4	0	12	0	3	0	0	15	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	10	0	0	0	0	0	10	0	0	0	0	0	0	0	30
8:15 AM	1	0	1	9	0	0	11	0	10	0	1	1	0	12	0	0	0	0	0	0	0	0	0	2	1	0	0	3	1	8	0	0	0	0	0	9	0	0	0	0	0	0	0	35
8:30 AM	0	0	0	11	0	0	11	1	12	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	2	0	0	2	1	10	0	0	0	0	0	11	0	0	0	0	0	0	0	37
8:45 AM	1	0	1	2	0	0	4	1	8	0	2	1	0	12	0	0	0	0	0	0	0	1	0	1	2	0	0	4	3	9	0	0	0	0	0	12	0	0	0	0	0	0	0	32
Total	2	0	3	25	0	0	30	2	42	0	6	2	0	52	0	0	0	0	0	0	0	1	0	3	6	0	0	10	5	37	0	0	0	0	0	42	0	0	0	0	0	0	0	134
Grand Total	2	0	6	32	0	0	40	28	76	0	16	4	0	124	0	0	0	0	0	0	0	1	0	5	9	0	0	15	6	66	0	0	0	0	0	72	0	0	0	0	0	0	0	251
Approach %	5.0	0.0	15.0	80.0	0.0	0.0		22.6	61.3	0.0	12.9	3.2	0.0		0.0	0.0	0.0	0.0	0.0	0.0		6.7	0.0	33.3	60.0	0.0	0.0		8.3	91.7	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	0.8	0.0	2.4	12.7	0.0	0.0	15.9	11.2	30.3	0.0	6.4	1.6	0.0	49.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	2.0	3.6	0.0	0.0	6.0	2.4	26.3	0.0	0.0	0.0	0.0	28.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							33							0							103						28							0						87	251

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:45 AM	0	0	0	4	0	0	4	5	10	0	1	1	0	17	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	11	0	0	0	0	0	11	0	0	0	0	0	0	0	33
8:00 AM	0	0	1	3	0	0	4	0	12	0	3	0	0	15	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	10	0	0	0	0	0	10	0	0	0	0	0	0	0	30
8:15 AM	1	0	1	9	0	0	11	0	10	0	1	1	0	12	0	0	0	0	0	0	0	0	0	2	1	0	0	3	1	8	0	0	0	0	0	9	0	0	0	0	0	0	0	35
8:30 AM	0	0	0	11	0	0	11	1	12	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	2	0	0	2	1	10	0	0	0	0	0	11	0	0	0	0	0	0	0	37
Total Volume	1	0	2	27	0	0	30	6	44	0	5	2	0	57	0	0	0	0	0	0	0	0	0	2	5	0	0	7	2	39	0	0	0	0	0	41	0	0	0	0	0	0	0	135
% Approach Total	3.3	0.0	6.7	90.0	0.0	0.0		10.5	77.2	0.0	8.8	3.5	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	28.6	71.4	0.0	0.0		4.9	95.1	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.250	0.000	0.500	0.614	0.000	0.000	0.682	0.300	0.917	0.000	0.417	0.500	0.000	0.838	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250	0.625	0.000	0.000	0.583	0.500	0.886	0.000	0.000	0.000	0.000	0.932	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.912
Entering Leg	1	0	2	27	0	0	30	6	44	0	5	2	0	57	0	0	0	0	0	0	0	0	0	2	5	0	0	7	2	39	0	0	0	0	0	41	0	0	0	0	0	0	0	135
Exiting Leg							8							0							68						9							0						50	135
Total							38							57							68						16							41						50	270

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class: Buses

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	5
7:15 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	4
7:30 AM	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	6	0	0	0	0	0	0	0	10
7:45 AM	0	0	0	0	0	0	0	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	11
Total	0	0	0	0	0	0	0	1	13	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	30
8:00 AM	1	0	0	0	0	0	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	10
8:15 AM	0	0	0	2	0	0	2	2	2	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	4	0	0	0	0	4	0	0	0	0	0	0	11
8:30 AM	0	0	0	1	0	0	1	0	5	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	3	0	0	0	0	0	0	9
8:45 AM	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	0	0	0	0	0	11	0	0	0	0	0	0	13
Total	1	0	0	4	0	0	5	2	14	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	20	0	0	0	0	20	0	0	0	0	0	0	43
Grand Total	1	0	0	4	0	0	5	3	27	0	0	0	0	30	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	36	0	0	0	0	36	0	0	0	0	0	0	73
Approach %	20.0	0.0	0.0	80.0	0.0	0.0		10.0	90.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.4	0.0	0.0	5.5	0.0	0.0	6.8	4.1	37.0	0.0	0.0	0.0	0.0	41.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.7	0.0	0.0	2.7	0.0	49.3	0.0	0.0	0.0	0.0	49.3	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							3							0							40							0							0							30	73

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
8:00 AM	1	0	0	0	0	0	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	10
8:15 AM	0	0	0	2	0	0	2	2	2	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	4	0	0	0	0	4	0	0	0	0	0	0	11
8:30 AM	0	0	0	1	0	0	1	0	5	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	9
8:45 AM	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	0	0	0	0	11	0	0	0	0	0	0	13
Total Volume	1	0	0	4	0	0	5	2	14	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	20	0	0	0	0	20	0	0	0	0	0	0	43
% Approach Total	20.0	0.0	0.0	80.0	0.0	0.0		12.5	87.5	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.250	0.000	0.000	0.500	0.000	0.000	0.625	0.250	0.583	0.000	0.000	0.000	0.000	0.667	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.455	0.000	0.000	0.000	0.000	0.455	0.000	0.000	0.000	0.000	0.000	0.000	0.827
Entering Leg	1	0	0	4	0	0	5	2	14	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	20	0	0	0	0	20	0	0	0	0	0	0	43
Exiting Leg							2							0							24							0							0							17	43
Total							7							16							24							2							20							17	86

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Single-Unit Trucks

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	2	0	0	2	1	4	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	3	0	0	0	0	0	0	0	10
7:15 AM	0	0	0	2	0	0	2	0	3	0	0	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	4	0	0	0	0	0	0	0	10
7:30 AM	1	0	0	1	0	0	2	4	3	0	1	0	0	8	0	0	0	0	0	0	0	1	0	1	0	0	0	2	0	7	0	0	0	0	7	0	0	0	0	0	0	0	19
7:45 AM	0	0	0	0	0	0	0	1	4	0	0	0	0	5	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	0	8
Total	1	0	0	5	0	0	6	6	14	0	1	1	0	22	0	0	0	0	0	0	0	1	0	2	0	0	0	3	0	16	0	0	0	0	16	0	0	0	0	0	0	0	47
8:00 AM	1	0	1	2	0	0	4	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	1	0	0	0	0	2	0	0	0	0	0	0	0	13
8:15 AM	0	0	0	0	0	0	0	0	2	0	1	0	0	3	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	7
8:30 AM	0	0	1	1	0	0	2	1	2	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	12
8:45 AM	0	0	0	1	0	0	1	2	6	0	0	0	0	8	0	0	0	0	0	0	0	1	0	0	1	0	0	2	0	1	0	0	0	0	1	0	0	0	0	0	0	0	12
Total	1	0	2	4	0	0	7	4	15	0	1	0	0	20	0	0	0	0	0	0	0	1	0	0	4	0	0	5	1	11	0	0	0	0	12	0	0	0	0	0	0	0	44
Grand Total	2	0	2	9	0	0	13	10	29	0	2	1	0	42	0	0	0	0	0	0	0	2	0	2	4	0	0	8	1	27	0	0	0	0	28	0	0	0	0	0	0	0	91
Approach %	15.4	0.0	15.4	69.2	0.0	0.0		23.8	69.0	0.0	4.8	2.4	0.0		0.0	0.0	0.0	0.0	0.0	0.0		25.0	0.0	25.0	50.0	0.0	0.0		3.6	96.4	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	2.2	0.0	2.2	9.9	0.0	0.0	14.3	11.0	31.9	0.0	2.2	1.1	0.0	46.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.2	0.0	2.2	4.4	0.0	0.0	8.8	1.1	29.7	0.0	0.0	0.0	0.0	30.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							12							0							39							5							0						35	91

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:15 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
7:15 AM	0	0	0	2	0	0	2	0	3	0	0	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	10
7:30 AM	1	0	0	1	0	0	2	4	3	0	1	0	0	8	0	0	0	0	0	0	0	1	0	1	0	0	0	2	0	7	0	0	0	0	7	0	0	0	0	0	0	0	19
7:45 AM	0	0	0	0	0	0	0	1	4	0	0	0	0	5	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	0	8
8:00 AM	1	0	1	2	0	0	4	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	1	0	0	0	0	2	0	0	0	0	0	0	0	13
Total Volume	2	0	1	5	0	0	8	6	15	0	1	1	0	23	0	0	0	0	0	0	0	1	0	2	1	0	0	4	1	14	0	0	0	0	15	0	0	0	0	0	0	0	50
% Approach Total	25.0	0.0	12.5	62.5	0.0	0.0		26.1	65.2	0.0	4.3	4.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		25.0	0.0	50.0	25.0	0.0	0.0		6.7	93.3	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.500	0.000	0.250	0.625	0.000	0.000	0.500	0.375	0.750	0.000	0.250	0.250	0.000	0.719	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250	0.000	0.500	0.250	0.000	0.000	0.500	0.250	0.500	0.000	0.000	0.000	0.000	0.536	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.658
Entering Leg	2	0	1	5	0	0	8	6	15	0	1	1	0	23	0	0	0	0	0	0	0	1	0	2	1	0	0	4	1	14	0	0	0	0	15	0	0	0	0	0	0	0	50
Exiting Leg							8							0							21							3							0						18	50
Total							16							23							21							7							15						18	100

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street 5: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Articulated Trucks

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	3
7:45 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
Total	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	5
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	1
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45 AM	0	0	1	0	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Total	0	0	1	0	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	3
Grand Total	0	0	1	0	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	8
Approach %	0.0	0.0	100.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	
Total %	0.0	0.0	12.5	0.0	0.0	0.0	12.5	0.0	37.5	0.0	0.0	0.0	0.0	37.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							0							0							4							1							0							3	8

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:15 AM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	3
7:45 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	1
Total Volume	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	6
% Approach Total	0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	
PHF	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500
Entering Leg	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	6
Exiting Leg							0							0							4							0							0							2	6
Total							0							2							4							0							4							2	12

PRECISION
D A T A
INDUSTRIES, LLC
1 Mount Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Bicycles (on Roadway and Crosswalks)

| | Babcock Street from North | | | | | | | | | Commonwealth Avenue (WB) from East | | | | | | | | | Commonwealth Avenue (EB) from Southeast | | | | | | | | | Babcock Street from South | | | | | | | | | Commonwealth Avenue (EB) from Southwest | | | | | | | | | Commonwealth Avenue (WB) from West | | | | | | | | | |
|---|---|---

PRECISION
D A T A
INDUSTRIES, LLC
Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 A
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

Pedestrians

| | Babcock Street from North | | | | | | | | | Commonwealth Avenue (WB) from East | | | | | | | | | Commonwealth Avenue (EB) from Southeast | | | | | | | | | Babcock Street from South | | | | | | | | | Commonwealth Avenue (EB) from Southwest | | | | | | | | | Commonwealth Avenue (WB) from West | | | | | | | | | |
|---|---|---

PRECISION
D A T A
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Cars and Heavy Vehicles (Combined)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	7	0	16	22	0	0	45	24	230	0	12	7	0	273	0	0	0	0	0	0	0	10	0	9	26	0	0	45	11	156	0	0	0	0	167	0	0	0	0	0	0	0	530
4:15 PM	3	0	17	22	0	0	42	19	229	0	10	8	0	266	0	0	0	0	0	0	0	2	0	5	33	0	0	40	9	169	0	0	0	0	178	0	0	0	0	0	0	0	526
4:30 PM	7	0	19	24	0	0	50	12	241	0	11	9	0	273	0	0	0	0	0	0	0	4	0	7	34	0	0	45	10	138	0	0	0	0	148	0	0	0	0	0	0	0	516
4:45 PM	7	0	8	21	0	0	36	17	269	0	13	5	0	304	0	0	0	0	0	0	0	12	0	3	28	0	0	43	8	135	0	0	0	0	143	0	0	0	0	0	0	0	526
Total	24	0	60	89	0	0	173	72	969	0	46	29	0	1116	0	0	0	0	0	0	0	28	0	24	121	0	0	173	38	598	0	0	0	0	636	0	0	0	0	0	0	0	2098
5:00 PM	8	0	30	29	0	0	67	17	253	0	9	9	0	288	0	0	0	0	0	0	0	8	0	6	24	0	0	38	14	149	0	0	2	0	165	0	0	0	0	0	0	0	558
5:15 PM	8	0	26	19	0	0	53	25	278	0	10	7	0	320	0	0	0	0	0	0	0	5	0	3	37	0	0	45	4	186	0	0	2	0	192	0	0	0	0	0	0	0	610
5:30 PM	16	0	11	26	0	0	53	21	270	0	11	6	0	308	0	0	0	0	0	0	0	3	0	5	34	0	0	42	13	150	0	0	0	0	163	0	0	0	0	0	0	0	566
5:45 PM	9	0	24	29	0	0	62	23	242	0	23	6	0	294	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	147	0	1	0	0	161	0	0	0	0	0	0	0	559
Total	41	0	91	103	0	0	235	86	1043	0	53	28	0	1210	0	0	0	0	0	0	0	21	0	17	129	0	0	167	44	632	0	1	4	0	681	0	0	0	0	0	0	0	2293
Grand Total	65	0	151	192	0	0	408	158	2012	0	99	57	0	2326	0	0	0	0	0	0	0	49	0	41	250	0	0	340	82	1230	0	1	4	0	1317	0	0	0	0	0	0	0	4391
Approach %	15.9	0.0	37.0	47.1	0.0	0.0		6.8	86.5	0.0	4.3	2.5	0.0		0.0	0.0	0.0	0.0	0.0	0.0		14.4	0.0	12.1	73.5	0.0	0.0		6.2	93.4	0.0	0.1	0.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.5	0.0	3.4	4.4	0.0	0.0	9.3	3.6	45.8	0.0	2.3	1.3	0.0	53.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.1	0.0	0.9	5.7	0.0	0.0	7.7	1.9	28.0	0.0	0.0	0.1	0.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							200							0							1528							332							0						2331	4391
Cars	63	0	149	188	0	0	400	153	1974	0	98	52	0	2277	0	0	0	0	0	0	0	49	0	41	246	0	0	336	82	1200	0	1	4	0	1287	0	0	0	0	0	0	0	4300
% Cars	96.9	0.0	98.7	97.9	0.0	0.0	98.0	96.8	98.1	0.0	99.0	91.2	0.0	97.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	100.0	98.4	0.0	0.0	98.8	100.0	97.6	0.0	100.0	100.0	0.0	97.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	97.9
Exiting Leg Total							195							0							1489							329							0						2287	4300
Heavy Vehicles	2	0	2	4	0	0	8	5	38	0	1	5	0	49	0	0	0	0	0	0	0	0	0	0	4	0	0	4	0	30	0	0	0	0	30	0	0	0	0	0	0	0	91
% Heavy Vehicles	3.1	0.0	1.3	2.1	0.0	0.0	2.0	3.2	1.9	0.0	1.0	8.8	0.0	2.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.6	0.0	0.0	1.2	0.0	2.4	0.0	0.0	0.0	0.0	2.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.1
Exiting Leg Total							5							0							39							3							0						44	91

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
5:00 PM	8	0	30	29	0	0	67	17	253	0	9	9	0	288	0	0	0	0	0	0	0	8	0	6	24	0	0	38	14	149	0	0	2	0	165	0	0	0	0	0	0	0	558
5:15 PM	8	0	26	19	0	0	53	25	278	0	10	7	0	320	0	0	0	0	0	0	0	5	0	3	37	0	0	45	4	186	0	0	2	0	192	0	0	0	0	0	0	0	610
5:30 PM	16	0	11	26	0	0	53	21	270	0	11	6	0	308	0	0	0	0	0	0	0	3	0	5	34	0	0	42	13	150	0	0	0	0	163	0	0	0	0	0	0	0	566
5:45 PM	9	0	24	29	0	0	62	23	242	0	23	6	0	294	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	147	0	1	0	0	161	0	0	0	0	0	0	0	559
Total Volume	41	0	91	103	0	0	235	86	1043	0	53	28	0	1210	0	0	0	0	0	0	0	21	0	17	129	0	0	167	44	632	0	1	4	0	681	0	0	0	0	0	0	0	2293
% Approach Total	17.4	0.0	38.7	43.8	0.0	0.0		7.1	86.2	0.0	4.4	2.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		12.6	0.0	10.2	77.2	0.0	0.0		6.5	92.8	0.0	0.1	0.6	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.641	0.000	0.758	0.888	0.000	0.000	0.877	0.860	0.938	0.000	0.576	0.778	0.000	0.945	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.656	0.000	0.708	0.872	0.000	0.000	0.928	0.786	0.849	0.000	0.250	0.500	0.000	0.887	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.940
Cars	40	0	91	101	0	0	232	84	1026	0	53	24	0	1187	0	0	0	0	0	0	0	21	0	17	128	0	0	166	44	617	0	1	4	0	666	0	0	0	0	0	0	0	2251
Cars %	97.6	0.0	100.0	98.1	0.0	0.0	98.7	97.7	98.4	0.0	100.0	85.7	0.0	98.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	100.0	99.2	0.0	0.0	99.4	100.0	97.6	0.0	100.0	100.0	0.0	97.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	98.2
Heavy Vehicles	1	0	0	2	0	0	3	2	17	0	0	4	0	23	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	15	0	0	0	0	15	0	0	0	0	0	0	0	42
Heavy Vehicles %	2.4	0.0	0.0	1.9	0.0	0.0	1.3	2.3	1.6	0.0	0.0	14.3	0.0	1.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.8	0.0	0.0	0.6	0.0	2.4	0.0	0.0	0.0	0.0	2.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.8
Cars Enter Leg	40	0	91	101	0	0	232	84	1026	0	53	24	0	1187	0	0	0	0	0	0	0	21	0	17	128	0	0	166	44	617	0	1	4	0	666	0	0	0	0	0	0	0	2251
Heavy Enter Leg	1	0	0	2	0	0	3	2	17	0	0	4	0	23	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	15	0	0	0	0	15	0	0	0	0	0	0	0	42
Total Entering Leg	41	0	91	103	0	0	235	86	1043	0	53	28	0	1210	0	0	0	0	0	0	0	21	0	17	129	0	0	167	44	632	0	1	4	0	681	0	0	0	0	0	0	0	2293
Cars Exiting Leg							102							0							763							188							0						1198	2251
Heavy Exiting Leg							2							0							21							0							0						19	42
Total Exiting Leg							104							0							784							188							0						1217	2293

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Cars-Combined (Motorcycles, Cars, Light Goods)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	6	0	15	21	0	0	42	22	222	0	12	7	0	263	0	0	0	0	0	0	0	10	0	9	24	0	0	43	11	154	0	0	0	0	165	0	0	0	0	0	0	0	513
4:15 PM	3	0	16	21	0	0	40	18	225	0	9	7	0	259	0	0	0	0	0	0	0	2	0	5	33	0	0	40	9	160	0	0	0	0	169	0	0	0	0	0	0	0	508
4:30 PM	7	0	19	24	0	0	50	12	234	0	11	9	0	266	0	0	0	0	0	0	0	4	0	7	33	0	0	44	10	136	0	0	0	0	146	0	0	0	0	0	0	0	506
4:45 PM	7	0	8	21	0	0	36	17	267	0	13	5	0	302	0	0	0	0	0	0	0	12	0	3	28	0	0	43	8	133	0	0	0	0	141	0	0	0	0	0	0	0	522
Total	23	0	58	87	0	0	168	69	948	0	45	28	0	1090	0	0	0	0	0	0	0	28	0	24	118	0	0	170	38	583	0	0	0	0	621	0	0	0	0	0	0	0	2049
5:00 PM	8	0	30	29	0	0	67	16	248	0	9	8	0	281	0	0	0	0	0	0	0	8	0	6	24	0	0	38	14	146	0	0	2	0	162	0	0	0	0	0	0	0	548
5:15 PM	8	0	26	18	0	0	52	25	274	0	10	6	0	315	0	0	0	0	0	0	0	5	0	3	36	0	0	44	4	181	0	0	2	0	187	0	0	0	0	0	0	0	598
5:30 PM	15	0	11	26	0	0	52	21	267	0	11	6	0	305	0	0	0	0	0	0	0	3	0	5	34	0	0	42	13	145	0	0	0	0	158	0	0	0	0	0	0	0	557
5:45 PM	9	0	24	28	0	0	61	22	237	0	23	4	0	286	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	145	0	1	0	0	159	0	0	0	0	0	0	0	548
Total	40	0	91	101	0	0	232	84	1026	0	53	24	0	1187	0	0	0	0	0	0	0	21	0	17	128	0	0	166	44	617	0	1	4	0	666	0	0	0	0	0	0	0	2251
Grand Total	63	0	149	188	0	0	400	153	1974	0	98	52	0	2277	0	0	0	0	0	0	0	49	0	41	246	0	0	336	82	1200	0	1	4	0	1287	0	0	0	0	0	0	0	4300
Approach %	15.8	0.0	37.3	47.0	0.0	0.0		6.7	86.7	0.0	4.3	2.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		14.6	0.0	12.2	73.2	0.0	0.0		6.4	93.2	0.0	0.1	0.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.5	0.0	3.5	4.4	0.0	0.0	9.3	3.6	45.9	0.0	2.3	1.2	0.0	53.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.1	0.0	1.0	5.7	0.0	0.0	7.8	1.9	27.9	0.0	0.0	0.1	0.0	29.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							195							0							1489							329							0						2287	4300

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
5:00 PM	8	0	30	29	0	0	67	16	248	0	9	8	0	281	0	0	0	0	0	0	0	8	0	6	24	0	0	38	14	146	0	0	2	0	162	0	0	0	0	0	0	0	548
5:15 PM	8	0	26	18	0	0	52	25	274	0	10	6	0	315	0	0	0	0	0	0	0	5	0	3	36	0	0	44	4	181	0	0	2	0	187	0	0	0	0	0	0	0	598
5:30 PM	15	0	11	26	0	0	52	21	267	0	11	6	0	305	0	0	0	0	0	0	0	3	0	5	34	0	0	42	13	145	0	0	0	0	158	0	0	0	0	0	0	0	557
5:45 PM	9	0	24	28	0	0	61	22	237	0	23	4	0	286	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	145	0	1	0	0	159	0	0	0	0	0	0	0	548
Total Volume	40	0	91	101	0	0	232	84	1026	0	53	24	0	1187	0	0	0	0	0	0	0	21	0	17	128	0	0	166	44	617	0	1	4	0	666	0	0	0	0	0	0	0	2251
% Approach Total	17.2	0.0	39.2	43.5	0.0	0.0		7.1	86.4	0.0	4.5	2.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		12.7	0.0	10.2	77.1	0.0	0.0		6.6	92.6	0.0	0.2	0.6	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.667	0.000	0.758	0.871	0.000	0.000	0.866	0.840	0.936	0.000	0.576	0.750	0.000	0.942	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.656	0.000	0.708	0.889	0.000	0.000	0.943	0.786	0.852	0.000	0.250	0.500	0.000	0.890	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.941
Entering Leg	40	0	91	101	0	0	232	84	1026	0	53	24	0	1187	0	0	0	0	0	0	0	21	0	17	128	0	0	166	44	617	0	1	4	0	666	0	0	0	0	0	0	0	2251
Exiting Leg							102							0							763							188							0						1198	2251
Total							334							1187							763							354							666						1198	4502

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	1	0	1	1	0	0	3	2	8	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	2	0	0	0	0	2	0	0	0	0	0	0	0	17
4:15 PM	0	0	1	1	0	0	2	1	4	0	1	1	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9	0	0	0	0	0	0	0	18
4:30 PM	0	0	0	0	0	0	0	0	7	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	0	10
4:45 PM	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	4
Total	1	0	2	2	0	0	5	3	21	0	1	1	0	26	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	15	0	0	0	0	15	0	0	0	0	0	0	0	49
5:00 PM	0	0	0	0	0	0	0	1	5	0	0	1	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	10
5:15 PM	0	0	0	1	0	0	1	0	4	0	0	1	0	5	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	5	0	0	0	0	5	0	0	0	0	0	0	0	12
5:30 PM	1	0	0	0	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	5	0	0	0	0	0	0	0	9
5:45 PM	0	0	0	1	0	0	1	1	5	0	0	2	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	11
Total	1	0	0	2	0	0	3	2	17	0	0	4	0	23	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	15	0	0	0	0	15	0	0	0	0	0	0	0	42
Grand Total	2	0	2	4	0	0	8	5	38	0	1	5	0	49	0	0	0	0	0	0	0	0	0	0	4	0	0	4	0	30	0	0	0	0	30	0	0	0	0	0	0	0	91
Approach %	25.0	0.0	25.0	50.0	0.0	0.0		10.2	77.6	0.0	2.0	10.2	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	2.2	0.0	2.2	4.4	0.0	0.0	8.8	5.5	41.8	0.0	1.1	5.5	0.0	53.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.4	0.0	0.0	4.4	0.0	33.0	0.0	0.0	0.0	0.0	33.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							5							0							39							3							0						44	91
Buses	1	0	2	2	0	0	5	1	28	0	0	4	0	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21	0	0	0	0	21	0	0	0	0	0	0	0	59
% Buses	50.0	0.0	100.0	50.0	0.0	0.0	62.5	20.0	73.7	0.0	0.0	80.0	0.0	67.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	70.0	0.0	0.0	0.0	0.0	70.0	0.0	0.0	0.0	0.0	0.0	0.0	64.8
Exiting Leg Total							1							0							27							2							0						29	59
Single-Unit Trucks	1	0	0	2	0	0	3	4	9	0	1	1	0	15	0	0	0	0	0	0	0	0	0	0	4	0	0	4	0	8	0	0	0	0	8	0	0	0	0	0	0	0	30
% Single-Unit	50.0	0.0	0.0	50.0	0.0	0.0	37.5	80.0	23.7	0.0	100.0	20.0	0.0	30.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0	0.0	26.7	0.0	0.0	0.0	0.0	26.7	0.0	0.0	0.0	0.0	0.0	0.0	33.0
Exiting Leg Total							4							0							11							1							0						14	30
Articulated Trucks	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
% Articulated	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.6	0.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.3	0.0	0.0	0.0	0.0	3.3	0.0	0.0	0.0	0.0	0.0	0.0	2.2
Exiting Leg Total							0							0							1							0							0						1	2

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	1	0	1	1	0	0	3	2	8	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	2	0	0	0	0	2	0	0	0	0	0	0	0	17
4:15 PM	0	0	1	1	0	0	2	1	4	0	1	1	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9	0	0	0	0	0	0	0	18
4:30 PM	0	0	0	0	0	0	0	0	7	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	2	0	0	0	0	2	0	0	0	0	0	0	0	10
4:45 PM	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	4
Total Volume	1	0	2	2	0	0	5	3	21	0	1	1	0	26	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	15	0	0	0	0	15	0	0	0	0	0	0	0	49
% Approach Total	20.0	0.0	40.0	40.0	0.0	0.0		11.5	80.8	0.0	3.8	3.8	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.250	0.000	0.500	0.500	0.000	0.000	0.417	0.375	0.656	0.000	0.250	0.250	0.000	0.650	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.375	0.000	0.000	0.375	0.000	0.417	0.000	0.000	0.000	0.000	0.417	0.000	0.000	0.000	0.000	0.000	0.000	0.681
Buses	1	0	2	1	0	0	4	1	13	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9	0	0	0	0	0	0	0	27
Buses %	100.0	0.0	100.0	50.0	0.0	0.0	80.0	33.3	61.9	0.0	0.0	0.0	0.0	53.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0	0.0	0.0	0.0	0.0	60.0	0.0	0.0	0.0	0.0	0.0	0.0	55.1
Single-Unit Trucks	0	0	0	1	0	0	1	2	7	0	1	1	0	11	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	5	0	0	0	0	5	0	0	0	0	0	0	0	20
Single-Unit %	0.0	0.0	0.0	50.0	0.0	0.0	20.0	66.7	33.3	0.0	100.0	100.0	0.0	42.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0	0.0	33.3	0.0	0.0	0.0	0.0	33.3	0.0	0.0	0.0	0.0	0.0	0.0	40.8
Articulated Trucks	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
Articulated %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.8	0.0	0.0	0.0	0.0	3.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.7	0.0	0.0	0.0	0.0	6.7	0.0	0.0	0.0	0.0	0.0	0.0	4.1
Buses	1	0	2	1	0	0	4	1	13	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9	0	0	0	0	0	0	0	27
Single-Unit Trucks	0	0	0	1	0	0	1	2	7	0	1	1	0	11	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	5	0	0	0	0	5	0	0	0	0	0	0	0	20
Articulated Trucks	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
Total Entering Leg	1	0	2	2	0	0	5	3	21	0	1	1	0	26	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	15	0	0	0	0	15	0	0	0	0	0	0	0	49
Buses							1							0							10							2							0						14	27
Single-Unit Trucks							2							0							7							1							0						10	20
Articulated Trucks							0							0							1							0							0						1	2
Total Exiting Leg							3							0							18							3							0						25	49

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class: Cars

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	4	0	15	19	0	0	38	16	213	0	10	7	0	246	0	0	0	0	0	0	0	8	0	8	24	0	0	40	11	148	0	0	0	0	159	0	0	0	0	0	0	0	483
4:15 PM	3	0	15	19	0	0	37	13	217	0	9	7	0	246	0	0	0	0	0	0	0	2	0	5	29	0	0	36	9	147	0	0	0	0	156	0	0	0	0	0	0	0	475
4:30 PM	7	0	17	23	0	0	47	11	231	0	11	9	0	262	0	0	0	0	0	0	0	4	0	6	32	0	0	42	10	126	0	0	0	0	136	0	0	0	0	0	0	0	487
4:45 PM	7	0	7	19	0	0	33	17	259	0	13	5	0	294	0	0	0	0	0	0	0	12	0	3	27	0	0	42	8	123	0	0	0	0	131	0	0	0	0	0	0	0	500
Total	21	0	54	80	0	0	155	57	920	0	43	28	0	1048	0	0	0	0	0	0	0	26	0	22	112	0	0	160	38	544	0	0	0	0	582	0	0	0	0	0	0	0	1945
5:00 PM	8	0	29	29	0	0	66	16	238	0	9	8	0	271	0	0	0	0	0	0	0	8	0	5	21	0	0	34	14	136	0	0	2	0	152	0	0	0	0	0	0	0	523
5:15 PM	8	0	26	17	0	0	51	24	269	0	9	6	0	308	0	0	0	0	0	0	0	5	0	3	36	0	0	44	4	174	0	0	2	0	180	0	0	0	0	0	0	0	583
5:30 PM	14	0	11	25	0	0	50	20	263	0	11	6	0	300	0	0	0	0	0	0	0	3	0	5	32	0	0	40	13	139	0	0	0	0	152	0	0	0	0	0	0	0	542
5:45 PM	8	0	23	27	0	0	58	19	231	0	23	4	0	277	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	141	0	1	0	0	155	0	0	0	0	0	0	0	532
Total	38	0	89	98	0	0	225	79	1001	0	52	24	0	1156	0	0	0	0	0	0	0	21	0	16	123	0	0	160	44	590	0	1	4	0	639	0	0	0	0	0	0	0	2180
Grand Total	59	0	143	178	0	0	380	136	1921	0	95	52	0	2204	0	0	0	0	0	0	0	47	0	38	235	0	0	320	82	1134	0	1	4	0	1221	0	0	0	0	0	0	0	4125
Approach %	15.5	0.0	37.6	46.8	0.0	0.0		6.2	87.2	0.0	4.3	2.4	0.0		0.0	0.0	0.0	0.0	0.0	0.0		14.7	0.0	11.9	73.4	0.0	0.0		6.7	92.9	0.0	0.1	0.3	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.4	0.0	3.5	4.3	0.0	0.0	9.2	3.3	46.6	0.0	2.3	1.3	0.0	53.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.1	0.0	0.9	5.7	0.0	0.0	7.8	2.0	27.5	0.0	0.0	0.1	0.0	29.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							175							0							1411							320							0							2219	4125

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
5:00 PM	8	0	29	29	0	0	66	16	238	0	9	8	0	271	0	0	0	0	0	0	0	8	0	5	21	0	0	34	14	136	0	0	2	0	152	0	0	0	0	0	0	0	523
5:15 PM	8	0	26	17	0	0	51	24	269	0	9	6	0	308	0	0	0	0	0	0	0	5	0	3	36	0	0	44	4	174	0	0	2	0	180	0	0	0	0	0	0	0	583
5:30 PM	14	0	11	25	0	0	50	20	263	0	11	6	0	300	0	0	0	0	0	0	0	3	0	5	32	0	0	40	13	139	0	0	0	0	152	0	0	0	0	0	0	0	542
5:45 PM	8	0	23	27	0	0	58	19	231	0	23	4	0	277	0	0	0	0	0	0	0	5	0	3	34	0	0	42	13	141	0	1	0	0	155	0	0	0	0	0	0	0	532
Total Volume	38	0	89	98	0	0	225	79	1001	0	52	24	0	1156	0	0	0	0	0	0	0	21	0	16	123	0	0	160	44	590	0	1	4	0	639	0	0	0	0	0	0	0	2180
% Approach Total	16.9	0.0	39.6	43.6	0.0	0.0		6.8	86.6	0.0	4.5	2.1	0.0		0.0	0.0	0.0	0.0	0.0	0.0		13.1	0.0	10.0	76.9	0.0	0.0		6.9	92.3	0.0	0.2	0.6	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.679	0.000	0.767	0.845	0.000	0.000	0.852	0.823	0.930	0.000	0.565	0.750	0.000	0.938	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.656	0.000	0.800	0.854	0.000	0.000	0.909	0.786	0.848	0.000	0.250	0.500	0.000	0.888	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.935
Entering Leg	38	0	89	98	0	0	225	79	1001	0	52	24	0	1156	0	0	0	0	0	0	0	21	0	16	123	0	0	160	44	590	0	1	4	0	639	0	0	0	0	0	0	0	2180
Exiting Leg							96							0							733							185							0							1166	2180
Total							321							1156							733							345							639							1166	4360

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Light Goods Vehicle

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	2	0	0	2	0	0	4	6	7	0	2	0	0	15	0	0	0	0	0	0	0	0	0	1	0	0	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	26
4:15 PM	0	0	1	2	0	0	3	5	8	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	3	0	3	0	13	0	0	0	0	13	0	0	0	0	0	0	0	32
4:30 PM	0	0	2	1	0	0	3	1	3	0	0	0	0	4	0	0	0	0	0	0	0	0	0	1	1	0	2	0	10	0	0	0	0	10	0	0	0	0	0	0	0	19
4:45 PM	0	0	1	2	0	0	3	0	8	0	0	0	0	8	0	0	0	0	0	0	0	0	0	1	0	0	1	0	8	0	0	0	0	8	0	0	0	0	0	0	0	20
Total	2	0	4	7	0	0	13	12	26	0	2	0	0	40	0	0	0	0	0	0	0	0	0	2	5	0	7	0	37	0	0	0	0	37	0	0	0	0	0	0	0	97
5:00 PM	0	0	1	0	0	0	1	0	9	0	0	0	0	9	0	0	0	0	0	0	0	0	0	1	3	0	4	0	10	0	0	0	0	10	0	0	0	0	0	0	0	24
5:15 PM	0	0	0	1	0	0	1	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	0	0	7	0	0	0	0	0	0	0	14
5:30 PM	1	0	0	1	0	0	2	1	4	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	2	0	2	0	5	0	0	0	0	5	0	0	0	0	0	0	0	14
5:45 PM	1	0	1	1	0	0	3	2	6	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	15
Total	2	0	2	3	0	0	7	4	24	0	0	0	0	28	0	0	0	0	0	0	0	0	0	1	5	0	6	0	26	0	0	0	0	26	0	0	0	0	0	0	0	67
Grand Total	4	0	6	10	0	0	20	16	50	0	2	0	0	68	0	0	0	0	0	0	0	0	0	3	10	0	13	0	63	0	0	0	0	63	0	0	0	0	0	0	0	164
Approach %	20.0	0.0	30.0	50.0	0.0	0.0		23.5	73.5	0.0	2.9	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	23.1	76.9	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	2.4	0.0	3.7	6.1	0.0	0.0	12.2	9.8	30.5	0.0	1.2	0.0	0.0	41.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.8	6.1	0.0	7.9	0.0	38.4	0.0	0.0	0.0	0.0	38.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							19							0							73						8							0						64	164

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	2	0	0	2	0	0	4	6	7	0	2	0	0	15	0	0	0	0	0	0	0	0	0	1	0	0	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	26
4:15 PM	0	0	1	2	0	0	3	5	8	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	3	0	3	0	13	0	0	0	0	13	0	0	0	0	0	0	0	32
4:30 PM	0	0	2	1	0	0	3	1	3	0	0	0	0	4	0	0	0	0	0	0	0	0	0	1	1	0	2	0	10	0	0	0	0	10	0	0	0	0	0	0	0	19
4:45 PM	0	0	1	2	0	0	3	0	8	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	1	0	1	0	8	0	0	0	0	8	0	0	0	0	0	0	0	20
Total Volume	2	0	4	7	0	0	13	12	26	0	2	0	0	40	0	0	0	0	0	0	0	0	0	2	5	0	7	0	37	0	0	0	0	37	0	0	0	0	0	0	0	97
% Approach Total	15.4	0.0	30.8	53.8	0.0	0.0		30.0	65.0	0.0	5.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	28.6	71.4	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.250	0.000	0.500	0.875	0.000	0.000	0.813	0.500	0.813	0.000	0.250	0.000	0.000	0.667	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.417	0.000	0.583	0.000	0.712	0.000	0.000	0.000	0.000	0.712	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.758
Entering Leg	2	0	4	7	0	0	13	12	26	0	2	0	0	40	0	0	0	0	0	0	0	0	0	2	5	0	7	0	37	0	0	0	0	37	0	0	0	0	0	0	0	97
Exiting Leg							14							0							44						6							0						33	97
Total							27							40							44						13							37						33	194

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class: Buses

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	1	0	1	1	0	0	3	1	3	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	9
4:15 PM	0	0	1	0	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	5	0	0	0	0	0	0	0	9
4:30 PM	0	0	0	0	0	0	0	0	5	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
4:45 PM	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	4
Total	1	0	2	1	0	0	4	1	13	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9	0	0	0	0	0	0	0	27
5:00 PM	0	0	0	0	0	0	0	0	4	0	0	1	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	8
5:15 PM	0	0	0	0	0	0	0	0	3	0	0	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	8
5:30 PM	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	6
5:45 PM	0	0	0	1	0	0	1	0	5	0	0	2	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	10
Total	0	0	0	1	0	0	1	0	15	0	0	4	0	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	0	0	0	0	12	0	0	0	0	0	0	0	32
Grand Total	1	0	2	2	0	0	5	1	28	0	0	4	0	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21	0	0	0	0	21	0	0	0	0	0	0	0	59
Approach %	20.0	0.0	40.0	40.0	0.0	0.0		3.0	84.8	0.0	0.0	12.1	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	1.7	0.0	3.4	3.4	0.0	0.0	8.5	1.7	47.5	0.0	0.0	6.8	0.0	55.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	35.6	0.0	0.0	0.0	0.0	35.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							1							0							27							2							0							29	59

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
5:00 PM	0	0	0	0	0	0	0	0	4	0	0	1	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	8
5:15 PM	0	0	0	0	0	0	0	0	3	0	0	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	8
5:30 PM	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	6
5:45 PM	0	0	0	1	0	0	1	0	5	0	0	2	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	10
Total Volume	0	0	0	1	0	0	1	0	15	0	0	4	0	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	0	0	0	0	12	0	0	0	0	0	0	0	32
% Approach Total	0.0	0.0	0.0	100.0	0.0	0.0		0.0	78.9	0.0	0.0	21.1	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.000	0.000	0.000	0.250	0.000	0.000	0.250	0.000	0.750	0.000	0.000	0.500	0.000	0.679	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.750	0.000	0.000	0.000	0.000	0.750	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.800
Entering Leg	0	0	0	1	0	0	1	0	15	0	0	4	0	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	0	0	0	0	12	0	0	0	0	0	0	0	32
Exiting Leg							0							0							17							0							0							15	32
Total							1							19							17							0							12							15	64

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Single-Unit Trucks

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
4:15 PM	0	0	0	1	0	0	1	1	1	0	1	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	9
4:30 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	3
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	1	0	0	1	2	7	0	1	1	0	11	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	5	0	0	0	0	5	0	0	0	0	0	0	0	20
5:00 PM	0	0	0	0	0	0	0	1	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
5:15 PM	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	4
5:30 PM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	3
5:45 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	1	0	0	1	0	0	2	2	2	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	3	0	0	0	0	3	0	0	0	0	0	0	0	10
Grand Total	1	0	0	2	0	0	3	4	9	0	1	1	0	15	0	0	0	0	0	0	0	0	0	0	4	0	0	4	0	8	0	0	0	0	8	0	0	0	0	0	0	0	30
Approach %	33.3	0.0	0.0	66.7	0.0	0.0		26.7	60.0	0.0	6.7	6.7	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total %	3.3	0.0	0.0	6.7	0.0	0.0	10.0	13.3	30.0	0.0	3.3	3.3	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	13.3	0.0	0.0	13.3	0.0	26.7	0.0	0.0	0.0	0.0	26.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							4							0							11						1							0						14	30

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Right	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Bear Right	Bear Left	Left	Hard Left	U-Turn	Total	Hard Right	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Bear Left	Hard Left	U-Turn	Total	Hard Right	Right	Bear Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	1	5	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
4:15 PM	0	0	0	1	0	0	1	1	1	0	1	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	9
4:30 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	3
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	0	0	1	0	0	1	2	7	0	1	1	0	11	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	5	0	0	0	0	5	0	0	0	0	0	0	0	20
% Approach Total	0.0	0.0	0.0	100.0	0.0	0.0		18.2	63.6	0.0	9.1	9.1	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	
PHF	0.000	0.000	0.000	0.250	0.000	0.000	0.250	0.500	0.350	0.000	0.250	0.250	0.000	0.458	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.375	0.000	0.000	0.375	0.000	0.313	0.000	0.000	0.000	0.000	0.313	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.556
Entering Leg	0	0	0	1	0	0	1	2	7	0	1	1	0	11	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	5	0	0	0	0	5	0	0	0	0	0	0	0	20
Exiting Leg							2							0							7						1							0						10	20
Total							3							11							7						4							5						10	40

PRECISION
DATA
INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Articulated Trucks

	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
Approach %	0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	
Total %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							0							0							1							0							0							1	2

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North							Commonwealth Avenue (WB) from East							Commonwealth Avenue (EB) from Southeast							Babcock Street from South							Commonwealth Avenue (EB) from Southwest							Commonwealth Avenue (WB) from West							
	Right	Bear Righ	Thru	Bear Left	Left	U-Turn	Total	Right	Thru	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Bear Righ	Bear Left	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Thru	Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Bear Left	Hard Left	U-Turn	Total	Hard Righ	Right	Bear Righ	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
% Approach Total	0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	
PHF	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250
Entering Leg	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
Exiting Leg							0							0							1							0							1							1	2
Total							0							1							1							0							1							1	4

PRECISION
D A T A
INDUSTRIES, LLC
6 Mitchell Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Bicycles (on Roadway and Crosswalks)

| | Babcock Street from North | | | | | | | | | Commonwealth Avenue (WB) from East | | | | | | | | | Commonwealth Avenue (EB) from Southeast | | | | | | | | | Babcock Street from South | | | | | | | | | Commonwealth Avenue (EB) from Southwest | | | | | | | | | Commonwealth Avenue (WB) from West | | | | | | | | | |
|---|---|---

PRECISION
D A T A
INDUSTRIES, LLC
36 Mellen Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

PDI File #: 186608 AA
Location: N: Babcock Street S: Babcock Street
Location: E: Commonwealth Avenue (WB) W: Commonwealth Avenue (WB) SE: Commonwealth Avenue (EB) SW: Commonwealth Avenue (EB)
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

Pedestrians

| | Babcock Street from North | | | | | | | | | Commonwealth Avenue (WB) from East | | | | | | | | | Commonwealth Avenue (EB) from Southeast | | | | | | | | | Babcock Street from South | | | | | | | | | Commonwealth Avenue (EB) from Southwest | | | | | | | | | Commonwealth Avenue (WB) from West | | | | | | | | | |
|---|---|---

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class:

Cars and Heavy Vehicles (Combined)

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	126	0	0	126	1	0	0	1	6	129	0	135	262
7:15 AM	119	0	0	119	0	0	0	0	6	152	0	158	277
7:30 AM	108	0	0	108	2	0	0	2	10	218	0	228	338
7:45 AM	167	0	0	167	1	0	0	1	18	221	0	239	407
Total	520	0	0	520	4	0	0	4	40	720	0	760	1284
8:00 AM	173	0	0	173	1	0	0	1	16	179	0	195	369
8:15 AM	152	0	0	152	0	0	0	0	22	178	0	200	352
8:30 AM	138	0	0	138	0	0	0	0	27	201	0	228	366
8:45 AM	140	0	0	140	2	0	0	2	19	170	0	189	331
Total	603	0	0	603	3	0	0	3	84	728	0	812	1418
Grand Total	1123	0	0	1123	7	0	0	7	124	1448	0	1572	2702
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		7.9	92.1	0.0		
Total %	41.6	0.0	0.0	41.6	0.3	0.0	0.0	0.3	4.6	53.6	0.0	58.2	
Exiting Leg Total				1455				124				1123	2702
Cars	1040	0	0	1040	6	0	0	6	121	1361	0	1482	2528
% Cars	92.6	0.0	0.0	92.6	85.7	0.0	0.0	85.7	97.6	94.0	0.0	94.3	93.6
Exiting Leg Total				1367				121				1040	2528
Heavy Vehicles	83	0	0	83	1	0	0	1	3	87	0	90	174
% Heavy Vehicles	7.4	0.0	0.0	7.4	14.3	0.0	0.0	14.3	2.4	6.0	0.0	5.7	6.4
Exiting Leg Total				88				3				83	174

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:45 AM	167	0	0	167	1	0	0	1	18	221	0	239	407
8:00 AM	173	0	0	173	1	0	0	1	16	179	0	195	369
8:15 AM	152	0	0	152	0	0	0	0	22	178	0	200	352
8:30 AM	138	0	0	138	0	0	0	0	27	201	0	228	366
Total Volume	630	0	0	630	2	0	0	2	83	779	0	862	1494
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		9.6	90.4	0.0		
PHF	0.910	0.000	0.000	0.910	0.500	0.000	0.000	0.500	0.769	0.881	0.000	0.902	0.918
Cars	581	0	0	581	1	0	0	1	81	740	0	821	1403
Cars %	92.2	0.0	0.0	92.2	50.0	0.0	0.0	50.0	97.6	95.0	0.0	95.2	93.9
Heavy Vehicles	49	0	0	49	1	0	0	1	2	39	0	41	91
Heavy Vehicles %	7.8	0.0	0.0	7.8	50.0	0.0	0.0	50.0	2.4	5.0	0.0	4.8	6.1
Cars Enter Leg	581	0	0	581	1	0	0	1	81	740	0	821	1403
Heavy Enter Leg	49	0	0	49	1	0	0	1	2	39	0	41	91
Total Entering Leg	630	0	0	630	2	0	0	2	83	779	0	862	1494
Cars Exiting Leg				741				81				581	1403
Heavy Exiting Leg				40				2				49	91
Total Exiting Leg				781				83				630	1494

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION D A T A INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office:508-875-0100 Fax:508-875-0118
Email: datarequests@pdillc.com

Class: **Cars-Combined (Motorcycles, Cars, Light Goods)**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	119	0	0	119	1	0	0	1	6	121	0	127	247
7:15 AM	113	0	0	113	0	0	0	0	6	143	0	149	262
7:30 AM	97	0	0	97	2	0	0	2	9	201	0	210	309
7:45 AM	156	0	0	156	1	0	0	1	18	210	0	228	385
Total	485	0	0	485	4	0	0	4	39	675	0	714	1203
8:00 AM	154	0	0	154	0	0	0	0	16	173	0	189	343
8:15 AM	142	0	0	142	0	0	0	0	22	167	0	189	331
8:30 AM	129	0	0	129	0	0	0	0	25	190	0	215	344
8:45 AM	130	0	0	130	2	0	0	2	19	156	0	175	307
Total	555	0	0	555	2	0	0	2	82	686	0	768	1325
Grand Total	1040	0	0	1040	6	0	0	6	121	1361	0	1482	2528
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.2	91.8	0.0		
Total %	41.1	0.0	0.0	41.1	0.2	0.0	0.0	0.2	4.8	53.8	0.0	58.6	
Exiting Leg Total				1367				121				1040	2528

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:45 AM	156	0	0	156	1	0	0	1	18	210	0	228	385
8:00 AM	154	0	0	154	0	0	0	0	16	173	0	189	343
8:15 AM	142	0	0	142	0	0	0	0	22	167	0	189	331
8:30 AM	129	0	0	129	0	0	0	0	25	190	0	215	344
Total Volume	581	0	0	581	1	0	0	1	81	740	0	821	1403
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		9.9	90.1	0.0		
PHF	0.931	0.000	0.000	0.931	0.250	0.000	0.000	0.250	0.810	0.881	0.000	0.900	0.911
Entering Leg	581	0	0	581	1	0	0	1	81	740	0	821	1403
Exiting Leg				741				81				581	1403
Total				1322				82				1402	2806

PDI File #: 186608 B
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	7	0	0	7	0	0	0	0	0	8	0	8	15
7:15 AM	6	0	0	6	0	0	0	0	0	9	0	9	15
7:30 AM	11	0	0	11	0	0	0	0	1	17	0	18	29
7:45 AM	11	0	0	11	0	0	0	0	0	11	0	11	22
Total	35	0	0	35	0	0	0	0	1	45	0	46	81
8:00 AM	19	0	0	19	1	0	0	1	0	6	0	6	26
8:15 AM	10	0	0	10	0	0	0	0	0	11	0	11	21
8:30 AM	9	0	0	9	0	0	0	0	2	11	0	13	22
8:45 AM	10	0	0	10	0	0	0	0	0	14	0	14	24
Total	48	0	0	48	1	0	0	1	2	42	0	44	93
Grand Total	83	0	0	83	1	0	0	1	3	87	0	90	174
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		3.3	96.7	0.0		
Total %	47.7	0.0	0.0	47.7	0.6	0.0	0.0	0.6	1.7	50.0	0.0	51.7	
Exiting Leg Total				88				3				83	174
Buses	45	0	0	45	0	0	0	0	0	55	0	55	100
% Buses	54.2	0.0	0.0	54.2	0.0	0.0	0.0	0.0	0.0	63.2	0.0	61.1	57.5
Exiting Leg Total				55				0				45	100
Single-Unit Trucks	35	0	0	35	1	0	0	1	3	29	0	32	68
% Single-Unit	42.2	0.0	0.0	42.2	100.0	0.0	0.0	100.0	100.0	33.3	0.0	35.6	39.1
Exiting Leg Total				30				3				35	68
Articulated Trucks	3	0	0	3	0	0	0	0	0	3	0	3	6
% Articulated	3.6	0.0	0.0	3.6	0.0	0.0	0.0	0.0	0.0	3.4	0.0	3.3	3.4
Exiting Leg Total				3				0				3	6

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:30 AM	11	0	0	11	0	0	0	0	1	17	0	18	29
7:45 AM	11	0	0	11	0	0	0	0	0	11	0	11	22
8:00 AM	19	0	0	19	1	0	0	1	0	6	0	6	26
8:15 AM	10	0	0	10	0	0	0	0	0	11	0	11	21
Total Volume	51	0	0	51	1	0	0	1	1	45	0	46	98
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		2.2	97.8	0.0		
PHF	0.671	0.000	0.000	0.671	0.250	0.000	0.000	0.250	0.250	0.662	0.000	0.639	0.845
Buses	30	0	0	30	0	0	0	0	0	26	0	26	56
Buses %	58.8	0.0	0.0	58.8	0.0	0.0	0.0	0.0	0.0	57.8	0.0	56.5	57.1
Single-Unit Trucks	19	0	0	19	1	0	0	1	1	16	0	17	37
Single-Unit %	37.3	0.0	0.0	37.3	100.0	0.0	0.0	100.0	100.0	35.6	0.0	37.0	37.8
Articulated Trucks	2	0	0	2	0	0	0	0	0	3	0	3	5
Articulated %	3.9	0.0	0.0	3.9	0.0	0.0	0.0	0.0	0.0	6.7	0.0	6.5	5.1
Buses	30	0	0	30	0	0	0	0	0	26	0	26	56
Single-Unit Trucks	19	0	0	19	1	0	0	1	1	16	0	17	37
Articulated Trucks	2	0	0	2	0	0	0	0	0	3	0	3	5
Total Entering Leg	51	0	0	51	1	0	0	1	1	45	0	46	98
Buses				26				0				30	56
Single-Unit Trucks				17				1				19	37
Articulated Trucks				3				0				2	5
Total Exiting Leg				46				1				51	98

PDI File #: 186608 B
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Cars

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	108	0	0	108	1	0	0	1	6	113	0	119	228
7:15 AM	108	0	0	108	0	0	0	0	6	135	0	141	249
7:30 AM	91	0	0	91	2	0	0	2	9	195	0	204	297
7:45 AM	144	0	0	144	1	0	0	1	18	197	0	215	360
Total	451	0	0	451	4	0	0	4	39	640	0	679	1134
8:00 AM	140	0	0	140	0	0	0	0	15	163	0	178	318
8:15 AM	131	0	0	131	0	0	0	0	19	158	0	177	308
8:30 AM	115	0	0	115	0	0	0	0	23	175	0	198	313
8:45 AM	116	0	0	116	1	0	0	1	18	142	0	160	277
Total	502	0	0	502	1	0	0	1	75	638	0	713	1216
Grand Total	953	0	0	953	5	0	0	5	114	1278	0	1392	2350
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.2	91.8	0.0		
Total %	40.6	0.0	0.0	40.6	0.2	0.0	0.0	0.2	4.9	54.4	0.0	59.2	
Exiting Leg Total				1283				114				953	2350

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:45 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:45 AM	144	0	0	144	1	0	0	1	18	197	0	215	360
8:00 AM	140	0	0	140	0	0	0	0	15	163	0	178	318
8:15 AM	131	0	0	131	0	0	0	0	19	158	0	177	308
8:30 AM	115	0	0	115	0	0	0	0	23	175	0	198	313
Total Volume	530	0	0	530	1	0	0	1	75	693	0	768	1299
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		9.8	90.2	0.0		
PHF	0.920	0.000	0.000	0.920	0.250	0.000	0.000	0.250	0.815	0.879	0.000	0.893	0.902
Entering Leg	530	0	0	530	1	0	0	1	75	693	0	768	1299
Exiting Leg				694				75				530	1299
Total				1224				76				1298	2598

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Light Goods Vehicle

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	10	0	0	10	0	0	0	0	0	6	0	6	16
7:15 AM	5	0	0	5	0	0	0	0	0	8	0	8	13
7:30 AM	6	0	0	6	0	0	0	0	0	6	0	6	12
7:45 AM	12	0	0	12	0	0	0	0	0	12	0	12	24
Total	33	0	0	33	0	0	0	0	0	32	0	32	65
8:00 AM	14	0	0	14	0	0	0	0	1	10	0	11	25
8:15 AM	11	0	0	11	0	0	0	0	3	9	0	12	23
8:30 AM	14	0	0	14	0	0	0	0	2	13	0	15	29
8:45 AM	14	0	0	14	1	0	0	1	1	13	0	14	29
Total	53	0	0	53	1	0	0	1	7	45	0	52	106
Grand Total	86	0	0	86	1	0	0	1	7	77	0	84	171
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.3	91.7	0.0		
Total %	50.3	0.0	0.0	50.3	0.6	0.0	0.0	0.6	4.1	45.0	0.0	49.1	
Exiting Leg Total				78				7				86	171

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
8:00 AM	14	0	0	14	0	0	0	0	1	10	0	11	25
8:15 AM	11	0	0	11	0	0	0	0	3	9	0	12	23
8:30 AM	14	0	0	14	0	0	0	0	2	13	0	15	29
8:45 AM	14	0	0	14	1	0	0	1	1	13	0	14	29
Total Volume	53	0	0	53	1	0	0	1	7	45	0	52	106
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		13.5	86.5	0.0		
PHF	0.946	0.000	0.000	0.946	0.250	0.000	0.000	0.250	0.583	0.865	0.000	0.867	0.914
Entering Leg	53	0	0	53	1	0	0	1	7	45	0	52	106
Exiting Leg				46				7				53	106
Total				99				8				105	212

PDI File #: 186608 B
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Buses**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	3	0	0	3	0	0	0	0	0	5	0	5	8
7:15 AM	4	0	0	4	0	0	0	0	0	6	0	6	10
7:30 AM	6	0	0	6	0	0	0	0	0	8	0	8	14
7:45 AM	7	0	0	7	0	0	0	0	0	6	0	6	13
Total	20	0	0	20	0	0	0	0	0	25	0	25	45
8:00 AM	12	0	0	12	0	0	0	0	0	4	0	4	16
8:15 AM	5	0	0	5	0	0	0	0	0	8	0	8	13
8:30 AM	6	0	0	6	0	0	0	0	0	6	0	6	12
8:45 AM	2	0	0	2	0	0	0	0	0	12	0	12	14
Total	25	0	0	25	0	0	0	0	0	30	0	30	55
Grand Total	45	0	0	45	0	0	0	0	0	55	0	55	100
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
Total %	45.0	0.0	0.0	45.0	0.0	0.0	0.0	0.0	0.0	55.0	0.0	55.0	
Exiting Leg Total				55				0				45	100

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:30 AM	6	0	0	6	0	0	0	0	0	8	0	8	14
7:45 AM	7	0	0	7	0	0	0	0	0	6	0	6	13
8:00 AM	12	0	0	12	0	0	0	0	0	4	0	4	16
8:15 AM	5	0	0	5	0	0	0	0	0	8	0	8	13
Total Volume	30	0	0	30	0	0	0	0	0	26	0	26	56
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
PHF	0.625	0.000	0.000	0.625	0.000	0.000	0.000	0.000	0.000	0.813	0.000	0.813	0.875
Entering Leg	30	0	0	30	0	0	0	0	0	26	0	26	56
Exiting Leg				26				0				30	56
Total				56				0				56	112

PDI File #: 186608 B
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Single-Unit Trucks**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	4	0	0	4	0	0	0	0	0	3	0	3	7
7:15 AM	2	0	0	2	0	0	0	0	0	3	0	3	5
7:30 AM	4	0	0	4	0	0	0	0	1	8	0	9	13
7:45 AM	4	0	0	4	0	0	0	0	0	4	0	4	8
Total	14	0	0	14	0	0	0	0	1	18	0	19	33
8:00 AM	7	0	0	7	1	0	0	1	0	1	0	1	9
8:15 AM	4	0	0	4	0	0	0	0	0	3	0	3	7
8:30 AM	3	0	0	3	0	0	0	0	2	5	0	7	10
8:45 AM	7	0	0	7	0	0	0	0	0	2	0	2	9
Total	21	0	0	21	1	0	0	1	2	11	0	13	35
Grand Total	35	0	0	35	1	0	0	1	3	29	0	32	68
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		9.4	90.6	0.0		
Total %	51.5	0.0	0.0	51.5	1.5	0.0	0.0	1.5	4.4	42.6	0.0	47.1	
Exiting Leg Total				30				3				35	68

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:30 AM	4	0	0	4	0	0	0	0	1	8	0	9	13
7:45 AM	4	0	0	4	0	0	0	0	0	4	0	4	8
8:00 AM	7	0	0	7	1	0	0	1	0	1	0	1	9
8:15 AM	4	0	0	4	0	0	0	0	0	3	0	3	7
Total Volume	19	0	0	19	1	0	0	1	1	16	0	17	37
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		5.9	94.1	0.0		
PHF	0.679	0.000	0.000	0.679	0.250	0.000	0.000	0.250	0.250	0.500	0.000	0.472	0.712
Entering Leg	19	0	0	19	1	0	0	1	1	16	0	17	37
Exiting Leg				17				1				19	37
Total				36				2				36	74

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office:508-875-0100 Fax:508-875-0118
Email:datarequests@pdillc.com

Class: **Articulated Trucks**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	1	0	0	1	0	0	0	0	0	1	0	1	2
7:45 AM	0	0	0	0	0	0	0	0	0	1	0	1	1
Total	1	0	0	1	0	0	0	0	0	2	0	2	3
8:00 AM	0	0	0	0	0	0	0	0	0	1	0	1	1
8:15 AM	1	0	0	1	0	0	0	0	0	0	0	0	1
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45 AM	1	0	0	1	0	0	0	0	0	0	0	0	1
Total	2	0	0	2	0	0	0	0	0	1	0	1	3
Grand Total	3	0	0	3	0	0	0	0	0	3	0	3	6
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
Total %	50.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	50.0	
Exiting Leg Total				3				0				3	6

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
7:30 AM	1	0	0	1	0	0	0	0	0	1	0	1	2
7:45 AM	0	0	0	0	0	0	0	0	0	1	0	1	1
8:00 AM	0	0	0	0	0	0	0	0	0	1	0	1	1
8:15 AM	1	0	0	1	0	0	0	0	0	0	0	0	1
Total Volume	2	0	0	2	0	0	0	0	0	3	0	3	5
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
PHF	0.500	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.750	0.000	0.750	0.625
Entering Leg	2	0	0	2	0	0	0	0	0	3	0	3	5
Exiting Leg				3				0				2	5
Total				5				0				5	10

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Bicycles (on Roadway and Crosswalks)

	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
7:00 AM	1	0	0	0	0	1	0	0	0	0	0	0	0	7	0	0	0	7	8
7:15 AM	2	0	0	0	0	2	0	0	0	0	0	0	0	9	0	0	0	9	11
7:30 AM	1	0	0	0	0	1	1	0	0	0	0	1	0	16	0	0	0	16	18
7:45 AM	2	0	0	0	0	2	0	0	0	0	0	0	0	22	0	0	0	22	24
Total	6	0	0	0	0	6	1	0	0	0	0	1	0	54	0	0	0	54	61
8:00 AM	1	0	0	0	0	1	0	0	0	0	1	1	0	25	0	0	0	25	27
8:15 AM	1	0	0	0	0	1	0	0	0	0	0	0	0	29	0	0	0	29	30
8:30 AM	4	0	0	0	0	4	0	0	0	0	0	0	0	31	0	0	0	31	35
8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	35	0	0	0	35	35
Total	6	0	0	0	0	6	0	0	0	0	1	1	0	120	0	0	0	120	127
Grand Total	12	0	0	0	0	12	1	0	0	0	1	2	0	174	0	0	0	174	188
Approach %	100.0	0.0	0.0	0.0	0.0		50.0	0.0	0.0	0.0	50.0		0.0	100.0	0.0	0.0	0.0		
Total %	6.4	0.0	0.0	0.0	0.0	6.4	0.5	0.0	0.0	0.0	0.5	1.1	0.0	92.6	0.0	0.0	0.0	92.6	
Exiting Leg Total						175						1						12	188

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
8:00 AM	1	0	0	0	0	1	0	0	0	0	1	1	0	25	0	0	0	25	27
8:15 AM	1	0	0	0	0	1	0	0	0	0	0	0	0	29	0	0	0	29	30
8:30 AM	4	0	0	0	0	4	0	0	0	0	0	0	0	31	0	0	0	31	35
8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	35	0	0	0	35	35
Total Volume	6	0	0	0	0	6	0	0	0	0	1	1	0	120	0	0	0	120	127
% Approach Total	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	100.0		0.0	100.0	0.0	0.0	0.0		
PHF	0.375	0.000	0.000	0.000	0.000	0.375	0.000	0.000	0.000	0.000	0.250	0.250	0.000	0.857	0.000	0.000	0.000	0.857	0.907
Entering Leg	6	0	0	0	0	6	0	0	0	0	1	1	0	120	0	0	0	120	127
Exiting Leg						120						1						6	127
Total						126						2						126	254

PDI File #: **186608 B**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Pedestrians

	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
7:00 AM	0	0	0	0	1	1	0	0	0	2	16	18	0	0	0	0	0	0	19
7:15 AM	0	0	0	0	0	0	0	0	0	2	20	22	0	0	0	0	0	0	22
7:30 AM	0	0	0	0	3	3	0	0	0	4	30	34	0	0	0	0	0	0	37
7:45 AM	0	0	0	0	0	0	0	0	0	5	28	33	0	0	0	1	0	1	34
Total	0	0	0	0	4	4	0	0	0	13	94	107	0	0	0	1	0	1	112
8:00 AM	0	0	0	0	0	0	0	0	0	5	34	39	0	0	0	0	0	0	39
8:15 AM	0	0	0	0	0	0	0	0	0	5	36	41	0	0	0	0	0	0	41
8:30 AM	0	0	0	0	0	0	0	0	0	5	50	55	0	0	0	0	0	0	55
8:45 AM	0	0	0	0	0	0	0	0	0	5	76	81	0	0	0	0	0	0	81
Total	0	0	0	0	0	0	0	0	0	20	196	216	0	0	0	0	0	0	216
Grand Total	0	0	0	0	4	4	0	0	0	33	290	323	0	0	0	1	0	1	328
Approach %	0	0	0	0	100		0	0	0	10.217	89.783		0	0	0	100	0		
Total %	0	0	0	0	1.2195	1.2195	0	0	0	10.061	88.415	98.476	0	0	0	0.3049	0	0.3049	
Exiting Leg Total						4						323						1	328

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
8:00 AM	0	0	0	0	0	0	0	0	0	5	34	39	0	0	0	0	0	0	39
8:15 AM	0	0	0	0	0	0	0	0	0	5	36	41	0	0	0	0	0	0	41
8:30 AM	0	0	0	0	0	0	0	0	0	5	50	55	0	0	0	0	0	0	55
8:45 AM	0	0	0	0	0	0	0	0	0	5	76	81	0	0	0	0	0	0	81
Total Volume	0	0	0	0	0	0	0	0	0	20	196	216	0	0	0	0	0	0	216
% Approach Total	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	9.3	90.7		0.0	0.0	0.0	0.0	0.0		
PHF	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.000	0.645	0.667	0.000	0.000	0.000	0.000	0.000	0.000	0.667
Entering Leg	0	0	0	0	0	0	0	0	0	20	196	216	0	0	0	0	0	0	216
Exiting Leg						0						216						0	216
Total						0						432						0	432

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Cars and Heavy Vehicles (Combined)

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	260	0	0	260	0	0	0	0	15	169	0	184	444
4:15 PM	272	0	0	272	0	0	0	0	13	186	0	199	471
4:30 PM	287	0	0	287	3	0	0	3	14	137	0	151	441
4:45 PM	309	0	0	309	1	0	0	1	17	148	0	165	475
Total	1128	0	0	1128	4	0	0	4	59	640	0	699	1831
5:00 PM	281	0	0	281	5	0	0	5	7	158	0	165	451
5:15 PM	327	0	0	327	0	0	0	0	17	189	0	206	533
5:30 PM	325	0	0	325	1	0	0	1	20	152	0	172	498
5:45 PM	284	0	0	284	5	0	0	5	19	172	0	191	480
Total	1217	0	0	1217	11	0	0	11	63	671	0	734	1962
Grand Total	2345	0	0	2345	15	0	0	15	122	1311	0	1433	3793
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.5	91.5	0.0		
Total %	61.8	0.0	0.0	61.8	0.4	0.0	0.0	0.4	3.2	34.6	0.0	37.8	
Exiting Leg Total				1326				122				2345	3793
Cars	2292	0	0	2292	15	0	0	15	120	1267	0	1387	3694
% Cars	97.7	0.0	0.0	97.7	100.0	0.0	0.0	100.0	98.4	96.6	0.0	96.8	97.4
Exiting Leg Total				1282				120				2292	3694
Heavy Vehicles	53	0	0	53	0	0	0	0	2	44	0	46	99
% Heavy Vehicles	2.3	0.0	0.0	2.3	0.0	0.0	0.0	0.0	1.6	3.4	0.0	3.2	2.6
Exiting Leg Total				44				2				53	99

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
5:00 PM	281	0	0	281	5	0	0	5	7	158	0	165	451
5:15 PM	327	0	0	327	0	0	0	0	17	189	0	206	533
5:30 PM	325	0	0	325	1	0	0	1	20	152	0	172	498
5:45 PM	284	0	0	284	5	0	0	5	19	172	0	191	480
Total Volume	1217	0	0	1217	11	0	0	11	63	671	0	734	1962
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		8.6	91.4	0.0		
PHF	0.930	0.000	0.000	0.930	0.550	0.000	0.000	0.550	0.788	0.888	0.000	0.891	0.920
Cars	1192	0	0	1192	11	0	0	11	63	648	0	711	1914
Cars %	97.9	0.0	0.0	97.9	100.0	0.0	0.0	100.0	100.0	96.6	0.0	96.9	97.6
Heavy Vehicles	25	0	0	25	0	0	0	0	0	23	0	23	48
Heavy Vehicles %	2.1	0.0	0.0	2.1	0.0	0.0	0.0	0.0	0.0	3.4	0.0	3.1	2.4
Cars Enter Leg	1192	0	0	1192	11	0	0	11	63	648	0	711	1914
Heavy Enter Leg	25	0	0	25	0	0	0	0	0	23	0	23	48
Total Entering Leg	1217	0	0	1217	11	0	0	11	63	671	0	734	1962
Cars Exiting Leg				659				63				1192	1914
Heavy Exiting Leg				23				0				25	48
Total Exiting Leg				682				63				1217	1962

PDI File #: **186608 BB**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Cars-Combined (Motorcycles, Cars, Light Goods)**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	247	0	0	247	0	0	0	0	13	164	0	177	424
4:15 PM	267	0	0	267	0	0	0	0	13	177	0	190	457
4:30 PM	279	0	0	279	3	0	0	3	14	134	0	148	430
4:45 PM	307	0	0	307	1	0	0	1	17	144	0	161	469
Total	1100	0	0	1100	4	0	0	4	57	619	0	676	1780
5:00 PM	276	0	0	276	5	0	0	5	7	151	0	158	439
5:15 PM	321	0	0	321	0	0	0	0	17	183	0	200	521
5:30 PM	318	0	0	318	1	0	0	1	20	145	0	165	484
5:45 PM	277	0	0	277	5	0	0	5	19	169	0	188	470
Total	1192	0	0	1192	11	0	0	11	63	648	0	711	1914
Grand Total	2292	0	0	2292	15	0	0	15	120	1267	0	1387	3694
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.7	91.3	0.0		
Total %	62.0	0.0	0.0	62.0	0.4	0.0	0.0	0.4	3.2	34.3	0.0	37.5	
Exiting Leg Total				1282				120				2292	3694

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
5:00 PM	276	0	0	276	5	0	0	5	7	151	0	158	439
5:15 PM	321	0	0	321	0	0	0	0	17	183	0	200	521
5:30 PM	318	0	0	318	1	0	0	1	20	145	0	165	484
5:45 PM	277	0	0	277	5	0	0	5	19	169	0	188	470
Total Volume	1192	0	0	1192	11	0	0	11	63	648	0	711	1914
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		8.9	91.1	0.0		
PHF	0.928	0.000	0.000	0.928	0.550	0.000	0.000	0.550	0.788	0.885	0.000	0.889	0.918
Entering Leg	1192	0	0	1192	11	0	0	11	63	648	0	711	1914
Exiting Leg				659				63				1192	1914
Total				1851				74				1903	3828

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	13	0	0	13	0	0	0	0	2	5	0	7	20
4:15 PM	5	0	0	5	0	0	0	0	0	9	0	9	14
4:30 PM	8	0	0	8	0	0	0	0	0	3	0	3	11
4:45 PM	2	0	0	2	0	0	0	0	0	4	0	4	6
Total	28	0	0	28	0	0	0	0	2	21	0	23	51
5:00 PM	5	0	0	5	0	0	0	0	0	7	0	7	12
5:15 PM	6	0	0	6	0	0	0	0	0	6	0	6	12
5:30 PM	7	0	0	7	0	0	0	0	0	7	0	7	14
5:45 PM	7	0	0	7	0	0	0	0	0	3	0	3	10
Total	25	0	0	25	0	0	0	0	0	23	0	23	48
Grand Total	53	0	0	53	0	0	0	0	2	44	0	46	99
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		4.3	95.7	0.0		
Total %	53.5	0.0	0.0	53.5	0.0	0.0	0.0	0.0	2.0	44.4	0.0	46.5	
Exiting Leg Total				44				2				53	99
Buses	41	0	0	41	0	0	0	0	0	35	0	35	76
% Buses	77.4	0.0	0.0	77.4	0.0	0.0	0.0	0.0	0.0	79.5	0.0	76.1	76.8
Exiting Leg Total				35				0				41	76
Single-Unit Trucks	11	0	0	11	0	0	0	0	2	8	0	10	21
% Single-Unit	20.8	0.0	0.0	20.8	0.0	0.0	0.0	0.0	100.0	18.2	0.0	21.7	21.2
Exiting Leg Total				8				2				11	21
Articulated Trucks	1	0	0	1	0	0	0	0	0	1	0	1	2
% Articulated	1.9	0.0	0.0	1.9	0.0	0.0	0.0	0.0	0.0	2.3	0.0	2.2	2.0
Exiting Leg Total				1				0				1	2

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	13	0	0	13	0	0	0	0	2	5	0	7	20
4:15 PM	5	0	0	5	0	0	0	0	0	9	0	9	14
4:30 PM	8	0	0	8	0	0	0	0	0	3	0	3	11
4:45 PM	2	0	0	2	0	0	0	0	0	4	0	4	6
Total Volume	28	0	0	28	0	0	0	0	2	21	0	23	51
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		8.7	91.3	0.0		
PHF	0.538	0.000	0.000	0.538	0.000	0.000	0.000	0.000	0.250	0.583	0.000	0.639	0.638
Buses	19	0	0	19	0	0	0	0	0	15	0	15	34
Buses %	67.9	0.0	0.0	67.9	0.0	0.0	0.0	0.0	0.0	71.4	0.0	65.2	66.7
Single-Unit Trucks	8	0	0	8	0	0	0	0	2	5	0	7	15
Single-Unit %	28.6	0.0	0.0	28.6	0.0	0.0	0.0	0.0	100.0	23.8	0.0	30.4	29.4
Articulated Trucks	1	0	0	1	0	0	0	0	0	1	0	1	2
Articulated %	3.6	0.0	0.0	3.6	0.0	0.0	0.0	0.0	0.0	4.8	0.0	4.3	3.9
Buses	19	0	0	19	0	0	0	0	0	15	0	15	34
Single-Unit Trucks	8	0	0	8	0	0	0	0	2	5	0	7	15
Articulated Trucks	1	0	0	1	0	0	0	0	0	1	0	1	2
Total Entering Leg	28	0	0	28	0	0	0	0	2	21	0	23	51
Buses				15				0				19	34
Single-Unit Trucks				5				2				8	15
Articulated Trucks				1				0				1	2
Total Exiting Leg				21				2				28	51

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Cars**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	235	0	0	235	0	0	0	0	13	158	0	171	406
4:15 PM	260	0	0	260	0	0	0	0	12	169	0	181	441
4:30 PM	274	0	0	274	3	0	0	3	14	132	0	146	423
4:45 PM	299	0	0	299	1	0	0	1	17	138	0	155	455
Total	1068	0	0	1068	4	0	0	4	56	597	0	653	1725
5:00 PM	269	0	0	269	5	0	0	5	7	147	0	154	428
5:15 PM	318	0	0	318	0	0	0	0	17	180	0	197	515
5:30 PM	317	0	0	317	1	0	0	1	20	143	0	163	481
5:45 PM	276	0	0	276	5	0	0	5	19	167	0	186	467
Total	1180	0	0	1180	11	0	0	11	63	637	0	700	1891
Grand Total	2248	0	0	2248	15	0	0	15	119	1234	0	1353	3616
Approach %	100.0	0.0	0.0		100.0	0.0	0.0		8.8	91.2	0.0		
Total %	62.2	0.0	0.0	62.2	0.4	0.0	0.0	0.4	3.3	34.1	0.0	37.4	
Exiting Leg Total				1249				119				2248	3616

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
5:00 PM	269	0	0	269	5	0	0	5	7	147	0	154	428
5:15 PM	318	0	0	318	0	0	0	0	17	180	0	197	515
5:30 PM	317	0	0	317	1	0	0	1	20	143	0	163	481
5:45 PM	276	0	0	276	5	0	0	5	19	167	0	186	467
Total Volume	1180	0	0	1180	11	0	0	11	63	637	0	700	1891
% Approach Total	100.0	0.0	0.0		100.0	0.0	0.0		9.0	91.0	0.0		
PHF	0.928	0.000	0.000	0.928	0.550	0.000	0.000	0.550	0.788	0.885	0.000	0.888	0.918
Entering Leg	1180	0	0	1180	11	0	0	11	63	637	0	700	1891
Exiting Leg				648				63				1180	1891
Total				1828				74				1880	3782

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Light Goods Vehicle**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	10	0	0	10	0	0	0	0	0	6	0	6	16
4:15 PM	6	0	0	6	0	0	0	0	1	8	0	9	15
4:30 PM	5	0	0	5	0	0	0	0	0	2	0	2	7
4:45 PM	8	0	0	8	0	0	0	0	0	6	0	6	14
Total	29	0	0	29	0	0	0	0	1	22	0	23	52
5:00 PM	6	0	0	6	0	0	0	0	0	4	0	4	10
5:15 PM	2	0	0	2	0	0	0	0	0	3	0	3	5
5:30 PM	1	0	0	1	0	0	0	0	0	2	0	2	3
5:45 PM	1	0	0	1	0	0	0	0	0	2	0	2	3
Total	10	0	0	10	0	0	0	0	0	11	0	11	21
Grand Total	39	0	0	39	0	0	0	0	1	33	0	34	73
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		2.9	97.1	0.0		
Total %	53.4	0.0	0.0	53.4	0.0	0.0	0.0	0.0	1.4	45.2	0.0	46.6	
Exiting Leg Total				33				1				39	73

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	10	0	0	10	0	0	0	0	0	6	0	6	16
4:15 PM	6	0	0	6	0	0	0	0	1	8	0	9	15
4:30 PM	5	0	0	5	0	0	0	0	0	2	0	2	7
4:45 PM	8	0	0	8	0	0	0	0	0	6	0	6	14
Total Volume	29	0	0	29	0	0	0	0	1	22	0	23	52
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		4.3	95.7	0.0		
PHF	0.725	0.000	0.000	0.725	0.000	0.000	0.000	0.000	0.250	0.688	0.000	0.639	0.813
Entering Leg	29	0	0	29	0	0	0	0	1	22	0	23	52
Exiting Leg				22				1				29	52
Total				51				1				52	104

PDI File #: **186608 BB**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Buses**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	7	0	0	7	0	0	0	0	0	4	0	4	11
4:15 PM	5	0	0	5	0	0	0	0	0	6	0	6	11
4:30 PM	5	0	0	5	0	0	0	0	0	1	0	1	6
4:45 PM	2	0	0	2	0	0	0	0	0	4	0	4	6
Total	19	0	0	19	0	0	0	0	0	15	0	15	34
5:00 PM	4	0	0	4	0	0	0	0	0	7	0	7	11
5:15 PM	4	0	0	4	0	0	0	0	0	4	0	4	8
5:30 PM	7	0	0	7	0	0	0	0	0	6	0	6	13
5:45 PM	7	0	0	7	0	0	0	0	0	3	0	3	10
Total	22	0	0	22	0	0	0	0	0	20	0	20	42
Grand Total	41	0	0	41	0	0	0	0	0	35	0	35	76
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
Total %	53.9	0.0	0.0	53.9	0.0	0.0	0.0	0.0	0.0	46.1	0.0	46.1	
Exiting Leg Total				35				0				41	76

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
5:00 PM	4	0	0	4	0	0	0	0	0	7	0	7	11
5:15 PM	4	0	0	4	0	0	0	0	0	4	0	4	8
5:30 PM	7	0	0	7	0	0	0	0	0	6	0	6	13
5:45 PM	7	0	0	7	0	0	0	0	0	3	0	3	10
Total Volume	22	0	0	22	0	0	0	0	0	20	0	20	42
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
PHF	0.786	0.000	0.000	0.786	0.000	0.000	0.000	0.000	0.000	0.714	0.000	0.714	0.808
Entering Leg	22	0	0	22	0	0	0	0	0	20	0	20	42
Exiting Leg				20				0				22	42
Total				42				0				42	84

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Single-Unit Trucks**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	6	0	0	6	0	0	0	0	2	1	0	3	9
4:15 PM	0	0	0	0	0	0	0	0	0	3	0	3	3
4:30 PM	2	0	0	2	0	0	0	0	0	1	0	1	3
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	8	0	0	8	0	0	0	0	2	5	0	7	15
5:00 PM	1	0	0	1	0	0	0	0	0	0	0	0	1
5:15 PM	2	0	0	2	0	0	0	0	0	2	0	2	4
5:30 PM	0	0	0	0	0	0	0	0	0	1	0	1	1
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	3	0	0	3	0	0	0	0	0	3	0	3	6
Grand Total	11	0	0	11	0	0	0	0	2	8	0	10	21
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		20.0	80.0	0.0		
Total %	52.4	0.0	0.0	52.4	0.0	0.0	0.0	0.0	9.5	38.1	0.0	47.6	
Exiting Leg Total				8				2				11	21

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	6	0	0	6	0	0	0	0	2	1	0	3	9
4:15 PM	0	0	0	0	0	0	0	0	0	3	0	3	3
4:30 PM	2	0	0	2	0	0	0	0	0	1	0	1	3
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	8	0	0	8	0	0	0	0	2	5	0	7	15
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		28.6	71.4	0.0		
PHF	0.333	0.000	0.000	0.333	0.000	0.000	0.000	0.000	0.250	0.417	0.000	0.583	0.417
Entering Leg	8	0	0	8	0	0	0	0	2	5	0	7	15
Exiting Leg				5				2				8	15
Total				13				2				15	30

PDI File #: **186608 BB**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Articulated Trucks**

	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	1	0	0	1	0	0	0	0	0	1	0	1	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	0	0	1	0	0	0	0	0	1	0	1	2
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	1	0	0	1	0	0	0	0	0	1	0	1	2
Approach %	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
Total %	50.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	50.0	
Exiting Leg Total				1				0				1	2

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Commonwealth Avenue from East				Winslow Road from South				Commonwealth Avenue from West				
	Thru	Left	U-Turn	Total	Right	Left	U-Turn	Total	Right	Thru	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	1	0	0	1	0	0	0	0	0	1	0	1	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	1	0	0	1	0	0	0	0	0	1	0	1	2
% Approach Total	100.0	0.0	0.0		0.0	0.0	0.0		0.0	100.0	0.0		
PHF	0.250	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.250	0.000	0.250	0.250
Entering Leg	1	0	0	1	0	0	0	0	0	1	0	1	2
Exiting Leg				1				0				1	2
Total				2				0				2	4

PDI File #: **186608 BB**
Location: **S: Winslow Road**
Location: **E: Commonwealth Avenue W: Commonwealth Avenue**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Bicycles (on Roadway and Crosswalks)

	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
4:00 PM	3	0	0	0	0	3	0	0	0	0	0	0	0	2	0	0	0	2	5
4:15 PM	2	0	0	0	0	2	0	0	0	0	1	1	1	5	0	0	0	6	9
4:30 PM	6	0	0	0	0	6	0	0	0	0	0	0	0	3	0	0	0	3	9
4:45 PM	3	0	0	0	0	3	0	0	0	0	0	0	0	5	0	0	0	5	8
Total	14	0	0	0	0	14	0	0	0	0	1	1	1	15	0	0	0	16	31
5:00 PM	11	0	0	0	0	11	0	0	0	1	0	1	0	3	0	0	0	3	15
5:15 PM	10	0	0	0	0	10	0	0	0	1	0	1	0	0	0	0	0	0	11
5:30 PM	7	0	0	0	0	7	0	0	0	1	0	1	0	3	0	0	0	3	11
5:45 PM	5	0	0	0	0	5	0	0	0	1	0	1	0	0	0	0	0	0	6
Total	33	0	0	0	0	33	0	0	0	4	0	4	0	6	0	0	0	6	43
Grand Total	47	0	0	0	0	47	0	0	0	4	1	5	1	21	0	0	0	22	74
Approach %	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	80.0	20.0		4.5	95.5	0.0	0.0	0.0		
Total %	63.5	0.0	0.0	0.0	0.0	63.5	0.0	0.0	0.0	5.4	1.4	6.8	1.4	28.4	0.0	0.0	0.0	29.7	
Exiting Leg Total						21						6						47	74

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:45 PM	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
4:45 PM	3	0	0	0	0	3	0	0	0	0	0	0	0	5	0	0	0	5	8
5:00 PM	11	0	0	0	0	11	0	0	0	1	0	1	0	3	0	0	0	3	15
5:15 PM	10	0	0	0	0	10	0	0	0	1	0	1	0	0	0	0	0	0	11
5:30 PM	7	0	0	0	0	7	0	0	0	1	0	1	0	3	0	0	0	3	11
Total Volume	31	0	0	0	0	31	0	0	0	3	0	3	0	11	0	0	0	11	45
% Approach Total	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	100.0	0.0		0.0	100.0	0.0	0.0	0.0		
PHF	0.705	0.000	0.000	0.000	0.000	0.705	0.000	0.000	0.000	0.750	0.000	0.750	0.000	0.550	0.000	0.000	0.000	0.550	0.750
Entering Leg	31	0	0	0	0	31	0	0	0	3	0	3	0	11	0	0	0	11	45
Exiting Leg						11						3						31	45
Total						42						6						42	90

PDI File #: 186608 BB
Location: S: Winslow Road
Location: E: Commonwealth Avenue W: Commonwealth Avenue
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Pedestrians**

	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
4:00 PM	0	0	0	0	1	1	0	0	0	29	23	52	0	0	0	0	0	0	53
4:15 PM	0	0	0	0	0	0	0	0	0	30	23	53	0	0	0	0	0	0	53
4:30 PM	0	0	0	0	0	0	0	0	0	35	24	59	0	0	0	0	0	0	59
4:45 PM	0	0	0	0	0	0	0	0	0	28	16	44	0	0	0	0	0	0	44
Total	0	0	0	0	1	1	0	0	0	122	86	208	0	0	0	0	0	0	209
5:00 PM	0	0	0	2	1	3	0	0	0	52	37	89	0	0	0	0	0	0	92
5:15 PM	0	0	0	0	0	0	0	0	0	42	23	65	0	0	0	0	0	0	65
5:30 PM	0	0	0	1	1	2	0	0	0	48	17	65	0	0	0	0	0	0	67
5:45 PM	0	0	0	0	0	0	0	0	0	51	38	89	0	0	0	0	0	0	89
Total	0	0	0	3	2	5	0	0	0	193	115	308	0	0	0	0	0	0	313
Grand Total	0	0	0	3	3	6	0	0	0	315	201	516	0	0	0	0	0	0	522
Approach %	0	0	0	50	50		0	0	0	61.047	38.953		0	0	0	0	0		
Total %	0	0	0	0.5747	0.5747	1.1494	0	0	0	60.345	38.506	98.851	0	0	0	0	0	0	
Exiting Leg Total						6						516						0	522

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Commonwealth Avenue from East						Winslow Road from South						Commonwealth Avenue from West						
	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	U-Turn	CW-NB	CW-SB	Total	Total
5:00 PM	0	0	0	2	1	3	0	0	0	52	37	89	0	0	0	0	0	0	92
5:15 PM	0	0	0	0	0	0	0	0	0	42	23	65	0	0	0	0	0	0	65
5:30 PM	0	0	0	1	1	2	0	0	0	48	17	65	0	0	0	0	0	0	67
5:45 PM	0	0	0	0	0	0	0	0	0	51	38	89	0	0	0	0	0	0	89
Total Volume	0	0	0	3	2	5	0	0	0	193	115	308	0	0	0	0	0	0	313
% Approach Total	0.0	0.0	0.0	60.0	40.0		0.0	0.0	0.0	62.7	37.3		0.0	0.0	0.0	0.0	0.0		
PHF	0.000	0.000	0.000	0.375	0.500	0.417	0.000	0.000	0.000	0.928	0.757	0.865	0.000	0.000	0.000	0.000	0.000	0.000	0.851
Entering Leg	0	0	0	3	2	5	0	0	0	193	115	308	0	0	0	0	0	0	313
Exiting Leg						5						308						0	313
Total						10						616						0	626

PDI File #: 186608 C
Location: N: Babcock Street S: Babcock Street
Location: E: Driveway W: Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 7:00 AM
End Time: 9:00 AM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class:

Cars and Heavy Vehicles (Combined)

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	2	18	1	0	21	0	0	0	0	0	5	20	0	0	25	3	2	2	0	7	53
7:15 AM	0	21	2	0	23	0	0	0	0	0	3	26	0	0	29	4	2	3	0	9	61
7:30 AM	3	17	0	0	20	3	0	4	0	7	1	25	0	0	26	6	0	3	0	9	62
7:45 AM	1	22	4	0	27	0	0	3	0	3	4	34	4	0	42	13	0	3	0	16	88
Total	6	78	7	0	91	3	0	7	0	10	13	105	4	0	122	26	4	11	0	41	264
8:00 AM	2	34	4	1	41	1	0	0	0	1	0	32	2	0	34	6	3	6	0	15	91
8:15 AM	1	26	2	0	29	1	0	0	0	1	3	35	0	0	38	18	3	2	0	23	91
8:30 AM	1	41	3	1	46	1	0	0	0	1	1	26	4	0	31	23	0	3	0	26	104
8:45 AM	3	36	2	1	42	0	1	1	0	2	1	33	1	0	35	9	0	7	0	16	95
Total	7	137	11	3	158	3	1	1	0	5	5	126	7	0	138	56	6	18	0	80	381
Grand Total	13	215	18	3	249	6	1	8	0	15	18	231	11	0	260	82	10	29	0	121	645
Approach %	5.2	86.3	7.2	1.2		40.0	6.7	53.3	0.0		6.9	88.8	4.2	0.0		67.8	8.3	24.0	0.0		
Total %	2.0	33.3	2.8	0.5	38.6	0.9	0.2	1.2	0.0	2.3	2.8	35.8	1.7	0.0	40.3	12.7	1.6	4.5	0.0	18.8	
Exiting Leg Total					269					46					305					25	645
Cars	12	211	18	3	244	6	1	8	0	15	18	223	9	0	250	82	10	27	0	119	628
% Cars	92.3	98.1	100.0	100.0	98.0	100.0	100.0	100.0	0.0	100.0	100.0	96.5	81.8	0.0	96.2	100.0	100.0	93.1	0.0	98.3	97.4
Exiting Leg Total					259					46					301					22	628
Heavy Vehicles	1	4	0	0	5	0	0	0	0	0	0	8	2	0	10	0	0	2	0	2	17
% Heavy Vehicles	7.7	1.9	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	3.5	18.2	0.0	3.8	0.0	0.0	6.9	0.0	1.7	2.6
Exiting Leg Total					10					0					4					3	17

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	2	34	4	1	41	1	0	0	0	1	0	32	2	0	34	6	3	6	0	15	91
8:15 AM	1	26	2	0	29	1	0	0	0	1	3	35	0	0	38	18	3	2	0	23	91
8:30 AM	1	41	3	1	46	1	0	0	0	1	1	26	4	0	31	23	0	3	0	26	104
8:45 AM	3	36	2	1	42	0	1	1	0	2	1	33	1	0	35	9	0	7	0	16	95
Total Volume	7	137	11	3	158	3	1	1	0	5	5	126	7	0	138	56	6	18	0	80	381
% Approach Total	4.4	86.7	7.0	1.9		60.0	20.0	20.0	0.0		3.6	91.3	5.1	0.0		70.0	7.5	22.5	0.0		
PHF	0.583	0.835	0.688	0.750	0.859	0.750	0.250	0.250	0.000	0.625	0.417	0.900	0.438	0.000	0.908	0.609	0.500	0.643	0.000	0.769	0.916
Cars	7	133	11	3	154	3	1	1	0	5	5	120	6	0	131	56	6	17	0	79	369
Cars %	100.0	97.1	100.0	100.0	97.5	100.0	100.0	100.0	0.0	100.0	100.0	95.2	85.7	0.0	94.9	100.0	100.0	94.4	0.0	98.8	96.9
Heavy Vehicles	0	4	0	0	4	0	0	0	0	0	0	6	1	0	7	0	0	1	0	1	12
Heavy Vehicles %	0.0	2.9	0.0	0.0	2.5	0.0	0.0	0.0	0.0	0.0	0.0	4.8	14.3	0.0	5.1	0.0	0.0	5.6	0.0	1.3	3.1
Cars Enter Leg	7	133	11	3	154	3	1	1	0	5	5	120	6	0	131	56	6	17	0	79	369
Heavy Enter Leg	0	4	0	0	4	0	0	0	0	0	0	6	1	0	7	0	0	1	0	1	12
Total Entering Leg	7	137	11	3	158	3	1	1	0	5	5	126	7	0	138	56	6	18	0	80	381
Cars Exiting Leg					143					22					190					14	369
Heavy Exiting Leg					7					0					4					1	12
Total Exiting Leg					150					22					194					15	381

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Cars-Combined (Motorcycles, Cars, Light Goods)**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	2	18	1	0	21	0	0	0	0	0	5	20	0	0	25	3	2	2	0	7	53
7:15 AM	0	21	2	0	23	0	0	0	0	0	3	26	0	0	29	4	2	3	0	9	61
7:30 AM	2	17	0	0	19	3	0	4	0	7	1	24	0	0	25	6	0	2	0	8	59
7:45 AM	1	22	4	0	27	0	0	3	0	3	4	33	3	0	40	13	0	3	0	16	86
Total	5	78	7	0	90	3	0	7	0	10	13	103	3	0	119	26	4	10	0	40	259
8:00 AM	2	33	4	1	40	1	0	0	0	1	0	31	2	0	33	6	3	6	0	15	89
8:15 AM	1	25	2	0	28	1	0	0	0	1	3	33	0	0	36	18	3	2	0	23	88
8:30 AM	1	40	3	1	45	1	0	0	0	1	1	26	3	0	30	23	0	2	0	25	101
8:45 AM	3	35	2	1	41	0	1	1	0	2	1	30	1	0	32	9	0	7	0	16	91
Total	7	133	11	3	154	3	1	1	0	5	5	120	6	0	131	56	6	17	0	79	369
Grand Total	12	211	18	3	244	6	1	8	0	15	18	223	9	0	250	82	10	27	0	119	628
Approach %	4.9	86.5	7.4	1.2		40.0	6.7	53.3	0.0		7.2	89.2	3.6	0.0		68.9	8.4	22.7	0.0		
Total %	1.9	33.6	2.9	0.5	38.9	1.0	0.2	1.3	0.0	2.4	2.9	35.5	1.4	0.0	39.8	13.1	1.6	4.3	0.0	18.9	
Exiting Leg Total					259					46					301					22	628

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	2	33	4	1	40	1	0	0	0	1	0	31	2	0	33	6	3	6	0	15	89
8:15 AM	1	25	2	0	28	1	0	0	0	1	3	33	0	0	36	18	3	2	0	23	88
8:30 AM	1	40	3	1	45	1	0	0	0	1	1	26	3	0	30	23	0	2	0	25	101
8:45 AM	3	35	2	1	41	0	1	1	0	2	1	30	1	0	32	9	0	7	0	16	91
Total Volume	7	133	11	3	154	3	1	1	0	5	5	120	6	0	131	56	6	17	0	79	369
% Approach Total	4.5	86.4	7.1	1.9		60.0	20.0	20.0	0.0		3.8	91.6	4.6	0.0		70.9	7.6	21.5	0.0		
PHF	0.583	0.831	0.688	0.750	0.856	0.750	0.250	0.250	0.000	0.625	0.417	0.909	0.500	0.000	0.910	0.609	0.500	0.607	0.000	0.790	0.913
Entering Leg	7	133	11	3	154	3	1	1	0	5	5	120	6	0	131	56	6	17	0	79	369
Exiting Leg					143					22					190					14	369
Total					297					27					321					93	738

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	1	0	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	3
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	1	1	0	2	0	0	0	0	0	2
Total	1	0	0	0	1	0	0	0	0	0	0	2	1	0	3	0	0	1	0	1	5
8:00 AM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
8:15 AM	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	3
8:30 AM	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	3
8:45 AM	0	1	0	0	1	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	4
Total	0	4	0	0	4	0	0	0	0	0	0	6	1	0	7	0	0	1	0	1	12
Grand Total	1	4	0	0	5	0	0	0	0	0	0	8	2	0	10	0	0	2	0	2	17
Approach %	20.0	80.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	80.0	20.0	0.0		0.0	0.0	100.0	0.0		
Total %	5.9	23.5	0.0	0.0	29.4	0.0	0.0	0.0	0.0	0.0	0.0	47.1	11.8	0.0	58.8	0.0	0.0	11.8	0.0	11.8	
Exiting Leg Total					10					0					4					3	17
Buses	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
% Buses	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	25.0	0.0	0.0	20.0	0.0	0.0	0.0	0.0	0.0	11.8
Exiting Leg Total					2					0					0					0	2
Single-Unit Trucks	1	3	0	0	4	0	0	0	0	0	0	6	2	0	8	0	0	2	0	2	14
% Single-Unit	100.0	75.0	0.0	0.0	80.0	0.0	0.0	0.0	0.0	0.0	0.0	75.0	100.0	0.0	80.0	0.0	0.0	100.0	0.0	100.0	82.4
Exiting Leg Total					8					0					3					3	14
Articulated Trucks	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
% Articulated	0.0	25.0	0.0	0.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.9
Exiting Leg Total					0					0					1					0	1

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
8:15 AM	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	3
8:30 AM	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	3
8:45 AM	0	1	0	0	1	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	4
Total Volume	0	4	0	0	4	0	0	0	0	0	0	6	1	0	7	0	0	1	0	1	12
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	85.7	14.3	0.0		0.0	0.0	100.0	0.0		
PHF	0.000	1.000	0.000	0.000	1.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.250	0.000	0.583	0.000	0.000	0.250	0.000	0.250	0.750
Buses	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
Buses %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	0.0	0.0	28.6	0.0	0.0	0.0	0.0	0.0	16.7
Single-Unit Trucks	0	3	0	0	3	0	0	0	0	0	0	4	1	0	5	0	0	1	0	1	9
Single-Unit %	0.0	75.0	0.0	0.0	75.0	0.0	0.0	0.0	0.0	0.0	0.0	66.7	100.0	0.0	71.4	0.0	0.0	100.0	0.0	100.0	75.0
Articulated Trucks	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Articulated %	0.0	25.0	0.0	0.0	25.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.3
Buses	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
Single-Unit Trucks	0	3	0	0	3	0	0	0	0	0	0	4	1	0	5	0	0	1	0	1	9
Articulated Trucks	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total Entering Leg	0	4	0	0	4	0	0	0	0	0	0	6	1	0	7	0	0	1	0	1	12
Buses					2					0					0					0	2
Single-Unit Trucks					5					0					3					1	9
Articulated Trucks					0					0					1					0	1
Total Exiting Leg					7					0					4					1	12

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Cars**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	2	15	1	0	18	0	0	0	0	0	5	19	0	0	24	3	2	2	0	7	49
7:15 AM	0	16	2	0	18	0	0	0	0	0	2	23	0	0	25	4	2	3	0	9	52
7:30 AM	1	12	0	0	13	3	0	4	0	7	1	24	0	0	25	6	0	2	0	8	53
7:45 AM	1	21	4	0	26	0	0	3	0	3	3	32	3	0	38	13	0	3	0	16	83
Total	4	64	7	0	75	3	0	7	0	10	11	98	3	0	112	26	4	10	0	40	237
8:00 AM	2	30	4	1	37	1	0	0	0	1	0	29	2	0	31	6	3	6	0	15	84
8:15 AM	1	23	1	0	25	1	0	0	0	1	3	29	0	0	32	17	2	2	0	21	79
8:30 AM	1	38	3	1	43	1	0	0	0	1	1	25	2	0	28	22	0	2	0	24	96
8:45 AM	2	32	1	1	36	0	0	1	0	1	1	29	1	0	31	9	0	7	0	16	84
Total	6	123	9	3	141	3	0	1	0	4	5	112	5	0	122	54	5	17	0	76	343
Grand Total	10	187	16	3	216	6	0	8	0	14	16	210	8	0	234	80	9	27	0	116	580
Approach %	4.6	86.6	7.4	1.4		42.9	0.0	57.1	0.0		6.8	89.7	3.4	0.0		69.0	7.8	23.3	0.0		
Total %	1.7	32.2	2.8	0.5	37.2	1.0	0.0	1.4	0.0	2.4	2.8	36.2	1.4	0.0	40.3	13.8	1.6	4.7	0.0	20.0	
Exiting Leg Total					246					41					275					18	580

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	2	30	4	1	37	1	0	0	0	1	0	29	2	0	31	6	3	6	0	15	84
8:15 AM	1	23	1	0	25	1	0	0	0	1	3	29	0	0	32	17	2	2	0	21	79
8:30 AM	1	38	3	1	43	1	0	0	0	1	1	25	2	0	28	22	0	2	0	24	96
8:45 AM	2	32	1	1	36	0	0	1	0	1	1	29	1	0	31	9	0	7	0	16	84
Total Volume	6	123	9	3	141	3	0	1	0	4	5	112	5	0	122	54	5	17	0	76	343
% Approach Total	4.3	87.2	6.4	2.1		75.0	0.0	25.0	0.0		4.1	91.8	4.1	0.0		71.1	6.6	22.4	0.0		
PHF	0.750	0.809	0.563	0.750	0.820	0.750	0.000	0.250	0.000	1.000	0.417	0.966	0.625	0.000	0.953	0.614	0.417	0.607	0.000	0.792	0.893
Entering Leg	6	123	9	3	141	3	0	1	0	4	5	112	5	0	122	54	5	17	0	76	343
Exiting Leg					135					19					178					11	343
Total					276					23					300					87	686

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Light Goods Vehicle**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	3	0	0	3	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	4
7:15 AM	0	5	0	0	5	0	0	0	0	0	1	3	0	0	4	0	0	0	0	0	9
7:30 AM	1	5	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
7:45 AM	0	1	0	0	1	0	0	0	0	0	1	1	0	0	2	0	0	0	0	0	3
Total	1	14	0	0	15	0	0	0	0	0	2	5	0	0	7	0	0	0	0	0	22
8:00 AM	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	5
8:15 AM	0	2	1	0	3	0	0	0	0	0	0	3	0	0	3	1	1	0	0	2	8
8:30 AM	0	2	0	0	2	0	0	0	0	0	0	1	1	0	2	1	0	0	0	1	5
8:45 AM	1	3	1	0	5	0	1	0	0	1	0	1	0	0	1	0	0	0	0	0	7
Total	1	10	2	0	13	0	1	0	0	1	0	7	1	0	8	2	1	0	0	3	25
Grand Total	2	24	2	0	28	0	1	0	0	1	2	12	1	0	15	2	1	0	0	3	47
Approach %	7.1	85.7	7.1	0.0		0.0	100.0	0.0	0.0		13.3	80.0	6.7	0.0		66.7	33.3	0.0	0.0		
Total %	4.3	51.1	4.3	0.0	59.6	0.0	2.1	0.0	0.0	2.1	4.3	25.5	2.1	0.0	31.9	4.3	2.1	0.0	0.0	6.4	
Exiting Leg Total					12					5					26					4	47

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	5
8:15 AM	0	2	1	0	3	0	0	0	0	0	0	3	0	0	3	1	1	0	0	2	8
8:30 AM	0	2	0	0	2	0	0	0	0	0	0	1	1	0	2	1	0	0	0	1	5
8:45 AM	1	3	1	0	5	0	1	0	0	1	0	1	0	0	1	0	0	0	0	0	7
Total Volume	1	10	2	0	13	0	1	0	0	1	0	7	1	0	8	2	1	0	0	3	25
% Approach Total	7.7	76.9	15.4	0.0		0.0	100.0	0.0	0.0		0.0	87.5	12.5	0.0		66.7	33.3	0.0	0.0		
PHF	0.250	0.833	0.500	0.000	0.650	0.000	0.250	0.000	0.000	0.250	0.000	0.583	0.250	0.000	0.667	0.500	0.250	0.000	0.000	0.375	0.781
Entering Leg	1	10	2	0	13	0	1	0	0	1	0	7	1	0	8	2	1	0	0	3	25
Exiting Leg					7					3					12					3	25
Total					20					4					20					6	50

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Buses**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
Grand Total	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
Approach %	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		
Total %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total					2					0					0					0	2

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

7:30 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
Total Volume	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
% Approach Total	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		
PHF	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.500
Entering Leg	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	2
Exiting Leg					2					0					0					0	2
Total					2					0					2					0	4

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Single-Unit Trucks

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	1	0	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	3
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	1	1	0	2	0	0	0	0	0	2
Total	1	0	0	0	1	0	0	0	0	0	0	2	1	0	3	0	0	1	0	1	5
8:00 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
8:15 AM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
8:30 AM	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	3
8:45 AM	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	3
Total	0	3	0	0	3	0	0	0	0	0	0	4	1	0	5	0	0	1	0	1	9
Grand Total	1	3	0	0	4	0	0	0	0	0	0	6	2	0	8	0	0	2	0	2	14
Approach %	25.0	75.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	75.0	25.0	0.0		0.0	0.0	100.0	0.0		
Total %	7.1	21.4	0.0	0.0	28.6	0.0	0.0	0.0	0.0	0.0	0.0	42.9	14.3	0.0	57.1	0.0	0.0	14.3	0.0	14.3	
Exiting Leg Total					8					0					3					3	14

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
8:15 AM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
8:30 AM	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	3
8:45 AM	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	3
Total Volume	0	3	0	0	3	0	0	0	0	0	0	4	1	0	5	0	0	1	0	1	9
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	80.0	20.0	0.0		0.0	0.0	100.0	0.0		
PHF	0.000	0.750	0.000	0.000	0.750	0.000	0.000	0.000	0.000	0.000	0.000	0.333	0.250	0.000	0.417	0.000	0.000	0.250	0.000	0.250	0.750
Entering Leg	0	3	0	0	3	0	0	0	0	0	0	4	1	0	5	0	0	1	0	1	9
Exiting Leg					5					0					3					1	9
Total					8					0					8					2	18

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Articulated Trucks

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Grand Total	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Approach %	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
Total %	0.0	100.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total					0					0					1					0	1

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total Volume	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
PHF	0.000	0.250	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.250
Entering Leg	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Exiting Leg					0					0					1					0	1
Total					1					0					1					0	2

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class:

Bicycles (on Roadway and Crosswalks)

	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	1
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	2
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	3
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	3
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	2	0	0	0	0	2	0	0	0	0	0	0	0	4
8:30 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	5
8:45 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	3
Total	0	2	0	0	0	0	2	0	0	0	0	0	2	2	0	11	0	0	0	0	11	0	0	0	0	0	0	0	15
Grand Total	0	2	0	0	0	0	2	0	0	0	0	0	2	2	0	14	0	0	0	0	14	0	0	0	0	0	0	0	18
Approach %	0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	100.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
Total %	0.0	11.1	0.0	0.0	0.0	0.0	11.1	0.0	0.0	0.0	0.0	0.0	11.1	11.1	0.0	77.8	0.0	0.0	0.0	0.0	77.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total							14							2							2							0	18

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	3
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	2	0	0	0	0	2	0	0	0	0	0	0	0	4
8:30 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	4	0	0	0	0	4	0	0	0	0	0	0	0	5
8:45 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	3
Total Volume	0	2	0	0	0	0	2	0	0	0	0	0	2	2	0	11	0	0	0	0	11	0	0	0	0	0	0	0	15
% Approach Total	0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	100.0		0.0	100.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.000	0.500	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.250	0.250	0.000	0.688	0.000	0.000	0.000	0.000	0.688	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.750
Entering Leg	0	2	0	0	0	0	2	0	0	0	0	0	2	2	0	11	0	0	0	0	11	0	0	0	0	0	0	0	15
Exiting Leg							11							2							2							0	15
Total							13							4							13							0	30

PDI File #: **186608 C**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **7:00 AM**
End Time: **9:00 AM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office:508-875-0100 Fax:508-875-0118
Email: datarequests@pdillc.com

Pedestrians

	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	2	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	4	2	6	0	0	0	0	1	0	1	0	0	0	0	2	0	2	9
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	4	5	9	0	0	0	0	1	0	1	0	0	0	0	2	1	3	13
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	1	8	9	0	0	0	0	0	1	1	0	0	0	0	2	5	7	17
Total	0	0	0	0	0	0	0	0	0	0	0	11	18	29	0	0	0	0	2	1	3	0	0	0	0	6	6	12	44
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	2	4	6	0	0	0	0	1	0	1	0	0	0	0	3	0	3	10
8:15 AM	0	0	0	0	1	0	1	0	0	0	0	1	6	7	0	0	0	0	1	0	1	0	0	0	0	5	2	7	16
8:30 AM	0	0	0	0	1	0	1	0	0	0	0	5	6	11	0	0	0	0	0	1	1	0	0	0	0	3	3	6	19
8:45 AM	0	0	0	0	2	2	4	0	0	0	0	6	15	21	0	0	0	0	0	2	2	0	0	0	0	3	4	7	34
Total	0	0	0	0	4	2	6	0	0	0	0	14	31	45	0	0	0	0	2	3	5	0	0	0	0	14	9	23	79
Grand Total	0	0	0	0	4	2	6	0	0	0	0	25	49	74	0	0	0	0	4	4	8	0	0	0	0	20	15	35	123
Approach %	0	0	0	0	66.7	33.3		0	0	0	0	33.8	66.2		0	0	0	0	50	50		0	0	0	0	57.1	42.9		
Total %	0	0	0	0	3.25	1.63	4.88	0	0	0	0	20.3	39.8	60.2	0	0	0	0	3.25	3.25	6.5	0	0	0	0	16.3	12.2	28.5	
Exiting Leg Total							6							74							8							35	123

Peak Hour Analysis from 07:00 AM to 09:00 AM begins at:

8:00 AM	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	2	4	6	0	0	0	0	1	0	1	0	0	0	0	3	0	3	10
8:15 AM	0	0	0	0	1	0	1	0	0	0	0	1	6	7	0	0	0	0	1	0	1	0	0	0	0	5	2	7	16
8:30 AM	0	0	0	0	1	0	1	0	0	0	0	5	6	11	0	0	0	0	0	1	1	0	0	0	0	3	3	6	19
8:45 AM	0	0	0	0	2	2	4	0	0	0	0	6	15	21	0	0	0	0	0	2	2	0	0	0	0	3	4	7	34
Total Volume	0	0	0	0	4	2	6	0	0	0	0	14	31	45	0	0	0	0	2	3	5	0	0	0	0	14	9	23	79
% Approach Total	0.0	0.0	0.0	0.0	66.7	33.3		0.0	0.0	0.0	0.0	31.1	68.9		0.0	0.0	0.0	0.0	40.0	60.0		0.0	0.0	0.0	0.0	60.9	39.1		
PHF	0.000	0.000	0.000	0.000	0.500	0.250	0.375	0.000	0.000	0.000	0.000	0.583	0.517	0.536	0.000	0.000	0.000	0.000	0.500	0.375	0.625	0.000	0.000	0.000	0.000	0.700	0.563	0.821	0.581
Entering Leg	0	0	0	0	4	2	6	0	0	0	0	14	31	45	0	0	0	0	2	3	5	0	0	0	0	14	9	23	79
Exiting Leg							6							45							5							23	79
Total							12							90							10							46	158

PDI File #: 186608 CC
Location: N: Babcock Street S: Babcock Street
Location: E: Driveway W: Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Cars and Heavy Vehicles (Combined)

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	1	37	0	0	38	4	0	0	0	4	0	29	2	0	31	18	0	10	0	28	101
4:15 PM	0	32	1	0	33	3	0	0	0	3	1	28	1	0	30	10	0	5	0	15	81
4:30 PM	1	42	0	0	43	4	0	2	0	6	0	32	0	0	32	14	0	6	0	20	101
4:45 PM	2	25	1	0	28	8	0	3	0	11	0	28	1	0	29	11	0	7	0	18	86
Total	4	136	2	0	142	19	0	5	0	24	1	117	4	0	122	53	0	28	0	81	369
5:00 PM	3	46	0	1	50	1	0	2	0	3	1	29	1	0	31	9	0	6	0	15	99
5:15 PM	1	36	0	0	37	1	0	2	0	3	0	41	2	0	43	20	0	10	0	30	113
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	32	4	0	36	14	0	3	0	17	91
5:45 PM	3	50	0	0	53	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	115
Total	7	165	2	1	175	4	0	5	0	9	1	136	9	0	146	60	0	28	0	88	418
Grand Total	11	301	4	1	317	23	0	10	0	33	2	253	13	0	268	113	0	56	0	169	787
Approach %	3.5	95.0	1.3	0.3		69.7	0.0	30.3	0.0		0.7	94.4	4.9	0.0		66.9	0.0	33.1	0.0		
Total %	1.4	38.2	0.5	0.1	40.3	2.9	0.0	1.3	0.0	4.2	0.3	32.1	1.7	0.0	34.1	14.4	0.0	7.1	0.0	21.5	
Exiting Leg Total					333					6					424					24	787
Cars	11	298	4	1	314	22	0	10	0	32	1	250	13	0	264	112	0	54	0	166	776
% Cars	100.0	99.0	100.0	100.0	99.1	95.7	0.0	100.0	0.0	97.0	50.0	98.8	100.0	0.0	98.5	99.1	0.0	96.4	0.0	98.2	98.6
Exiting Leg Total					327					5					420					24	776
Heavy Vehicles	0	3	0	0	3	1	0	0	0	1	1	3	0	0	4	1	0	2	0	3	11
% Heavy Vehicles	0.0	1.0	0.0	0.0	0.9	4.3	0.0	0.0	0.0	3.0	50.0	1.2	0.0	0.0	1.5	0.9	0.0	3.6	0.0	1.8	1.4
Exiting Leg Total					6					1					4					0	11

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
5:00 PM	3	46	0	1	50	1	0	2	0	3	1	29	1	0	31	9	0	6	0	15	99
5:15 PM	1	36	0	0	37	1	0	2	0	3	0	41	2	0	43	20	0	10	0	30	113
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	32	4	0	36	14	0	3	0	17	91
5:45 PM	3	50	0	0	53	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	115
Total Volume	7	165	2	1	175	4	0	5	0	9	1	136	9	0	146	60	0	28	0	88	418
% Approach Total	4.0	94.3	1.1	0.6		44.4	0.0	55.6	0.0		0.7	93.2	6.2	0.0		68.2	0.0	31.8	0.0		
PHF	0.583	0.825	0.250	0.250	0.825	0.500	0.000	0.625	0.000	0.750	0.250	0.829	0.563	0.000	0.849	0.750	0.000	0.700	0.000	0.733	0.909
Cars	7	165	2	1	175	3	0	5	0	8	0	135	9	0	144	59	0	28	0	87	414
Cars %	100.0	100.0	100.0	100.0	100.0	75.0	0.0	100.0	0.0	88.9	0.0	99.3	100.0	0.0	98.6	98.3	0.0	100.0	0.0	98.9	99.0
Heavy Vehicles	0	0	0	0	0	1	0	0	0	1	1	1	0	0	2	1	0	0	0	1	4
Heavy Vehicles %	0.0	0.0	0.0	0.0	0.0	25.0	0.0	0.0	0.0	11.1	100.0	0.7	0.0	0.0	1.4	1.7	0.0	0.0	0.0	1.1	1.0
Cars Enter Leg	7	165	2	1	175	3	0	5	0	8	0	135	9	0	144	59	0	28	0	87	414
Heavy Enter Leg	0	0	0	0	0	1	0	0	0	1	1	1	0	0	2	1	0	0	0	1	4
Total Entering Leg	7	165	2	1	175	4	0	5	0	9	1	136	9	0	146	60	0	28	0	88	418
Cars Exiting Leg					167					2					229					16	414
Heavy Exiting Leg					2					1					1					0	4
Total Exiting Leg					169					3					230					16	418

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Cars-Combined (Motorcycles, Cars, Light Goods)**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	1	36	0	0	37	4	0	0	0	4	0	28	2	0	30	18	0	9	0	27	98
4:15 PM	0	30	1	0	31	3	0	0	0	3	1	28	1	0	30	10	0	4	0	14	78
4:30 PM	1	42	0	0	43	4	0	2	0	6	0	31	0	0	31	14	0	6	0	20	100
4:45 PM	2	25	1	0	28	8	0	3	0	11	0	28	1	0	29	11	0	7	0	18	86
Total	4	133	2	0	139	19	0	5	0	24	1	115	4	0	120	53	0	26	0	79	362
5:00 PM	3	46	0	1	50	1	0	2	0	3	0	29	1	0	30	9	0	6	0	15	98
5:15 PM	1	36	0	0	37	0	0	2	0	2	0	40	2	0	42	19	0	10	0	29	110
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	32	4	0	36	14	0	3	0	17	91
5:45 PM	3	50	0	0	53	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	115
Total	7	165	2	1	175	3	0	5	0	8	0	135	9	0	144	59	0	28	0	87	414
Grand Total	11	298	4	1	314	22	0	10	0	32	1	250	13	0	264	112	0	54	0	166	776
Approach %	3.5	94.9	1.3	0.3		68.8	0.0	31.3	0.0		0.4	94.7	4.9	0.0		67.5	0.0	32.5	0.0		
Total %	1.4	38.4	0.5	0.1	40.5	2.8	0.0	1.3	0.0	4.1	0.1	32.2	1.7	0.0	34.0	14.4	0.0	7.0	0.0	21.4	
Exiting Leg Total					327					5					420					24	776

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
5:00 PM	3	46	0	1	50	1	0	2	0	3	0	29	1	0	30	9	0	6	0	15	98
5:15 PM	1	36	0	0	37	0	0	2	0	2	0	40	2	0	42	19	0	10	0	29	110
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	32	4	0	36	14	0	3	0	17	91
5:45 PM	3	50	0	0	53	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	115
Total Volume	7	165	2	1	175	3	0	5	0	8	0	135	9	0	144	59	0	28	0	87	414
% Approach Total	4.0	94.3	1.1	0.6		37.5	0.0	62.5	0.0		0.0	93.8	6.3	0.0		67.8	0.0	32.2	0.0		
PHF	0.583	0.825	0.250	0.250	0.825	0.375	0.000	0.625	0.000	0.667	0.000	0.844	0.563	0.000	0.857	0.776	0.000	0.700	0.000	0.750	0.900
Entering Leg	7	165	2	1	175	3	0	5	0	8	0	135	9	0	144	59	0	28	0	87	414
Exiting Leg					167					2					229					16	414
Total					342					10					373					103	828

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Heavy Vehicles-Combined (Buses, Single-Unit Trucks, Articulated Trucks)**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	3
4:15 PM	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	3
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	7
5:00 PM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	1
5:15 PM	0	0	0	0	0	1	0	0	0	1	0	1	0	0	1	1	0	0	0	1	3
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	1	0	0	0	1	1	1	0	0	2	1	0	0	0	1	4
Grand Total	0	3	0	0	3	1	0	0	0	1	1	3	0	0	4	1	0	2	0	3	11
Approach %	0.0	100.0	0.0	0.0		100.0	0.0	0.0	0.0		25.0	75.0	0.0	0.0		33.3	0.0	66.7	0.0		
Total %	0.0	27.3	0.0	0.0	27.3	9.1	0.0	0.0	0.0	9.1	9.1	27.3	0.0	0.0	36.4	9.1	0.0	18.2	0.0	27.3	
Exiting Leg Total					6					1					4					0	11
Buses	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
% Buses	0.0	66.7	0.0	0.0	66.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18.2
Exiting Leg Total					0					0					2					0	2
Single-Unit Trucks	0	1	0	0	1	1	0	0	0	1	1	3	0	0	4	1	0	2	0	3	9
% Single-Unit	0.0	33.3	0.0	0.0	33.3	100.0	0.0	0.0	0.0	100.0	100.0	100.0	0.0	0.0	100.0	100.0	0.0	100.0	0.0	100.0	81.8
Exiting Leg Total					6					1					2					0	9
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Articulated	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Exiting Leg Total					0					0					0					0	0

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	3
4:15 PM	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	3
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	7
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		0.0	0.0	100.0	0.0		
PHF	0.000	0.375	0.000	0.000	0.375	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.500	0.583
Buses	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Buses %	0.0	66.7	0.0	0.0	66.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.6
Single-Unit Trucks	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	5
Single-Unit %	0.0	33.3	0.0	0.0	33.3	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	100.0	0.0	0.0	100.0	0.0	100.0	71.4
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Articulated %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Buses	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Single-Unit Trucks	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	5
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Entering Leg	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	7
Buses					0					0					2					0	2
Single-Unit Trucks					4					0					1					0	5
Articulated Trucks					0					0					0					0	0
Total Exiting Leg					4					0					3					0	7

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Cars

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	1	34	0	0	35	4	0	0	0	4	0	27	2	0	29	18	0	9	0	27	95
4:15 PM	0	29	1	0	30	2	0	0	0	2	1	26	1	0	28	9	0	4	0	13	73
4:30 PM	1	40	0	0	41	4	0	2	0	6	0	27	0	0	27	14	0	6	0	20	94
4:45 PM	2	24	1	0	27	8	0	3	0	11	0	27	1	0	28	10	0	7	0	17	83
Total	4	127	2	0	133	18	0	5	0	23	1	107	4	0	112	51	0	26	0	77	345
5:00 PM	3	45	0	1	49	1	0	2	0	3	0	26	1	0	27	8	0	5	0	13	92
5:15 PM	1	35	0	0	36	0	0	2	0	2	0	39	2	0	41	17	0	10	0	27	106
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	31	4	0	35	14	0	3	0	17	90
5:45 PM	3	49	0	0	52	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	114
Total	7	162	2	1	172	3	0	5	0	8	0	130	9	0	139	56	0	27	0	83	402
Grand Total	11	289	4	1	305	21	0	10	0	31	1	237	13	0	251	107	0	53	0	160	747
Approach %	3.6	94.8	1.3	0.3		67.7	0.0	32.3	0.0		0.4	94.4	5.2	0.0		66.9	0.0	33.1	0.0		
Total %	1.5	38.7	0.5	0.1	40.8	2.8	0.0	1.3	0.0	4.1	0.1	31.7	1.7	0.0	33.6	14.3	0.0	7.1	0.0	21.4	
Exiting Leg Total					312					5					406					24	747

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

5:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
5:00 PM	3	45	0	1	49	1	0	2	0	3	0	26	1	0	27	8	0	5	0	13	92
5:15 PM	1	35	0	0	36	0	0	2	0	2	0	39	2	0	41	17	0	10	0	27	106
5:30 PM	0	33	2	0	35	2	0	1	0	3	0	31	4	0	35	14	0	3	0	17	90
5:45 PM	3	49	0	0	52	0	0	0	0	0	0	34	2	0	36	17	0	9	0	26	114
Total Volume	7	162	2	1	172	3	0	5	0	8	0	130	9	0	139	56	0	27	0	83	402
% Approach Total	4.1	94.2	1.2	0.6		37.5	0.0	62.5	0.0		0.0	93.5	6.5	0.0		67.5	0.0	32.5	0.0		
PHF	0.583	0.827	0.250	0.250	0.827	0.375	0.000	0.625	0.000	0.667	0.000	0.833	0.563	0.000	0.848	0.824	0.000	0.675	0.000	0.769	0.882
Entering Leg	7	162	2	1	172	3	0	5	0	8	0	130	9	0	139	56	0	27	0	83	402
Exiting Leg					161					2					223					16	402
Total					333					10					362					99	804

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Light Goods Vehicle**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	2	0	0	2	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	3
4:15 PM	0	1	0	0	1	1	0	0	0	1	0	1	0	0	1	1	0	0	0	1	4
4:30 PM	0	2	0	0	2	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	5
4:45 PM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	1	0	0	0	1	3
Total	0	6	0	0	6	1	0	0	0	1	0	6	0	0	6	2	0	0	0	2	15
5:00 PM	0	1	0	0	1	0	0	0	0	0	0	3	0	0	3	1	0	1	0	2	6
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
5:45 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	0	2	0	0	2	0	0	0	0	0	0	5	0	0	5	1	0	1	0	2	9
Grand Total	0	8	0	0	8	1	0	0	0	1	0	11	0	0	11	3	0	1	0	4	24
Approach %	0.0	100.0	0.0	0.0		100.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		75.0	0.0	25.0	0.0		
Total %	0.0	33.3	0.0	0.0	33.3	4.2	0.0	0.0	0.0	4.2	0.0	45.8	0.0	0.0	45.8	12.5	0.0	4.2	0.0	16.7	
Exiting Leg Total					13					0					11					0	24

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:15 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:15 PM	0	1	0	0	1	1	0	0	0	1	0	1	0	0	1	1	0	0	0	1	4
4:30 PM	0	2	0	0	2	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	5
4:45 PM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	1	0	0	0	1	3
5:00 PM	0	1	0	0	1	0	0	0	0	0	0	3	0	0	3	1	0	1	0	2	6
Total Volume	0	5	0	0	5	1	0	0	0	1	0	8	0	0	8	3	0	1	0	4	18
% Approach Total	0.0	100.0	0.0	0.0		100.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		75.0	0.0	25.0	0.0		
PHF	0.000	0.625	0.000	0.000	0.625	0.250	0.000	0.000	0.000	0.250	0.000	0.667	0.000	0.000	0.667	0.750	0.000	0.250	0.000	0.500	0.750
Entering Leg	0	5	0	0	5	1	0	0	0	1	0	8	0	0	8	3	0	1	0	4	18
Exiting Leg					10					0					8					0	18
Total					15					1					16					4	36

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Buses**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
4:15 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Approach %	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
Total %	0.0	100.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total					0					0					2					0	2

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
4:15 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
PHF	0.000	0.500	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.500
Entering Leg	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Exiting Leg					0					0					2					0	2
Total					2					0					2					0	4

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Single-Unit Trucks**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	2
4:15 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	2
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	5
5:00 PM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	1
5:15 PM	0	0	0	0	0	1	0	0	0	1	0	1	0	0	1	1	0	0	0	1	3
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	1	0	0	0	1	1	1	0	0	2	1	0	0	0	1	4
Grand Total	0	1	0	0	1	1	0	0	0	1	1	3	0	0	4	1	0	2	0	3	9
Approach %	0.0	100.0	0.0	0.0		100.0	0.0	0.0	0.0		25.0	75.0	0.0	0.0		33.3	0.0	66.7	0.0		
Total %	0.0	11.1	0.0	0.0	11.1	11.1	0.0	0.0	0.0	11.1	11.1	33.3	0.0	0.0	44.4	11.1	0.0	22.2	0.0	33.3	
Exiting Leg Total					6					1					2					0	9

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	2
4:15 PM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	2
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	5
% Approach Total	0.0	100.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0		0.0	0.0	100.0	0.0		
PHF	0.000	0.250	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.000	0.500	0.000	0.500	0.625
Entering Leg	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	2	0	2	5
Exiting Leg					4					0					1					0	5
Total					5					0					3					2	10

PDI File #: 186608 CC
Location: N: Babcock Street S: Babcock Street
Location: E: Driveway W: Winslow Road
City, State: Brookline, MA
Client: DCI/ S. Siragusa
Site Code: TBA
Count Date: Thursday, December 6, 2018
Start Time: 4:00 PM
End Time: 6:00 PM

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Class: **Articulated Trucks**

	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approach %	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
Total %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Exiting Leg Total					0					0					0					0	0

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:00 PM	Babcock Street from North					Driveway from East					Babcock Street from South					Winslow Road from West					
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Approach Total	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0		
PHF	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Entering Leg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Exiting Leg					0					0					0					0	0
Total					0					0					0					0	0

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Bicycles (on Roadway and Crosswalks)

	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	1
4:15 PM	2	1	0	0	0	0	3	0	0	0	0	0	0	0	0	1	0	0	0	0	1	2	0	0	0	0	0	2	6
4:30 PM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	2
Total	2	2	0	0	0	0	4	0	0	0	0	0	0	0	0	5	0	0	0	0	5	2	0	0	0	0	0	2	11
5:00 PM	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	3
5:15 PM	0	4	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:45 PM	0	3	0	0	0	0	3	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	5
Total	0	9	0	0	0	0	9	0	0	0	0	0	0	0	0	3	0	0	0	0	3	0	0	0	0	0	0	0	12
Grand Total	2	11	0	0	0	0	13	0	0	0	0	0	0	0	0	8	0	0	0	0	8	2	0	0	0	0	0	2	23
Approach %	15.4	84.6	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		100.0	0.0	0.0	0.0	0.0	0.0		
Total %	8.7	47.8	0.0	0.0	0.0	0.0	56.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	34.8	0.0	0.0	0.0	0.0	34.8	8.7	0.0	0.0	0.0	0.0	0.0	8.7	
Exiting Leg Total							8							0							13							2	23

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:15 PM	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
4:15 PM	2	1	0	0	0	0	3	0	0	0	0	0	0	0	0	1	0	0	0	0	1	2	0	0	0	0	0	2	6
4:30 PM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	2
5:00 PM	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	3
Total Volume	2	4	0	0	0	0	6	0	0	0	0	0	0	0	0	5	0	0	0	0	5	2	0	0	0	0	0	2	13
% Approach Total	33.3	66.7	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0		0.0	100.0	0.0	0.0	0.0	0.0		100.0	0.0	0.0	0.0	0.0	0.0		
PHF	0.250	0.500	0.000	0.000	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.625	0.000	0.000	0.000	0.000	0.625	0.250	0.000	0.000	0.000	0.000	0.000	0.250	0.542
Entering Leg	2	4	0	0	0	0	6	0	0	0	0	0	0	0	0	5	0	0	0	0	5	2	0	0	0	0	0	2	13
Exiting Leg							5							0							6							2	13
Total							11							0							11							4	26

PDI File #: **186608 CC**
Location: **N: Babcock Street S: Babcock Street**
Location: **E: Driveway W: Winslow Road**
City, State: **Brookline, MA**
Client: **DCI/ S. Siragusa**
Site Code: **TBA**
Count Date: **Thursday, December 6, 2018**
Start Time: **4:00 PM**
End Time: **6:00 PM**
Class:

PRECISION DATA INDUSTRIES, LLC
46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

Pedestrians

	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	8	5	13	0	0	0	0	2	0	2	0	0	0	0	4	6	10	25
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	17	4	21	0	0	0	0	3	2	5	0	0	0	0	3	6	9	35
4:30 PM	0	0	0	0	0	1	1	0	0	0	0	3	4	7	0	0	0	0	1	0	1	0	0	0	0	2	5	7	16
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	5	8	13	0	0	0	0	1	0	1	0	0	0	0	3	3	6	20
Total	0	0	0	0	0	1	1	0	0	0	0	33	21	54	0	0	0	0	7	2	9	0	0	0	0	12	20	32	96
5:00 PM	0	0	0	0	1	0	1	0	0	0	0	7	8	15	0	0	0	0	1	1	2	0	0	0	0	3	4	7	25
5:15 PM	0	0	0	0	0	1	1	0	0	0	0	5	8	13	0	0	0	0	0	0	0	0	0	0	0	1	7	8	22
5:30 PM	0	0	0	0	1	0	1	0	0	0	0	9	13	22	0	0	0	0	1	2	3	0	0	0	0	1	4	5	31
5:45 PM	0	0	0	0	0	1	1	0	0	0	0	1	2	3	0	0	0	0	0	0	0	0	0	0	0	4	3	7	11
Total	0	0	0	0	2	2	4	0	0	0	0	22	31	53	0	0	0	0	2	3	5	0	0	0	0	9	18	27	89
Grand Total	0	0	0	0	2	3	5	0	0	0	0	55	52	107	0	0	0	0	9	5	14	0	0	0	0	21	38	59	185
Approach %	0	0	0	0	40	60		0	0	0	0	51.4	48.6		0	0	0	0	64.3	35.7		0	0	0	0	35.6	64.4		
Total %	0	0	0	0	1.08	1.62	2.7	0	0	0	0	29.7	28.1	57.8	0	0	0	0	4.86	2.7	7.57	0	0	0	0	11.4	20.5	31.9	
Exiting Leg Total							5							107							14							59	185

Peak Hour Analysis from 04:00 PM to 06:00 PM begins at:

4:45 PM	Babcock Street from North							Driveway from East							Babcock Street from South							Winslow Road from West							
	Right	Thru	Left	U-Turn	CW-EB	CW-WB	Total	Right	Thru	Left	U-Turn	CW-SB	CW-NB	Total	Right	Thru	Left	U-Turn	CW-WB	CW-EB	Total	Right	Thru	Left	U-Turn	CW-NB	CW-SB	Total	Total
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	5	8	13	0	0	0	0	1	0	1	0	0	0	0	3	3	6	20
5:00 PM	0	0	0	0	1	0	1	0	0	0	0	7	8	15	0	0	0	0	1	1	2	0	0	0	0	3	4	7	25
5:15 PM	0	0	0	0	0	1	1	0	0	0	0	5	8	13	0	0	0	0	0	0	0	0	0	0	0	1	7	8	22
5:30 PM	0	0	0	0	1	0	1	0	0	0	0	9	13	22	0	0	0	0	1	2	3	0	0	0	0	1	4	5	31
Total Volume	0	0	0	0	2	1	3	0	0	0	0	26	37	63	0	0	0	0	3	3	6	0	0	0	0	8	18	26	98
% Approach Total	0.0	0.0	0.0	0.0	66.7	33.3		0.0	0.0	0.0	0.0	41.3	58.7		0.0	0.0	0.0	0.0	50.0	50.0		0.0	0.0	0.0	0.0	30.8	69.2		
PHF	0.000	0.000	0.000	0.000	0.500	0.250	0.750	0.000	0.000	0.000	0.000	0.722	0.712	0.716	0.000	0.000	0.000	0.000	0.750	0.375	0.500	0.000	0.000	0.000	0.000	0.667	0.643	0.813	0.790
Entering Leg	0	0	0	0	2	1	3	0	0	0	0	26	37	63	0	0	0	0	3	3	6	0	0	0	0	8	18	26	98
Exiting Leg							3							63							6							26	98
Total							6							126							12							52	196

Massachusetts Highway Department

AET13: Monthly Hourly Volume for December 2017

Location ID:	AET13	Seasonal Factor Group:	U1-Boston
County:	SUFFOLK	Daily Factor Group:	
Funcational Class	1	Axle Factor Group:	U1-Boston
Location:	MASSACHUSETTS TURNPIKE	Growth Factor Group:	

	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	TOTAL
1	1489	773	637	587	1338	4020	7973	11618	12014	9728	7928	7906	8284	8779	10572	10770	10466	11415	9649	8111	6011	5332	4820	3381	163601
2																									
3																									
4	1285	584	493	543	1598	4806	8590	11964	12275	9461	7211	6869	6815	7279	8781	9650	9939	11140	9772	7090	5244	4058	3427	1631	150505
5	813	472	387	492	1304	4411	8381	11433	11253	10094	7976	7326	7289	7536	9403	9882	9393	9517	9476	7590	5374	4604	3345	1843	149594
6	1063	587	427	502	1305	4030	8105	12094	12600	9866	8163	7640	7755	7949	9484	10289	10483	11368	10595	8146	6190	5225	4418	2111	160395
7	1271	640	452	546	1355	4385	8548	11617	10909	9256	8292	7927	7816	8430	10056	10889	9834	10060	9630	9511	6699	5682	4613	2876	161294
8	1638	946	646	695	1406	3994	8028	11210	12094	9125	7993	8007	8528	8960	10631	10591	10320	11558	10593	8333	6284	5804	5821	4705	167910
9	3151	1923	1372	788	1020	1860	2628	3881	4758	5872	6443	6858	6648	6714	6841	6216	5846	5768	5525	4571	3415	3392	4101	3125	102716
10	2429	2005	1306	715	722	1099	1543	2100	3020	4419	5891	7176	7619	7681	7970	7995	8138	7802	6481	5422	4835	4247	3180	1907	105702
11	1277	670	491	557	1671	4549	8495	12078	12028	9586	7522	7033	7116	7266	8939	9678	9855	10941	9505	7092	5309	4019	2793	1878	150348
12	1322	705	495	510	1362	4209	8271	11837	12039	9246	7534	7157	7273	7706	9079	9623	9953	10847	10018	7336	5792	4945	3288	2039	152586
13	1219	614	434	553	1300	4162	8314	11679	7519	10927	8340	7861	7678	8244	9956	10498	9939	10093	10492	8144	6084	5283	4645	2553	156531
14	1371	653	500	641	1443	4294	8136	12328	12358	9966	8383	8217	7886	8500	10120	10608	10305	9539	10378	9388	6918	6546	5375	2933	166786
15	2020	1155	755	769	1502	4091	7801	11123	10835	9045	8331	8394	8979	9603	10872	11258	10519	9943	10050	8752	6150	5586	6101	4594	168228
16	3065	2246	1598	913	1131	2179	2899	4061	5127	6415	7765	8574	8873	9249	9936	10292	9597	9180	8665	7627	6447	5901	5603	4556	141899
17	3084	2227	1699	779	898	1455	1817	2466	3368	5330	6691	7827	8460	8586	8736	8933	8596	7468	6185	5691	5645	4149	3041	2247	115378
18	1204	617	479	596	1565	4577	8376	11562	11794	9333	7373	7348	7400	7595	9375	9981	9854	11079	8917	6982	5069	4224	3509	2062	150871
19	1196	676	475	676	1730	4471	8184	11870	12331	9627	8246	7789	8148	8249	9833	10291	9661	9708	10509	8030	5887	4823	3691	2179	158280
20	1251	666	527	844	1971	4761	8226	11611	11914	9443	8340	8491	8640	9206	10337	10177	10454	9118	9712	8117	5981	5071	4220	2881	161959
21	1809	959	676	932	1921	4611	8146	10872	11665	9159	8232	8506	8782	8999	10805	10507	9267	9109	9801	8046	6115	5190	5236	3454	162799
22	2085	1171	900	880	1762	4141	6936	8860	9496	7920	8095	8308	9501	9553	9779	9701	8634	7555	6667	5522	4582	4387	4175	3229	143839
23	2247	1669	1232	882	1285	2059	2514	3149	3970	4662	5926	6504	6903	6964	7092	7214	7403	6607	5630	4745	4054	3887	4133	2870	103601
24	1981	1382	1045	672	1013	1694	1977	2309	3115	4376	5458	6034	6348	5924	5704	5779	5705	5698	4763	3868	3561	3680	3229	2196	87511
25	1297	855	601	431	599	951	1223	1404	1565	1545	2071	3006	3951	4564	4610	4500	4484	4234	4093	4285	4470	3582	2542	1601	62464
26	990	603	398	636	1509	3251	4761	5431	5797	5570	6569	6594	7082	7526	8581	8397	8622	8130	6765	5230	4092	3703	2968	2008	115213
27	1453	906	616	730	1400	3694	5745	7003	7637	6909	6971	7197	7709	8084	8543	9000	9662	9596	8020	5868	4369	4021	3474	2088	130695
28	1401	875	563	660	1393	3466	5683	7038	7909	7034	6937	7341	7853	8240	8814	9104	9158	8737	8092	6042	4307	3874	3008	2859	130388
29	1639	1062	686	657	1310	3285	5139	6342	7194	6686	7080	7580	8283	8697	9598	9606	9264	8387	7014	5901	4876	4185	3713	2929	131113
30	2097	1582	1139	825	1059	1862	2376	2789	3481	4571	5724	6499	6939	7362	7568	7289	7089	7107	6222	5387	4329	3998	3441	2617	103352
31	1947	1407	1008	627	851	1231	1712	1896	2494	3517	4744	5534	6270	5727	6041	6190	6453	6251	5705	5105	5066	4208	3546	2768	90298

December Average	136064
2017 AADT	141575
Seasonal Adjustment	**1.040503**

APPENDIX C – SAFETY ANALYSIS

Commonwealth Avenue at Winslow Street

Crash Date	Crash Time	City/ Town	Crash Severity	# of Vehicles	Manner of Collision	Vehicle Action Prior to Crash	Vehicle Travel Directions	Road Surface	Ambient Light	Weather	Vehicle Configuration	Non Motorist Type
6/24/2016	8:39am	Boston	Not Reported	1	Sideswipe, same direction	1: Other	1:S	Dry	Daylight	Clear	1:Light truck	

Moving Massachusetts Forward. massDOT Highway

INTERSECTION CRASH RATE WORKSHEET

CITY/**TOWN** : Brookline COUNT DATE : Dec-18

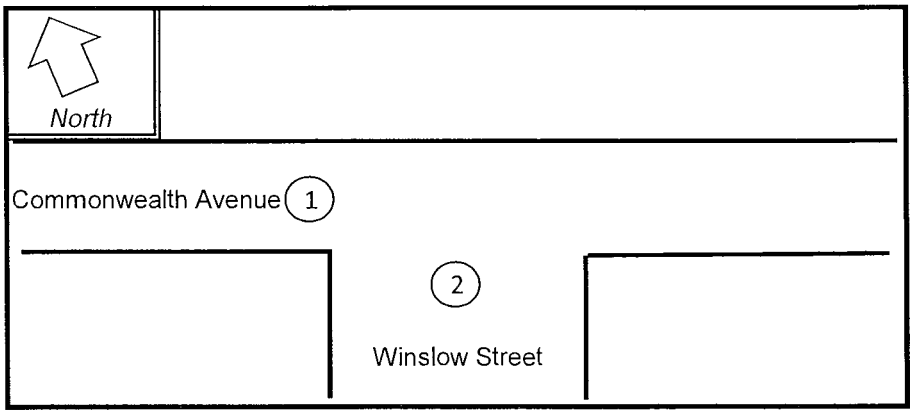
DISTRICT : 6 UNSIGNALIZED : X SIGNALIZED :

~ INTERSECTION DATA ~

MAJOR STREET : Commonwealth Avenue (Route 28)

MINOR STREET(S) : Winslow Street

INTERSECTION DIAGRAM (Label Approaches)



PEAK HOUR VOLUMES

APPROACH :	1	2	3	4	5	Total Peak Hourly Approach Volume
DIRECTION :	EB	NB				
PEAK HOUR VOLUMES (AM/**PM**) :	734	11				**745**

" K " FACTOR : **0.090**

INTERSECTION ADT (**V**) = TOTAL DAILY APPROACH VOLUME : **8,278**

TOTAL # OF CRASHES : 1

OF YEARS : 5

AVERAGE # OF CRASHES PER YEAR (**A**) : **0.20**

CRASH RATE CALCULATION : **0.07**

RATE = $\frac{(A * 1{,}000{,}000)}{(V * 365)}$

Comments : 2018 Average Crash Rate for MassDOT District 6 Unsignalized Intersections = 0.52

Project Title & Date: 1030 Commonwealth Avenue November 2018

Commonwealth Avenue at Babcock Street

Crash Date	Crash Time	City/ Town	Crash Severity	# of Vehicles	Manner of Collision	Vehicle Action Prior to Crash	Vehicle Travel Directions	Road Surface	Ambient Light	Weather	Vehicle Configuration	Non Motorist Type
8/3/2012	11:00am	Boston	Not Reported	1	Not Reported	1: Travelling straight	V1:W	Dry	Daylight	Clear	1:Bus	Pedestrian
8/13/2012	6:22pm	Boston	Not Reported	1	Single vehicle crash	1: Travelling straight	V1:W	Dry	Daylight	Clear	1:Light truck	Pedestrian
10/12/2012	7:05am	Brookline	Non-fatal injury	2	Angle	1: Making U-turn 2:Travelling straight	V1:W V2:N	Dry	Daylight	Clear	1:Passenger car 2:Passenger car	
10/17/2014	1:50pm	Boston	Non-fatal injury	1	Single vehicle crash	1: Backing	V1:W	Dry	Daylight	Clear	1:Passenger car	Pedalcyclist
12/3/2014	3:29pm	Boston	Property damage only	2	Head-on	1: Travelling straight 2:Turning left	V1:W V2:E	Wet	Dark - lighted roadway	Rain	1:Light truck 2:Passenger car	
4/23/2015	12:30pm	Boston	Non-fatal injury	3	Rear-end	1: Travelling straight 2:Travelling straight 3:Travelling straight	V1:W V2:W V3:W	Dry	Daylight	Cloudy	1:Light truck 2:Passenger car 3:Passenger car	
7/25/2016	12:20pm	Boston	Non-fatal injury	1	Single vehicle crash	1: Turning right	V1:E	Dry	Daylight	Clear	1:Passenger car	Pedestrian

Moving Massachusetts Forward. massDOT Highway

INTERSECTION CRASH RATE WORKSHEET

CITY/**TOWN** : Brookline COUNT DATE : Dec-18

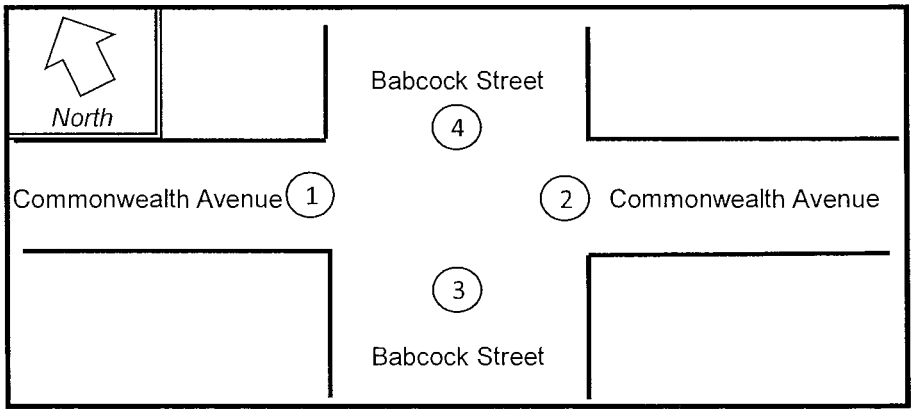
DISTRICT : 5 UNSIGNALIZED : X SIGNALIZED :

~ INTERSECTION DATA ~

MAJOR STREET : Commonwealth Avenue (Route 28)

MINOR STREET(S) : Babcock Street

INTERSECTION DIAGRAM (Label Approaches)



PEAK HOUR VOLUMES

APPROACH :	1	2	3	4	5	Total Peak Hourly Approach Volume
DIRECTION :	EB	WB	NB	SB		
PEAK HOUR VOLUMES (AM/**PM**) :	681	1,210	167	235		**2,293**

" K " FACTOR : **0.090** INTERSECTION ADT (**V**) = TOTAL DAILY APPROACH VOLUME : **25,478**

TOTAL # OF CRASHES : 7 # OF YEARS : 5 AVERAGE # OF CRASHES PER YEAR (**A**) : **1.40**

CRASH RATE CALCULATION : **0.15** RATE = $\frac{(A * 1{,}000{,}000)}{(V * 365)}$

Comments : 2018 Average Crash Rate for MassDOT District 6 Unignalized Intersections = 0.71

Project Title & Date: 1030 Commonwealth Avenue December 2018

Moving Massachusetts Forward. massDOT Highway

INTERSECTION CRASH RATE WORKSHEET

CITY/**TOWN** : Brookline COUNT DATE : Dec-18

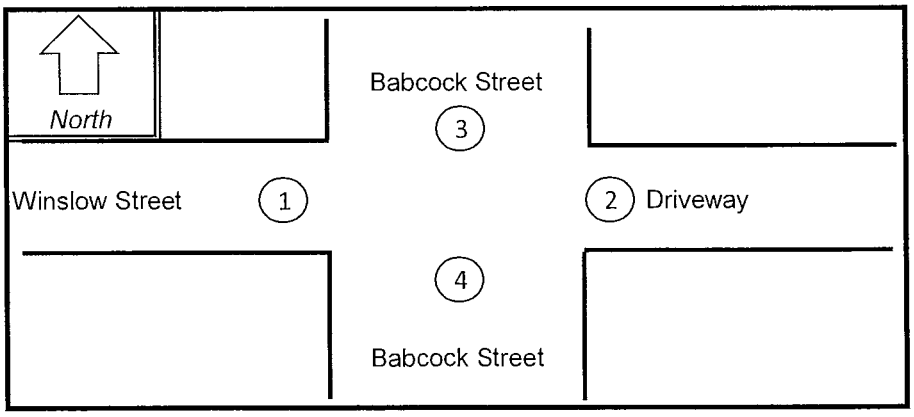
DISTRICT : 6 UNSIGNALIZED : X SIGNALIZED :

~ INTERSECTION DATA ~

MAJOR STREET : Babcock Street

MINOR STREET(S) : Winslow Street

INTERSECTION DIAGRAM (Label Approaches)



PEAK HOUR VOLUMES

APPROACH :	1	2	3	4	5	Total Peak Hourly Approach Volume
DIRECTION :	EB	WB	SB	NB		
PEAK HOUR VOLUMES (AM/**PM**) :	88	9	175	146		**418**

" K " FACTOR : **0.090** INTERSECTION ADT (**V**) = TOTAL DAILY APPROACH VOLUME : **4,644**

TOTAL # OF CRASHES : 0 # OF YEARS : 5 AVERAGE # OF CRASHES PER YEAR (**A**) : **0.00**

CRASH RATE CALCULATION : **0.00** RATE = $\frac{(A * 1{,}000{,}000)}{(V * 365)}$

Comments : 2018 Average Crash Rate for MassDOT District 6 Unsignalized Intersections = 0.52

Project Title & Date: Hingham - Route 3A/Summer Street Corridor December 2018

TOWN OF BROOKLINE CRASH REPORTS

Commonwealth of Massachusetts
Motor Vehicle Crash Police Report

Date of Crash	Time of Crash	City/Town	Number Vehicles	Number Injured	Speed Limit	Latitude	Longitude	State Police	Local Police	MBTA Police	Other
02/08/2016	1130 24HR	BRL	001	000					Y		

AT INTERSECTION: | **LOCATION** | **NOT AT INTERSECTION:**

1 01 — Route# — Direction — Name of Roadway/Street — At — Route# — Direction — Name of Intersecting Roadway/Street — Also at Intersection with — Route# — Direction — Name of Intersecting Roadway/Street (2 04)

9 02 — Route# S — Direction — Address # 000045 — Name of Roadway/Street: WINSLOW RD

10 02 — ____ Feet [N S E W] of — Mile Marker — or — Exit Number

____ Feet [N S E W] of — Route# — Intersecting Roadway/Street (11 01)

____ Feet [N S E W] of — Landmark

3 08 — Please Select One of the Following: [X] Vehicle 1 01 # Occupants | [ ] Hit/Run | [ ] Moped | Case No. 2016-0000600(A)

License # [redacted] St MA DOB/Age 07/28/1992 — Reg # 2YP468 — Reg Type ____ — Reg State ____

Sex M — Lic. Class D (18 / 18) — Lic. Restrictions B (19) — CDL ____ Endorsement — Veh Year 2015 — Veh Make BMW — Veh Config. 02 (20)

4 01 — Operator PU (Last) BO (First) (Middle) — Owner PU (Last) BO (First) (Middle) (12 01)

Address [redacted] — Address [redacted]

City [redacted] St [redacted] Zip [redacted] — City [redacted] State [redacted] Zip [redacted]

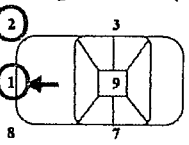
Insurance Company PLYMOUTH ROCK — Vehicle Action Prior to Crash 01 (21)

5 — Vehicle Travel Direction: [N S E W] — Responding to Emergency? 2 — Event Sequence 23 (22, 22, 22, 22) — Damaged Area Code: (Circle Up to Three)

Citation # (If Issued) ____ — Most Harmful Event 23 (23)

Viol. 1: Ch/Sec/Sub ____ Viol. 2: Ch/Sec/Sub ____ — Driver Contributing Code 99 (24)

6 03 — Viol. 3: Ch/Sec/Sub ____ Viol. 4: Ch/Sec/Sub ____ — Underride/Override 01 (25) — Towed N



0 None
10 Undercarriage
5 11 Totaled
97 Other
6 99 Unknown

13 23

Please fill out for operato and all occupants involved — Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator	See Above	--------	---	---	99	04	04	0	0	05	01	

7 01 — Please Select One of the Following: [ ] Vehicle 2 00 # Occupants | [ ] Non-Motorist A Type (14) Action (15) Location (16) Condition (17) | [ ] Hit/Run | [ ] Moped

License # ____ St ____ DOB/Age ____ — Reg # ____ — Reg Type ____ — Reg State ____

Sex ____ Lic. Class (18 / 18) — Lic. Restrictions (19) — CDL ____ Endorsment — Veh Year ____ — Veh Make ____ — Veh Config. (20)

8 01 — Operator (Last First Middle) — Owner (Last First Middle)

Address ____ — Address ____

City ____ State ____ Zip ____ — City ____ State ____ Zip ____

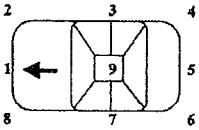
Insurance Company ____ — Vehicle Action Prior to Crash (21) — Damaged Area Code: (Circle Up to Three)

Vehicle Travel Direction: [N S E W] — Responding to Emergency? ____ — Event Sequence (22, 22, 22, 22)

Citation # (If Issued) ____ — Most Harmful Event (23)

Violation 1: Ch ____ Sec ____ Violation 2: Ch ____ Sec ____ — Driver Contributing Code (24, 24)

Violation 3: Ch ____ Sec ____ Violation 4: Ch ____ Sec ____ — Underride/Override (25) — Towed ____



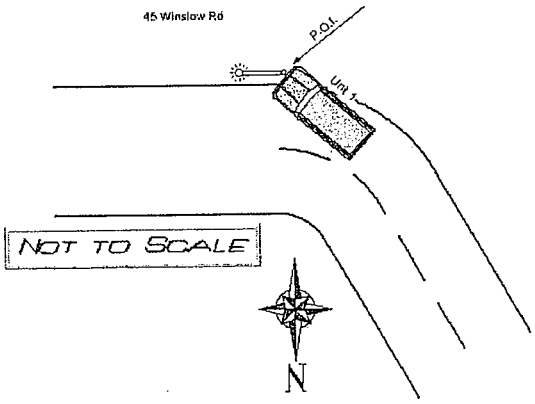
0 None
10 Undercarriage
5 11 Totaled
97 Other
6 99 Unknown

Please fill out for operator and all occupants involved — Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator/Non-Motorist	See Above	--------	---	---								

→ = Direction [1] = Vehicle 1 [2] = Vehicle 2 = Pedestrian

ie: → [1] → [2] →

Crash Diagram:



If Crash Did Not Occur on a Public Way:

- ☐ Off-Street Parking Lot
- ☐ Garage
- ☐ Mall/Shopping Center
- ☐ Other Private Way

Indicate North by Arrow

Crash Narrative:

V1 was traveling on Winslow Rd. When approaching the turn at 45, the operator lost control in the heavy snow and collided with a Brookline Fire Alarm Pull Station knocking it over. Photos were taken.

Witnesses:

Name (Last, First, Middle)	Address	Phone #	Statement

Property Damage:

Owner (Last, First, Middle)	Address	Phone #	34-Type	Description of Damaged Property
BROOKLINE DPW,	870 HAMMOND ST BROOKLINE MA 02467		MUNICIPA	Fire Call box

Truck and Bus Information:

Registration # _____ (From Vehicle Section)

Carrier Name _____ Carrier Issuing Authority Code [35]

Address _____ City _____ St _____ Zip _____

US DOT #: _____ State Number _____ Issuing State _____ ICC #: _____ Interstate [36]

Cargo Body Type Code [37] Gross Vehicle Weight [38]

Trailer Reg #: _____ Reg Type _____ Reg State _____ Reg Year _____ Trailer Length [39]

Hazmat Information:

Placard [40] Material 1 digit # [41] Material Name _____ Material 4 digit # _____ Release code [42]

CANNEY, JOHN J		10306	BROOKLINE POLICE DEPARTMENT		02/08/2016
Police Officer Name (Please Print)	Signature	ID/Badge #	Department	Precinct/Barracks	Date

CDP1 11-24-00

Commonwealth of Massachusetts
Motor Vehicle Crash Police Report

Date of Crash	Time of Crash	City/Town	Number Vehicles	Number Injured	Speed Limit	Latitude	Longitude	State Police	Local Police	MBTA Police	Other
07/31/2014	1745 24HR	BRO	003	000	030				Y		

AT INTERSECTION: | **LOCATION** | **NOT AT INTERSECTION:** (9: 02)

1 (01) Route# ___ Direction ___ Name of Roadway/Street ___ At

Route# ___ Direction ___ Name of Intersecting Roadway/Street ___ Also at Intersection with

2 (01) Route# ___ Direction ___ Name of Intersecting Roadway/Street

E 000053 WINSLOW RD (Route# Direction Address # Name of Roadway/Street) (10: 02)

___ Feet [N S E W] of ___ ___ ___ • ___ Mile Marker or ___ Exit Number

___ Feet [N S E W] of Route# ___ Intersecting Roadway/Street (11: 03)

___ Feet [N S E W] of ___ Landmark

3 **Please Select One of the Following:** [X] Vehicle 1 01 # Occupants | [ ] Hit/Run | [ ] Moped | Case No. 2014-0003634(A)

License # [redacted] St MA DOB/Age 12/25/1980 | Reg # 664FM3 | Reg Type ___ | Reg State MA

Sex M | Lic. Class D (18 18) | Lic. Restrictions (19) | CDL Endorsement ___ | Veh Year 2001 | Veh Make HOND | Veh Config. 01 (20)

4 (01) **Operator** BUSSISON (Last) DAVID (First) ___ (Middle) | **Owner** BUSSISON DAVID (12: 01)

Address [redacted] | Address [redacted]

City [redacted] State [redacted] Zip [redacted] | City [redacted] State [redacted] Zip [redacted]

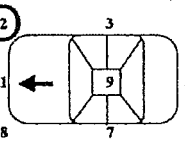
Insurance Company LIBERTY MUTUAL

5 Vehicle Travel Direction: [N S E W] | Responding to Emergency? 2 | Citation # (If Issued) ___

6 (01) Viol. 1: Ch/Sec/Sub ___ Viol. 2: Ch/Sec/Sub ___ | Viol. 3: Ch/Sec/Sub ___ Viol. 4: Ch/Sec/Sub ___

Vehicle Action Prior to Crash (21): 01 | Event Sequence (22): 01 | Most Harmful Event (23): 01 | Driver Contributing Code (24): 01 | Underride/Override (25): 01 | Towed N

Damaged Area Code: (Circle Up to Three)



0 None; 10 Undercarriage; 5 11 Totaled; 97 Other; 6 99 Unknown

Please fill out for operato and all occupants involved (13: 01) Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator	See Above	--------	---	---	1	04	99	0	0	05	01	

7 (01) **Please Select One of the Following:** [X] Vehicle 2 01 # Occupants | [ ] Non-Motorist A Type (14) | Action (15) | Location (16) | Condition (17) | [ ] Hit/Run | [ ] Moped

License # [redacted] St MA DOB/Age 06/25/1984 | Reg # 818VN8 | Reg Type ___ | Reg State MA

Sex F | Lic. Class D (18) D (18) | Lic. Restrictions | CDL Endorsment (19) | Veh Year 2012 | Veh Make TOYT | Veh Config. 01 (20)

8 (01) **Operator** NESIAH (Last) SARAH (First) ___ (Middle) | **Owner** NESIAH SARAH

Address [redacted] | Address [redacted]

City [redacted] State [redacted] Zip [redacted] | City [redacted] State [redacted] Zip [redacted]

Insurance Company LIBERTY MUTUAL

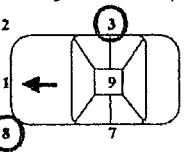
Vehicle Travel Direction: [N S E W] | Responding to Emergency? 2 | Citation # (If Issued) R5107947

Violation 1: Ch ART Sec ___ Violation 2: Ch ___ Sec ___

Violation 3: Ch ___ Sec ___ Violation 4: Ch ___ Sec ___

Vehicle Action Prior to Crash (21): 06 | Event Sequence (22): 01 02 | Most Harmful Event (23): 02 | Driver Contributing Code (24): 04 | Underride/Override (25): 01 | Towed N

Damaged Area Code: (Circle Up to Three)



0 None; 10 Undercarriage; 5 11 Totaled; 97 Other; 6 99 Unknown

Please fill out for operator and all occupants involved Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator/Non-Motorist	See Above	--------	---	---	1	04	99	0	0	05	01	

Commonwealth of Massachusetts
Motor Vehicle Crash Police Report

Date of Crash	Time of Crash	City/Town	Number Vehicles	Number Injured	Speed Limit	Latitude	Longitude	State Police	Local Police	MBTA Police	Other:
07/31/2014	1745 24HR	BRO	003	000	030				Y		

AT INTERSECTION: | **LOCATION** | **NOT AT INTERSECTION:**

1 01 — Route# ___ Direction ___ Name of Roadway/Street ___ At ___ Route# ___ Direction ___ Name of Intersecting Roadway/Street ___ Also at Intersection with

2 01 — Route# ___ Direction ___ Name of Intersecting Roadway/Street

9 02 — Route# E Direction 000053 Address # WINSLOW RD Name of Roadway/Street

10 02 — ___ Feet [N S E W] of ___ Mile Marker or ___ Exit Number

___ Feet [N S E W] of Route# ___ Intersecting Roadway/Street

11 03 — ___ Feet [N S E W] of ___ Landmark

3 — Please Select One of the Following: [X] Vehicle 1 00 # Occupants [ ] Hit/Run [ ] Moped — Case No. 2014-0003634(A)

License # ___ St ___ DOB/Age ___ Sex ___ Lic. Class ___ Lic. Restrictions [18][18] [19] CDL ___ Endorsement

Reg # 685TX6 Reg Type ___ Reg State MA

Veh Year 2014 Veh Make HOND Veh Config. [20] 01

4 01 — Operator ___ (Last First Middle)

Owner LEUNG WING (Last First Middle) — 12 01

Address ___ City ___ State ___ Zip ___

Address [redacted] City [redacted] State MA Zip ___

Insurance Company ARBELLA MUTUAL

5 — Vehicle Travel Direction: [N S E W] Responding to Emergency? 2

Citation # (If Issued) ___

6 01 — Viol. 1: Ch/Sec/Sub ___ Viol. 2: Ch/Sec/Sub ___ Viol. 3: Ch/Sec/Sub ___ Viol. 4: Ch/Sec/Sub ___

Vehicle Action Prior to Crash [21] 11

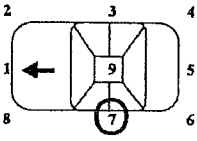
Event Sequence [22] 01 [22] [22] [22] [22]

Most Harmful Event [23] 01

Driver Contributing Code [24] [24]

Underride/Override [25] 01 Towed N

Damaged Area Code: (Circle Up to Three)



0 None
10 Undercarriage
11 Totaled
97 Other
99 Unknown

13 01

Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator	See Above	--------	---	---								

7 01 — Please Select One of the Following: [ ] Vehicle 2 00 # Occupants [ ] Non-Motorist A Type [14] Action [15] Location [16] Condition [17] [ ] Hit/Run [ ] Moped

License # ___ St ___ DOB/Age ___ Sex ___ Lic. Class ___ Lic. Restrictions [18][18] [19] CDL ___ Endorsment

Reg # ___ Reg Type ___ Reg State ___

Veh Year ___ Veh Make ___ Veh Config. [20]

8 01 — Operator ___ (Last First Middle)

Owner ___ (Last First Middle)

Address ___ City ___ State ___ Zip ___

Address ___ City ___ State ___ Zip ___

Insurance Company ___

Vehicle Travel Direction: [N S E W] Responding to Emergency? ___

Citation # (If Issued) ___

Violation 1: Ch ___ Sec ___ Violation 2: Ch ___ Sec ___

Violation 3: Ch ___ Sec ___ Violation 4: Ch ___ Sec ___

Vehicle Action Prior to Crash [21]

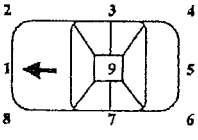
Event Sequence [22] [22] [22] [22]

Most Harmful Event [23]

Driver Contributing Code [24] [24]

Underride/Override [25] Towed ___

Damaged Area Code: (Circle Up to Three)



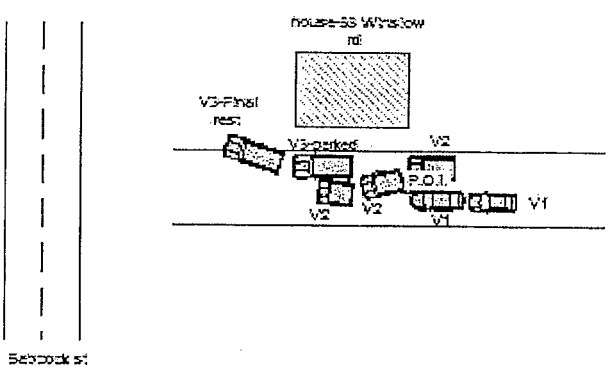
0 None
10 Undercarriage
11 Totaled
97 Other
99 Unknown

Name (Last First Middle)	Address	Age/DOB	Sex	26 Seat Pos.	27 Safety System	28 Airbag Status	29 Airbag Switch	30 Eject Code	31 Trap Code	32 Injury Status	33 Transp. Code	Medical Facility
Operator/Non-Motorist	See Above	--------	---	---								

Crash Diagram:

→ = Direction [1] = Vehicle 1 [2] = Vehicle 2 = Pedestrian

ie: → [1] → [2] →



NOT TO SCALE

If Crash Did Not Occur on a Public Way:

- ☐ Off-Street Parking Lot
- ☐ Garage
- ☐ Mall/Shopping Center
- ☐ Other Private Way

Indicate North by Arrow

Crash Narrative:

Mass reg 664FM3 (V1) was travelling east on Winslow rd when Mass reg 818VN8 (V2), which was parked against the curb in front of 53 Winslow rd, made an abrupt turn into the traffic lane. V1 hit V2 on the left front. V2 then hit Mass reg 685TX6 (V3), which was parked in front of 53 Winslow rd. Neither operators on V1 and V2 complained of any injuries.

The operator of V2, Sarah Nesiah, was issued Mass citation R 5107947 for Care in turning into traffic. I moved her vehicle away from V3 and NESIAH drove it over to the HRI hospital.

Both NESIAH and the operator of V1, David Bussison, stated they had no injuries.

V1 was able to drive away from the crash scene.

Dispatch was unable to make contact with the owner of V3. I left a MV crash data form under the windshield asking the owner to contact me at the police station.

Witnesses:

Name (Last, First, Middle)	Address	Phone #	Statement
THORNTON, LESANS	[redacted]	[redacted]	YES
CHAI, CHUNG	[redacted]	[redacted]	YES

Property Damage:

Owner (Last, First, Middle)	Address	Phone #	34-Type	Description of Damaged Property

Truck and Bus Information:

Registration # _____ (From Vehicle Section)

Carrier Name _____ Carrier Issuing Authority Code [35]

Address _____ City _____ St _____ Zip _____

US DOT #: _____ State Number _____ Issuing State _____ ICC #: _____ Interstate [36]

Cargo Body Type Code [37] Gross Vehicle Weight [38]

Trailer Reg #: _____ Reg Type _____ Reg State _____ Reg Year _____ Trailer Length [39]

Hazmat Information:

Placard [40] Material 1 digit # [41] Material Name _____ Material 4 digit # _____ Release code [42]

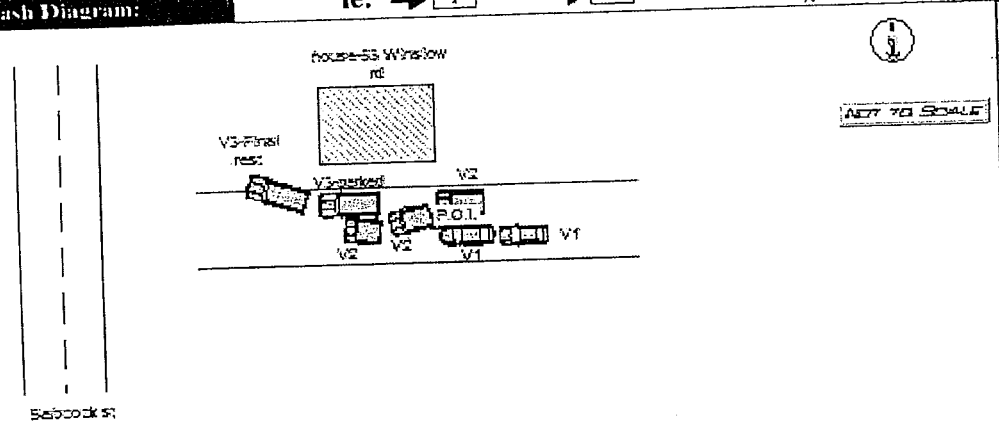
FALLON, KEVIN JOHN		10308	BROOKLINE POLICE DEPARTMENT		07/31/2014
Police Officer Name (Please Print)	Signature	ID/Badge #	Department	Precinct/Barracks	Date

CDP1 11-24-00

→ = Direction [1] = Vehicle 1 [2] = Vehicle 2 = Pedestrian

ie: → [1] → [2] →

Crash Diagram:



NOT TO SCALE

If Crash Did Not Occur on a Public Way:

- ☐ Off-Street Parking Lot
- ☐ Garage
- ☐ Mall/Shopping Center
- ☐ Other Private Way

Indicate North by Arrow

Crash Narrative:

Witnesses:

Name (Last, First, Middle)	Address	Phone #	Statement
TAYLOR, MICHAEL	[redacted]	[redacted]	YES

Property Damage:

Owner (Last, First, Middle)	Address	Phone #	34-Type	Description of Damaged Property

Truck and Bus Information:

Registration # _____ (From Vehicle Section) Carrier Issuing Authority Code [35]

Carrier Name _____

Address _____ City _____ St _____ Zip _____

US DOT #: _____ State Number _____ Issuing State _____ ICC #: _____ Interstate [36]

Cargo Body Type Code [37] Gross Vehicle Weight [38]

Trailer Reg #: _____ Reg Type _____ Reg State _____ Reg Year _____ Trailer Length [39]

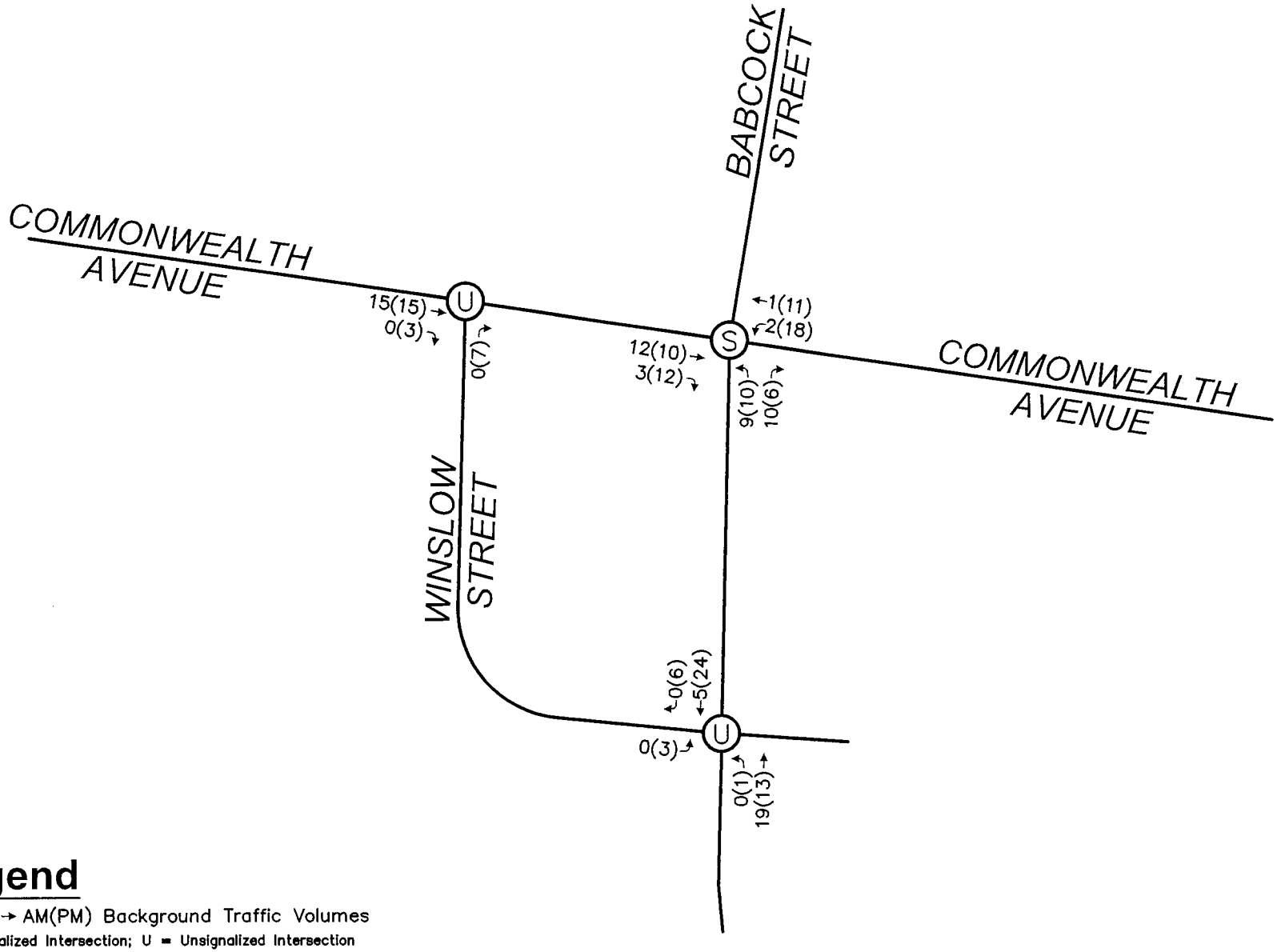
Hazmat Information:

Placard [40] Material 1 digit # [41] Material Name _____ Material 4 digit # _____ Release code [42]

FALLON, KEVIN JOHN		10308	BROOKLINE POLICE DEPARTMENT		07/31/2014
Police Officer Name (Please Print)	Signature	ID/Badge #	Department	Precinct/Barracks	Date

CDP1 11-24-00

APPENDIX D – BACKGROUND TRIPS



Legend

XX(YY) → AM(PM) Background Traffic Volumes

S = Signalized Intersection; U = Unsignalized Intersection

P:\2018 PROJECTS\2018-120 1030 COMMONWEALTH AVENUE BROOKLINE_TRAFFIC\CAD\18-120 TRAFFIC FIGURES_MARCH 2020.DWG

DCi Design Consultants Inc. Somerville – Quincy – Newburyport www.dci-ma.com	1030 COMMONWEALTH AVENUE BROOKLINE, MA	BACKGROUND TRAFFIC VOLUMES	PROJECT NO.: 2018-120
			DATE: MARCH 2020
			SCALE: N.T.S.

APPENDIX E – TRIP GENERATION

Marijuana Dispensary
(882)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

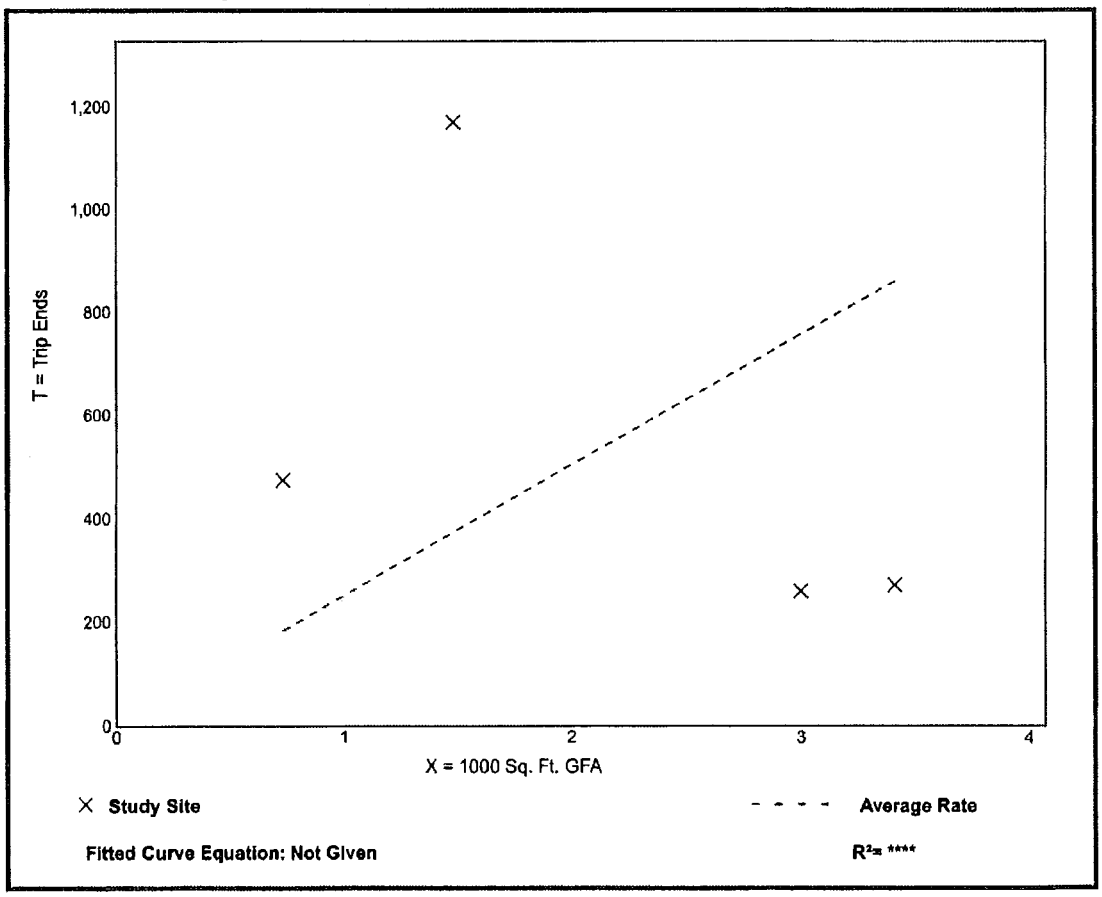
Setting/Location: General Urban/Suburban
Number of Studies: 4
1000 Sq. Ft. GFA: 2
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
252.70	79.74 - 791.22	336.11

Data Plot and Equation

Caution – Small Sample Size



Fitted Curve Equation: Not Given

R^2= ****

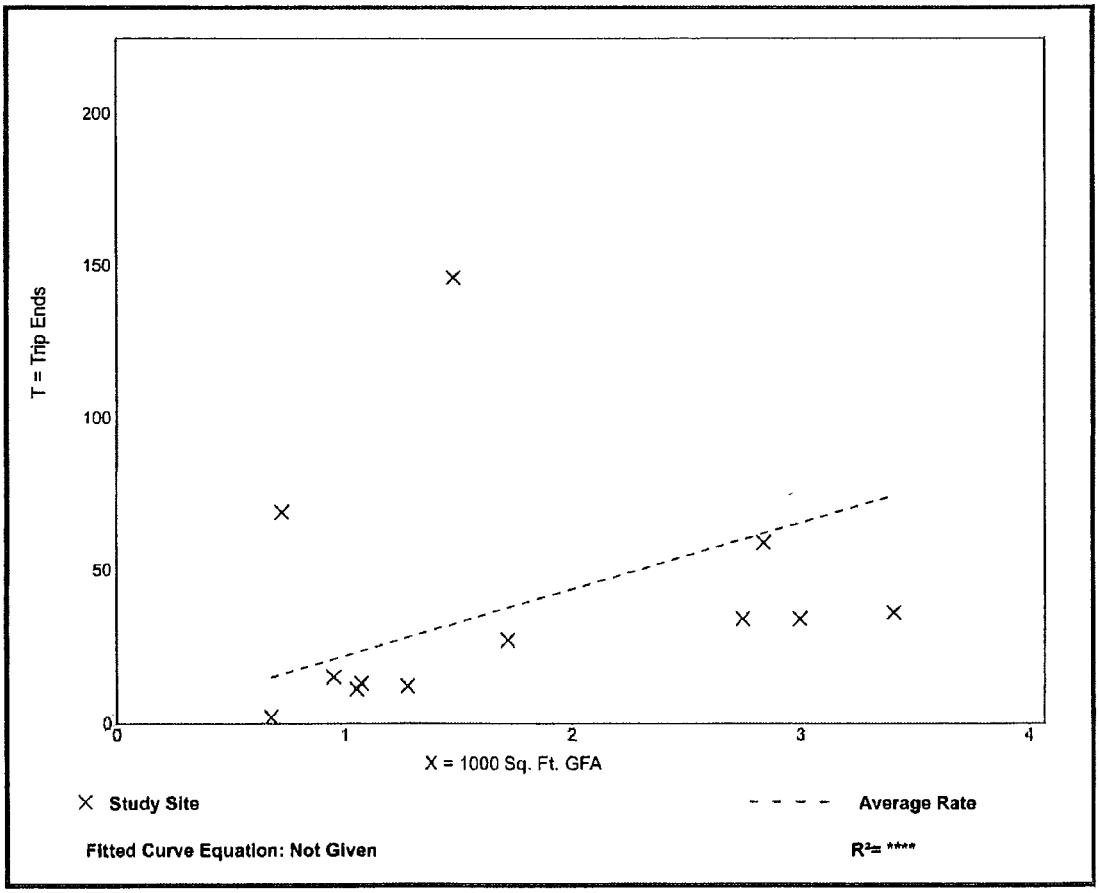
Marijuana Dispensary
(882)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 12
1000 Sq. Ft. GFA: 2
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
21.83	2.94 - 98.65	27.36

Data Plot and Equation



B08301

MEANS OF TRANSPORTATION TO WORK
Universe: Workers 16 years and over
2013-2017 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Technical Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities, and towns and estimates of housing units for states and counties.

	Brookline CDP, Massachusetts	
	Estimate	Margin of Error
Total:	32,410	+/-720
Car, truck, or van:	12,924	+/-632
Drove alone	11,441	+/-641
Carpooled:	1,483	+/-261
In 2-person carpool	1,199	+/-242
In 3-person carpool	154	+/-73
In 4-person carpool	89	+/-78
In 5- or 6-person carpool	37	+/-38
In 7-or-more-person carpool	4	+/-8
Public transportation (excluding taxicab):	9,942	+/-700
Bus or trolley bus	1,679	+/-296
Streetcar or trolley car (carro publico in Puerto Rico)	2,032	+/-372
Subway or elevated	6,074	+/-544
Railroad	157	+/-83
Ferryboat	0	+/-29
Taxicab	194	+/-91
Motorcycle	28	+/-31
Bicycle	1,601	+/-284
Walked	5,284	+/-488
Other means	254	+/-113
Worked at home	2,183	+/-263

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

Workers include members of the Armed Forces and civilians who were at work last week.

While the 2013-2017 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic

entities.

Estimates of urban and rural populations, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

Explanation of Symbols:

1. An '**' entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An '***' entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An '*****' entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.

APPENDIX F –CAPACITY ANALYSES

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	811	86	0	661	0	2
Future Volume (vph)	811	86	0	661	0	2
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.984					0.865
Flt Protected						
Satd. Flow (prot)	3394	0	0	5085	0	1096
Flt Permitted						
Satd. Flow (perm)	3394	0	0	5085	0	1096
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Heavy Vehicles (%)	5%	2%	2%	2%	2%	50%
Adj. Flow (vph)	922	112	0	718	0	4
Shared Lane Traffic (%)						
Lane Group Flow (vph)	1034	0	0	718	0	4
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 35.2% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	811	86	0	661	0	2
Future Volume (Veh/h)	811	86	0	661	0	2
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Hourly flow rate (vph)	922	112	0	718	0	4
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked						
vC, conflicting volume			1034		1217	517
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			1034		1217	517
tC, single (s)			4.1		6.8	7.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.8
p0 queue free %			100		100	99
cM capacity (veh/h)			668		173	395

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	615	419	239	239	239	4
Volume Left	0	0	0	0	0	0
Volume Right	0	112	0	0	0	4
cSH	1700	1700	1700	1700	1700	395
Volume to Capacity	0.36	0.25	0.14	0.14	0.14	0.01
Queue Length 95th (ft)	0	0	0	0	0	1
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	14.2
Lane LOS						B
Approach Delay (s)	0.0		0.0			14.2
Approach LOS						B

Intersection Summary			
Average Delay	0.0		
Intersection Capacity Utilization	35.2%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	741	53	12	59	561	88	91	29	27	96	42
Future Volume (vph)	0	741	53	12	59	561	88	91	29	27	96	42
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor		0.98				1.00			1.00			1.00
Frt		0.986				0.974			0.970			0.989
Flt Protected					0.950				0.973			0.969
Satd. Flow (prot)	0	3373	0	0	1770	3299	0	0	1716	0	0	1709
Flt Permitted					0.950				0.752			0.732
Satd. Flow (perm)	0	3373	0	0	1770	3299	0	0	1326	0	0	1291
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		11				35			15			5
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			417			368
Travel Time (s)		5.9				16.8			9.5			8.4
Confl. Bikes (#/hr)			120				2			1		
Peak Hour Factor	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Adj. Flow (vph)	0	882	91	13	87	623	133	105	41	42	122	55
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	973	0	0	100	756	0	0	188	0	0	193
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

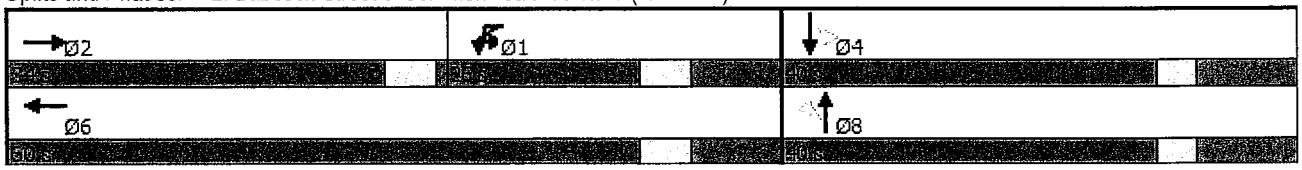
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	9
Future Volume (vph)	9
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.56
Heavy Vehicles (%)	22%
Adj. Flow (vph)	16
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		34.0		26.0	26.0	60.0		40.0	40.0		40.0	40.0
Total Split (%)		34.0%		26.0%	26.0%	60.0%		40.0%	40.0%		40.0%	40.0%
Maximum Green (s)		29.0		15.0	15.0	49.0		29.0	29.0		29.0	29.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		218				356		41	41		214	214
Act Effct Green (s)		34.5			13.1	49.1			19.2			19.2
Actuated g/C Ratio		0.38			0.14	0.54			0.21			0.21
v/c Ratio		0.75			0.39	0.42			0.64			0.69
Control Delay		31.8			39.8	12.9			40.2			45.6
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		31.8			39.8	12.9			40.2			45.6
LOS		C			D	B			D			D
Approach Delay		31.8				16.1			40.2			45.6
Approach LOS		C				B			D			D

Intersection Summary

Area Type: Other
Cycle Length: 100
Actuated Cycle Length: 90.4
Natural Cycle: 65
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.75
Intersection Signal Delay: 27.6 Intersection LOS: C
Intersection Capacity Utilization 58.8% ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)





Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	973	100	756	188	193
v/c Ratio	0.75	0.39	0.42	0.64	0.69
Control Delay	31.8	39.8	12.9	40.2	45.6
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	31.8	39.8	12.9	40.2	45.6
Queue Length 50th (ft)	262	50	112	90	100
Queue Length 95th (ft)	#392	78	193	115	141
Internal Link Dist (ft)	180		659	337	288
Turn Bay Length (ft)					
Base Capacity (vph)	1292	294	1808	436	418
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.75	0.34	0.42	0.43	0.46

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	741	53	12	59	561	88	91	29	27	96	42
Future Volume (vph)	0	741	53	12	59	561	88	91	29	27	96	42
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		0.99			1.00	1.00			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.97			0.97			0.99
Flt Protected		1.00			0.95	1.00			0.97			0.97
Satd. Flow (prot)		3384			1770	3298			1715			1710
Flt Permitted		1.00			0.95	1.00			0.75			0.73
Satd. Flow (perm)		3384			1770	3298			1325			1292
Peak-hour factor, PHF	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Adj. Flow (vph)	0	882	91	13	87	623	133	105	41	42	122	55
RTOR Reduction (vph)	0	7	0	0	0	16	0	0	12	0	0	4
Lane Group Flow (vph)	0	966	0	0	100	740	0	0	176	0	0	189
Confl. Bikes (#/hr)			120				2			1		
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		34.5			11.9	51.4			19.2			19.2
Effective Green, g (s)		34.5			11.9	51.4			19.2			19.2
Actuated g/C Ratio		0.37			0.13	0.56			0.21			0.21
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1260			227	1830			274			267
v/s Ratio Prot		c0.29			0.06	c0.22						
v/s Ratio Perm									0.13			c0.15
v/c Ratio		0.77			0.44	0.40			0.64			0.71
Uniform Delay, d1		25.5			37.3	11.8			33.6			34.1
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		4.5			0.5	0.7			3.8			6.8
Delay (s)		30.0			37.8	12.5			37.4			40.9
Level of Service		C			D	B			D			D
Approach Delay (s)		30.0				15.4			37.4			40.9
Approach LOS		C				B			D			D

Intersection Summary			
HCM 2000 Control Delay	26.0	HCM 2000 Level of Service	C
HCM 2000 Volume to Capacity ratio	0.70		
Actuated Cycle Length (s)	92.6	Sum of lost time (s)	27.0
Intersection Capacity Utilization	58.8%	ICU Level of Service	B
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	9
Future Volume (vph)	9
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.56
Adj. Flow (vph)	16
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	22%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.1	68.6	24.0	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	50.0	50.0	50.0	50.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.65	2.69	1.93	1.91
Pedestrian Crosswalk LOS	B	B	A	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	19	6	58	1	1	3	7	131	5	11	143	7
Future Volume (vph)	19	6	58	1	1	3	7	131	5	11	143	7
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.906			0.955			0.991			0.992	
Flt Protected		0.989			0.984			0.995			0.996	
Satd. Flow (prot)	0	1680	0	0	1785	0	0	1776	0	0	1830	0
Flt Permitted		0.989			0.984			0.995			0.996	
Satd. Flow (perm)	0	1680	0	0	1785	0	0	1776	0	0	1830	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			417	
Travel Time (s)		6.6			1.8			5.2			9.5	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Heavy Vehicles (%)	6%	0%	0%	0%	0%	0%	14%	5%	0%	0%	3%	0%
Mid-Block Traffic (%)		0%			0%			0%			4%	
Adj. Flow (vph)	30	12	95	4	4	4	16	146	12	16	170	12
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	137	0	0	12	0	0	174	0	0	198	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 25.4% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	19	6	58	1	1	3	7	131	5	11	143	7
Future Volume (Veh/h)	19	6	58	1	1	3	7	131	5	11	143	7
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Hourly flow rate (vph)	30	12	95	4	4	4	16	146	12	16	170	12
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	398	398	176	493	398	152	182			158		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	398	398	176	493	398	152	182			158		
tC, single (s)	7.2	6.5	6.2	7.1	6.5	6.2	4.2			4.1		
tC, 2 stage (s)												
tF (s)	3.6	4.0	3.3	3.5	4.0	3.3	2.3			2.2		
p0 queue free %	94	98	89	99	99	100	99			99		
cM capacity (veh/h)	540	530	872	421	530	900	1324			1434		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	137	12	174	198
Volume Left	30	4	16	16
Volume Right	95	4	12	12
cSH	732	559	1324	1434
Volume to Capacity	0.19	0.02	0.01	0.01
Queue Length 95th (ft)	17	2	1	1
Control Delay (s)	11.0	11.6	0.8	0.7
Lane LOS	B	B	A	A
Approach Delay (s)	11.0	11.6	0.8	0.7
Approach LOS	B	B		

Intersection Summary			
Average Delay	3.7		
Intersection Capacity Utilization	25.4%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	698	66	0	1262	0	11
Future Volume (vph)	698	66	0	1262	0	11
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.985					0.865
Flt Protected						
Satd. Flow (prot)	3462	0	0	5085	0	1644
Flt Permitted						
Satd. Flow (perm)	3462	0	0	5085	0	1644
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Heavy Vehicles (%)	3%	0%	2%	2%	2%	0%
Adj. Flow (vph)	784	84	0	1372	0	20
Shared Lane Traffic (%)						
Lane Group Flow (vph)	868	0	0	1372	0	20
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 31.4% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	698	66	0	1262	0	11
Future Volume (Veh/h)	698	66	0	1262	0	11
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Hourly flow rate (vph)	784	84	0	1372	0	20
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked					0.80	
vC, conflicting volume			868		1283	434
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			868		464	434
tC, single (s)			4.1		6.8	6.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		100	97
cM capacity (veh/h)			772		420	576

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	523	345	457	457	457	20
Volume Left	0	0	0	0	0	0
Volume Right	0	84	0	0	0	20
cSH	1700	1700	1700	1700	1700	576
Volume to Capacity	0.31	0.20	0.27	0.27	0.27	0.03
Queue Length 95th (ft)	0	0	0	0	0	3
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	11.5
Lane LOS						B
Approach Delay (s)	0.0		0.0			11.5
Approach LOS						B

Intersection Summary			
Average Delay	0.1		
Intersection Capacity Utilization	31.4%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	658	46	29	55	1085	89	134	18	22	107	95
Future Volume (vph)	0	658	46	29	55	1085	89	134	18	22	107	95
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor						0.99						1.00
Frt		0.990				0.988			0.979			0.971
Flt Protected					0.950				0.965			0.981
Satd. Flow (prot)	0	3509	0	0	1737	3470	0	0	1782	0	0	1783
Flt Permitted					0.950				0.573			0.802
Satd. Flow (perm)	0	3509	0	0	1737	3470	0	0	1058	0	0	1458
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		8				13			8			12
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			417			368
Travel Time (s)		5.9				16.8			9.5			8.4
Confl. Bikes (#/hr)							101					
Peak Hour Factor	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Adj. Flow (vph)	0	774	58	37	95	1154	103	154	25	33	120	125
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	832	0	0	132	1257	0	0	212	0	0	312
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

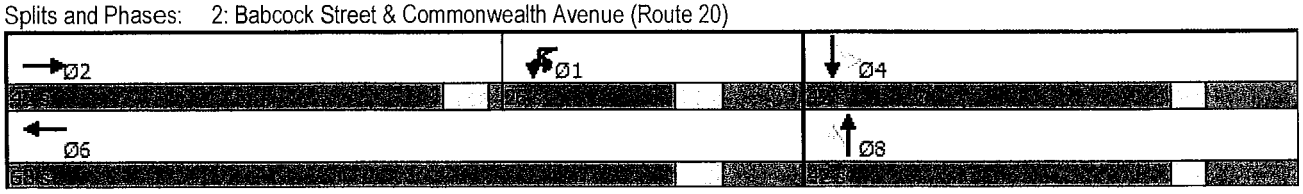
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	43
Future Volume (vph)	43
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.64
Heavy Vehicles (%)	2%
Adj. Flow (vph)	67
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		42.0		26.0	26.0	68.0		42.0	42.0		42.0	42.0
Total Split (%)		38.2%		23.6%	23.6%	61.8%		38.2%	38.2%		38.2%	38.2%
Maximum Green (s)		37.0		15.0	15.0	57.0		31.0	31.0		31.0	31.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		383				500		109	109		244	244
Act Effct Green (s)		37.1			15.0	57.2			25.0			25.0
Actuated g/C Ratio		0.36			0.14	0.55			0.24			0.24
v/c Ratio		0.66			0.53	0.66			0.82			0.87
Control Delay		32.0			51.3	19.4			60.5			60.6
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		32.0			51.3	19.4			60.5			60.6
LOS		C			D	B			E			E
Approach Delay		32.0				22.4			60.5			60.6
Approach LOS		C				C			E			E

Intersection Summary

Area Type: Other
Cycle Length: 110
Actuated Cycle Length: 104.3
Natural Cycle: 70
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.87
Intersection Signal Delay: 32.6 Intersection LOS: C
Intersection Capacity Utilization 67.5% ICU Level of Service C
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)



Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Queues
2: Babcock Street & Commonwealth Avenue (Route 20)

01/04/2019

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	832	132	1257	212	312
v/c Ratio	0.66	0.53	0.66	0.82	0.87
Control Delay	32.0	51.3	19.4	60.5	60.6
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	32.0	51.3	19.4	60.5	60.6
Queue Length 50th (ft)	246	84	302	129	193
Queue Length 95th (ft)	310	93	415	159	236
Internal Link Dist (ft)	180		659	337	288
Turn Bay Length (ft)					
Base Capacity (vph)	1253	250	1908	320	443
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.66	0.53	0.66	0.66	0.70

Intersection Summary

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	658	46	29	55	1085	89	134	18	22	107	95
Future Volume (vph)	0	658	46	29	55	1085	89	134	18	22	107	95
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		1.00			1.00	0.99			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.99			0.98			0.97
Flt Protected		1.00			0.95	1.00			0.96			0.98
Satd. Flow (prot)		3507			1737	3470			1782			1784
Flt Permitted		1.00			0.95	1.00			0.57			0.80
Satd. Flow (perm)		3507			1737	3470			1058			1459
Peak-hour factor, PHF	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Adj. Flow (vph)	0	774	58	37	95	1154	103	154	25	33	120	125
RTOR Reduction (vph)	0	5	0	0	0	6	0	0	6	0	0	9
Lane Group Flow (vph)	0	827	0	0	132	1251	0	0	206	0	0	303
Confl. Bikes (#/hr)							101					
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		37.1			15.1	57.2			25.0			25.0
Effective Green, g (s)		37.1			15.1	57.2			25.0			25.0
Actuated g/C Ratio		0.36			0.14	0.55			0.24			0.24
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1248			251	1904			253			350
v/s Ratio Prot		0.24			0.08	c0.36						
v/s Ratio Perm									0.19			c0.21
v/c Ratio		0.66			0.53	0.66			0.81			0.87
Uniform Delay, d1		28.3			41.2	16.6			37.4			38.0
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		2.8			0.9	1.8			17.0			18.9
Delay (s)		31.1			42.2	18.4			54.4			56.8
Level of Service		C			D	B			D			E
Approach Delay (s)		31.1				20.6			54.4			56.8
Approach LOS		C				C			D			E

Intersection Summary			
HCM 2000 Control Delay	30.5	HCM 2000 Level of Service	C
HCM 2000 Volume to Capacity ratio	0.77		
Actuated Cycle Length (s)	104.2	Sum of lost time (s)	27.0
Intersection Capacity Utilization	67.5%	ICU Level of Service	C
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	43
Future Volume (vph)	43
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.64
Adj. Flow (vph)	67
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	2%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.1	68.6	24.0	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	55.0	55.0	55.0	55.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.75	2.78	1.97	1.95
Pedestrian Crosswalk LOS	B	C	A	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	29	0	62	5	0	4	9	142	1	2	172	7
Future Volume (vph)	29	0	62	5	0	4	9	142	1	2	172	7
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.910			0.932			0.997			0.993	
Flt Protected		0.984			0.976			0.996			0.998	
Satd. Flow (prot)	0	1679	0	0	1536	0	0	1832	0	0	1883	0
Flt Permitted		0.984			0.976			0.996			0.998	
Satd. Flow (perm)	0	1679	0	0	1536	0	0	1832	0	0	1883	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			417	
Travel Time (s)		6.6			1.8			5.2			9.5	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Heavy Vehicles (%)	0%	0%	2%	0%	0%	25%	0%	1%	100%	0%	0%	0%
Mid-Block Traffic (%)		27%			0%			0%			4%	
Adj. Flow (vph)	41	0	83	8	0	8	16	171	4	8	207	12
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	124	0	0	16	0	0	191	0	0	227	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 25.6% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	29	0	62	5	0	4	9	142	1	2	172	7
Future Volume (Veh/h)	29	0	62	5	0	4	9	142	1	2	172	7
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Hourly flow rate (vph)	41	0	83	8	0	8	16	171	4	8	207	12
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	442	436	213	517	440	173	219			175		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	442	436	213	517	440	173	219			175		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.5	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.5	2.2			2.2		
p0 queue free %	92	100	90	98	100	99	99			99		
cM capacity (veh/h)	517	508	827	419	505	814	1362			1414		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	124	16	191	227
Volume Left	41	8	16	8
Volume Right	83	8	4	12
cSH	690	553	1362	1414
Volume to Capacity	0.18	0.03	0.01	0.01
Queue Length 95th (ft)	16	2	1	0
Control Delay (s)	11.4	11.7	0.7	0.3
Lane LOS	B	B	A	A
Approach Delay (s)	11.4	11.7	0.7	0.3
Approach LOS	B	B		

Intersection Summary			
Average Delay	3.2		
Intersection Capacity Utilization	25.6%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	885	92	0	720	0	2
Future Volume (vph)	885	92	0	720	0	2
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.984					0.865
Flt Protected						
Satd. Flow (prot)	3393	0	0	5085	0	1096
Flt Permitted						
Satd. Flow (perm)	3393	0	0	5085	0	1096
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Heavy Vehicles (%)	5%	2%	2%	2%	2%	50%
Adj. Flow (vph)	1006	119	0	783	0	4
Shared Lane Traffic (%)						
Lane Group Flow (vph)	1125	0	0	783	0	4
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 37.4% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	885	92	0	720	0	2
Future Volume (Veh/h)	885	92	0	720	0	2
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Hourly flow rate (vph)	1006	119	0	783	0	4
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked						
vC, conflicting volume			1125		1326	562
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			1125		1326	562
tC, single (s)			4.1		6.8	7.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.8
p0 queue free %			100		100	99
cM capacity (veh/h)			617		147	366

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	671	454	261	261	261	4
Volume Left	0	0	0	0	0	0
Volume Right	0	119	0	0	0	4
cSH	1700	1700	1700	1700	1700	366
Volume to Capacity	0.39	0.27	0.15	0.15	0.15	0.01
Queue Length 95th (ft)	0	0	0	0	0	1
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	15.0
Lane LOS						B
Approach Delay (s)	0.0		0.0			15.0
Approach LOS						B

Intersection Summary			
Average Delay	0.0		
Intersection Capacity Utilization	37.4%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Future Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor		0.98				1.00			1.00			1.00
Frt		0.985				0.974			0.964			0.988
Flt Protected					0.950				0.974			0.969
Satd. Flow (prot)	0	3368	0	0	1770	3299	0	0	1709	0	0	1706
Flt Permitted					0.950				0.748			0.700
Satd. Flow (perm)	0	3368	0	0	1770	3299	0	0	1313	0	0	1233
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		11				35			18			5
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			417			368
Travel Time (s)		5.9				16.8			9.5			8.4
Confl. Bikes (#/hr)			120				2			1		
Peak Hour Factor	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Adj. Flow (vph)	0	960	103	14	94	670	142	123	44	60	130	58
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	1063	0	0	108	812	0	0	227	0	0	206
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

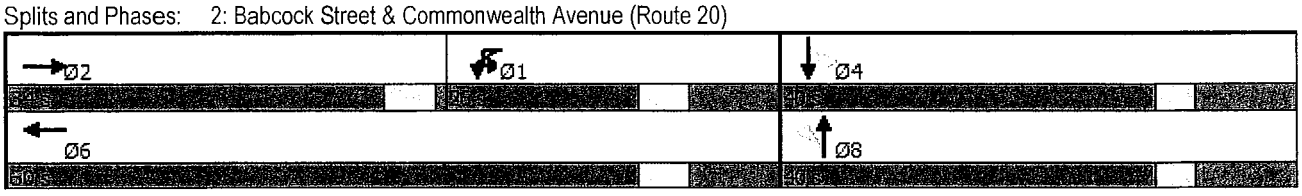
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	10
Future Volume (vph)	10
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.56
Heavy Vehicles (%)	22%
Adj. Flow (vph)	18
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		34.0		26.0	26.0	60.0		40.0	40.0		40.0	40.0
Total Split (%)		34.0%		26.0%	26.0%	60.0%		40.0%	40.0%		40.0%	40.0%
Maximum Green (s)		29.0		15.0	15.0	49.0		29.0	29.0		29.0	29.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		218				356		41	41		214	214
Act Effct Green (s)		34.6			13.1	49.2			20.4			20.4
Actuated g/C Ratio		0.38			0.14	0.54			0.22			0.22
v/c Ratio		0.83			0.43	0.45			0.74			0.74
Control Delay		36.3			41.6	14.0			45.6			48.9
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		36.3			41.6	14.0			45.6			48.9
LOS		D			D	B			D			D
Approach Delay		36.3				17.3			45.6			48.9
Approach LOS		D				B			D			D

Intersection Summary

Area Type: Other
Cycle Length: 100
Actuated Cycle Length: 91.6
Natural Cycle: 70
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.83
Intersection Signal Delay: 31.0 Intersection LOS: C
Intersection Capacity Utilization 62.3% ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)



Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	1063	108	812	227	206
v/c Ratio	0.83	0.43	0.45	0.74	0.74
Control Delay	36.3	41.6	14.0	45.6	48.9
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	36.3	41.6	14.0	45.6	48.9
Queue Length 50th (ft)	308	55	130	113	109
Queue Length 95th (ft)	#470	85	221	137	151
Internal Link Dist (ft)	180		659	337	288
Turn Bay Length (ft)					
Base Capacity (vph)	1277	290	1786	429	395
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.83	0.37	0.45	0.53	0.52

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Future Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		0.99			1.00	1.00			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.97			0.96			0.99
Flt Protected		1.00			0.95	1.00			0.97			0.97
Satd. Flow (prot)		3380			1770	3299			1709			1707
Flt Permitted		1.00			0.95	1.00			0.75			0.70
Satd. Flow (perm)		3380			1770	3299			1313			1233
Peak-hour factor, PHF	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Adj. Flow (vph)	0	960	103	14	94	670	142	123	44	60	130	58
RTOR Reduction (vph)	0	7	0	0	0	16	0	0	14	0	0	4
Lane Group Flow (vph)	0	1056	0	0	108	796	0	0	213	0	0	202
Confl. Bikes (#/hr)			120				2			1		
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		34.6			11.9	51.5			20.4			20.4
Effective Green, g (s)		34.6			11.9	51.5			20.4			20.4
Actuated g/C Ratio		0.37			0.13	0.55			0.22			0.22
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1245			224	1809			285			267
v/s Ratio Prot		c0.31			0.06	c0.24						
v/s Ratio Perm									0.16			c0.16
v/c Ratio		0.85			0.48	0.44			0.75			0.76
Uniform Delay, d1		27.2			38.1	12.6			34.3			34.4
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		7.3			0.6	0.8			9.0			10.4
Delay (s)		34.5			38.7	13.4			43.3			44.8
Level of Service		C			D	B			D			D
Approach Delay (s)		34.5				16.4			43.3			44.8
Approach LOS		C				B			D			D

Intersection Summary			
HCM 2000 Control Delay	29.3	HCM 2000 Level of Service	C
HCM 2000 Volume to Capacity ratio	0.76		
Actuated Cycle Length (s)	93.9	Sum of lost time (s)	27.0
Intersection Capacity Utilization	62.3%	ICU Level of Service	B
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	10
Future Volume (vph)	10
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.56
Adj. Flow (vph)	18
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	22%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.1	68.6	24.0	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	50.0	50.0	50.0	50.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.68	2.72	1.96	1.92
Pedestrian Crosswalk LOS	B	B	A	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	20	6	62	1	1	3	8	159	5	12	158	8
Future Volume (vph)	20	6	62	1	1	3	8	159	5	12	158	8
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.905			0.955			0.992			0.991	
Flt Protected		0.989			0.984			0.996			0.996	
Satd. Flow (prot)	0	1679	0	0	1785	0	0	1780	0	0	1828	0
Flt Permitted		0.989			0.984			0.996			0.996	
Satd. Flow (perm)	0	1679	0	0	1785	0	0	1780	0	0	1828	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			417	
Travel Time (s)		6.6			1.8			5.2			9.5	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Heavy Vehicles (%)	6%	0%	0%	0%	0%	0%	14%	5%	0%	0%	3%	0%
Mid-Block Traffic (%)		0%			0%			0%			5%	
Adj. Flow (vph)	31	12	102	4	4	4	18	177	12	17	188	14
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	145	0	0	12	0	0	207	0	0	219	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 27.1% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	20	6	62	1	1	3	8	159	5	12	158	8
Future Volume (Veh/h)	20	6	62	1	1	3	8	159	5	12	158	8
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Hourly flow rate (vph)	31	12	102	4	4	4	18	177	12	17	188	14
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	454	454	195	556	455	183	202			189		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	454	454	195	556	455	183	202			189		
tC, single (s)	7.2	6.5	6.2	7.1	6.5	6.2	4.2			4.1		
tC, 2 stage (s)												
tF (s)	3.6	4.0	3.3	3.5	4.0	3.3	2.3			2.2		
p0 queue free %	94	98	88	99	99	100	99			99		
cM capacity (veh/h)	494	492	851	377	491	865	1301			1397		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	145	12	207	219
Volume Left	31	4	18	17
Volume Right	102	4	12	14
cSH	701	513	1301	1397
Volume to Capacity	0.21	0.02	0.01	0.01
Queue Length 95th (ft)	19	2	1	1
Control Delay (s)	11.5	12.2	0.8	0.7
Lane LOS	B	B	A	A
Approach Delay (s)	11.5	12.2	0.8	0.7
Approach LOS	B	B		

Intersection Summary			
Average Delay	3.6		
Intersection Capacity Utilization	27.1%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	763	74	0	1371	0	19
Future Volume (vph)	763	74	0	1371	0	19
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.985					0.865
Flt Protected						
Satd. Flow (prot)	3462	0	0	5085	0	1644
Flt Permitted						
Satd. Flow (perm)	3462	0	0	5085	0	1644
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Heavy Vehicles (%)	3%	0%	2%	2%	2%	0%
Adj. Flow (vph)	857	94	0	1490	0	35
Shared Lane Traffic (%)						
Lane Group Flow (vph)	951	0	0	1490	0	35
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 33.4% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	763	74	0	1371	0	19
Future Volume (Veh/h)	763	74	0	1371	0	19
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Hourly flow rate (vph)	857	94	0	1490	0	35
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked					0.76	
vC, conflicting volume			951		1401	476
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			951		396	476
tC, single (s)			4.1		6.8	6.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		100	94
cM capacity (veh/h)			718		439	541

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	571	380	497	497	497	35
Volume Left	0	0	0	0	0	0
Volume Right	0	94	0	0	0	35
cSH	1700	1700	1700	1700	1700	541
Volume to Capacity	0.34	0.22	0.29	0.29	0.29	0.06
Queue Length 95th (ft)	0	0	0	0	0	5
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	12.1
Lane LOS						B
Approach Delay (s)	0.0		0.0			12.1
Approach LOS						B

Intersection Summary			
Average Delay	0.2		
Intersection Capacity Utilization	33.4%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	715	61	31	77	1174	95	154	19	30	115	102
Future Volume (vph)	0	715	61	31	77	1174	95	154	19	30	115	102
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor						0.99						1.00
Frt		0.987				0.988			0.976			0.971
Flt Protected					0.950				0.966			0.981
Satd. Flow (prot)	0	3499	0	0	1748	3471	0	0	1779	0	0	1783
Flt Permitted					0.950				0.566			0.790
Satd. Flow (perm)	0	3499	0	0	1748	3471	0	0	1042	0	0	1436
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		9				12			10			12
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			417			368
Travel Time (s)		5.9				16.8			9.5			8.4
Confl. Bikes (#/hr)							101					
Peak Hour Factor	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Adj. Flow (vph)	0	841	77	40	133	1249	110	177	27	45	129	134
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	918	0	0	173	1359	0	0	249	0	0	335
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

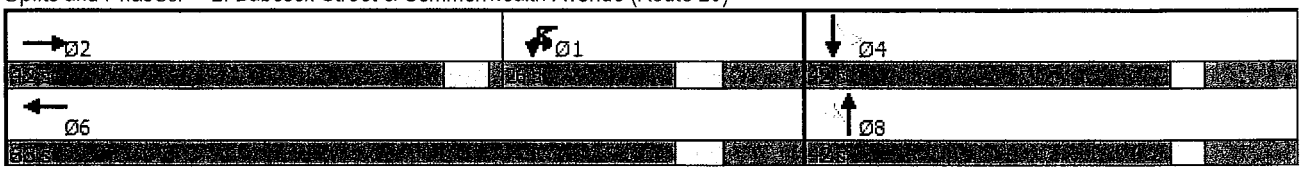
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	46
Future Volume (vph)	46
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.64
Heavy Vehicles (%)	2%
Adj. Flow (vph)	72
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		42.0		26.0	26.0	68.0		42.0	42.0		42.0	42.0
Total Split (%)		38.2%		23.6%	23.6%	61.8%		38.2%	38.2%		38.2%	38.2%
Maximum Green (s)		37.0		15.0	15.0	57.0		31.0	31.0		31.0	31.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		383				500		109	109		244	244
Act Effct Green (s)		37.1			15.0	57.1			27.1			27.1
Actuated g/C Ratio		0.35			0.14	0.54			0.25			0.25
v/c Ratio		0.75			0.70	0.73			0.91			0.89
Control Delay		35.5			60.8	22.0			73.7			63.3
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		35.5			60.8	22.0			73.7			63.3
LOS		D			E	C			E			E
Approach Delay		35.5				26.4			73.7			63.3
Approach LOS		D				C			E			E

Intersection Summary

Area Type: Other
Cycle Length: 110
Actuated Cycle Length: 106.3
Natural Cycle: 80
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.91
Intersection Signal Delay: 37.1 Intersection LOS: D
Intersection Capacity Utilization 72.8% ICU Level of Service C
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)



Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	918	173	1359	249	335
v/c Ratio	0.75	0.70	0.73	0.91	0.89
Control Delay	35.5	60.8	22.0	73.7	63.3
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	35.5	60.8	22.0	73.7	63.3
Queue Length 50th (ft)	301	119	380	159	213
Queue Length 95th (ft)	350	118	468	189	258
Internal Link Dist (ft)	180		659	337	288
Turn Bay Length (ft)					
Base Capacity (vph)	1226	247	1870	311	428
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.75	0.70	0.73	0.80	0.78

Intersection Summary

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	715	61	31	77	1174	95	154	19	30	115	102
Future Volume (vph)	0	715	61	31	77	1174	95	154	19	30	115	102
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		1.00			1.00	0.99			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.99			0.98			0.97
Flt Protected		1.00			0.95	1.00			0.97			0.98
Satd. Flow (prot)		3500			1748	3471			1777			1784
Flt Permitted		1.00			0.95	1.00			0.57			0.79
Satd. Flow (perm)		3500			1748	3471			1041			1436
Peak-hour factor, PHF	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Adj. Flow (vph)	0	841	77	40	133	1249	110	177	27	45	129	134
RTOR Reduction (vph)	0	6	0	0	0	6	0	0	7	0	0	9
Lane Group Flow (vph)	0	912	0	0	173	1353	0	0	242	0	0	326
Confl. Bikes (#/hr)							101					
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		37.1			15.0	57.1			27.1			27.1
Effective Green, g (s)		37.1			15.0	57.1			27.1			27.1
Actuated g/C Ratio		0.35			0.14	0.54			0.26			0.26
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1222			246	1866			265			366
v/s Ratio Prot		0.26			0.10	c0.39						
v/s Ratio Perm									c0.23			0.23
v/c Ratio		0.75			0.70	0.73			0.91			0.89
Uniform Delay, d1		30.4			43.5	18.6			38.4			38.1
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		4.2			7.2	2.5			32.4			22.2
Delay (s)		34.6			50.7	21.1			70.7			60.3
Level of Service		C			D	C			E			E
Approach Delay (s)		34.6				24.4			70.7			60.3
Approach LOS		C				C			E			E

Intersection Summary			
HCM 2000 Control Delay	35.3	HCM 2000 Level of Service	D
HCM 2000 Volume to Capacity ratio	0.83		
Actuated Cycle Length (s)	106.2	Sum of lost time (s)	27.0
Intersection Capacity Utilization	72.8%	ICU Level of Service	C
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	46
Future Volume (vph)	46
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.64
Adj. Flow (vph)	72
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	2%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.1	68.6	24.0	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	55.0	55.0	55.0	55.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.79	2.82	2.02	1.96
Pedestrian Crosswalk LOS	C	C	B	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	34	0	66	5	0	4	11	165	1	2	208	14
Future Volume (vph)	34	0	66	5	0	4	11	165	1	2	208	14
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.913			0.932			0.998			0.989	
Flt Protected		0.982			0.976			0.996			0.999	
Satd. Flow (prot)	0	1682	0	0	1536	0	0	1839	0	0	1877	0
Flt Permitted		0.982			0.976			0.996			0.999	
Satd. Flow (perm)	0	1682	0	0	1536	0	0	1839	0	0	1877	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			417	
Travel Time (s)		6.6			1.8			5.2			9.5	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Heavy Vehicles (%)	0%	0%	2%	0%	0%	25%	0%	1%	100%	0%	0%	0%
Mid-Block Traffic (%)		27%			0%			0%			0%	
Adj. Flow (vph)	49	0	88	8	0	8	20	199	4	8	251	24
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	137	0	0	16	0	0	223	0	0	283	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 29.0% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	34	0	66	5	0	4	11	165	1	2	208	14
Future Volume (Veh/h)	34	0	66	5	0	4	11	165	1	2	208	14
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Hourly flow rate (vph)	49	0	88	8	0	8	20	199	4	8	251	24
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	528	522	263	608	532	201	275			203		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	528	522	263	608	532	201	275			203		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.5	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.5	2.2			2.2		
p0 queue free %	89	100	89	98	100	99	98			99		
cM capacity (veh/h)	452	452	776	358	447	785	1300			1381		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	137	16	223	283
Volume Left	49	8	20	8
Volume Right	88	8	4	24
cSH	618	492	1300	1381
Volume to Capacity	0.22	0.03	0.02	0.01
Queue Length 95th (ft)	21	3	1	0
Control Delay (s)	12.5	12.6	0.8	0.3
Lane LOS	B	B	A	A
Approach Delay (s)	12.5	12.6	0.8	0.3
Approach LOS	B	B		

Intersection Summary				
Average Delay	3.3			
Intersection Capacity Utilization	29.0%	ICU Level of Service	A	
Analysis Period (min)	15			

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	885	92	0	720	0	2
Future Volume (vph)	885	92	0	720	0	2
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.984					0.865
Flt Protected						
Satd. Flow (prot)	3393	0	0	5085	0	1096
Flt Permitted						
Satd. Flow (perm)	3393	0	0	5085	0	1096
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Heavy Vehicles (%)	5%	2%	2%	2%	2%	50%
Adj. Flow (vph)	1006	119	0	783	0	4
Shared Lane Traffic (%)						
Lane Group Flow (vph)	1125	0	0	783	0	4
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 37.4% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	885	92	0	720	0	2
Future Volume (Veh/h)	885	92	0	720	0	2
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.88	0.77	0.92	0.92	0.92	0.50
Hourly flow rate (vph)	1006	119	0	783	0	4
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked						
vC, conflicting volume			1125		1326	562
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			1125		1326	562
tC, single (s)			4.1		6.8	7.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.8
p0 queue free %			100		100	99
cM capacity (veh/h)			617		147	366

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	671	454	261	261	261	4
Volume Left	0	0	0	0	0	0
Volume Right	0	119	0	0	0	4
cSH	1700	1700	1700	1700	1700	366
Volume to Capacity	0.39	0.27	0.15	0.15	0.15	0.01
Queue Length 95th (ft)	0	0	0	0	0	1
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	15.0
Lane LOS						B
Approach Delay (s)	0.0		0.0			15.0
Approach LOS						B

Intersection Summary			
Average Delay	0.0		
Intersection Capacity Utilization	37.4%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Future Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor		0.98				1.00			1.00			1.00
Frt		0.985				0.974			0.964			0.988
Flt Protected					0.950				0.974			0.969
Satd. Flow (prot)	0	3368	0	0	1770	3299	0	0	1709	0	0	1706
Flt Permitted					0.950				0.748			0.700
Satd. Flow (perm)	0	3368	0	0	1770	3299	0	0	1313	0	0	1233
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		11				35			18			5
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			417			368
Travel Time (s)		5.9				16.8			9.5			8.4
Confl. Bikes (#/hr)			120				2			1		
Peak Hour Factor	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Adj. Flow (vph)	0	960	103	14	94	670	142	123	44	60	130	58
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	1063	0	0	108	812	0	0	227	0	0	206
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

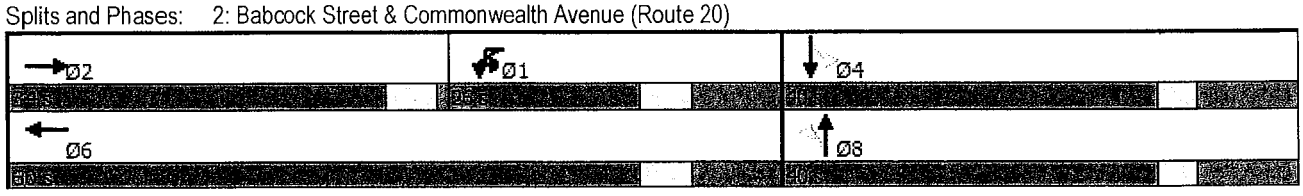
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	10
Future Volume (vph)	10
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.56
Heavy Vehicles (%)	22%
Adj. Flow (vph)	18
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		34.0		26.0	26.0	60.0		40.0	40.0		40.0	40.0
Total Split (%)		34.0%		26.0%	26.0%	60.0%		40.0%	40.0%		40.0%	40.0%
Maximum Green (s)		29.0		15.0	15.0	49.0		29.0	29.0		29.0	29.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		218				356		41	41		214	214
Act Effct Green (s)		34.6			13.1	49.2			20.4			20.4
Actuated g/C Ratio		0.38			0.14	0.54			0.22			0.22
v/c Ratio		0.83			0.43	0.45			0.74			0.74
Control Delay		36.3			41.6	14.0			45.6			48.9
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		36.3			41.6	14.0			45.6			48.9
LOS		D			D	B			D			D
Approach Delay		36.3				17.3			45.6			48.9
Approach LOS		D				B			D			D

Intersection Summary

Area Type: Other
Cycle Length: 100
Actuated Cycle Length: 91.6
Natural Cycle: 70
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.83
Intersection Signal Delay: 31.0 Intersection LOS: C
Intersection Capacity Utilization 62.3% ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)



Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	1063	108	812	227	206
v/c Ratio	0.83	0.43	0.45	0.74	0.74
Control Delay	36.3	41.6	14.0	45.6	48.9
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	36.3	41.6	14.0	45.6	48.9
Queue Length 50th (ft)	308	55	130	113	109
Queue Length 95th (ft)	#470	85	221	137	151
Internal Link Dist (ft)	180		659	337	288
Turn Bay Length (ft)					
Base Capacity (vph)	1277	290	1786	429	395
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.83	0.37	0.45	0.53	0.52

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Future Volume (vph)	0	806	60	13	64	603	94	107	31	39	103	45
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		0.99			1.00	1.00			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.97			0.96			0.99
Flt Protected		1.00			0.95	1.00			0.97			0.97
Satd. Flow (prot)		3380			1770	3299			1709			1707
Flt Permitted		1.00			0.95	1.00			0.75			0.70
Satd. Flow (perm)		3380			1770	3299			1313			1233
Peak-hour factor, PHF	0.25	0.84	0.58	0.92	0.68	0.90	0.66	0.87	0.70	0.65	0.79	0.77
Adj. Flow (vph)	0	960	103	14	94	670	142	123	44	60	130	58
RTOR Reduction (vph)	0	7	0	0	0	16	0	0	14	0	0	4
Lane Group Flow (vph)	0	1056	0	0	108	796	0	0	213	0	0	202
Confl. Bikes (#/hr)			120				2			1		
Heavy Vehicles (%)	0%	4%	2%	2%	2%	6%	7%	6%	4%	0%	5%	5%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		34.6			11.9	51.5			20.4			20.4
Effective Green, g (s)		34.6			11.9	51.5			20.4			20.4
Actuated g/C Ratio		0.37			0.13	0.55			0.22			0.22
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1245			224	1809			285			267
v/s Ratio Prot		c0.31			0.06	c0.24						
v/s Ratio Perm									0.16			c0.16
v/c Ratio		0.85			0.48	0.44			0.75			0.76
Uniform Delay, d1		27.2			38.1	12.6			34.3			34.4
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		7.3			0.6	0.8			9.0			10.4
Delay (s)		34.5			38.7	13.4			43.3			44.8
Level of Service		C			D	B			D			D
Approach Delay (s)		34.5				16.4			43.3			44.8
Approach LOS		C				B			D			D

Intersection Summary			
HCM 2000 Control Delay	29.3	HCM 2000 Level of Service	C
HCM 2000 Volume to Capacity ratio	0.76		
Actuated Cycle Length (s)	93.9	Sum of lost time (s)	27.0
Intersection Capacity Utilization	62.3%	ICU Level of Service	B
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	10
Future Volume (vph)	10
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.56
Adj. Flow (vph)	18
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	22%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.1	68.6	24.0	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	50.0	50.0	50.0	50.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.68	2.72	1.96	1.92
Pedestrian Crosswalk LOS	B	B	A	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	20	6	62	1	1	3	8	159	5	12	158	8
Future Volume (vph)	20	6	62	1	1	3	8	159	5	12	158	8
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.905			0.955			0.992			0.991	
Flt Protected		0.989			0.984			0.996			0.996	
Satd. Flow (prot)	0	1679	0	0	1785	0	0	1780	0	0	1828	0
Flt Permitted		0.989			0.984			0.996			0.996	
Satd. Flow (perm)	0	1679	0	0	1785	0	0	1780	0	0	1828	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			417	
Travel Time (s)		6.6			1.8			5.2			9.5	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Heavy Vehicles (%)	6%	0%	0%	0%	0%	0%	14%	5%	0%	0%	3%	0%
Mid-Block Traffic (%)		0%			0%			0%			5%	
Adj. Flow (vph)	31	12	102	4	4	4	18	177	12	17	188	14
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	145	0	0	12	0	0	207	0	0	219	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 27.1% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	20	6	62	1	1	3	8	159	5	12	158	8
Future Volume (Veh/h)	20	6	62	1	1	3	8	159	5	12	158	8
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.64	0.50	0.61	0.25	0.25	0.75	0.44	0.90	0.42	0.69	0.84	0.58
Hourly flow rate (vph)	31	12	102	4	4	4	18	177	12	17	188	14
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	454	454	195	556	455	183	202			189		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	454	454	195	556	455	183	202			189		
tC, single (s)	7.2	6.5	6.2	7.1	6.5	6.2	4.2			4.1		
tC, 2 stage (s)												
tF (s)	3.6	4.0	3.3	3.5	4.0	3.3	2.3			2.2		
p0 queue free %	94	98	88	99	99	100	99			99		
cM capacity (veh/h)	494	492	851	377	491	865	1301			1397		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	145	12	207	219
Volume Left	31	4	18	17
Volume Right	102	4	12	14
cSH	701	513	1301	1397
Volume to Capacity	0.21	0.02	0.01	0.01
Queue Length 95th (ft)	19	2	1	1
Control Delay (s)	11.5	12.2	0.8	0.7
Lane LOS	B	B	A	A
Approach Delay (s)	11.5	12.2	0.8	0.7
Approach LOS	B	B		

Intersection Summary			
Average Delay	3.6		
Intersection Capacity Utilization	27.1%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (vph)	763	80	0	1371	0	19
Future Volume (vph)	763	80	0	1371	0	19
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.95	0.95	1.00	0.91	1.00	1.00
Frt	0.984					0.865
Flt Protected						
Satd. Flow (prot)	3459	0	0	5085	0	1644
Flt Permitted						
Satd. Flow (perm)	3459	0	0	5085	0	1644
Link Speed (mph)	30			30	30	
Link Distance (ft)	453			260	423	
Travel Time (s)	10.3			5.9	9.6	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Heavy Vehicles (%)	3%	0%	2%	2%	2%	0%
Adj. Flow (vph)	857	101	0	1490	0	35
Shared Lane Traffic (%)						
Lane Group Flow (vph)	958	0	0	1490	0	35
Enter Blocked Intersection	Yes	Yes	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	20			20	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 33.6% ICU Level of Service A
Analysis Period (min) 15

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	763	80	0	1371	0	19
Future Volume (Veh/h)	763	80	0	1371	0	19
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.89	0.79	0.92	0.92	0.25	0.55
Hourly flow rate (vph)	857	101	0	1490	0	35
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh)						
Upstream signal (ft)				260		
pX, platoon unblocked					0.75	
vC, conflicting volume			958		1404	479
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			958		384	479
tC, single (s)			4.1		6.8	6.9
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		100	93
cM capacity (veh/h)			714		445	538

Direction, Lane #	EB 1	EB 2	WB 1	WB 2	WB 3	NB 1
Volume Total	571	387	497	497	497	35
Volume Left	0	0	0	0	0	0
Volume Right	0	101	0	0	0	35
cSH	1700	1700	1700	1700	1700	538
Volume to Capacity	0.34	0.23	0.29	0.29	0.29	0.07
Queue Length 95th (ft)	0	0	0	0	0	5
Control Delay (s)	0.0	0.0	0.0	0.0	0.0	12.2
Lane LOS						B
Approach Delay (s)	0.0		0.0			12.2
Approach LOS						B

Intersection Summary			
Average Delay	0.2		
Intersection Capacity Utilization	33.6%	ICU Level of Service	A
Analysis Period (min)	15		

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	715	61	31	88	1174	95	160	19	41	115	102
Future Volume (vph)	0	715	61	31	88	1174	95	160	19	41	115	102
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	0.95	0.95	1.00	0.95	0.95	1.00	1.00	1.00	1.00	1.00
Ped Bike Factor						0.99						1.00
Frt		0.987				0.988			0.969			0.971
Flt Protected					0.950				0.967			0.981
Satd. Flow (prot)	0	3499	0	0	1754	3471	0	0	1768	0	0	1783
Flt Permitted					0.950				0.581			0.780
Satd. Flow (perm)	0	3499	0	0	1754	3471	0	0	1063	0	0	1418
Right Turn on Red			Yes				Yes			Yes		
Satd. Flow (RTOR)		9				12			13			12
Link Speed (mph)		30				30			30			30
Link Distance (ft)		260				739			172			368
Travel Time (s)		5.9				16.8			3.9			8.4
Confl. Bikes (#/hr)							101					
Peak Hour Factor	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Adj. Flow (vph)	0	841	77	40	152	1249	110	184	27	62	129	134
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	918	0	0	192	1359	0	0	273	0	0	335
Enter Blocked Intersection	No	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lane Alignment	Left	Left	Right	R NA	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		20				20			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Number of Detectors		2		1	1	2		1	2		1	2
Detector Template		Thru		Left	Left	Thru		Left	Thru		Left	Thru
Leading Detector (ft)		100		20	20	100		20	100		20	100
Trailing Detector (ft)		0		0	0	0		0	0		0	0
Detector 1 Position(ft)		0		0	0	0		0	0		0	0
Detector 1 Size(ft)		6		20	20	6		20	6		20	6
Detector 1 Type		Cl+Ex		Cl+Ex	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex
Detector 1 Channel												
Detector 1 Extend (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Queue (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 1 Delay (s)		0.0		0.0	0.0	0.0		0.0	0.0		0.0	0.0
Detector 2 Position(ft)		94				94			94			94
Detector 2 Size(ft)		6				6			6			6
Detector 2 Type		Cl+Ex				Cl+Ex			Cl+Ex			Cl+Ex
Detector 2 Channel												
Detector 2 Extend (s)		0.0				0.0			0.0			0.0
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	

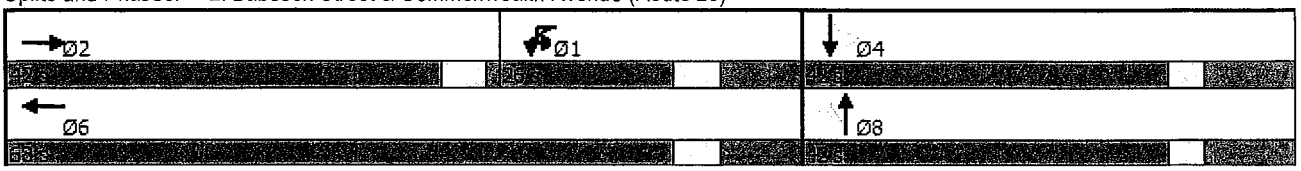
Lane Group	SBR
Lane Configurations	
Traffic Volume (vph)	46
Future Volume (vph)	46
Ideal Flow (vphpl)	1900
Lane Util. Factor	1.00
Ped Bike Factor	
Frt	
Flt Protected	
Satd. Flow (prot)	0
Flt Permitted	
Satd. Flow (perm)	0
Right Turn on Red	Yes
Satd. Flow (RTOR)	
Link Speed (mph)	
Link Distance (ft)	
Travel Time (s)	
Confl. Bikes (#/hr)	1
Peak Hour Factor	0.64
Heavy Vehicles (%)	2%
Adj. Flow (vph)	72
Shared Lane Traffic (%)	
Lane Group Flow (vph)	0
Enter Blocked Intersection	Yes
Lane Alignment	Right
Median Width(ft)	
Link Offset(ft)	
Crosswalk Width(ft)	
Two way Left Turn Lane	
Headway Factor	1.00
Turning Speed (mph)	9
Number of Detectors	
Detector Template	
Leading Detector (ft)	
Trailing Detector (ft)	
Detector 1 Position(ft)	
Detector 1 Size(ft)	
Detector 1 Type	
Detector 1 Channel	
Detector 1 Extend (s)	
Detector 1 Queue (s)	
Detector 1 Delay (s)	
Detector 2 Position(ft)	
Detector 2 Size(ft)	
Detector 2 Type	
Detector 2 Channel	
Detector 2 Extend (s)	
Turn Type	
Protected Phases	
Permitted Phases	

Lane Group	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Detector Phase		2		1	1	6		8	8		4	4
Switch Phase												
Minimum Initial (s)		12.0		5.0	5.0	12.0		12.0	12.0		12.0	12.0
Minimum Split (s)		22.0		16.0	16.0	27.0		27.0	27.0		27.0	27.0
Total Split (s)		42.0		26.0	26.0	68.0		42.0	42.0		42.0	42.0
Total Split (%)		38.2%		23.6%	23.6%	61.8%		38.2%	38.2%		38.2%	38.2%
Maximum Green (s)		37.0		15.0	15.0	57.0		31.0	31.0		31.0	31.0
Yellow Time (s)		4.0		4.0	4.0	4.0		3.0	3.0		3.0	3.0
All-Red Time (s)		1.0		7.0	7.0	7.0		8.0	8.0		8.0	8.0
Lost Time Adjust (s)		0.0			0.0	0.0			0.0			0.0
Total Lost Time (s)		5.0			11.0	11.0			11.0			11.0
Lead/Lag		Lead		Lag	Lag							
Lead-Lag Optimize?		Yes		Yes	Yes							
Vehicle Extension (s)		2.0		2.0	2.0	2.0		2.0	2.0		2.0	2.0
Recall Mode		Max		None	None	Max		None	None		None	None
Walk Time (s)		7.0				7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		9.0				9.0		9.0	9.0		9.0	9.0
Pedestrian Calls (#/hr)		383				500		109	109		244	244
Act Effct Green (s)		37.0			15.0	57.1			28.4			28.4
Actuated g/C Ratio		0.34			0.14	0.53			0.26			0.26
v/c Ratio		0.76			0.78	0.74			0.94			0.87
Control Delay		36.3			68.3	22.7			77.8			60.4
Queue Delay		0.0			0.0	0.0			0.0			0.0
Total Delay		36.3			68.3	22.7			77.8			60.4
LOS		D			E	C			E			E
Approach Delay		36.3				28.4			77.8			60.4
Approach LOS		D				C			E			E

Intersection Summary

Area Type: Other
Cycle Length: 110
Actuated Cycle Length: 107.5
Natural Cycle: 90
Control Type: Semi Act-Uncoord
Maximum v/c Ratio: 0.94
Intersection Signal Delay: 38.6 Intersection LOS: D
Intersection Capacity Utilization 74.0% ICU Level of Service D
Analysis Period (min) 15

Splits and Phases: 2: Babcock Street & Commonwealth Avenue (Route 20)



Lane Group	SBR
Detector Phase	
Switch Phase	
Minimum Initial (s)	
Minimum Split (s)	
Total Split (s)	
Total Split (%)	
Maximum Green (s)	
Yellow Time (s)	
All-Red Time (s)	
Lost Time Adjust (s)	
Total Lost Time (s)	
Lead/Lag	
Lead-Lag Optimize?	
Vehicle Extension (s)	
Recall Mode	
Walk Time (s)	
Flash Dont Walk (s)	
Pedestrian Calls (#/hr)	
Act Effct Green (s)	
Actuated g/C Ratio	
v/c Ratio	
Control Delay	
Queue Delay	
Total Delay	
LOS	
Approach Delay	
Approach LOS	

Intersection Summary

Lane Group	EBT	WBL	WBT	NBT	SBT
Lane Group Flow (vph)	918	192	1359	273	335
v/c Ratio	0.76	0.78	0.74	0.94	0.87
Control Delay	36.3	68.3	22.7	77.8	60.4
Queue Delay	0.0	0.0	0.0	0.0	0.0
Total Delay	36.3	68.3	22.7	77.8	60.4
Queue Length 50th (ft)	301	133	380	177	214
Queue Length 95th (ft)	350	129	468	206	259
Internal Link Dist (ft)	180		659	92	288
Turn Bay Length (ft)					
Base Capacity (vph)	1211	245	1848	315	418
Starvation Cap Reductn	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0
Reduced v/c Ratio	0.76	0.78	0.74	0.87	0.80

Intersection Summary

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations												
Traffic Volume (vph)	0	715	61	31	88	1174	95	160	19	41	115	102
Future Volume (vph)	0	715	61	31	88	1174	95	160	19	41	115	102
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			11.0	11.0			11.0			11.0
Lane Util. Factor		0.95			1.00	0.95			1.00			1.00
Frpb, ped/bikes		1.00			1.00	0.99			1.00			1.00
Flpb, ped/bikes		1.00			1.00	1.00			1.00			1.00
Frt		0.99			1.00	0.99			0.97			0.97
Flt Protected		1.00			0.95	1.00			0.97			0.98
Satd. Flow (prot)		3500			1754	3471			1770			1784
Flt Permitted		1.00			0.95	1.00			0.58			0.78
Satd. Flow (perm)		3500			1754	3471			1062			1418
Peak-hour factor, PHF	0.25	0.85	0.79	0.78	0.58	0.94	0.86	0.87	0.71	0.66	0.89	0.76
Adj. Flow (vph)	0	841	77	40	152	1249	110	184	27	62	129	134
RTOR Reduction (vph)	0	6	0	0	0	6	0	0	10	0	0	9
Lane Group Flow (vph)	0	912	0	0	192	1353	0	0	263	0	0	326
Confl. Bikes (#/hr)							101					
Heavy Vehicles (%)	0%	2%	0%	14%	0%	2%	2%	1%	0%	0%	2%	0%
Turn Type		NA		Prot	Prot	NA		Perm	NA		Perm	NA
Protected Phases		2		1	1	6			8			4
Permitted Phases								8			4	
Actuated Green, G (s)		37.1			15.0	57.1			28.4			28.4
Effective Green, g (s)		37.1			15.0	57.1			28.4			28.4
Actuated g/C Ratio		0.35			0.14	0.53			0.26			0.26
Clearance Time (s)		5.0			11.0	11.0			11.0			11.0
Vehicle Extension (s)		2.0			2.0	2.0			2.0			2.0
Lane Grp Cap (vph)		1207			244	1843			280			374
v/s Ratio Prot		0.26			0.11	c0.39						
v/s Ratio Perm									c0.25			0.23
v/c Ratio		0.76			0.79	0.73			0.94			0.87
Uniform Delay, d1		31.2			44.7	19.4			38.7			37.8
Progression Factor		1.00			1.00	1.00			1.00			1.00
Incremental Delay, d2		4.4			14.2	2.6			37.7			18.9
Delay (s)		35.6			58.9	22.0			76.5			56.7
Level of Service		D			E	C			E			E
Approach Delay (s)		35.6				26.6			76.5			56.7
Approach LOS		D				C			E			E

Intersection Summary			
HCM 2000 Control Delay	37.0	HCM 2000 Level of Service	D
HCM 2000 Volume to Capacity ratio	0.85		
Actuated Cycle Length (s)	107.5	Sum of lost time (s)	27.0
Intersection Capacity Utilization	74.0%	ICU Level of Service	D
Analysis Period (min)	15		

c Critical Lane Group

Movement	SBR
Lane Configurations	
Traffic Volume (vph)	46
Future Volume (vph)	46
Ideal Flow (vphpl)	1900
Total Lost time (s)	
Lane Util. Factor	
Frpb, ped/bikes	
Flpb, ped/bikes	
Frt	
Flt Protected	
Satd. Flow (prot)	
Flt Permitted	
Satd. Flow (perm)	
Peak-hour factor, PHF	0.64
Adj. Flow (vph)	72
RTOR Reduction (vph)	0
Lane Group Flow (vph)	0
Confl. Bikes (#/hr)	1
Heavy Vehicles (%)	2%
Turn Type	
Protected Phases	
Permitted Phases	
Actuated Green, G (s)	
Effective Green, g (s)	
Actuated g/C Ratio	
Clearance Time (s)	
Vehicle Extension (s)	
Lane Grp Cap (vph)	
v/s Ratio Prot	
v/s Ratio Perm	
v/c Ratio	
Uniform Delay, d1	
Progression Factor	
Incremental Delay, d2	
Delay (s)	
Level of Service	
Approach Delay (s)	
Approach LOS	
Intersection Summary	

Approach	EB	WB	NB	SB
Crosswalk Length (ft)	80.2	68.6	24.2	25.9
Crosswalk Width (ft)	12.0	12.0	12.0	12.0
Total Number of Lanes Crossed	5	5	2	2
Number of Right-Turn Islands	0	0	0	0
Type of Control	None	None	None	None
Corresponding Signal Phase	4	8	2	6
Effective Walk Time (s)	0.0	0.0	0.0	0.0
Right Corner Size A (ft)	9.0	9.0	9.0	9.0
Right Corner Size B (ft)	9.0	9.0	9.0	9.0
Right Corner Curb Radius (ft)	0.0	0.0	0.0	0.0
Right Corner Total Area (sq.ft)	81.00	81.00	81.00	81.00
Ped. Left-Right Flow Rate (p/h)	0	0	0	0
Ped. Right-Left Flow Rate (p/h)	0	0	0	0
Ped. R. Sidewalk Flow Rate (p/h)	0	0	0	0
Veh. Perm. L. Flow in Walk (v/h)	0	0	0	0
Veh. Perm. R. Flow in Walk (v/h)	0	0	0	0
Veh. RTOR Flow in Walk (v/h)	0	0	0	0
85th percentile speed (mph)	30	30	30	30
Right Corner Area per Ped (sq.ft)	0.0	0.0	0.0	0.0
Right Corner Quality of Service	-	-	-	-
Ped. Circulation Area (sq.ft)	0.0	0.0	0.0	0.0
Crosswalk Circulation Code	-	-	-	-
Pedestrian Delay (s/p)	55.0	55.0	55.0	55.0
Pedestrian Compliance Code	Poor	Poor	Poor	Poor
Pedestrian Crosswalk Score	2.79	2.83	2.04	1.96
Pedestrian Crosswalk LOS	C	C	B	A

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	34	0	66	5	0	4	11	167	1	2	210	14
Future Volume (vph)	34	0	66	5	0	4	11	167	1	2	210	14
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.913			0.932			0.998			0.989	
Flt Protected		0.982			0.976			0.996			0.999	
Satd. Flow (prot)	0	1682	0	0	1536	0	0	1839	0	0	1877	0
Flt Permitted		0.982			0.976			0.996			0.999	
Satd. Flow (perm)	0	1682	0	0	1536	0	0	1839	0	0	1877	0
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		289			79			229			245	
Travel Time (s)		6.6			1.8			5.2			5.6	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Heavy Vehicles (%)	0%	0%	2%	0%	0%	25%	0%	1%	100%	0%	0%	0%
Mid-Block Traffic (%)		27%			0%			0%			0%	
Adj. Flow (vph)	49	0	88	8	0	8	20	201	4	8	253	24
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	137	0	0	16	0	0	225	0	0	285	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 29.1% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	34	0	66	5	0	4	11	167	1	2	210	14
Future Volume (Veh/h)	34	0	66	5	0	4	11	167	1	2	210	14
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.70	0.25	0.75	0.63	0.25	0.50	0.56	0.83	0.25	0.25	0.83	0.58
Hourly flow rate (vph)	49	0	88	8	0	8	20	201	4	8	253	24
Pedestrians												
Lane Width (ft)												
Walking Speed (ft/s)												
Percent Blockage												
Right turn flare (veh)												
Median type								None			None	
Median storage veh)												
Upstream signal (ft)											417	
pX, platoon unblocked												
vC, conflicting volume	532	526	265	612	536	203	277			205		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	532	526	265	612	536	203	277			205		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.5	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.5	2.2			2.2		
p0 queue free %	89	100	89	98	100	99	98			99		
cM capacity (veh/h)	449	450	774	356	444	783	1298			1378		

Direction, Lane #	EB 1	WB 1	NB 1	SB 1
Volume Total	137	16	225	285
Volume Left	49	8	20	8
Volume Right	88	8	4	24
cSH	615	489	1298	1378
Volume to Capacity	0.22	0.03	0.02	0.01
Queue Length 95th (ft)	21	3	1	0
Control Delay (s)	12.5	12.6	0.8	0.3
Lane LOS	B	B	A	A
Approach Delay (s)	12.5	12.6	0.8	0.3
Approach LOS	B	B		

Intersection Summary				
Average Delay	3.3			
Intersection Capacity Utilization	29.1%	ICU Level of Service	A	
Analysis Period (min)	15			

Lane Group	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Volume (vph)	17	2	2	200	234	11
Future Volume (vph)	17	2	2	200	234	11
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.986				0.994	
Flt Protected	0.957					
Satd. Flow (prot)	1758	0	0	1863	1852	0
Flt Permitted	0.957					
Satd. Flow (perm)	1758	0	0	1863	1852	0
Link Speed (mph)	30			30	30	
Link Distance (ft)	109			245	172	
Travel Time (s)	2.5			5.6	3.9	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	18	2	2	217	254	12
Shared Lane Traffic (%)						
Lane Group Flow (vph)	20	0	0	219	266	0
Enter Blocked Intersection	No	No	Yes	Yes	Yes	Yes
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	12			0	0	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15	9	15			9
Sign Control	Stop			Free	Free	

Intersection Summary

Area Type: Other
Control Type: Unsignalized
Intersection Capacity Utilization 23.0% ICU Level of Service A
Analysis Period (min) 15

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Volume (veh/h)	17	2	2	200	234	11
Future Volume (Veh/h)	17	2	2	200	234	11
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	18	2	2	217	254	12
Pedestrians						
Lane Width (ft)						
Walking Speed (ft/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh)						
Upstream signal (ft)					172	
pX, platoon unblocked						
vC, conflicting volume	481	260	266			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	481	260	266			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	97	100	100			
cM capacity (veh/h)	543	779	1298			

Direction, Lane #	EB 1	NB 1	SB 1
Volume Total	20	219	266
Volume Left	18	2	0
Volume Right	2	0	12
cSH	560	1298	1700
Volume to Capacity	0.04	0.00	0.16
Queue Length 95th (ft)	3	0	0
Control Delay (s)	11.7	0.1	0.0
Lane LOS	B	A	
Approach Delay (s)	11.7	0.1	0.0
Approach LOS	B		

Intersection Summary			
Average Delay	0.5		
Intersection Capacity Utilization	23.0%	ICU Level of Service	A
Analysis Period (min)	15		

D

Integrated Pest Management Plan
Comm Ave Canna
1030 Commonwealth Ave., Brookline, Massachusetts

Rodents and Pests to be controlled:
For the purposes of this program, rodent control refers to commensal rodents such as the Norway rat, Roof rat, House mouse, Deer mouse and White Footed mouse. Squirrels, Chipmunks. General Pest Control Category to include cockroaches, ants (other than carpenter ants), winged termite swarmers emerging indoors, incidental/occasional invaders including bees & wasps entering from out of doors, and flies and other arthropod pests. Populations of these pests that are located immediately outside of a specified building and pose a possible infestation problem to that building are included

General
Comm Ave Canna will be inspected by Ehrlich *(PCO)* for the purpose of identifying potential problem areas that may be contributing to rodent infestation within the facility, making recommendations for corrective measures that should be implemented and developing a comprehensive integrated pest management (IPM) plan. The IPM plan will utilize all methods of rodent control which may include structural maintenance, sanitation, monitoring for rodent populations, mechanical and biological control and the judicious use of pesticides. These methods will help to eliminate food, moisture and harborage for rodents, making their survival more difficult. Pesticides will not be applied on a routine basis, however, they may be used as a tool to maintain rodent populations at or below an acceptable level. The selection of pesticides that may be used will be based on a pre-determined hierarchy which will utilize least toxic products as first choice. Proper implementation of this program will reduce the volume, toxicity and frequency of pesticide applications, thereby reducing the risk of potential exposure of building occupants who may be sensitive to their use

The PCO and *Comm Ave Canna* shall meet to discuss areas that have been problematic or sensitive. Areas that are sensitive to pesticide use will also be discussed.

Once these areas have been identified, the PCO and Comm Ave Canna will discuss various rodent control options and determine the speed of control necessary as well as threshold/action levels based on population and species.

Recommendations
Ehrlich will submit recommendations for corrective measures in writing to Comm Ave Canna prior to the application of any pesticides. *The General Manager is* responsible for scheduling and coordinating structural maintenance of the facility and will act on the recommendations as soon as possible. *He/she* will report in writing which recommendations will not be followed and state the reasons if no action is to be taken as required by RCSA Sec.22a-66l-1(c). Otherwise, all IPM methods that are recommended will be followed

The IPM program will begin prior to construction as the location shows no signs of pests currently. Subsequent service calls will be performed monthly or as needed depending upon

pest pressure. Service calls will be scheduled and will include a visual inspection of potential problem areas and all monitoring devices, application of pesticides where pest populations exceed their threshold level. Records will be completed at the conclusion of each service call and will include written recommendations of corrective measures that need to be made by building maintenance personnel. A member of the Comm Ave Canna staff should be available to allow the pest control technician to access areas that may be locked.

Records

The pest control technician will indicate pest problem areas and provide written recommendations for structural, sanitary or procedural modifications on "Pest Control Service Record and Pest Inspection Report" forms or substantially similar substitute. These forms will be kept in a file that will be maintained in the office. The General Manager will act as a liaison between the pest control company and department supervisor(s) and will be responsible for notifying the appropriate personnel of corrective actions that are needed (i.e., sanitation).

Pest sighting report logs provided by Ehrlich will be reviewed by the pest control technician at the beginning of each service call. The log will be maintained in *the* office and will serve as a tool to facilitate communication between all personnel and the pest control technician. **All** rodent sightings should be reported in the logs and should include specific information as to the location and type of rodent, if known. Whenever possible, a sample (animal or fecal) will be provided to the pest control technician for identification purposes.

Monitoring

Service call/monitoring inspections will be the second floor of 1030 commonwealth ave and the perimeter of the building unless activity or sightings in other areas have been reported in the pest sighting log.

Non-toxic glue boards and non-toxic bait blocks placed in tamper proof bait stations will be used for the duration of the IPM program to monitor rodent populations and activity within the facility. Non-toxic tracking powder may also be utilized as a monitoring tool. They will be placed in areas where rodent activity has been identified or is likely to occur. The dates of installation and servicing will be indicated on each monitor and the pest control technician will create diagrams or maps indicating their placement. The diagrams will be maintained as part of the pest control companies service record. Visual inspections of the glueboards and bait stations will help the pest control technician to identify specific areas of infestation, if any, and assess the need for further action.

Pests

Cockroaches

Due to the fact that German cockroaches can reproduce rapidly, have been attributed to causing asthma and are known to translocate bacteria and viruses to food and preparation surfaces, their control will be a high priority. Other cockroach species are also of concern and measures will be taken to reduce or eliminate their populations whenever possible.

Close and careful attention should be given to eliminating conditions that are conducive to pest infestation. All pests need food, moisture and harborage. By eliminating one or more of these, it is more difficult for pests to survive. Also, pests reproduce at a slower rate when conditions are not conducive for their survival.

Food, paper goods and other supplies should be visually inspected upon arrival for cockroach infestation. Cockroaches will often hide in the corrugation of cardboard boxes. Supplies should be unpacked and stored properly and their shipping cartons disposed of as soon as possible.

Sanitation and elimination of moisture sources is also an important factor in cockroach control. Areas where food is prepared and consumed should be swept or vacuumed daily. Particular attention should be given to areas underneath counters and appliances. Food residue should be washed off of any preparation surface or equipment. Grease residues should also be eliminated as much as possible as it is a food source and will render some pesticides ineffective. Bulk foods should be stored in tightly covered bins. Moisture sources should be eliminated as much as possible by repairing faucets, drying sinks and counters at the end of each day.

Light to Moderate Cockroach Population:
If 3-5 cockroaches are observed during any monitoring visit in any one area, bait will be placed according to the product label recommendations. The bait will be utilized along with glueboards for monitoring purposes and will be replaced as needed during regular monitoring inspections.

**Note: Pesticide baits could be used for monitoring purposes in situations where no cockroaches have been observed but the likelihood of infestation is greater (i.e.; institutional kitchen). The amount of bait consumed will indicate pest activity and will be the first step to control the problem.

Sample for Moderate Cockroach Population:
Due to moderate to heavy infestation of cockroaches (6-10 cockroaches observed in one area), an intensive crack and crack & crevice treatment will be performed using or___. Bait stations will be placed throughout the infested area once the crack & crevice application has been completed. Glueboards will also be used for monitoring purposes. Bait stations may be applied in adjoining rooms where conducive conditions may also exist. The infested area will be re-inspected *weekly* and baits and glueboards will be replaced as needed. If the pest population has not decreased after six weeks have passed, re-treatment may be performed. Every effort must be made by the facility to eliminate conditions that are conducive to infestation.

**Note: It is imperative that recommendations made by the pest control company be implemented as soon as possible. The recommendations are likely to include improving sanitation, modifying storage practices or caulking cracks or voids where cockroaches may hide.

Heavy Cockroach Infestation:

Due to heavy cockroach infestation (10+cockroaches observed in one area during inspection) an intensive crack and crevice treatment will be performed. Treated voids should be patched/plugged/caulked as soon as possible to eliminate harborage sites. Consideration will be given to applying a fogging insecticide in conjunction with the other pesticides listed. Glueboards will be placed appropriately for monitoring purposes. The area will be monitored *weekly* and re-treatment may be performed if the cockroach population remains high. Once the intensive treatments have been completed, bait will be placed in the area according to pesticide label directions. The infested area will be re-inspected weekly and baits and glueboards will be replaced as needed.

Implementation of these pest control methods will require written consent of the *responsible individual (COR)*.

**Note: This type of treatment, particularly fogging, may only be appropriate in areas where there is an absolute zero tolerance for infestation and speed of control is essential

Ants

Ants and many other pests can be excluded by caulking and patching cracks and voids in the walls, floors and sidewalks. Branches of trees and shrubs should be trimmed away from the building to eliminate pest access. Organic matter, wood debris and other trash should be raked away from the foundation wherever possible. If ants are seen within the building, they will usually be foraging for food. The pest control technician will properly identify the pest ant species and any conditions that may be conducive to infestation. Proper identification will enable the pest control technician to determine appropriate measures of control for the particular ant species. Also, the pest control technician will attempt to locate nest location(s). Written recommendations will be made to correct conducive conditions. Depending upon the ant species and where they are seen, bait stations such as or may be utilized within the building.

A crack & crevice application of Advion Ant Bait EPA# 100-1498 may be used in walls or other voids only if it has been determined that ants are nesting in a particular location.

Occasional Invaders & Bees/Wasps

Pesticide applications will not be performed to control occasional invaders unless they present an immediate health hazard or are unduly disruptive. The pest control technician will identify the pest and make recommendations to correct conditions that are conducive to infestation. Pests that are occasional invaders may include drain flies, fungus gnats, earwigs, spiders, sowbugs and centipedes. Improving sanitation and removing organic debris, which will reduce their food supply, can usually control them. Elimination of moisture sources is also helpful.

Pests that may pose an immediate health threat such as bees and wasps will be treated using applicable products. Dust may be used where nests are located underground or in a wall void.

Complaints of unseen biting insects will be investigated, however, no pesticide will be applied unless the pest has been identified and no other pest control options are available.

Rodents

In addition to structural damage, mice and rats are known to spread organisms such as Salmonella bacteria, eggs of the tapeworm, Hantavirus and Leptospirosis, to name a few. They reproduce an average of 4-8 times per year. They can reproduce more often when conditions are favorable. Litters average 4-12 young. Rodents, particularly Deer Mice, will hoard food. This is an important fact to consider if baits will be utilized for their control. Pelleted, seed or loose meal bait will only be used for outdoor applications and placed in a manner to limit the risk of exposure to unprotected persons and non- target animals. Bait blocks will be anchored properly to prevent mice from carrying bait off to another location.

Norway Rats

Norway rats are much larger than mice, usually brown with scattered black. Their tails are shorter than the head and body. They will build a nest of soft materials in and around lower floors of buildings and foundations in burrows, crawlspaces and underneath/behind stationary objects. Rats will range an average of 100-175 feet from their nesting area. They may range farther if food is limited. They are omnivorous, preferring food with a high carbohydrate and protein content. They need water on a daily basis in order to survive. Norway rats will prey upon mice, therefore, they are usually not found living in the same area of a building.

House Mice

House mice are small, light brown to light gray in color with smooth fur. Their tails are longer than their head and body. Mice will nest in walls, ceiling voids, cabinets, drawers, appliances, furniture etc.. They usually nest close by to their food source, with an average range of 10-35 feet. They do not need water on a daily basis. House mice are omnivorous, however, they prefer seeds and grains.

Deer Mice

Deer mice, known vectors of hantavirus, will also enter houses, garages and other structures particularly as cold weather approaches. They are a reddish brown with a white chest and white feet. Their nests are usually underground, however, they will construct nests above ground in areas similar to the House mouse. Deer mice normally breed during spring and fall, however, they will breed more frequently under favorable conditions. They prefer to feed on nuts, seeds, berries and insects

Hantavirus

Building maintenance and custodial staff should always take appropriate precautions to protect themselves against hantavirus. Documented cases of hantavirus have occurred mostly in the Southwestern United States, however, two cases have been documented in the Northeast, one in New York and one in Rhode Island. Infected rodents shed virus in saliva, urine and feces. Hantavirus can be transmitted to humans through inhalation of rodent excretions when disturbed, directly introduced into broken skin, introduced onto the

conjunctivae, or, possibly ingested through consumption of contaminated food or water. Hantavirus has also been transmitted through rodent bites.

Prevention

In an effort to prevent and eliminate rodent populations, it is important that conditions favorable to their survival be reduced as much as possible or eliminated.

Action should be taken to mouse proof the facility by plugging holes in the foundation and walls. Steel wool can be used as a temporary patch while waiting for permanent repair to be done. *(Attention should be given to utility tunnels and areas where sewers and drains enter a building.)*

Water runoff should be directed away from the building. Drains should be screened with" hardware cloth to prevent rodent access and kept free of debris to reduce puddling of water.

Weatherstripping on doors should be repaired or replaced to reduce gaps to less than 1/4". Exterior doors should have automatic closing mechanisms installed and remain closed at all times. Loading dock areas should be clean, free of debris and doors should remain closed as much as possible.

Trees, shrubs, vines and brush should be trimmed away from the building at least 12-18" to allow access for the pest control technician to monitor and place traps and bait stations if necessary. Grass should be mowed and trimmed.

Dumpsters should be in good condition with all doors closed and drain holes capped. They should be located away from the building on a paved surface. Trash should be contained.

Storage areas should be managed using a first in first out program. Inventory should be elevated on pallets or shelving that is 12" or more away from any wall.

Areas where rodent feces are found should be identified in the pest-sighting log. Taking proper precautions to protect against hantavirus infection,the area should be disinfected and vacuumed with a HEPA filter vacuum cleaner. This will help the pest control technician to determine if the infestation is ongoing by whether or not new feces are found after the area has been cleaned.

Control Methods

Non-toxic glue boards will be used to trap and monitor for rodent and pest populations within the building. Non-toxic baits and/or non-toxic tracking powder may also be utilized to monitor for rodent activity. Multiple catch traps and/or snap traps may be used if there is evidence of increased infestation or if *five* or more rodents are trapped on any inspection. If used, they will be placed in areas where they cannot be tampered with.

If populations cannot be suppressed otherwise. Maki Mini Block EPA#7173-202 ,Generation Blue Max EPA# 7171-288 or First Strike soft bait EPA# 7173-258 bait will be placed in tamper

proof rodent bait stations. The bait stations will be placed only in areas where they are not accessible to children, pets, wildlife or domestic animals. Written approval will be obtained from Comm Ave Canna_ prior to their use.

If bait stations are used, they will be attached or anchored to discourage disturbance by non-authorized personnel. Each station will be labeled with the name and address of the pest control company and the dates of installation and servicing will be indicated. The pest control technician will create diagrams or maps indicating the placement of bait stations, which will be maintained as part of the pest control companies' service record.

The pest control technician will fill burrows that are located around the perimeter of the building. On the next inspection the pest control technician may place_or bait in reopened burrows, filling them in to protect and conceal the bait. Re-treatment will be performed as burrows reappear.

Poison tracking powder may be utilized by placing dust into wall voids or other concealed areas that are not treatable by any other means. Placement of poison tracking powder in tracking powder stations may also be considered if other baiting methods have not been successful due to bait shyness or resistance. Careful consideration will be given to their use with regard to the potential for exposure to building occupants and/or non-target animals, air movement and moisture levels.

Poison tracking powder must not be used in areas where;

utility personnel, building construction personnel or remodelers may inadvertently or unknowingly contact the powder at any future time.

there is any risk of rodents tracking the powder onto exposed food or food preparation surfaces

tracking powder can be blown by drafts, air currents or utility motor fans there is a danger of the powder drifting or falling onto potentially sensitive areas (ledges, suspended ceilings)

Use of liquid baits may be appropriate in situations where the supply of water is scarce or nonexistent. Only tip resistant professional liquid baiting containers will be used if this method of baiting is employed. Consideration will be given to environmental factors such as heat or cold. Placement of the containers will be determined based on the risk of exposure to people or non-target animals and spilling or splashing liquid bait in areas sensitive to exposure and contamination.

Pesticide Plan

Pesticides may be applied if pest populations exceed an acceptable level. Priority is given to those pesticides having the lowest toxicity, taking into consideration the method and frequency of application and the risk of exposure to building occupants.

E



Agent Training Manual

(Managers Guide)

(For Internal Use Only, Not for Distribution)

Agent Training for Supervisors

Training - Day 1
Employee _____ Training Manager _____ Date _____
The key focus of day 1 training is safety policy and procedure. Be sure the new employee becomes familiar with the store space and other employees.

Checklist	
Uniform	☐
Lockers	☐
Schedule	☐
Door Codes	☐
Panick Buttons	☐
Safe Words	☐
Exit Procedure	☐
Robbery Procedure	☐
Inventory Room	☐
Safe Room	☐
Product Knowledge Packet	

Notes and Areas of Improvement

Training - Day 2
Employee _____ Training Manager _____ Date _____
The key focus of day 2 training is State Law and Compliance. Encourage employee to take notes as needed.

Checklist	
Acceptable IDs	☐
State Limits	☐
Responsible Vendor Training	☐
Metrc Training	☐
Packaging Requirements	☐
Register Expectations	☐
"Looping" Laws	☐
Dutchie	

Notes and Areas of Improvement

Agent Training for Supervisors

Training - Day 3 and 4
Employee _____ Training Manager _____ Date _____
Place the new employee with a Lead to shadow. Roll play the following situations and products when there is down time.

Checklist	
Disgruntled Customer	☐
Secret Shopper	☐
Sativa	☐
Indica	☐
Hybrid	☐
Edibles	☐
Flower	☐
Concentrates	☐
Vapes	☐
Dangers of Over Consumption	

Notes and Areas of Improvement

Training - Day 5
Employee _____ Training Manager _____ Date _____
Place the new employee with a Lead to shadow. Please allow an hour for the employee to complete each test at the end of shift.

Checklist	
Tier Pricing	☐
Daily Deals	☐
Monthly Deals	☐
Tricky Situations	☐

Product Knowledge Test	Score:
State Law and Compliance Test	Score:

Notes and Areas of Improvement

Agent Training for Supervisors

Training - Day 6 and 7
Employee _____ Training Manager _____ Date _____
Place the new employee with a Lead to shadow on a register. Do not give an employee their own register.
Checklist ☐ Basic Invoice Function ☐ Loyalty Program ☐ Dutchie ☐ POS Button Functions ☐ Inventory Placements ☐ Labeling of Flower ☐ Operating Procedures ☐ Sales Language
Notes and Areas of Improvement

Training - Day 8 and 9
Employee _____ Training Manager _____ Date _____
Place the new employee with a register and a Lead to Supervise. Cut employee in on tips when drawer balances from here on.
Checklist ☐ Returns ☐ Entering Discounts ☐ Defective Exchanges Day 8 Drawer Total - $ Dutchie Total - $ Day 9 Drawer Total - $ Dutchie Total - $
Notes and Areas of Improvement

Navigating a typical day at CAC – Employee Basics

We know that you only get one chance to make a first impression, and that happens prior to a guest coming in our front doors. However, we also know that our cannabis specialists are the face of CAC, and their jobs are multifaceted, fast-paced, and exciting! Please take a few moments to do a walk-through of the day in the life of a cannabis specialist. Having meaningful conversations about each point will set up the staff for success.

Requirements for shift:

All staff members MUST wear their badge, name tag, and abide by the dress code

Fit for duty

No cannabis consumption on the premises

Be prompt and ready to work space

Entrance to the dispensary:

security measures

retrieval of badge upon entrance

badge must be adhered to uniform as soon as employee enters the building, and upon leaving the building, it must be returned to the security vestibule

Shift meeting and placements of side work:

rundown of shift meeting, what you need to know

how to check placements and side work – done via an assignment sheet

Parking and surrounding areas:

Provide a brief overview of where to park and store specific parking policies



Emergency Overview

store specific emergency policies

show exit points

show panic alarms and discuss how they work

Clocking in:

Do not clock in five minutes before or after shift – clock in and out on time

Check your work punches, how to edit any errors

HR training is done at orientation, use this as a refresher

Roles and stations:

rundown of all roles and the respective stations

details of FOH (Front of House) duties and roles

Express duties and roles

Full-service duties and roles

Store specific duties and roles

Break protocols:

break guidelines

lunches and 15-minute breaks

Break communication – don't leave for a break without properly communicating to those around you and your lead

accountability on breaks – explain why this matters

NO on-site consumption!

Placing orders and checking out during your shift:

When and how to place an order during a shift

place and pick up your order after your shift or during your break

how to place your order as a guest during your shift

no CAC logo showing while you are waiting to pay for your order – It just doesn't look good to guests

How to properly store your cannabis purchase during shift

End of day procedure:

discuss side work and expectations

go over side work tasks briefly

Expectations for the next morning

Clocking out:

check in with the lead before departure

do not clock out early or stay late without permission

return your badge before exiting the building

You need a quick reference guide to help you while on boarding onto the CAC team?

No problem. Use this sheet as a tool but always feel free to ask questions for clarification on anything

I drive to work where should I park?

We encourage staff to utilize public transportation when and if at all possible. If you choose to use public transportation, CAC will reimburse 50% of your T pass and 50% of parking costs. Please save your receipt and submit to management with a reimbursement form at the end of the month

You must utilize street parking because CAC does not have an employee parking lot.

We encourage the use of the City's bikeshare program.

Shoe plan: If you walk to work, CAC will purchase a new pair of sneakers once/year up to $130.00 dollars.

What should I wear to work?

You must have an article of CAC clothing on with the logo showing. You must have your name tag on. Your Agent badge and closed toed shoes as well. Come to work looking clean and presentable.

Remember we do not work at a gym so please no leggings or yoga pants unless you have a long shirt or dress on over it. No graphic tees, no basketball shorts, no stained or ripped clothing, or clothing that is too revealing let's keep it professional

How do I punch in?

You punch in on our time clock that is connected to _____, our workforce management system

You will need to remember your four-digit employee code, as you will enter that every time you punch in and out

If you forget a punch, you can edit punches on our system. It is extremely important to be sure to edit punches in a timely fashion so your timesheet stays up-to-date and you are able to get paid. Please note, it is your responsibility to punch in and out

The URL*** for our systems login is...

Your username is your badge number and your password is the last four digits of your Social Security number

What do I do if I'm not feeling well enough and can't make it into work? How do I let my manager know that I will not be able to make it in for my shift?

Please allow at least two hours prior to when your shift starts if you are unable to make it into work

If you are able to find coverage for your shift, please let the management team know this when you email using the "call-out" email

CAC's call-out email is: Callouts@(gmail.com)_____

Entry and Check-in

Who gets in?

Any person who is 21 or older may gain entry. Customers under 21 must be confirmed and checked in via the scanner and visual verification prior to entry.

How does it work?

We have an Agent outside the dispensary checking identification with a scanner and visually. Once the Agent has deemed the customer is 21 years of age or older, the customer can then proceed inside.

Once the customer enters, they will walk through the man-trap and the Security Agent will check the customer's identification again. Once the Security Agent has verified the identification, the Agent can enter to the Sales floor.

What ID's are acceptable to gain entrance into the dispensary?

We ONLY accept a valid government issued identification. This must contain a name, photograph, and date of birth. And will be limited to the following:

Driver's License

Government issued identification card

U.S. Military identification card

MA Liquor identification card

Passport

1. You must visually inspect the identification
    a. make sure the picture matches the person that is standing in front of you
    b. if they are wearing anything obstructive (hat, sunglasses etc.) politely asked them to remove it to confirm their identity
    c. Is the expiration date valid?
    d. If it is expired, they may not gain entry
2. next scan the ID
    a. if the ID is valid, it will display the following:
        i. full name
        ii. gender symbol
        iii. group assignment - default is "none"
        iv. ID number
        v. date of birth
        vi. ID expiration date
        vii. current age in years - there will be a green box if the person is over the age of 21
        viii. address
        ix. live scans counter (resets daily)
    b. if the identification is invalid or potentially fake the scanner will produce a "NULL" value instead of the first name, ID number, and address
        i. Contact a manager if you have visually reviewed the ID and think it is fake.

Breaking down Compliance

Being operationally compliant is something CAC staff members need to be aware of as they go about their daily activities. We are monitored closely by the CCC and must follow the Massachusetts medical and adult use regulations. Being part of this fantastic industry is a privilege, we not only help thousands of people, but we are making history, daily.

Personal Compliance:

Wash your hands at the start of your shift, after breaks, after using the restroom, and whenever they are dirty, and always wash hands before dispensing. Use hand sanitizer if you can't wash your hands between sales!

Use gloves when handling loose flower, touching pre-rolls, troubleshooting and when opening concentrate packaging and always discard your gloves when done - please do so the right way.

Don't open doors or touch your hair, skin, clothing or cash with gloves on. The health of our guests and other employees are of utmost importance.

Agent badges must be warn at all times as well as your employee name tag while you are working.

Turn your Agent badge into security at the end of your shift.

Badges do not leave the dispensary when you exit. Ever.

If you are planning to move you must notify HR ASAP the CCC has to be notified within five days.

Dispensary compliance:

Doors to restricted areas must remain closed and secure at all times. Do not prop open doors!

Only authorized persons may be allowed into the building.

Visitors must be approved by management and staff must complete the visitor log in full.

Visitors must be escorted for the entire duration of their visit in the dispensary.

Adult use consumers are limited to Marijuana Infused Products containing no more than 5 mg of THC per dose and 20 doses per package.

Adult use consumers are limited to sales of 1 ounce of flower or equivalent.

Marijuana and Marijuana Infused Products must never be left unsecured or unattended.

All marijuana products must be accurately tracked counted, labeled and dispensed.

Product Training

Welcome to Product Training!

In a world where Cannabis is no longer just flower, but can be found in food, drink, lotions, and more; it is important to understand each product and how to safely use it and sell it. While we might not carry all these items in our store, knowing some basics and the relationships of different products can be extremely beneficial.

By being informed, we are able to be a useful resource for our guests.

Flower 1

CBD 3

Cannabinoids & Terpenes 4

Edibles 5

Concentrates 7

Tinctures 9

Topicals 11

Other 12

Accessories 13

Flower



Also referred to as Weed, Marijuana, Cannabis, or Bud.

Flower is a staple in the cannabis industry and is the product most people are familiar with. While you can consume it on its own, it is also used in a variety of extraction processes to derive other cannabis products such as edibles, tinctures, concentrates, etc.

Variety There are 4 main categories for cannabis: Indica, Sativa, Hybrid and CBD rich flower. These categories describe commonly reported effects. Keep in mind that every strain is unique and so is the person consuming it.

Indica	Sativa	Hybrid	CBD Rich
Indica is known for its relaxing effects and can be suggested for body pain and sleeping.	Sativa is known for its energizing effects and mental stimulation. It can be suggested for depression or creativity.	Typically, a ratio of sativa and indica. Sometimes they can lean towards one more than the other. Hybrids are known for their balance of effects and can be suggested for anxiety or pain relief.	CBD flower can come in a variety of potencies ranging from no THC content to a 1:1 or 2:1. CBD flower can be suggested for anxiety, or chronic pain.

Lost in the Lingo

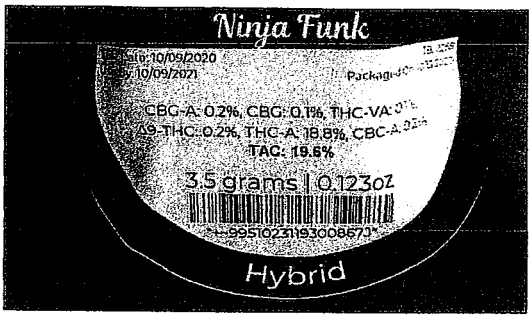
Super lemon haze, Granddaddy purple, Pineapple express, Girl scout cookie....What do these names mean? These are strain names which are derived from flower lineages. Sometimes a name can indicate lineage but not all strains can be traced back to its origins. Strain names can also be based on the effect, look, region, or terpenes amongst many things.



Example:

- Super lemon haze is a strain that is composed of Lemon Skunk x Super Silver Haze.
- San Fernando Valley (SFV) Kush is a strain that was cultivated and perfected in San Fernando Valley, California.

Dazed and Confused Cannabis has come a long way since its spike in popularity during the 70's. Today it is incredibly higher in potency due to advanced cultivation practices. For both new and longtime consumers, we always will suggest "Low and Slow!" Smoking? Suggest starting with a single inhalation, waiting 5-10min and observing the effects. Effects do not have a long delay.



*** TAC means Total Active Cannabinoids.**
Sometimes you will see clientele insist on buying the highest "TAC" flower with the belief that that flower will be the most potent. While that's not necessarily false, TAC involves more components than just THC. It is the total percentage of cannabinoids present when tested.

Dosing When it comes to dosing THC mg's per inhalation, no one can put an exact number on it. This is due to the variety of consumption methods, the length and depth of an inhalation if smoking, the terpenes, and the amount of THC in the flower itself. Because the effects of cannabis are subjective to the user, it is up to the consumer to go **low and slow** to observe what their tolerance is.

Methods of consumption

Flower needs to be activated (combusted, decarbed) in order to get the most effects out of it.

Smoking can be done through a glass pipe, paper, blunt, bong, chillum, apple and likely a variety of other methods. This involves complete combustion... lighting marijuana to activate the THC and inhaling to consume it.

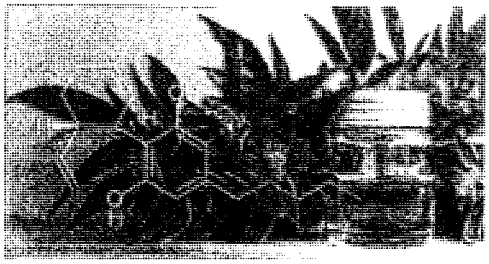
Vaping can be done using a device specifically designed to vape flower such as the PAX, volcanos, or a G-pen. Devices like these heat flower without combustion in order to activate the flower and derive the effects from it. Typically, this is ideal for someone who wants to avoid smoking extra plant and non-plant material while receiving the same benefits.

Eating flower in its true form isn't as common but still happens. Non-combusted THC (also known as THCA) sometimes is consumed because of the potential benefits it can provide. While it's not as frequently suggested or observed, some claim it to be a great method for specific ailments. If a consumer is persistent on this type of consumption, suggest a smoothie!



Eating flower with active (Δ9) THC would behave like an edible and can be eaten in its flower form. While you could decarb flower (activate) in an oven, there are also devices that can decarb flower for you.

CBD



CBD has recently been boasted as a trendy heal-all. We see it in food and haircare, body lotions and sprays. What's it all about? And if it's so accessible, why are we selling it?

There is a big difference between the CBD you can buy in the gas station and what has been produced by a cannabis manufacturer. It all goes back to the source.

Hemp vs. Cannabis Derived CBD

Hemp is a species of Cannabis that produces less than .3% of THC and can be used in various sustainable manners. The 2018 farm bill permitted hemp's federally legal status which resulted in the booming CBD trend we see today. This type of CBD can be purchased over counters but consumers should beware and read labels. Recent studies have shown that not all marketed CBD products contain beneficial amounts of CBD in them.



You will know when you're purchasing cannabis derived CBD in Massachusetts because it would have to come from a licensed dispensary and you must be 21+ in order to buy it.

There are cannabis plants that have been bred to produce low to no CBD. When CBD is extracted, it must be tested for levels of THC and other cannabinoids. Because it comes from the same plant that produces THC, it must be sold by a licensed Dispensary.

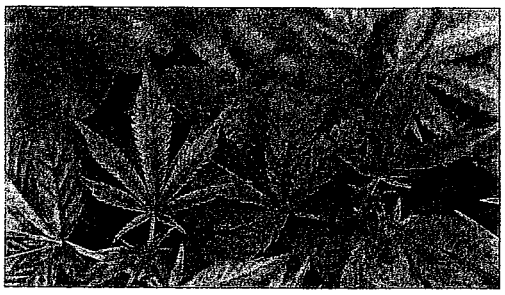
Methods of Consumption

CBD can come in the form of flower; it can be infused into edibles and can even be made into concentrate. CBD should be taken in a regime in order to build it up in the body for maximum results. Just like any other cannabis product, CBD effects everyone differently and should not be touted as a "cure all".

Consumers who wish to medicinally use cannabis in any form should consult with their doctor or certifying cannabis doctor. CBD can have an effect on blood pressure which should be known to

those on specific medications or with specific ailments. Clients should also never be told that CBD contains absolutely no THC as there may be trace remains. For a sensitive user, feeling elevated is absolutely possible. For this reason, consumers should follow the **low and slow** rule.

Cannabinoids & Terpenes



Cannabinoids and terpenes are what gives different strains their personalities and effects. While you don't need to memorize this information, It can be surprisingly helpful in particular situations.

In the human body, there is an **Endocannabinoid system**. It is a biological system with cannabinoid receptors. This system is found primarily in the brain and nervous system and is said to control things like pain, appetite, mood and memory. This system processes cannabis differently for all users which is why it's important to be able to educate consumers on potential effects and risk of using cannabis.

So, what are Cannabinoids? Cannabinoids are compounds found in cannabis such as THC, THCA, CBD, CBG, CBN, etc. Sound familiar?

Each of these compounds hold different properties and interact with each other. Δ9-THC is well known for its psychoactive properties. CBD is often touted for its anti-inflammatory properties and effects on mood. CBN has been said to promote sleep. Unfortunately, as long as cannabis maintains its current scheduled federal status, we won't know much more about the behaviors and effects of each specific cannabinoid and their potential benefits.

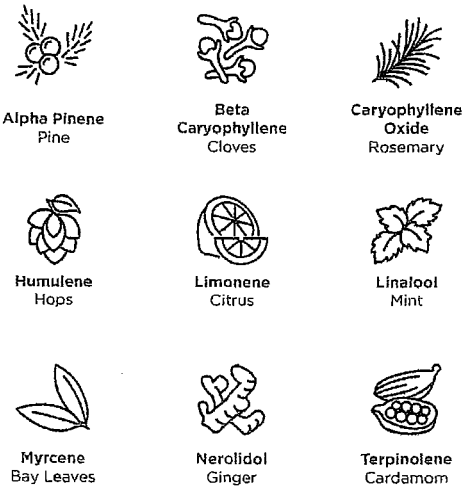
Terpenes

Terpenes are not exclusive to the cannabis plant. They are the organic compounds that create familiar aromas and flavor.

Check out some common terpenes on this chart.

Different terpenes can promote different moods or feelings. For example, Limonene is known for its mood boosting effects. If someone is looking for a strain to help battle depression, perhaps one that has limonene might help.

Keep in mind, some clientele might be allergic to specific terpenes or some can cause adverse effects as well.



Edibles

Edibles: a loose category to describe food products that have been infused with cannabis. In the Massachusetts market, edibles cannot resemble candy and must follow the same guidelines as all other packaged products.



While edibles allow for a creative and tasty way to consume cannabis, there are a few things clients should know before trying.

Did you just eat that whole brownie?! *Buckle up and sit tight then!*
Edibles are a great way to consume cannabis because it is discrete and usually pretty tasty. With that being said, sometimes these benefits are the *same* reasons that consumers should be cautious before trying edibles. Knowing the dose of your edible and your personal tolerance is important. Consumers should always practice the **low and slow** consumption method until they're comfortable with what works for them.

In Massachusetts, recreational edibles must be portioned into 5mg's and can only total up to 100mg per edible package. Medical patients can purchase edibles that are portioned in 5mg or 10mg pieces and can total up to 500mg's per package.

Effects

As mentioned before- cannabis affects everyone differently. Different consumption methods can also have varying effects for individuals. Someone who may have a high tolerance when smoking flower doesn't necessarily also have a high tolerance for edibles.



Why? Everyone's body processes cannabis differently. Some people report feeling no effects from edibles regardless of dosage. It happens!



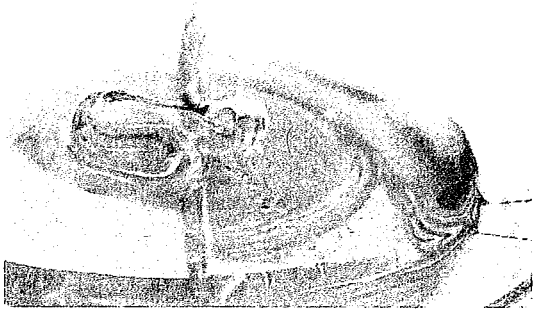
It is important to note that, unlike smoking flower, **edibles have a delayed onset** usually between 30min to 2+hours. This is because it needs to be broken down and processed by your body. Cannabinoids favor lipids so suggesting a meal before taking an edible to help process it is a pretty good idea.

Distillate vs. Food Grade Oil Infusion

Edibles can come in the varieties of Sativa, Hybrid, Indica or THC.

More commonly you will see THC edibles because it allows manufacturers to use any given products regardless of terpene profile and is cheaper to consistently produce.

THC edibles are typically made from distillate.



Distillate is oil, with a honey like consistency, derived from the cannabis plant. Distillate through processing, is devoid of any plant matter or lipids resulting in a relatively pure form of THC. Because distillate is a concentrated product, smaller amounts go further and help with creating a more accurate dosing. Edibles can also be made with a variety of concentrates including strain specific ones if you're looking for a particular effect or terpene. We will discuss concentrates in a little more depth later.

Food Grade Oil

Edibles can also be infused or created using food grade oil . When taking this approach and depending on equipment, cannabis is decarbed with the food grade oil then strained *or* it is decarbed, infused and then strained. This addition of plant matter and lipids allows for a larger spectrum of cannabinoids and naturally occurring terpenes to infuse. The food grade oil would then hold properties similar to the flower that was used. If Indica flower was used, that infused oil would also hold indica properties.

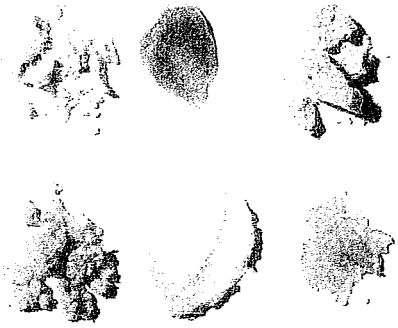
Infusing at home



Some retail dispensaries offer the option of purchasing infused products that allow consumers to be more creative with their edible options at home.
Some of the more common DIY edibles you will see are infused olive oil, sugar, or honey. Measurements would be presented per every 5mg. Example: 1 tablespoon= 5mg's.

Keep in mind recreational users limits versus medical when it comes to purchasing items like these. Due to the volume of product, typically these items will be available for medical patients only.

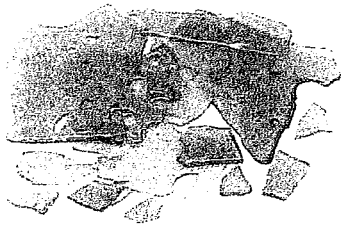
Concentrates



Also referred to as shatter, distillate, batter, diamonds, sugar, sauce, wax, butter, or crumble.

It's in the name Concentrates are extracted cannabinoids, oils and lipids that create a concentrated and potent product. Extraction requires a press (solventless) or solvent chemicals to extract trichomes from the plant material. Concentrates can be made into many different forms that are a result of the way that they are processed, their lipids content and terpene content.

Distillate, Shatter, Wax, Oh my!



Wax is a lipid rich concentrate that holds a strong cannabinoid & terpene profile. Wax is crumbly and can sometimes have a honeycomb-like structure.

Shatter is further processed- plant lipids were removed. It is lucid and usually resembles a slab or piece of glass.

Distillate is even *further* processed. It has a sticky, honey-like consistency with a majority of exclusively THC cannabinoids. Terpenes can be re-infused.

Regardless of strain, cannabis byproduct such as trim and sugar leaf, can be combined and then used to make distillate. Distillate can then have specific terpenes re-infused into them to create strain-specific distillate despite having been made using more than one strain's byproduct.

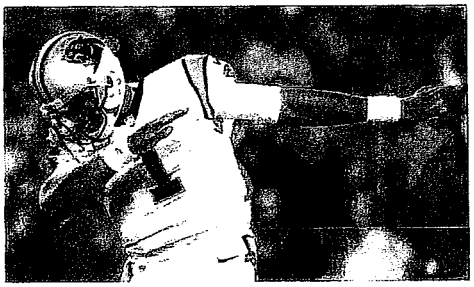
Potency

Concentrates are not for everyone. Some distillates portioned as small as a grain of rice could contain 70mg+ of THC. If a client were to inquire about concentrates, check in to see if they are an experienced user. If not, it is important to convey potency of the product.

While concentrates can be too strong for some, they can also provide quick and overwhelming relief for others.

Methods of Consumption

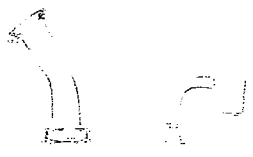
Thank you, Cam Newton, for discreetly touching on cannabis culture and allowing the nation for months to "do the dab". Or maybe it had nothing to do with dabs but we can all agree that the whole thing was taken out of hand.



Dabbing

Unless infusing or orally dosing active concentrates, the most common and well-known method for concentrate consumption is called Dabbing.

Dabbing is a smoking method that requires specific devices due to the sticky nature of concentrates and the high heat that is required. When dabbing, consumers get close to immediate effects.

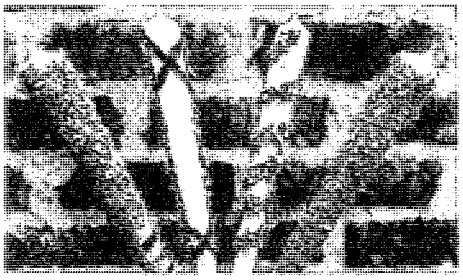


Dab Pens have chambers that will hold a small amount of concentrate. The chambers are typically quartz or ceramic.

Dab Rigs are glass pipe systems that use water. They have a couple different components to them and require a blow torch. This requirement is a reason many people are hesitant to use this method. It should only be suggested to experienced users.

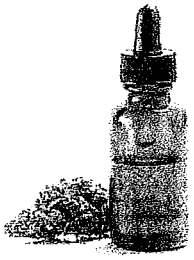
Electronic Rigs are becoming increasingly popular because of their ease of use and convenience. There are electronic heating devices that allow consumers to use a classic Dab Rig without a torch and there are fully automated devices like the Puffco Peak.

Smoking Concentrates can also be smoked or added to flower. For some concentrates, like diamonds, trying to combust it at a heat below 400 degrees is less likely to derive its full potential. Kief, a soft byproduct that falls off of flower naturally and is composed largely of trichomes, combust easily. When added to flower, it is a great way to increase potency.



Tincture

Tincture is a mct oil or alcohol-based liquid that can be taken orally. You can identify which base a tincture has by reading its label.



Tincture comes in a multitude of varieties including strain specific, indica, sativa, hybrid, THCA and CBD which can also be found as isolate and broad or full spectrum.

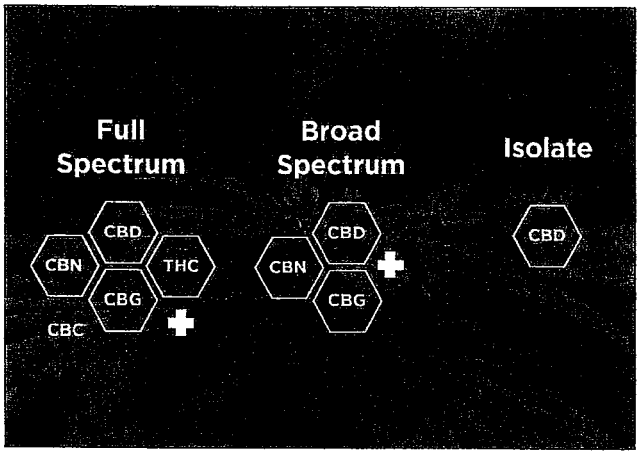
CBD Isolate and Broad vs Full spectrum

Most of the varieties listed above should be familiar. CBD Isolate, Broad spectrum and Full spectrum are terms that you may not hear as frequently.

Full Spectrum is extracted CBD that still contains other cannabinoids, lipids, terpenes and likely small amounts of THC. Some prefer this CBD to others due to the *entourage effect*... the effect of cannabinoids and terpenes working together.

Broad Spectrum is extracted CBD that still contains cannabinoids and terpenes but no THC. This extract takes longer to process in order to preserve all cannabinoids except THC. This is ideal for someone who cannot have THC in any amount.

CBD Isolate If a client is sensitive to cannabinoids, terpenes and THC- CBD Isolate might be a good choice. As the name suggests, this extract is CBD isolated from all other plant matter, THC, terpenes, waxes, etc.



Dosing Drops

Every tincture bottle should have an approximate dosage by milligram on its label. For many, one drop is equivalent to 1mg (be sure to check!). Bottles should be shaken before use in case of product separation.

This allows for those who may be more sensitive to cannabis products or who need smaller doses to achieve their desired effects. It is also a great way for a consumer to slowly experiment with their tolerance or create a personalized regime.

For some **Micro Dosing** has been an effective way to manage chronic pain, mood disorders or joint stiffness. Micro Dosing involves taking small doses of tincture in a daily regime over an extended period of time.

Methods of Consumption



Tincture is also a great option for those who may need discreet dosing or prefer not to smoke.

Tincture is typically taken as drops under the tongue or between lips and gums for quicker absorption into the bloodstream. A consumer would drop their desired number of milligrams into their mouth, hold it for 10 seconds or more if possible, and then swallow.

When dosing yourself, it can be difficult to feel the drops in your mouth. It is suggested to use a mirror or drop your tincture onto a spoon first so you can be sure of the dosage.

If holding tincture in your mouth is uncomfortable, another way is to simply consume it by swallowing. You can also suggest adding it to a beverage. Be aware that oil-based tinctures will not mix well with water-based liquids, a warm liquid would be preferable.



This method of taking tincture would mean that the body would process it more similarly to an edible. That means delayed onset is more likely to occur.

If a consumer requires a high dose, tinctures may not be for them. For some, large amounts of oil in the stomach can cause discomfort. For alcohol-based tinctures, it's important the consumer knows in case they are looking to avoid alcohol or have a sensitivity.

Topicals

Infused Topicals are products with cannabis extracts that are applied directly to the skin.

Topicals come in many forms including, but not limited to, lotions, lubricants, creams, balms, transdermal patches, and oils.

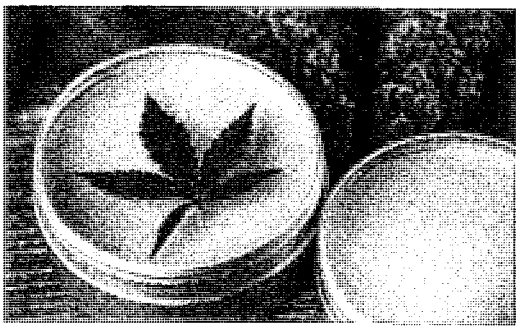


Consumers should consult with their doctors on any superficial ailments before trying topicals. Like any over the counter topical, infused topicals should not be used on broken skin and they should never be ingested.

Tolerance

Topicals can come in the variety of THC, CBD or in a ratio of both. They are subjective in results and effect. Sometimes it takes repeated use as well.

For some, THC based topicals are more effective with battling dry or irritated skin. CBD has been touted for its inflammation properties for arthritic hands or facial acne.



Although unlikely, topicals sit more superficially on the skin so there is a small chance of absorption into the bloodstream. If a client is sensitive to THC, make sure they understand what's in the product.

Transdermal patches are different from rub on topicals because they are made to pass the skin barrier and enter the bloodstream. This can create a more localized and noticeable effect.

Other

Suppositories

Suppositories are less frequently seen on the market but can provide huge benefits.

Suppositories can be inserted vaginally or rectally. People with uteruses that experience menstrual cramping or similar pains have found relief from suppositories. A suppository inserted in the rectum can relieve IBS symptoms and lower back pains or hernias.

RSO

RSO also known as, Rick Simpson Oil, is a frequently sought-after high potency oil. It was popularized back in 2003 by a gentleman who claimed it resolved a topical skin cancer. Although doctors never recognized cannabis's part in his treatment, many still pursue RSO to treat specific ailments.

Too high
There are some natural remedies to combat feelings of being "too high". Biting lemon or peppercorn has been effective for some. Smelling peppercorn has also proven to help.



If those items are not immediately accessible, another method is to engage in something that requires concentration or that they enjoy. This could mean anything from washing your hands to watching a show you like.



For any consumer, when feeling "too high", they should make sure they are safe and seated or lying down. You don't want someone to feel dizzy and fall. The feeling will pass!

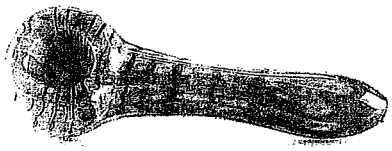
Resetting
Sometimes, the body can adjust to a consistent dose whether that be THC or CBD, and the consumer will no longer get the same impact from their dose. Increasing a dose can help but resetting one's tolerance is usually a better idea. This can be achieved by taking a break from the specific product or using a different variety of it. A break is suggested for the duration of a week to 10 days.

Accessories

Grinder
Grinds flower into smaller parts for rolling or packing.

Papers
Used for Flower. Requires hand dexterity.



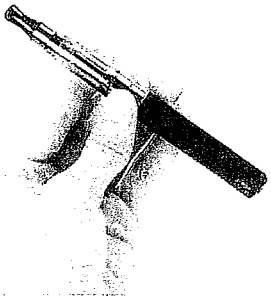


Glass Pipes
Used for Flower. Grind Flower and add it to the "bowl" portion of the glass. Requires a lighter and some coordination.

Water Pipes Bubblers, Bongs and Rigs fall under this category. Rigs are used for concentrates. These pipes use water to filter the smoke being inhaled. Require a lighter and some coordination.

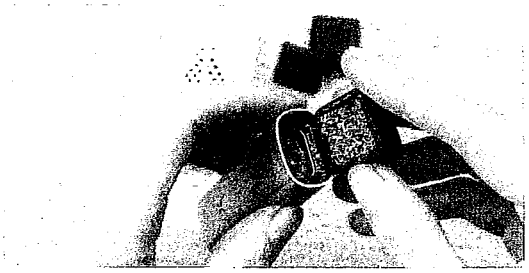
Vape Batteries "Pens"
Most operate by clicking the "ON" button 5 times quickly then press and holding the device to heat the product and thus producing product vapor.

Most are activated by inhalation and do not have a button



Flower Vapes
Ground up flower would be added to a heating compartment.

Concentrate Pens
A rice grain sized of concentrate would be added to a ceramic or quartz heating chamber activated by a button. Most require 5 clicks to turn on.



Product training quiz

What are cannabinoids?

What are some of the qualities of THC?

What is the difference between THC and THCA?

What are some of the qualities of CBD?

What is flower?

What are the qualities of a sativa plant?

What are the qualities of an Indica plant?

What is a hybrid?

What are trichomes?

What are terpenes?

What is the difference between kief and hash?

What is wax?

What is shatter?

Please give an example of three types of edibles we carry. What varieties and doses do they come in?

How does eating an edible equate to smoking?

What is a tincture? How do the effects compare to edibles and smoking?

How does vaporizing cannabis flower compared to smoking cannabis flower?

What would be a good recommendation for a guest who requires slow and low dosing, and does not want to smoke/vaporize cannabis?

What type of guest would you recommend a 1:1 THC: CBD product to?

A guest is inquiring about suppositories. Will this be psychoactive? You respond...

A guest suggests that they have had no experience with edibles before, but state they've been smoking for 30+ years. Any advice?

Product Training Quiz – Answers

What are cannabinoids?

Cannabinoids are chemical compounds found in the trichomes of the cannabis plant that produces psychoactive or physical effects within the body. Each cannabinoid has varied effects. The most prominent cannabinoids in cannabis are THC, CBD, CBN, CBG.

What are some of the qualities of THC?

THC is responsible for the psychoactive effect in cannabis, appetite stimulation, reduces nausea, alleviates pain, and reduces muscle spasms.

What is the difference between THC and THCA?

THC is the acidic form of THC that naturally occurs in the cannabis plant. THC is non-psychoactive and turns into the psychoactive form of THC (Delta-9) THC when decarboxylated (heated).

What are some of the qualities of CBD?

CBD is known for its pain-relieving qualities without being psychoactive. CBD may be effective in treatment for pain, inflammation, muscle spasms, and seizure disorders. High levels of CBD and cannabis plants may counteract the psychoactive effects of THC.

What is flower?

Flower is the dried and cured part of the marijuana plant. It is a more accurate description of what is typically called "weed", "bud", "grass", etc. It is the part of the plant that is smoked or vaporized or made into hash or edibles. This product has stalks removed and large leaves cut back from it.

What are the qualities of a sativa plant?

Sativa cannabis is a variety of the marijuana plant that naturally grows in warm climates. The plant typically grows tall and skinny with long thin plant leaves and loose buds. Sativa plants are often known to have a cerebral, energetic, and mood elevating daytime medicinal effect.

What are the qualities of an Indica plant?

Indica plants naturally grow in temperate (mild) climates that are typically easier to grow than sativa plants. Indica's grow short, fat, and bushy with broad fan leaves and dense buds. Indica's are typically recommended for nighttime usage and known for their sedating, pain relieving, and mind body relaxing effects.

What is a hybrid?

Hybrid plants have been genetically crossed with both Sativa and Indica's. They may show qualities of both parent plants creating a balanced effect.

Is flower organic?

The USDA is an organization run by the federal government. Marijuana is not recognized in every state or at the federal level. As a result, marijuana cultivators cannot be certified by the USDA as organic. Cultivators in Massachusetts can not use any harmful or banned pesticides when they grow marijuana.

What are trichomes?

Trichomes are the cannabis resin glands that hold all of the plant medicine including cannabinoids and terpenes. Trichomes look like little crystalline mushrooms under a microscope. They are what are responsible for the frosty appearance of some cannabis.

What are terpenes?

Terpenes are the organic hydrocarbons present in the essential oils of the cannabis plant. There are many different terpenes that can be present in the cannabis plant, and they are responsible for the unique aroma of different strains. They also interact synergistically with cannabinoids to help create the one-of-a-kind effect of different strains.

What is the difference between kief and hash?

Hash is kief that has been heated and pressurized. Applying heat and pressure to kief changes its composition by rupturing the resin glands. Once the kief has ruptured, the overall taste and effects of the product are slightly different. Pressurizing kief also darkens its color, the more pressure you apply, the darker the hash becomes. Most kief (the stuff in your grinder) has too much plant matter to compress naturally.

What is wax?

Wax sometimes called (earwax hash) is a type of closed-loop, butane-extracted hash also referred to as concentrate. The butane is purged from this product prior to packaging and sale. It is similar to shatter but still has some of its plant lipids intact. That makes this product opaquer and drier in appearance. It ranges in color from light yellow to dark orange. It is extremely potent and can range in potency between 70 and 90% THC and other cannabinoids (depending on the strain).

What is shatter?

Shatter is a type of closed-looped, butane-extracted hash also referred to as a concentrate. The butane is purged from this product prior to packaging and sale. It is similar to wax but its plant lipids have been mostly removed. That makes this product glassier and translucent in appearance. It ranges in color from light yellow to dark orange. It is extremely potent and can range between 70 and 90% THC and other cannabinoids (depending on the strain).

How does eating and edible equate to smoking?

The effects of an edible may be much different than the effects of smoking or vaporizing cannabis. It may take anywhere between 45 minutes to three hours for the full effects of the edible to take affect. Edibles typically have longer-lasting effects than inhalation, lasting anywhere between two and eight hours. Because of the way edibles are processed, (through enzymes in your liver) your tolerance for consuming an edible is completely separate and different from your tolerance for smoking or vaporizing cannabis. It is always advised that a person starts slowly with a 1 to 2 mg dose.

What is a tincture? How do the effects compare to edibles and smoking?

A tincture is a liquid extract made from cannabis. It comes in a small bottle with a dropper and is administered sublingually (under the tongue). It's effects last longer than smoking or vaporizing and its onset is delayed, but generally quicker than an edible that is ingested.

How does vaporizing cannabis flower compare to smoking cannabis flower?

Vaporizing cannabis is a mild application of heat to the cannabis flower that vaporizes the cannabinoids without combusting the plant material. This allows the user of the vaporizer to consume about 90% of the available cannabinoids in the flower. Smoking however, is applying direct intense heat to the cannabis flower, causing combustion. In this instance, only about 60% of the available cannabinoids are being consumed by the user, and plant matter is inevitably inhaled.

What would be a good recommendation for a person who requires slow and low dosing, and does not want to smoke or vaporized cannabis?

CAC's approach is always low and slow with the exception of smoking or vaporizing cannabis include:

- small dose edibles that can be consumed 1-2 mg at a time
- or tinctures which are up roughly 1 mg per drop which can be administered in very low dose

what type of person would you recommend a 1:1 CBD: THC product to?

People who could benefit from this type of product include someone who suffers from anxiety, pain, suffers from seizures, arthritis, inflammation or gastrointestinal issues, and simultaneously wants little to no psychoactive effect. This is also a great mild product for someone who is new to cannabis.

A person inquiry about suppositories. Will this be psychoactive? You respond...

We believe and we tell our guests to use this medicine with the expectation of psychoactive effects. Everyone processes cannabis differently, and specifically with the suppositories, there have been reports of people experiencing psychoactive activity as well as people who have

reported feeling pain relief and no psychoactive effects. Try this in the comfort of your home to gauge how this product will affect you before incorporating it into your cannabis regime.

The patient suggests that they have had no experience with edibles before, but state they been smoking for 30+ years. Any advice?

"If you would like to try edibles may suggest that you start with 2 to 5 mg for your first time. I know you've been smoking for a long time, but a tolerance to smoking is not synonymous to an edible tolerance, as smoking is being processed by your bloodstream, and edibles are processed through the liver. If you prefer to purchase the higher milligrams edible, that is your choice. Just know that you can always eat more but if you've eaten too much it could be a six-to-eight-hour uncomfortable experience. You should always wait up to two hours to feel the full effects, and have something in your stomach as a buffer".

F



MENU

For Updated/Daily Menus, see: https://commavecanna.com/

Flower 3.5's	
Nature's heritage Lamb's bread	37.5
Nature's heritage Double Krush	37.5
Nature's heritage Grape Diamonds	37.5
Nature's heritage RS11	37.5
Nature's heritage Ebony and Ivory	37.5
Nature's heritage Sherb Cake	37.5
Fresh connection Moonbow	45
Fresh Connection Apple Fritter	45
Berkshire roots Orange Chameleon	40
Glorious cannabis Dirty taxi	30
Glorious cannabis Pancakes	30
Bountiful farms Tropic truffle	45
Bountiful farms Pina Grande	45
Bountiful Farms Horchata	45
Green Meadows Gummy buns	45
Heirloom Kitchen sink	40
Heirloom Zour Apple	40
Anthologie Ghost train haze	40
Anthologie Starkiller	40

Anthologie Mandarin Cookies	40
Anthologie OGP	40
Tower 3 Half pint	45
Tower 3 blueberry French toast	45
Heirloom Grape pie	40

Preroll 1g

Smyth the glove	12
Smyth Pink's advise	12
Smyth Honolulu Strangler	12
Green gold g13	10
Green meadows bubba kush	13
Ebony ivory	12
GGC Strawberry cream cake	10
Smyth gg4	12
BF cake bomb	14
NH Forbidden zkittlez	13
NH Hashplant	13
Highmark provision pirate milk	14
Highmark provision Strawberry Gary	14
BF Headphone jams	12
Rhelm Long beach OG	14
Tower 3 RS11	14
High mark trop cherry	14
BF Fruit Pack	14
NH Crescendo	13

BF secret formula	14

Prerolls 5pk

NH Lamb's Bread	35
NH rs11	35
NH grape diamonds	35
NH Double krush	35
Bountiful farms Pina Grande	32.5
Bountiful Farms Horchata	32.5
Green Meadows Gummy buns	32.5
Fresh connection Moonbow	35
Fresh Connection Apple Fritter	35
NH Fresh Flight	50
Bailey Bud Golden Papaya	45
Bailey Bud Liberty Haze	45
Bailey Bud 9lb hammer	45
Heirloom Collective Kitchen sink	35

Edibles

Fruit chews

Betty's eddies bedtime	20
Bettys eddies Raz crème	20
Bettys eddies Watermelon	20
Bettys eddies Cherry	20
Betty eddies pineapple orange	20
Betty eddies Berry	15
Betty eddies Peach Mango	15

Gummies

Muncheas tangerine	15

Muncheas green apple	15
Muncheas strawberry	15
Coast Raspberry lime	27
Coast Cherry	27
Coast Mango	27
Hexies Strawberry kiwi	16
Hexies Blue Raz	16
Hexies Green apple	16
Hexies Blackberry	16
Inhouse Peach mango	15
Inhouse watermelon	15
Inhouse cherry lemonade	15
Inhouse Blood orange 5 to1	17
Inhouse Peach mango	15
Inhouse strawberry 1 to1	17
Inhouse wild berry 1 to 1	17
Baked goods	
Bubby's brownie	12
Bubby's snickerdoodle	12
Bubby's chocolate chip	12
Drinks	
Levia Jam berry	7
Levia Achieve	7
Levia celebrate	7
Levia seasonal	7
Buzzy ginger ale	7
Buzzy orange soda	7
Buzzy root beer	7
Cann Grapefruit	

G

PERMIT DRAWINGS

COMM AVE CANNA, Inc.

1030 COMMONWEALTH AVENUE
SECOND FLOOR
BROOKLINE, MA 02215



ANDERSON PORTER DESIGN

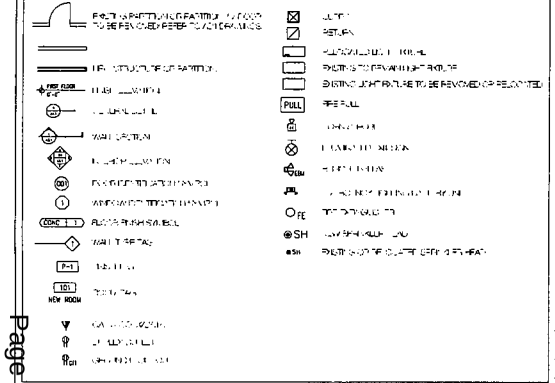
FOR PERMIT

NOT FOR CONSTRUCTION

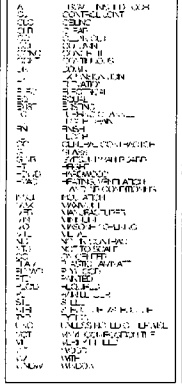
REVISIONS

No.	Description	Date
1	PERMIT RESUBMITTAL SET	2020.11.11
2	PERMIT RESUBMITTAL SET	2020.12.18
3	PERMIT RESUBMITTAL SET	2021.02.16
4	PERMIT RESUBMITTAL SET	2021.03.12

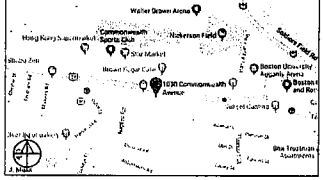
LIST OF SYMBOLS



ABBREVIATIONS



SITE LOCATION



DRAWING LIST

G1.0	COVER SHEET
-	ARCHITECTURAL SITE PLAN
SHEET NO. 1 OF 1	ANR PLAN OF LAND
SHEET NO. 2 OF 2	PLOT PLAN OF LAND
AX1.0	EXISTING PLANS
AX1.1	EXISTING REAR CONDITIONS
AX1.2	EXISTING BUILDING ELEVATIONS
A1.0	PROPOSED FLOOR PLAN
A1.2	ELEVATOR PLAN & ELEVATIONS

PROJECT DESCRIPTION

MARIJUANA DISPENSARY FACILITY
Applicable codes: IBC 2015, IEBC 2015, 521 CMR, 248 CMR, 935 CMR

SCOPE OF WORK: Construction work is proposed at an existing building located at 1030 Commonwealth Avenue in Brookline, Massachusetts. The proposed scope of work will be an interior tenant fit-out within an existing second floor, and a proposed new addition of a vestibule at the rear of the building for a handicap-accessible elevator. The existing building facade facing Commonwealth Avenue will remain unchanged. Per the 'International Existing Building Code,' the proposed tenant improvements at 1030 Commonwealth Avenue is categorized as 'Alteration - Level 3,' and shall comply with the provisions of IEBC Chapters 7 and 8 for Level 1 and 2 alterations, respectively, as well as the provisions of Chapter 9.

USE & OCCUPANCY CLASSIFICATION: Per 'International Building Code' classifications, the proposed use of the second floor of the building will be a 'Mercantile' (M) use-group. The total gross floor area of the interior fit-out is 3,075 square feet. The maximum floor area allowance per occupant (IBC Table 1004.1.2) in a space with a mercantile function is 60 gross feet. Therefore, the design occupant load within this facility is 51 occupants. However, due to the door-swing directions of the existing egress doors, the actual allowable occupant load within this facility is 49 occupants.

FIRE PROTECTION: The existing second floor is not sprinklered, and the gross floor area is below the 7,500 square-foot threshold for required sprinklering. The construction type can be classified as III-B. The proposed interior partitions shall be constructed of metal studs with fire-protected gypsum wall-board and shall not be less than 1-hour fire-resistive rated. Interior finishes shall meet IBC Flame Spread/Smoke Density requirements. The Owner and General Contractor shall provide emergency exit signs, fire alarm horn/strobes, emergency lighting, and fire extinguishers as required by code and the Brookline Fire Department.

MEANS OF EGRESS: Per IBC Table of Minimum Number of Exits or Access to Exits per Story, two exits are required for a building with an occupant load of 1-500 per story. 1030 Commonwealth Avenue has two existing exits - one at the front of the building and a second at the rear of the building, these two existing exits will remain unchanged. The proposed design includes an improvement to existing conditions with the addition of an ADA/AAB-compliant elevator at the rear of the building. Each door opening shall provide a minimum clear width of 32 inches and shall be sufficient for the occupant load.

PLUMBING FIXTURES: Per 'Uniform State Plumbing Code - 248 CMR (2017)' a minimum number of plumbing fixtures are required. 'Table 1 Minimum Facilities for Building Occupancy' requires that at least 1 toilet is provided per 20 females, 1 toilet per 25 males, 1 sink per 50 of each sex, and 1 drinking water station per floor. Two unisex ADA/AAB-compliant bathrooms are proposed, each with one toilet and one sink, and thus providing enough plumbing fixtures for 50 occupants (sufficient for the actual allowable occupant load of 49).

ZONING ANALYSIS: Per 'Zoning Map 10-CC,' which was adopted by the Town of Brookline on November 16, 2016, the existing building at 1030 Commonwealth Avenue is located within the 'G-2.0 (CA) GENERAL BUSINESS' zone, the proposed use of this existing building will not alter this zoning designation. Per Brookline's Zoning By-Law, Article IV (Use Regulations), the existing principal use is type #29 (Store of less than 5,000 square feet of gross floor area per establishment, primarily serving the local retail business needs of the residents of the vicinity [...]); the proposed use will be a type #29A (Storefront Marijuana Retailers, stores of less than 5,000 square feet of gross floor area per establishment, *Permitted by special permit pursuant to Section 4.13, Marijuana Establishments.)

AndersonPorterDesign
617 Main Street Cambridge, MA 02139
Tel 617 354 2441 Fax 617 354 2449

Project: COMM AVE CANNA

Address: 1030 COMMONWEALTH AVE
BROOKLINE, MA 02215

Title: COVER SHEET

Drawing Issued for: 1ST PERMIT RESUBMISSION

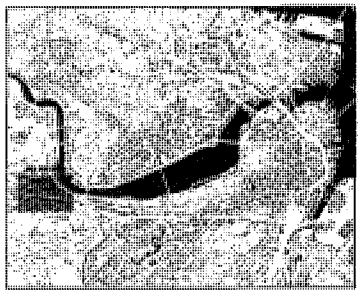
Ref. #: 1829.03

Date: 2020.12.22

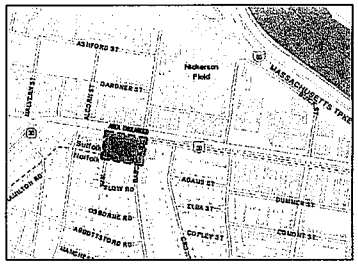
Scale:

Drawn By:

Drawing No.: G1.0



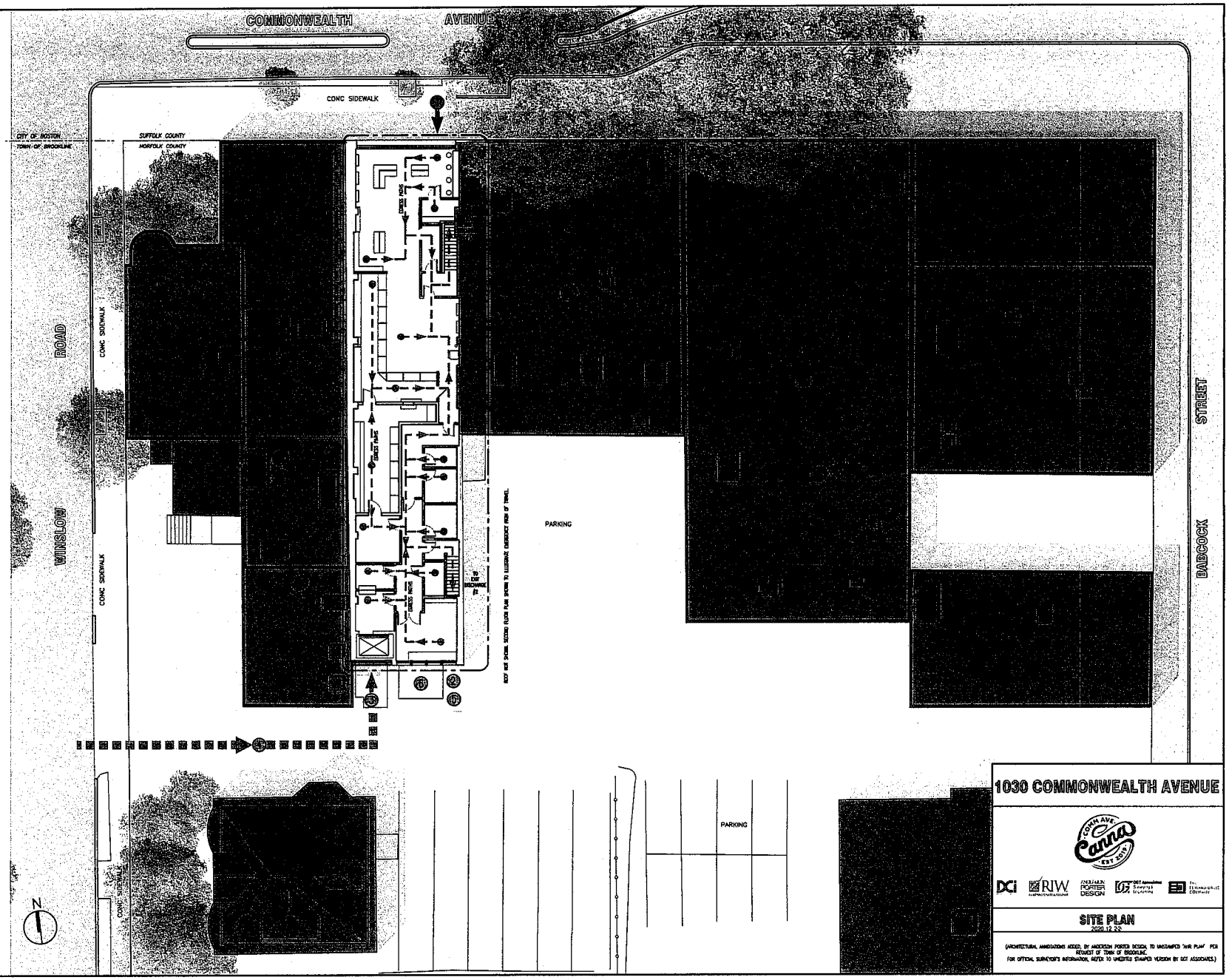
REGIONAL CONTEXT-MAP



LOCAL CONTEXT-MAP

LEGEND

1. PRIMARY INGRESS/EGRESS
2. SECONDARY EGRESS
3. HANDICAP–ACCESSIBLE INGRESS/EGRESS (VIA ELEVATOR)
4. VEHICULAR PATHWAY & HANDICAP WALKWAY
5. DELIVERY AREA
6. TRASH AREA



1030 COMMONWEALTH AVENUE

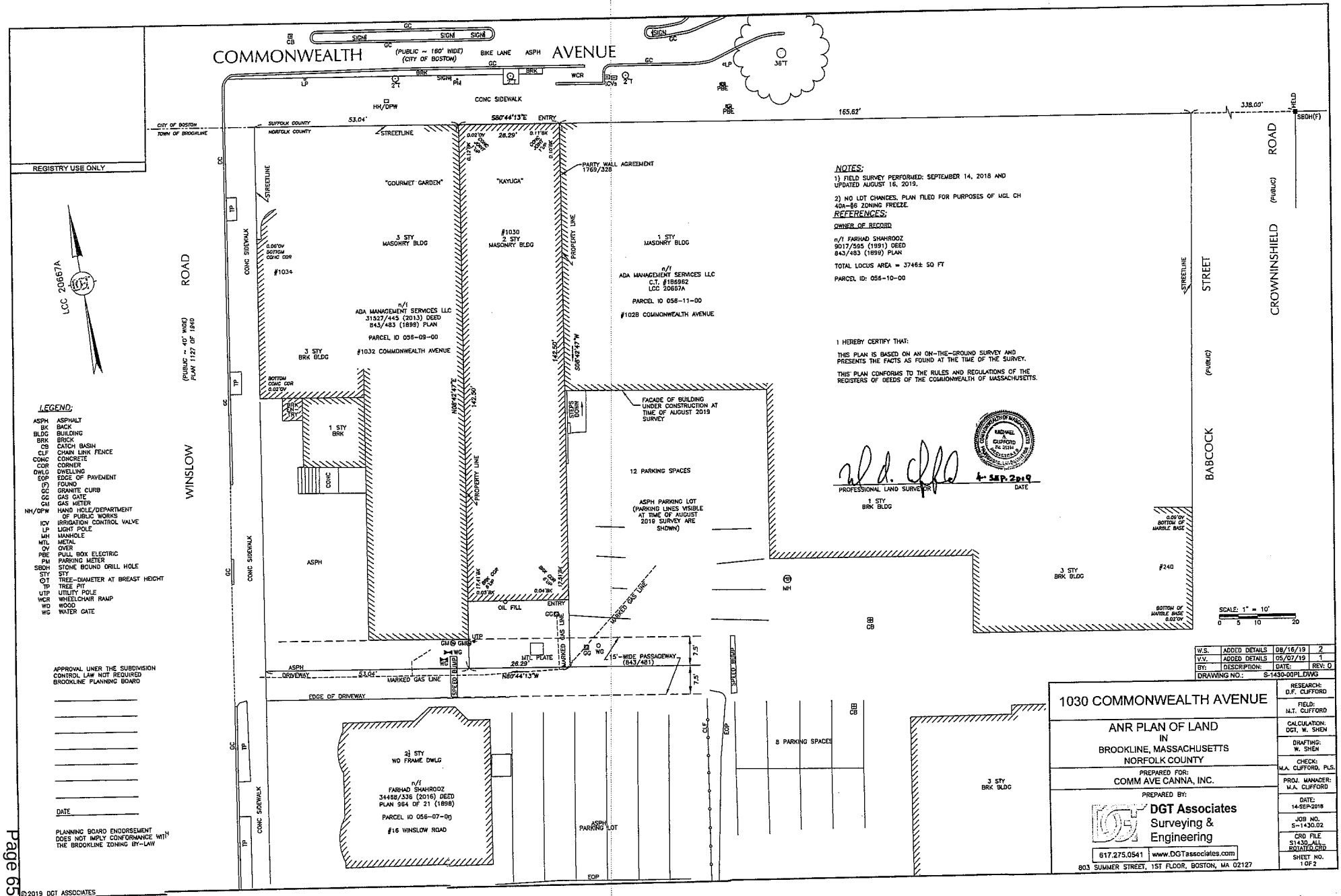
COMMONWEALTH AVE. Canna EST 2019

DCI RJW LANDSCAPE ARCHITECTURE ANDERSON PORTER DESIGN DGT Associates Surveyors Engineers Planners EEI Environmental Engineering Consultants

SITE PLAN

2020.12.22

(ARCHITECTURAL ANNOTATIONS ADDED, BY ANDERSON PORTER DESIGN, TO UNSTAMPED "AIR PLAN" PER REQUEST OF TOWN OF BROOKLINE.
FOR OFFICIAL SURVEYOR'S INFORMATION, REFER TO UNEDITED STAMPED VERSION BY DGT ASSOCIATES.)



LEGEND:

ASPH	ASPHALT
BK	BACK
BLDG	BUILDING
BRK	BRICK
CB	CATCH BASIN
CLF	CHAIN LINK FENCE
CONC	CONCRETE
COR	CORNER
DWLG	DWELLING
EOP	EDGE OF PAVEMENT
(F)	FOUND
GC	GRANITE CURB
GG	GAS GATE
GM	GAS METER
HH/DPW	HAND HOLE/DEPARTMENT OF PUBLIC WORKS
ICV	IRRIGATION CONTROL VALVE
LP	LIGHT POLE
MH	MANHOLE
MTL	METAL
OV	OVER
PBE	PULL BOX ELECTRIC
PM	PARKING METER
SBDH	STONE BOUND DRILL HOLE
STY	STY
OT	TREE-DIAMETER AT BREAST HEIGHT
TP	TREE PIT
UTP	UTILITY POLE
WCR	WHEELCHAIR RAMP
WD	WOOD
WG	WATER GATE

APPROVAL UNER THE SUBDIVISION CONTROL LAW NOT REQUIRED
BROOKLINE PLANNING BOARD

DATE

PLANNING BOARD ENDORSEMENT DOES NOT IMPLY CONFORMANCE WITH THE BROOKLINE ZONING BY-LAW

NOTES:

1) FIELD SURVEY PERFORMED: SEPTEMBER 14, 2018 AND UPDATED AUGUST 16, 2019.

2) NO LOT CHANGES. PLAN FILED FOR PURPOSES OF MGL CH 40A-6 ZONING FREEZE.

REFERENCES:

OWNER OF RECORD

n/f FARHAD SHAHROOZ
9017/595 (1991) DEED
843/483 (1898) PLAN

TOTAL LOCUS AREA = 3746± SQ FT

PARCEL ID: 056-10-00

I HEREBY CERTIFY THAT:

THIS PLAN IS BASED ON AN ON-THE-GROUND SURVEY AND PRESENTS THE FACTS AS FOUND AT THE TIME OF THE SURVEY.

THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

COMMONWEALTH OF MASSACHUSETTS
RACHEL M. CLIFFORD
No. 29384
REGISTERED PROFESSIONAL LAND SURVEYOR

4- SEP. 2019
PROFESSIONAL LAND SURVEYOR — DATE

W.S.	ADDED DETAILS	08/16/19	2
V.V.	ADDED DETAILS	05/07/19	1
BY:	DESCRIPTION:	DATE:	REV: 0

DRAWING NO.: S-1430-00PL.DWG

1030 COMMONWEALTH AVENUE

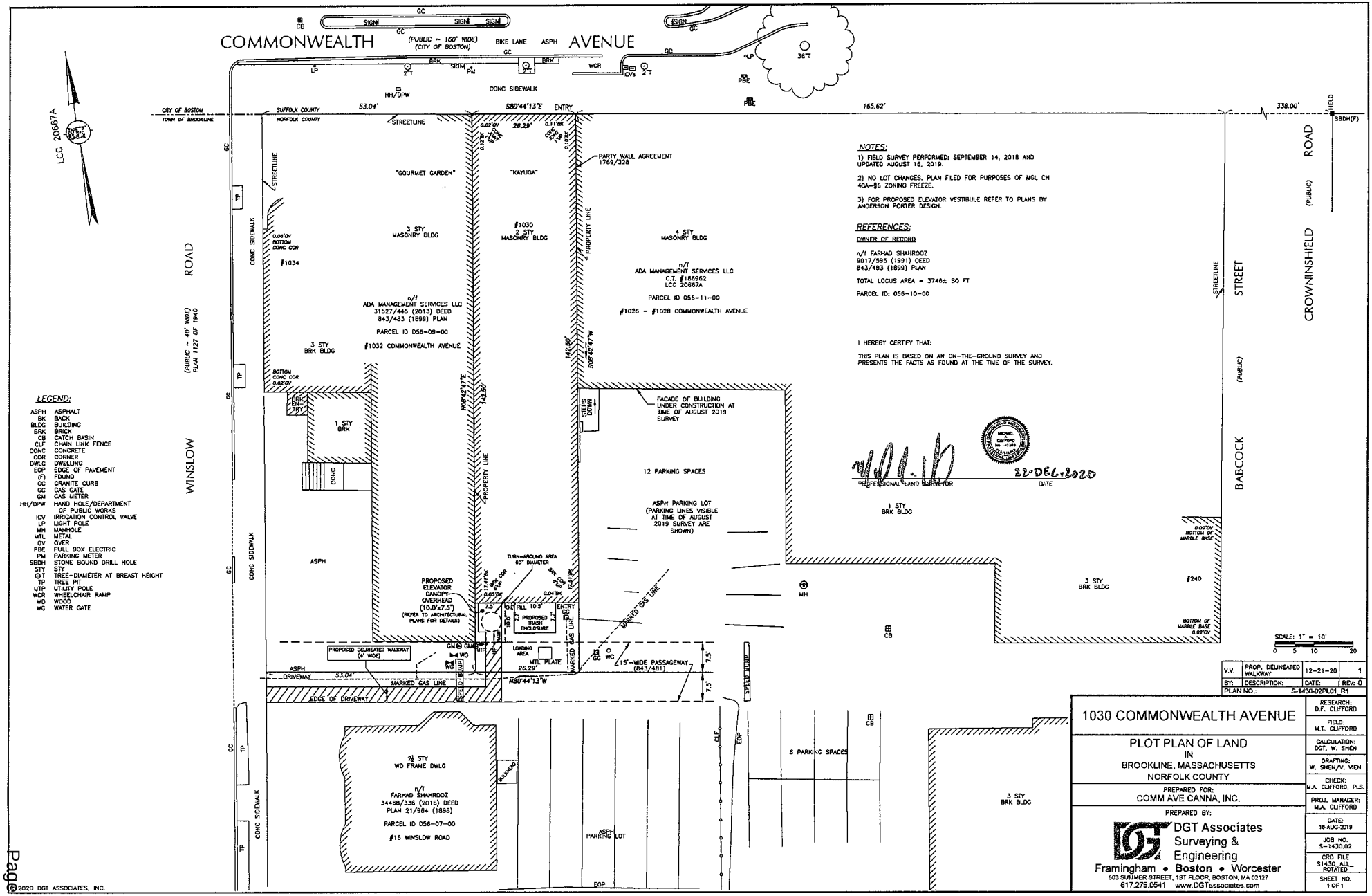
ANR PLAN OF LAND
IN
BROOKLINE, MASSACHUSETTS
NORFOLK COUNTY

PREPARED FOR:
COMM AVE CANNA, INC.

PREPARED BY:
DGT Associates
Surveying & Engineering
617.275.0541 | www.DGTassociates.com
803 SUMMER STREET, 1ST FLOOR, BOSTON, MA 02127

RESEARCH:	D.F. CLIFFORD
FIELD:	M.T. CLIFFORD
CALCULATION:	DGT, W. SHEN
DRAFTING:	W. SHEN
CHECK:	M.A. CLIFFORD, PLS
PROJ. MANAGER:	M.A. CLIFFORD
DATE:	14-SEP-2018
JOB NO.	S-1430.02
CRD FILE	S1430_ALL ROUTED.CRD
SHEET NO.	1 OF 2

©2019 DGT ASSOCIATES



LEGEND:

ASPH	ASPHALT
BK	BACK
BLDG	BUILDING
BRK	BRICK
CB	CATCH BASIN
CLF	CHAIN LINK FENCE
CONC	CONCRETE
COR	CORNER
DWLG	DWELLING
EOP	EDGE OF PAVEMENT
FD	FOUND
GR	GRANITE CURB
GG	GAS GATE
GM	GAS METER
HH/DPW	HAND HOLE/DEPARTMENT OF PUBLIC WORKS
ICV	IRRIGATION CONTROL VALVE
LP	LIGHT POLE
MH	MANHOLE
MTL	METAL
OV	OVER
PBE	PULL BOX ELECTRIC
PM	PARKING METER
SBDH	STONE BOUND DRILL HOLE
STY	STY
T	TREE-DIAMETER AT BREAST HEIGHT
TP	TREE PIT
UTP	UTILITY POLE
WCR	WHEELCHAIR RAMP
WD	WOOD
WG	WATER GATE

NOTES:

1) FIELD SURVEY PERFORMED: SEPTEMBER 14, 2018 AND UPDATED AUGUST 16, 2019.

2) NO LOT CHANGES. PLAN FILED FOR PURPOSES OF MGL CH 40A-§6 ZONING FREEZE.

3) FOR PROPOSED ELEVATOR VESTIBULE REFER TO PLANS BY ANDERSON PORTER DESIGN.

REFERENCES:

OWNER OF RECORD

n/f FARHAD SHAHROOZ
80117/595 (1991) DEED
843/483 (1899) PLAN

TOTAL LOCUS AREA = 3746± SQ FT

PARCEL ID: 056-10-00

I HEREBY CERTIFY THAT:

THIS PLAN IS BASED ON AN ON-THE-GROUND SURVEY AND PRESENTS THE FACTS AS FOUND AT THE TIME OF THE SURVEY.

MICHAEL T. CLIFFORD No. 37,334 REGISTERED PROFESSIONAL LAND SURVEYOR

PROFESSIONAL LAND SURVEYOR

22-DEC-2020

DATE

V.V.	PROP. DELINEATED WALKWAY	12-21-20	1
BY:	DESCRIPTION:	DATE:	REV: 0
PLAN NO.:	S-1430-02PL01_R1		

1030 COMMONWEALTH AVENUE

PLOT PLAN OF LAND
IN
BROOKLINE, MASSACHUSETTS
NORFOLK COUNTY

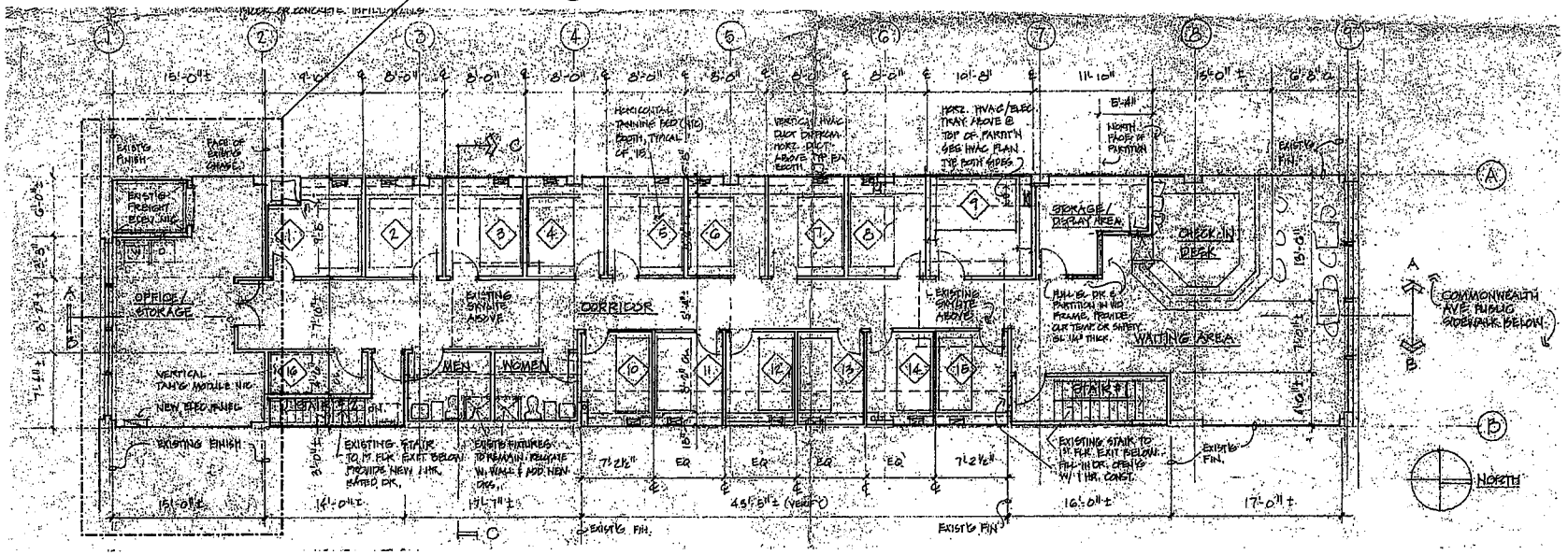
PREPARED FOR:
COMM AVE CANNA, INC.

PREPARED BY:

DGT Associates
Surveying & Engineering
Framingham • Boston • Worcester
603 SUMMER STREET, 1ST FLOOR, BOSTON, MA 02127
617.275.0541 www.DGTassociates.com

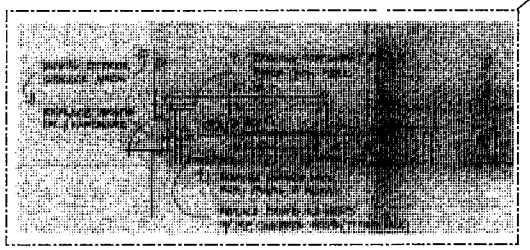
RESEARCH:	D.F. CLIFFORD
FIELD:	M.T. CLIFFORD
CALCULATION:	DGT, W. SHEN
DRAFTING:	W. SHEN/V. VIEN
CHECK:	M.A. CLIFFORD, PLS
PROJ. MANAGER:	M.A. CLIFFORD
DATE:	18-AUG-2019
JOB NO.	S-1430.02
CRD FILE	S1430_ALL_ROTATED
SHEET NO.	1 OF 1

© 2020 DGT ASSOCIATES, INC.



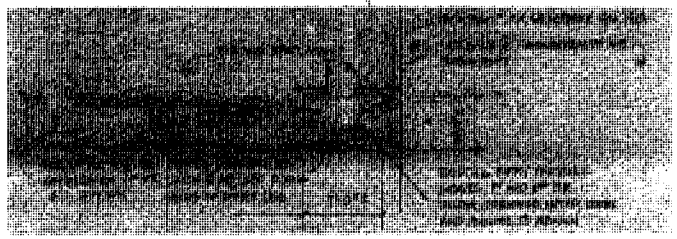
1 AX1.5 EXISTING SECOND FLOOR PLAN
Scale: 3/16" = 1'-0"

FOR ADDITIONAL INFORMATION ABOUT EXISTING CONDITIONS AT THE REAR EGRESS VESTIBULE ON THE FIRST FLOOR: SEE DRAWING #1 ON SHEET AX1.1 (1 AX1.1)



2 AX1.0 PARTIAL FIRST FLOOR PLAN OF EXISTING REAR EGRESS VESTIBULE
Scale: 3/16" = 1'-0"

SECURITY PERSONNEL OUTSIDE OF EXISTING FIRST-FLOOR FRONT ENTRY VESTIBULE



3 AX1.0 PARTIAL FIRST FLOOR PLAN OF EXISTING FRONT ENTRY
Scale: 3/16" = 1'-0"

ANDERSON PORTER DESIGN

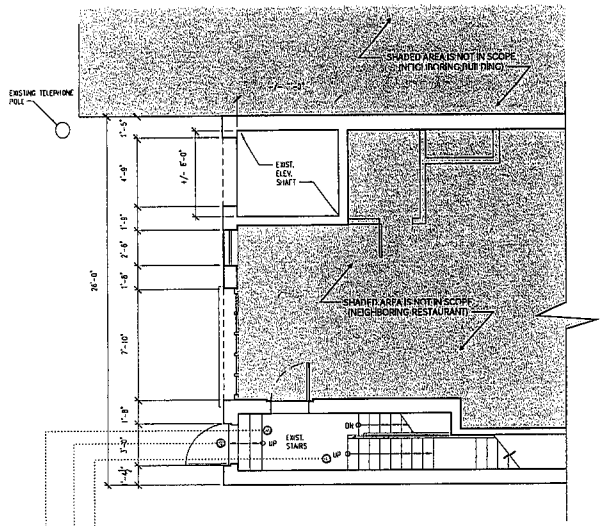
FOR PERMIT
NOT FOR CONSTRUCTION

REVISIONS

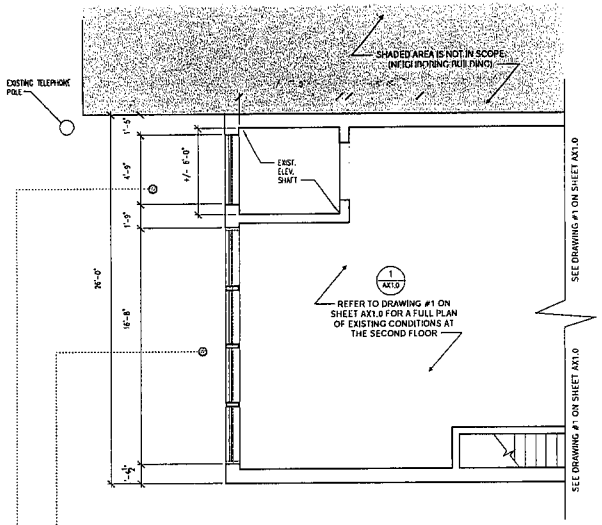
No.	Description	Date
1	PERMIT SET PART SET	12.21.20
2	permit set PERMIT SET	12.30.20
3	311 PERMIT SET PERMIT SET	12.30.20
4	1030 PERMIT SET PERMIT SET	12.30.20

AndersonPorterDesign
923 Harrison Avenue, Suite 201 Boston, MA 02118
Tel 617 304 5660 Fax 617 304 5669

Project: COMM AVE CANNA
Address: 1030 COMMONWEALTH AVE BROOKLINE, MA 02215
Title: EXISTING PLANS
Drawing Issued By: ANDERSON PORTER DESIGN
Proj. # 1829.03
Date 2020.12.22
Scale
Drawn By
Drawing No. AX1.0



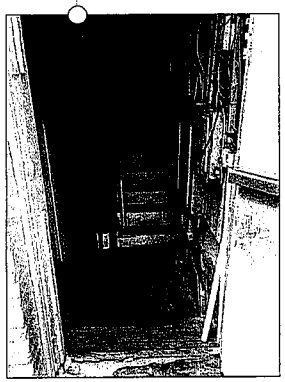
1 AX1.1 PARTIAL FIRST FLOOR PLAN OF EXISTING REAR EGRESS
Scale 1/4" = 1'-0"



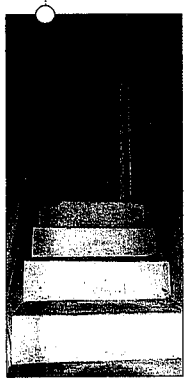
2 AX1.1 PARTIAL FLOOR PLAN OF EXISTING SECOND FLOOR
Scale 1/4" = 1'-0"



EXISTING STAIR-REAR ENTRANCE TO FIRST FLOOR SHOWING ELEVATION CHANGE



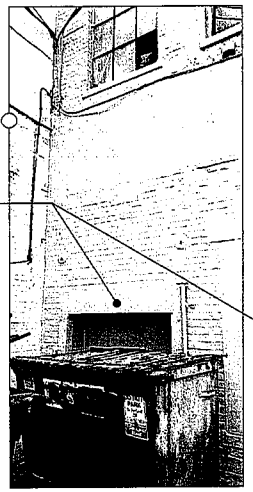
EXISTING STAIR- CONFIGURATION @ FIRST FLOOR



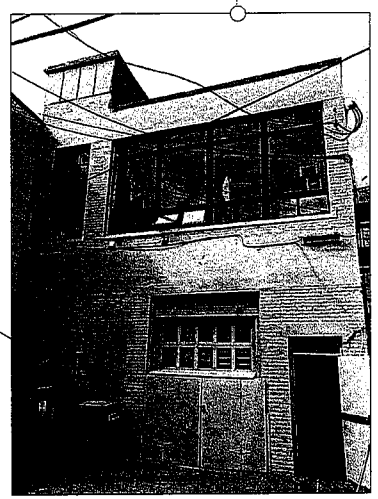
EXISTING STAIR-REAR EGRESS FROM SECOND FLOOR

3 AX1.1 EXISTING SOUTH ENTRANCE SHOWING STAIR CONFIGURATION
Scale N/A

SEE PLANS AND ELEVATIONS ON SHEET A1.1 FOR PROPOSED ELEVATOR & VESTIBULE



EXISTING ELEVATOR SHAFT ACCESS-SHOWING CLOSE PROXIMITY TO NEIGHBOR'S WALL



EXISTING EXTERIOR STORAGE CABINET & BLOCKED WINDOWS

4 AX1.1 EXISTING SOUTH ELEVATOR SHAFT ACCESS & STORAGE
Scale N/A

ANDERSON PORTER DESIGN

FOR PERMIT
NOT FOR CONSTRUCTION

REVISIONS

No.	Description	Date
1		
2		
3		
4		

AndersonPorterDesign

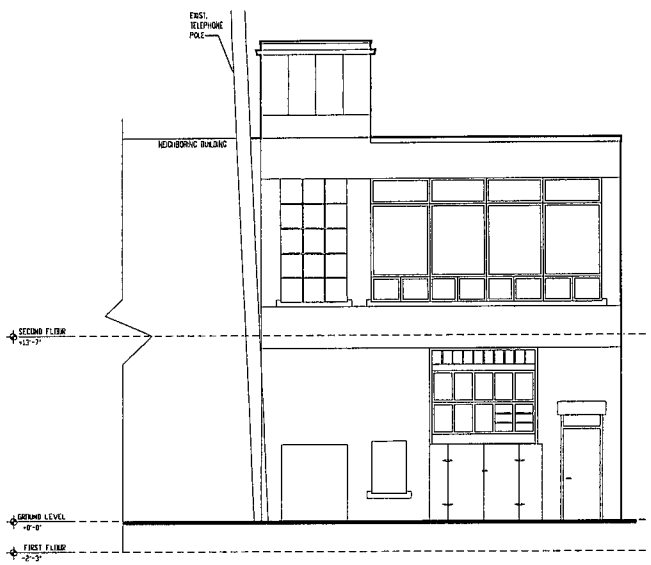
COMM AVE CANNA

1030 COMMONWEALTH AVE
BROOKLINE, MA 02215

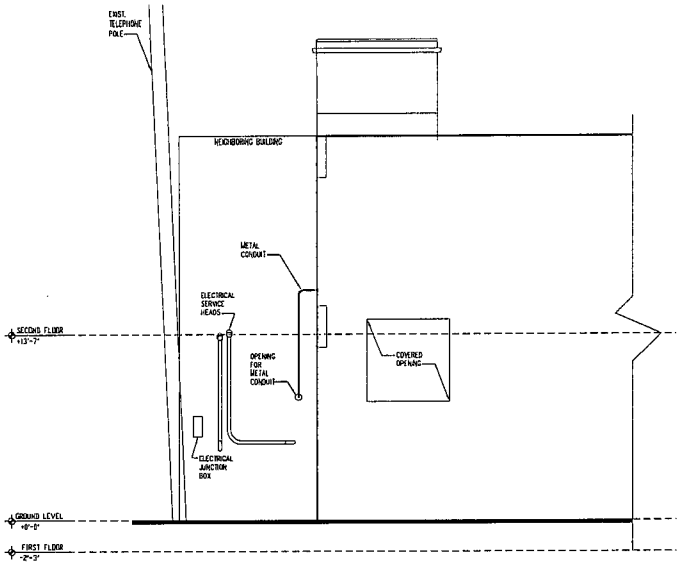
EXISTING REAR CONDITIONS

Proj # 1829.03
Date 2020.12.22
Scale
Drawn By

Drawing No. AX1.1



1 AX1.2 EXISTING REAR ELEVATION
Scale: 1/4" = 1'-0"



2 AX1.2 EXISTING REAR ELEVATION ILLUSTRATING ELECTRICAL SERVICE TO NEIGHBORING BUILDING
Scale: 1/4" = 1'-0"



3 AX1.2 PHOTO OF EXISTING REAR ELEVATION
Scale: NTS



4 AX1.2 PHOTO OF EXISTING FRONT ELEVATION
Scale: NTS

ANDERSON PORTER DESIGN

FOR PERMIT

NOT FOR CONSTRUCTION

REVISIONS

No.	Description	Date
1		
2		
3		
4		

AndersonPorterDesign

Project: COMM AVE CANNA

Address: 1030 COMMONWEALTH AVE BROOKLINE, MA 02215

Title: EXISTING BUILDING ELEVATIONS

Drawing Issued By: ANDERSON PORTER DESIGN

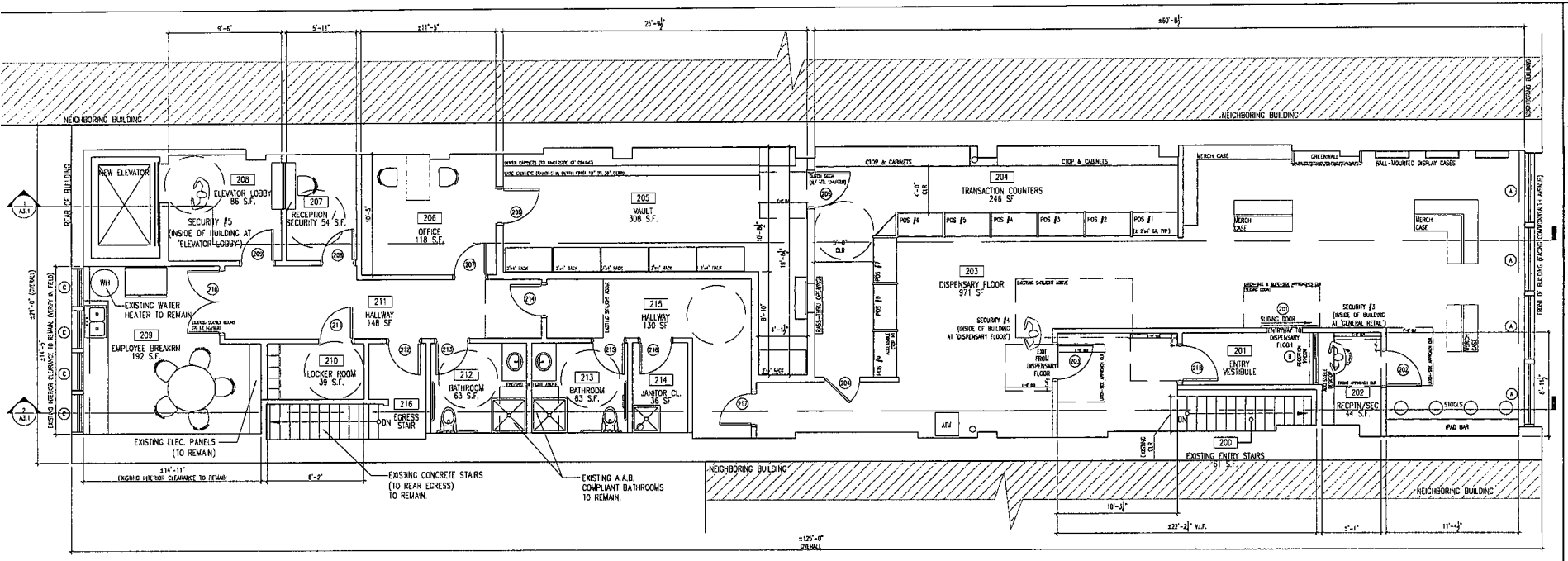
Proj. #: 1829.03

Date: 2020.12.22

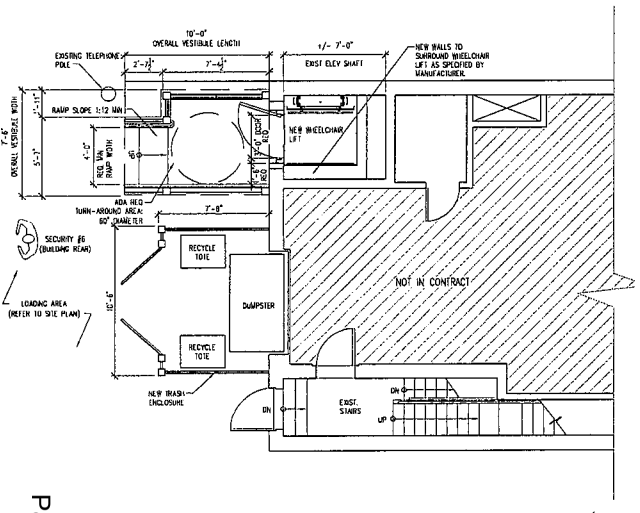
Scale:

Drawn By:

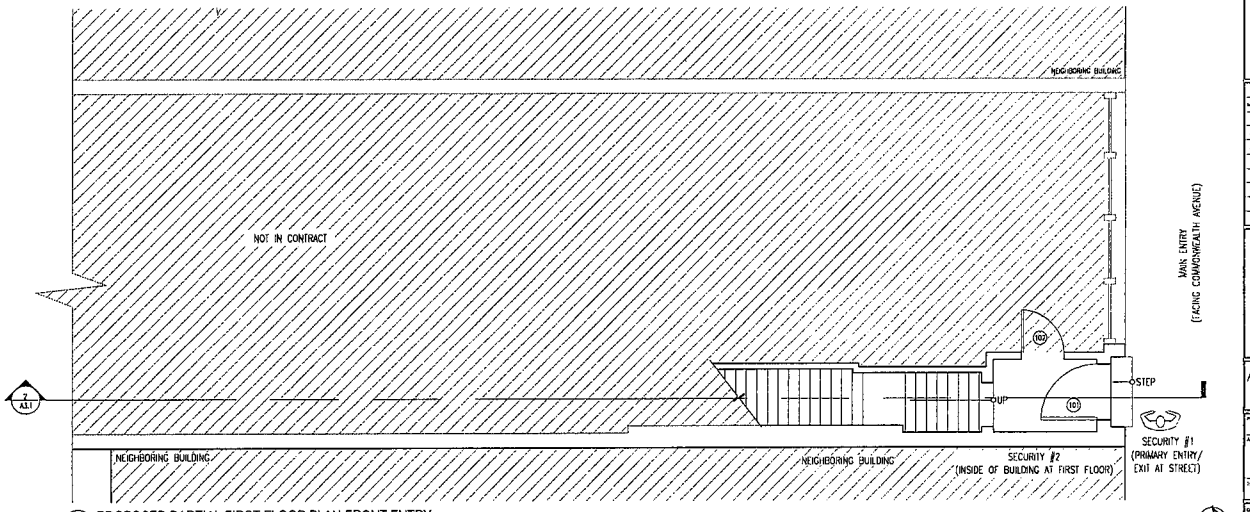
AX1.2



1 A1.1 PROPOSED SECOND FLOOR PLAN
Scale 1/4" = 1'-0"



2 A1.1 PROPOSED PARTIAL FIRST FLOOR PLAN-REAR EGRESS VESTIBULE
Scale 1/4" = 1'-0"



3 A1.1 PROPOSED PARTIAL FIRST FLOOR PLAN-FRONT ENTRY
Scale 1/4" = 1'-0"

ANDERSON PORTER DESIGN

REVISIONS

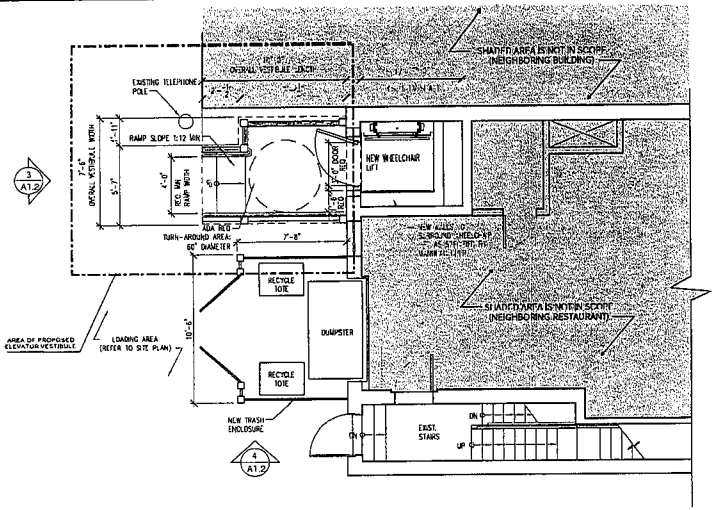
No	Description	Date
1	[illegible]	[illegible]
2	[illegible]	[illegible]
3	[illegible]	[illegible]
4	[illegible]	[illegible]

AndersonPorterDesign
875 Main Street Cambridge, MA 02139
Tel: 617.354.2501 Fax: 617.354.2509

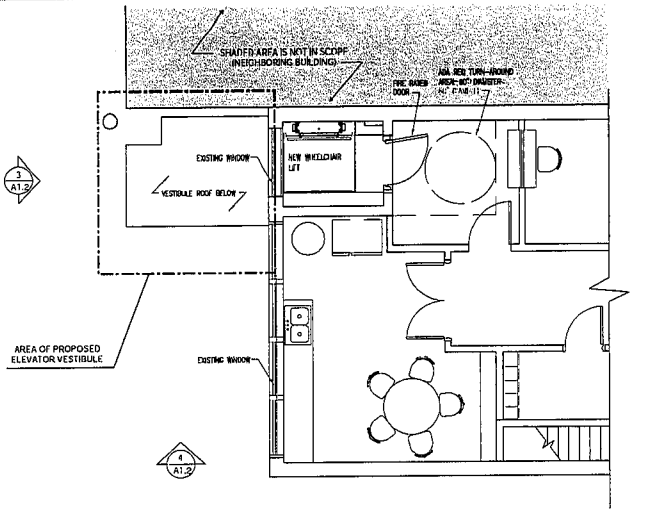
Project: COMM AVE CANNA, INC.
Address: 1030 COMM. AVENUE SECOND FLOOR BROOKLINE, MA 02215
Title: PROPOSED FLOOR PLAN

Proj. #: 1829
Date: 2020 12 22
Scale: AS NOTED
Drawn By: SW

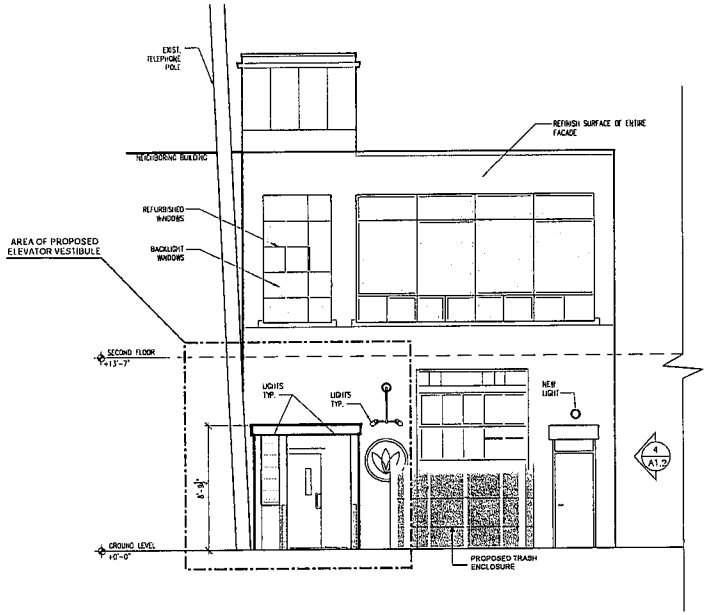
A1.0



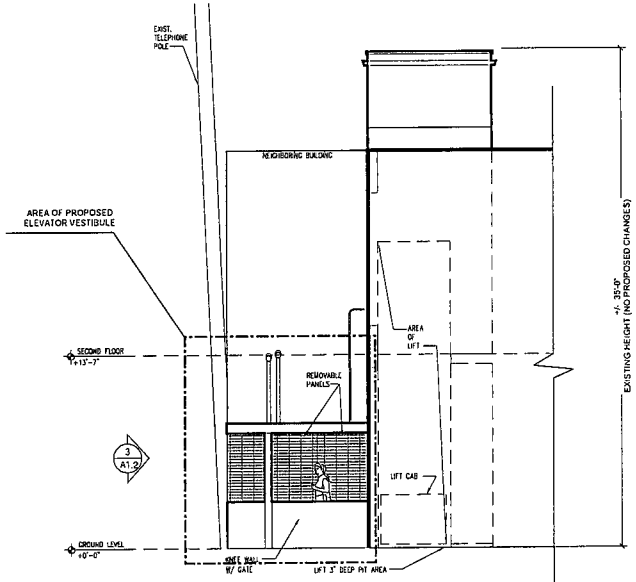
1 A1.2 PARTIAL FIRST FLOOR PLAN OF PROPOSED ELEVATOR VESTIBULE
Scale 1/4" = 1'-0"



2 A1.2 PARTIAL SECOND FLOOR PLAN OF PROPOSED ELEVATOR VESTIBULE
Scale 1/4" = 1'-0"



3 A1.2 PROPOSED REAR ELEVATION W/ HANDICAP-ACCESSIBLE ELEVATOR VESTIBULE
Scale 1/4" = 1'-0"



4 A1.2 PROPOSED REAR ELEVATION W/ HANDICAP-ACCESSIBLE ELEVATOR VESTIBULE
Scale 1/4" = 1'-0"

ANDERSON PORTER DESIGN

FOR PERMIT

NOT FOR CONSTRUCTION

REVISIONS

No.	Description	Date
1		
2		
3		
4		

AndersonPorterDesign

COMM AVE CANNA

1030 COMMONWEALTH AVE
BROOKLINE, MA 02215

ELEVATOR PLAN & ELEVATIONS

1829.03

2020.12.22

A1.2

Marijuana Treatment Center and Adult Use Retail License Renewal 2025-2026

Table of Contents

I) Business Plan

- **a. Operations Plan.....2**
- **b. Security Plan.....4**
- **c. Diversity Plan.....8**
- **d. Transportation Demand Management Plan.....9**
- **e. Customer Demand Management Plan.....16**
- **f. Pest Control.....19**
- **g. Medical and Adult use Handbooks.....20**
- **h. Sales and Security Training Materials.....75**
- **i. Product and Price list.....83**
- **j. Annual Community Meeting.....87**
- **k. Floor Plans.....88**
- **l. Site Plan with Parking.....90**
- **m. Satellite Parking.....93**
- **n. Other mitigation and courtesy measures.....94**

II) Implementation of Diversity Plan.....95

III) Changes to Business Plan.....99

IV) Violations.....100

OPERATIONS

OPERATIONS PLAN

New England Treatment Access, LLC ("NETA") operates under comprehensive policies and procedures that have proven effective at providing patients and customers safe access to medical and adult-use cannabis at its co-located Brookline dispensary. NETA's dispensing practices fully comply with the Cannabis Control Commission's ("CCC") 935 CMR 500.000 – Adult Use of Marijuana and 935 CMR 501.000 – Medical Use of Marijuana regulations.

Entry Procedures

As described in NETA's Security policies and procedures, NETA's entry protocols prohibit access to individuals under the age of 21 unless that individual is an active, valid registered Massachusetts medical marijuana patient. A registered caregiver must accompany a patient to enter.

NETA Customer Experience

Inside the facility, Medical & Adult Use customers make purchases at separate counters. Both patients and customers choose either "Reserve Ahead" or "Full-service" options. If the needs of medical patients necessitate expanding the medical line or adding a register for medical patients, management can make adjustments to suit those needs throughout the day.

NETA's reputation for premier customer care stems from its Full-service experience. Customers may explore the menu with a trained staff member, receive individualized product guidance, ask questions, and see available products. For those who need additional advice, NETA offers confidential patient or consumer consultations. In those cases, a staff person will guide the individual to a designated area away from the sales floor for specific product guidance and consultation.

NETA maintains a robust catalog of educational materials about marijuana products available to its customers. These educational materials are available in English and Spanish and includes materials for the visually and hearing impaired. In addition, these materials include:

1. A warning that marijuana has not been analyzed or approved by the FDA, limited information on side effects, that there may be health risks, and that it should be kept away from children;
2. A warning that when under the influence of marijuana, driving is prohibited by M.G.L. c. 90, section 24 and machinery should not be operated:
    - Information to assist in the selection of marijuana;
    - Materials offered to consumers to enable them to track the strains used and their associated effects;
    - Information describing proper dosage;
    - A discussion of tolerance, dependence and withdrawal;
    - Facts regarding substance abuse signs and symptoms;
    - A statement that consumers may not sell marijuana to any other individuals; and
    - Information regarding penalties for possession or distribution.

CASH OUT PROCEDURES

At the sales counter, patrons undergo a second identification check, and the staff member assisting the consumer utilizes NETA's seed-to-sale tracking software, Dutchie, which serves as the point-of-sale (POS) software. This system allows differentiation between medical and adult-use transaction types. Through API integration, Dutchie posts all transactions to the Commonwealth's chosen seed-to-sale tracking system, METRC.

For adult-use transactions, the POS system limits orders to one ounce of flower or its equivalent in concentrates, but in no event will the system allow NETA to dispense more than five grams of concentrate or 500mg of Edibles. For medical transactions, the POS retrieves and records the patient's available purchase limit from the Medical Use of Marijuana Online System, the Commonwealth's medical marijuana patient registration and tracking system.

The primary differences between the two types of transactions are that patients have an inventory reserved for them, and certain higher dosed infused products allowed under 935 CMR 501.000 are available to medical patients only. Additionally, state and local taxes are applied to adult-use transactions. Once the transaction begins, the staff person will collect the desired items from their storage locations within the Limited Access Area and scan each product's individual barcode.

All adult use products, which currently include flower, concentrates, pre-rolled joints, tinctures, infused products, topicals, beverages, and edibles, arrive labeled from the manufacturing facility with the marijuana retailer information, package date, expiration date, cannabinoid profile, symbols and warnings required. All products containing marijuana are packaged for exit in child resistant packaging or an exit bag. A limited selection of vaporizers as required by 935 CMR 501.000 for medical patients and other non-medicated accessories to facilitate the use of marijuana are also made available for sale. NETA agents will refuse to sell marijuana to any consumer who is unable to produce valid proof of identification, Likewise, NETA will not sell marijuana to any consumer if the dispensing agent believes that the consumer or the public would be placed at risk.

For a registered qualifying patient certified for 60 days or longer, the amount of Marijuana dispensed by NETA, including Marijuana containing MIPs, will be no more than a 60-day supply in each 60-day period. For a registered qualifying patient whose certifying healthcare provider has determined that he or she requires a 60-day supply other than ten ounces, the amount of Marijuana dispensed, including Marijuana contained in MIPs, will be adjusted accordingly so that the amount of Marijuana dispensed, including Marijuana contained in MIPs, will be no more than a 60-day supply as certified by the certifying healthcare provider in each 60-day period. Finally, NETA will never sell any marijuana products containing nicotine or alcohol.

SECURITY

As an existing licensed RMD, NETA currently operates with comprehensive security plans that have been reviewed and approved by the CCC and have been proven effective at keeping its employees, patrons, and facilities safe and secure. NETA's security plans have been established to include multiple independent mechanisms to deter and prevent unauthorized entrance into areas containing marijuana and prevent theft or diversion. NETA's security plans are built in coordination with local police and fire authorities and have been subject to comprehensive reviews by security experts, including former Boston Police Commissioner Ed Davis. Material changes to security plans have been and will continue to be shared and reviewed with applicable local authorities and with state regulators. The following summarizes NETA's existing security procedures for its Brookline dispensary, which has been comprehensively updated to include all security requirements outlined in 935 CMR 500.110 - Security Requirements for Marijuana Establishments.

Entry Protocols

NETA's security plans allow access to the facility for individuals who can be positively identified through valid identification as 21 years of age or older. Inside the facility, NETA will take additional steps to verify identification to minimize any possibility of dispensing to anyone other than valid registered patients and adults over 21 and ensure adherence to purchase limits. It has been and will continue to be NETA's practice to conduct multiple confirmatory ID checks, where appropriate.

Entry protocols are a significant training point of focus for the NETA team, as preventing unauthorized access is at the core of our security function. Our entry procedure will utilize at least one staff person at the entry door of the facility who will be responsible for positively identifying and verifying that the entrant is at least 21 years of age through a valid form of identification.

Security, or other trained staff; will utilize ID scanner technology to verify valid ID and age over 21 before allowing entry. If an individual is younger than 21 years old, but 18 years of age or older, they may only enter upon producing a valid & active medical registration card and a valid government-issued ID. Should a medical marijuana patient be younger than 18 years old, they will not be admitted unless they produce an active medical registration card and are accompanied by a personal caregiver. The personal caregiver must also have an active medical registration card and a valid government-issued ID. Individuals under 21 who present as registered patients will be verified against the MACIP before entry to ensure that the registration and caregiver registration and certification are active and valid.

If a staff person needs to step away from the entry door, the door will remain locked, and a video intercom installed outside the door can be used to request access into the facility, at which point a staff person will report to the door verify ID. Security specialists; or other trained staff, are stationed at the front door & parking lot to ensure the safety of patrons entering the property, when available or when applicable an additional staffer will man the security vestibule where access to video and alarms of all exterior points are accessible.

Alarms and Access Prevention

NETA's established security measures include the use of door alarm detection, the sealing of all exterior windows, glass-break detectors, interior motion sensing, and RFID access control points. The system monitors all building openings (doors, windows, roof hatch, etc.) using mechanical or magnetic alarm contacts or other detection devices. Interior motion detection is installed in high-security areas, entrance portals, corridors, and movement areas within the building. Glass break detection is used in areas with window exposure. Windows are shaded on the ground level. There is no visibility of marijuana products from outside the facility. In addition to the primary security alarm system, a secondary redundant alarm system is in operation, provided by a secondary contracted alarm company.

The systems operate independently, and alarm trigger notifications are sent to their respective system monitoring centers over separate and distinct lines of communication: one via landline and the other over the cellular signal. In the event of any failure of alarm systems, a failure notification is sent to crucial NETA leaders within five minutes to ensure timely attention and proper reporting. Duress alarms - which signal local law enforcement authorities to respond when triggered - are provided with training to security staff members for use in emergencies. A natural gas generator installed on-site - contained and protected within a secure, locked container -ensures that all alarm, security, and critical operating systems can remain operational during a power outage.

Staff Access Controls and Restrictions
RFID access cards are used to control staff access and movement throughout the facility. All building keys and RFID card activation devices are kept in a secure location that is only accessible to necessary staff. Electric and/or mechanical locks and card readers are installed at entry points throughout the facility, between areas with different security levels, and in high-security areas. The highest security areas, the storage vaults where finished medical marijuana products are stored, are currently equipped with a separate locking mechanism in addition to RFID, a bank vault combination door. Access to security measures such as combination numbers, passwords, or security systems is limited to anyone other than specifically authorized personnel. NETA keeps all safes, vaults, and any other equipment and areas used to store marijuana products securely locked and protected from entry when not actively in use.

Video Surveillance
NETA's video camera surveillance system addresses all recording, review, and data format requirements, including 24-hour recording capability from all cameras and data storage for 90 days. All storage secure video servers are housed in a safe equipment room utilized solely for this purpose. RFID access to the security surveillance equipment room is limited to persons essential to surveillance operations, law enforcement authorities acting within their lawful jurisdiction, security system service personnel, and CCC personnel. Cameras are installed in all secure areas, including all limited access areas where marijuana and MIPs (Marijuana Infused Products) are present, in all areas designated for the weighing of marijuana, in all corridors that control staff movement throughout the facility, and at all entry points and exits. Cameras utilizing infrared technology are installed around the exterior perimeter of the facility and capture the parking lot. Cameras are properly directed to capture all activities involving marijuana and precise identification of individuals entering or exiting areas throughout the facility, and they utilize built-in tamper detectors that provide notification if moved or tampered with. A multi-screen video monitoring station is in the security office and another off-site monitoring screen is accessible at the cultivation center for remote viewing.

Watch Tours
NETA's security specialist; or other trained staff, must perform watch tours several times throughout each shift to inspect all
required checkpoints and ensure all equipment is active and working. NETA maintains a watch tour system to keep daily security checks in areas requiring periodic routine visual checks. The watch tour system uses existing card readers combined with dedicated card readers and mechanical contacts to maintain a record of needed watch tour checks.

Inspections & Audits
The Security Manager, Security Supervisor, or designee performs monthly inspections to ensure that security equipment is in

good working order. NETA will continue to perform an annual third-party security audit of the facility in accordance with the CMR.

Employee RFID Badges
All employees are assigned a badge that serves as an individually programmed access card consistent with the appropriate security level and access permissions and must be visibly displayed while in the facility. RFID access cards are used as the employee identification card printed with the employee's name, title, picture, and employee number. Access cards must be always visible and are color-coded to reflect access level permissions. The access control system will record all access events and produce reports specific to each employee, card used, access location, and time and date.

Limited Access Area Protocols
Apart from specific management-level staff, employees are not permitted to take their RFID badge off dispensary grounds and must store badges at the dispensary in a secure monitored area before departure.
Unless expressly authorized to take the badge off-site, employees will store badges in the designated area before leaving the facility. They will retrieve their badges upon arrival after being identified and allowed access into the facility. Areas of the dispensaries where marijuana products are stored, weighed, or packaged are identified at their entry points by properly sized signage reading: "Do Not Enter—Limited Access Area—Access Limited to Authorized Personnel Only". Access to Limited Access Areas is restricted to only specifically authorized personnel.

Visitor Authorization Procedures
Outside vendors, contractors, and other authorized visitors are subject to NETA's Visitor Authorization, Credentialing, and Escort procedures. All visitors must be authorized by a member of NETA's management team, who will confirm that the visitor has an essential purpose related to NETA's operations. All approved visitors are required to present a valid government-issued ID, be issued a visitor identification badge, and be always escorted by a badged NETA agent authorized to enter the limited access area. The visitor identification badge must be always displayed. NETA logs and maintains the NETA's Visitor Log available for inspection.

Destruction and Manifests for Unused Marijuana
NETA maintains a separate area within its dispensary vaults for the storage of marijuana that is outdated, damaged, deteriorated, mislabeled, contaminated, or whose containers or the packaging has been opened or breached until such products are manifested back to our cultivation facility in Franklin to be destroyed compliantly following NETA's waste disposal procedures.

Written Policies and Procedures
NETA maintains a comprehensive set of emergency policies and procedures that includes plans for a fire emergency, power or mechanical failure, bomb threat, facility lockdown, and theft incidents. Emergency evacuation drills are performed regularly to ensure employee preparedness in the event of an emergency.

Fire Alarms
NETA's fire alarm system operates in compliance with NFPA 72 standards and local building and fire codes. The fire alarm system is not integrated with the security system and is not dependent on the security system to detect fire or transmit alarms.

Incident Reporting

In the event of any theft, diversion, or loss of marijuana or products containing marijuana, NETA's management will promptly assess the immediate actions to ensure that the product, facility, and all individuals are safe and secure. NETA will promptly initiate an investigation as well as perform necessary reporting to state and law enforcement officials.

NETA employees participate in a rigorous, values-based incident management program designed to identify, analyze, understand, report, and reduce opportunities for the recurrence of adverse events or incidents, and that follows closely and carefully the 24-hour reporting and incident report submission requirements.

c. Diversity Plan

GOAL 1

NETA is committed to increasing the representation of diverse populations including people of color, particularly Black, African American, Hispanic, Latinx, and Indigenous people; Women, Veterans, Persons with disabilities; and LGBTQ+ in the production, cultivation, and retail job groups.

We have set a target for increasing the representation of diversity by at least 1% annually. Creating a diverse and inclusive workplace benefits our employees and leads to a stronger, more dynamic company.

The program to achieve this goal will include:
Critical to achieving this goal is evaluating and adjusting our recruitment and hiring practices. To this end, we have established the following processes:

Success is Measured:
We have set a target for achieving a 1% increase in diverse populations year over year.

GOAL 2

Goal #2 – Our goal is to ensure that all candidates are evaluated based solely on their qualifications and merit, without regard to factors such as race, gender, age, or sexual orientation. At NETA, we recognize that unconscious bias can affect our hiring decisions and limit the diversity of our workforce. To combat this, we are dedicated to increasing awareness of hiring biases and promoting diversity and inclusion in all aspects of our recruitment process. We believe that by educating our hiring managers and providing them with the tools to recognize and address unconscious bias, we can reduce its impact and create a more diverse and inclusive workplace.

Program to Achieve this goal:
As part of our commitment to creating a diverse and inclusive workplace, we have established a requirement for all leaders to complete a meaningful training program on implicit and unconscious bias. These training programs will help our leaders recognize and address biases affecting their decision-making and ensure that all employees are treated fairly and respectfully.

Success is Measured:
Our target is 100% completion for all leaders, as training is critical to creating a more inclusive and equitable workplace for all employees.

Ř¢ ¢ℕl·yãLJ2ℕúl·úΛ2y´5ŜY´l·yŘ a l·yl·ΞŜY´Ŝyű tfl·y

TRANSPORTATION DEMAND MANAGEMENT PLAN

New England Treatment Access
160 Washington Street
Brookline, Massachusetts

Prepared for:

New England Treatment Access
Brookline, Massachusetts

February 3, 2020

Prepared by:

Vanasse & Associates inc
Transportation Engineers & Planners

35 New England Business Center Drive
Suite 140
Andover, MA 01810

PURPOSE

The purpose of this Transportation Demand Management Plan (TDMP) is to ensure that the future traffic and parking impacts of the addition of adult use operations at the New England Treatment Access (NETA) facility at 160 Washington Street are generally consistent with the forecasts provided in the August 2018 *Traffic Impact and Parking Study*[1]. The TDMP lists transportation related performance goals for the project and describes measures that NETA will employ to meet these goals. A traffic monitoring program is defined describing how project performance will be measured. Remedial actions to be taken by NETA should the project fail to meet its performance goals are also identified. The plan outlines an iterative process of implementing management strategies, measuring results, and proposing new strategies as warranted that NETA will undertake to meet the transportation performance goals.

PROJECT DESCRIPTION

In March of 2019, NETA began non-medical, adult-use marijuana sales at the existing medical Registered Marijuana Dispensary (RMD) operated by NETA at 160 Washington Street in Brookline. The facility is supported by 14 parking spaces at the site and a sheltered bike rack accessed by way of a curb cut on Boylston Street just west of its intersection with Washington Street. Another 25 spaces have been committed for patron use in the Homewood Suites Hotel garage located west of the project site on Boylston Street in addition to 6 parking spaces directly across the street from the site on the eastbound side of Boylston Street. A raised center median on Boylston Street limits turning movements at the site and hotel driveways to right-turns in and right-turns out only. The project site is located within Brookline Village and approximately 800 feet from the MBTA Green Line Brookline Village Station. Multiple MBTA bus routes service the project area. In Brookline Village metered parking is provided on most streets and sidewalks are provided along both sides of roadways to serve local businesses and residents.

The current hours of operation for the medical RMD are 10:00 AM to 10:00 PM Monday through Friday and 9:00 AM to 10:00 PM on Saturday and Sunday. NETA's hours of operation for the adult use establishment are 10:00 AM to 8:00 PM Monday through Saturday and 12:00 PM to 6:00 PM on Sundays.

MANAGEMENT PLAN

NETA seeks to limit the number of vehicle trips generated to and from the project site while still providing an appropriate level of service and convenience for patrons. Independent of the environmental and health benefits associated with travel by alternative modes, limiting the number of vehicle trips generated will help ensure that:

- The project has nominal impacts on area traffic operations and traffic safety;
- The 14 parking spaces at the site, 25 reserved spaces at the Homewood Suites Hotel, and the 6 spaces along Route 9 eastbound adequately serve patrons; and,
- The amount of on-street parking available to serve other land uses in the area is maximized.

NETA is committed to limiting vehicle trip generation associated with the project by:

- Designating a transportation coordinator for the site who will be responsible for promoting the use of alternative travel modes, communicating with the Town on transportation matters, and implementing this TDMP;

[1] Traffic Impact and Parking Study, Stantec, August 2018.

- Implementing the following employee initiatives:
    - Providing a 100 percent subsidy (an increase from 30 percent in the previous TDMP) for employee transit passes and 100 percent parking subsidy at MBTA lots to encourage the use of public transportation;
    - Providing a 100 percent subsidy for employee BLUEbike passes;
    - Prohibiting employees from parking in spaces assigned for patron use and providing designated off-site, off-street parking for employees with 100 percent parking subsidy for management and essential employees and a 50 percent parking subsidy for all others;
    - Offering a guaranteed ride home under unexpected emergency conditions to employees who choose not to drive to work;
    - Favoring potential employees in the hiring process who have ready access to the MBTA system;
    - Applying for membership in the Allston-Brighton Transportation Management Association (TMA), which provides commuting programs, incentives, and advocacy to members to help their employees and tenants commute more sustainably;[2]
    - Considering sponsoring an additional BLUEbike station in Brookline Village near NETA, if feasible.
    - Prohibiting employee parking on public streets or lots while working and corrective actions including termination for confirmed violation.
    - Explore with the Town and the CCC the possibility of an offer of discounts or other incentives to customers who utilize modes of transportation to the site other than a motor vehicle.
    - Revise and keep up to date as needed the NETA website and Transportation Guide to include a bike share such as Bluebikes as an option and show locations of the closest stations, remove parking option #3 “Brookline Municipal Lot #5”, update the number of available parking spaces at Homewood Suites, and to include language that discourages parking on the residential side streets.
- Implementing the following client initiatives:
    - Communicating with clients regarding parking and transportation options using “Traveling to NETA" guides, a website, and other methods;
    - Encouraging existing customers to use the hotel parking to optimize use of the available off-site parking and minimize use of on-street parking facilities and to familiarize people with that option;
    - Offering and promoting "reserve ahead" online ordering platform that minimizes patron visit times;
    - Providing reimbursement for the fabrication and installation of public wayfinding signage in Brookline Village for those arriving by the MBTA D-Line, to be designed and approved by the Town and agreed upon by NETA;

[2] In order to satisfy the license condition 25 (B) point 7- Membership in Allston-Brighton TMA was explored and it was determined a guaranteed ride home is already offered by NETA and additional services offered by Allston-Brighton TMA are not applicable to NETA employees.

- Collaboration with the Town, as needed, to relocate the Uber and Lyft pick-up/drop-off pin locations in connection with the Gateway East project to create a "transportation hub" on Pearl Street; and,

- Administering a customer survey every six months to track relevant metrics on how people are choosing to travel to NETA.

NETA has already implemented some of the above strategies, which have proven to be effective in minimizing site traffic generation at the site. A post-build traffic monitoring study conducted in May 2017 as a requirement of the TDMP prepared for the RMD project indicated that only 46 percent of the RMD clients drive to and park at the site. Surveys conducted on May 9 and May 10, 2017 indicated 165 vehicle arrivals per day and 362 transactions per day on average. The data was presented in the appendix of the August 2018 traffic impact study prepared for the project. In addition, the June 2019 Monitoring Study has documented compliance with the Performance Standards and provided mode share data.

NETA has safely and effectively operated its on-site parking facility for medical use and will re-open the lot after site plan review by:

- Maintaining parking lot staff/parking attendants to aid patrons using the parking at the site during operating hours;

- Maintaining a police detail during operating hours – as can be fulfilled by the Brookline Police Department - to aid patrons entering and exiting the NETA site driveway at Boylston Street;

- Providing visual monitoring of parking conditions to ensure that only patrons are parking in the on-site lot;

- Providing warnings to drivers who violate parking policy and, if appropriate after sufficient warning, removing vehicles from the site that are parked in violation of the policy; and

- Removing snow from the site as necessary to ensure that all spaces are accessible within a reasonable amount of time following a snowstorm.

Under proposed conditions the parking lot attendants will also direct patrons accordingly to additional reserved Homewood Suites parking spaces.

PERFORMANCE GOALS

Performance goals for the facility from a transportation perspective relate to vehicle trip generation and parking demand. The goals are based on forecasts prepared for the project in the August 2018 traffic impact and parking study prepared by Stantec. Traffic forecasts and current goals for the project include:

- 126 vehicle trips generated to or from the site during the weekday midday peak hour;
- 106 vehicle trips generated to or from the site during the weekday afternoon commuter peak hour; and,
- 155 vehicle trips to or from the site during the Saturday midday peak hour.
- Peak parking demand of 23 vehicles.
- Vehicles stopped on Boylston Street waiting to enter the site must be no more than 5 percent of the

time during any one-hour period (weekday and Saturday).

- Performance mode goals that meet the most recent United States Census Bureau American Community Survey five-year summaries for Brookline (currently 28% public transit, 21% bike or walk, 42% drove, and 9% carpool/other).

The August 2018 Stantec traffic impact and parking study indicates that if these goals are met, the project will have only a nominal impact on area traffic operations and the existing 14-space on-site parking lot and reserved off-site patron spaces can safely and efficiently serve the anticipated parking demand. Since the Stantec study, an additional ten spaces have been secured at the Homewood Suites lot (25 total spaces) and an additional six spaces across the street on Route 9 eastbound, increasing the total off-site supply to 31 spaces and the total supply to 45 spaces.

PERFORMANCE MONITORING

The performance of the facility from a transportation perspective will be monitored periodically to determine if the above referenced goals are being met. The performance monitoring will be conducted by a qualified, independent third-party transportation consultant hired by NETA and not direct NETA employees. The monitoring will begin 15 minutes before the facility opens and ending 15 minutes after the facility closes. Data collected will include:

- A count of vehicles entering and exiting the site by 15-minute intervals;
- A count of NETA patron vehicles entering and/or exiting the Homewood Suites Hotel parking garage;
- A count of vehicles entering and exiting to Route 9 eastbound parking lot;
- Observations of any vehicles queuing on Boylston Street to enter the site driveway using video technology; and,
- A count of the number of vehicles parked or circulating on site at 15-minute intervals.
- Total number of employees, the percent arriving by each mode, the location of parking for those that arrive by personal vehicle, number of times a service through the TMA was used, and summary of events/materials provided to employees concerning travel to work options and corrective actions taken to meet the allowable trip generation.
- Customer intercept survey data that collects the following data points: home zip code, arrival mode (MBTA, bike, walk, bike share, ride share/TNC/taxi, drive, etc.), and if by 'drive,' the location where they parked, a summary of events/materials provided to customers concerning travel to work options, and corrective actions take to meet the allowable trip generation.

The count program will be conducted on two typical weekdays and a Saturday on dates to be approved by the Town in advance of the study. The study data and findings will be presented in written form to the Town within 30 days of completing the study. In the event that the project is found to not be meeting the performance goals, the study shall describe steps to be taken to meet the goals as described in greater detail below.

The first traffic monitoring study was conducted in June 2019, approximately three months following the opening of the non-medical, adult use business. Follow-up monitoring programs are scheduled to be conducted in March 2020, approximately 12 months following the opening of the business and September 2020.

To facilitate review of the effectiveness of the TDMP, the Licensee shall provide the Town with performance

monitoring records, reports, and other records to show the Licensee's continued implementation of and compliance with the TDMP. Following the bi-annual review of the TDMP's effectiveness, the Licensee will work with Town staff, if deemed needed by the Director of Engineering and Transportation, to submit a revised TDMP for approval by the Planning Department and the Transportation Division of the Brookline Department of Public Works to meet performance goals and TDMP industry best practices.

In addition to completing the traffic monitoring the following material will continue to be submitted to the Town on an annual basis:

- Number of annual on-site transactions (an indication of the number of client visits);
- Number of annual off-site transactions (deliveries);
- Number of monthly MBTA passes purchased or subsidized for employees.

The site's transportation coordinator will be responsible for submitting this information to the Town. The current transportation coordinator's name and contact information are provided below. The Town will be notified within 30 days of any change in the site's transportation coordinator.

Amanda Rositano NETA

Phone: (617) 285-4461

Email: amanda@netacare.org

REMEDIAL ACTIONS

NETA will take additional actions to manage site traffic and parking conditions should the initial monitoring study or any subsequent monitoring study indicate that the performance goals are not being met. Triggers requiring further action include:

- The average number of vehicle trips generated during the midday site peak traffic hour exceeds the stated goal by more than 25 percent;
- The average number of vehicle trips generated during the adjacent street PM commuter peak hour exceeds the stated goal by more than 25 percent;
- The number of patron vehicles observed or reported parked or circulating on the site or in the Homewood Suite garage exceeds the stated goal by more than 10 percent for more than ten percent of the time (25 or more cars are observed or reported for at least 11 of the 108 "15-minute" observations made over the two-day survey); and,
- One or more vehicles are observed stopped on Boylston Street waiting to enter the site for more than five percent of the time during any one-hour period.

Additional actions that may be implemented if the performance criteria are not met may include but are not limited to:

- Further encouraging the use of public transportation; and,
- Securing additional off-site parking in private lots.

Proposed actions will be implemented within 30 days of submittal of the traffic report to the Town that indicated that one or more performance measures were not met. A follow-up traffic study will be completed and submitted to the Town within 60 days of implementing the proposed actions. If the follow-up study

indicates that the remedial measures have been effective and that none of the above triggers are met then a second follow-up study will be conducted approximately six months following completion of the first follow-up study. Should the second follow-up study indicate that none of the above triggers are met then this will be the last study prepared until such time that any significant change in the use or operation of the site is proposed.

Customer Demand Management Plan

Current Methods of Managing Customer Flow

NETA offers three service models to Adult Use customers and medical patients: Full-Service and Reserve Ahead and Delivery. Full-Service customers may walk into NETA during regular business hours to purchase. Reserve Ahead customers place their orders online beforehand and pick up their purchases the same business day after receiving a “ready for pickup” email or text message. Reserve Ahead orders must be picked up by the close of business the day they are placed.

Exterior lines have become very rare during business hours. NETA maintains an exterior queue only on the occasion that a customer arrives before business hours. Prior to entering, an employee at the entrance scans the customer’s ID, they are directed to either the Adult Use or Medical counters. Upon arriving at the sales counter, the customer’s ID is checked a second time by the employee completing their transaction.

Reserve Ahead orders represent approximately 50%of total transactions with an average transaction time of 3 minutes. Full-Service orders represent 26% of transactions with an average transaction time of 6 minutes. Delivery represents 24% of the daily transactions.

Adult Use, Delivery and Medical Dispensaries within a 10-mile radius

NETA Brookline has seen a significant decrease in Foot traffic since launching Adult-Use Sales in March 2019. This decline can be attributed to the number of dispensaries that have opened in the last few years as well as a offering Medical Delivery.

In a 10-mile radius there are:

- 56 are Marijuana Establishments/
  Marijuana Treatment Centers.

in a 20-mile radius there are

- 103 ME and MTC's.

Data sourced from the Cannabis Control Commission’s Open Data Platform.

As Anticipated in 2021 with the launch of Delivery and all of the dispensaries that have since opened has redirected customer shopping habits and significantly decreased the foot traffic.

Planning for Peak Demand Times

NETA will proactively manage the peak demand times in conjunction with the town. Our goal is to proactively plan for these peak demand times by working with the Brookline Police Department to ensure there are sufficient resources in place to manage the area, accordingly, as well ensuring sufficient NETA resources available on-site to manage predicted high volume. During these peak times, NETA will plan to utilize the overflow lot for additional exterior queuing if necessary:

- MLK Weekend
- President's Day
- St. Patrick's Day
- Memorial Day Weekend
- 4th of July
- Labor Day Weekend
- Columbus Day Weekend
- Thanksgiving
- Christmas Week
- New Year's

Queuing Strategy for Peak Demand Times

In consultation with the Brookline Police leadership, NETA will continue utilize the space in front of the Eversource transformer (Upper Lot) as overflow queue space during the peak demand times listed above. Stanchions will be set up in the Upper Lot to contain the queue for Full-Service customers, keeping them off the public way and out of entering/exiting vehicle traffic.

When the Upper Lot is in use, NETA will have Lot Attendants at the parking lot entrance to direct customers from the queuing area to the entrance as building capacity allows and will be coordinated with BPD accordingly.

Customers in the overflow queue will be escorted to the vestibule queueing area by a NETA lot attendant. This movement will be coordinated with the other lot attendant managing the line and in conjunction with BPD to ensure no vehicles are allowed inbound or outbound during crossing. The queue will be brought over in a single file line in small groups as space permits.

Customers walking in from Rt.9 will be directed to either line in the overflow area or within the vestibule queueing area depending on queue capacity. This will be done in a coordinated manner with BPD watching for vehicular traffic. Pedestrians approaching westbound will have direct access to the

vestibule queue behind the bollards without crossing the driveway.

Pedestrians approaching eastbound will be asked to temporarily wait to enter the vestibule queue if vehicles are entering or exiting the parking lot and will be directed by either BPD or a NETA lot attendant to enter the vestibule queue once the vehicle has cleared. If utilizing the overflow queue, pedestrians will be asked to temporarily wait until the driveway is cleared of traffic, and then directed into the Overflow Queue once they pass the parking lot entrance. This will prevent customers from walking around the entrance of the parking lot.

Pest Control Plan

NETA will take action to ensure that its facilities are maintained in a clean and orderly condition and free from infestation by insects, rodents, birds and pests of any kind.

Litter and waste will be properly removed, disposed of so as to minimize the development of odor, and minimize the potential for the waste attracting and harboring pests.

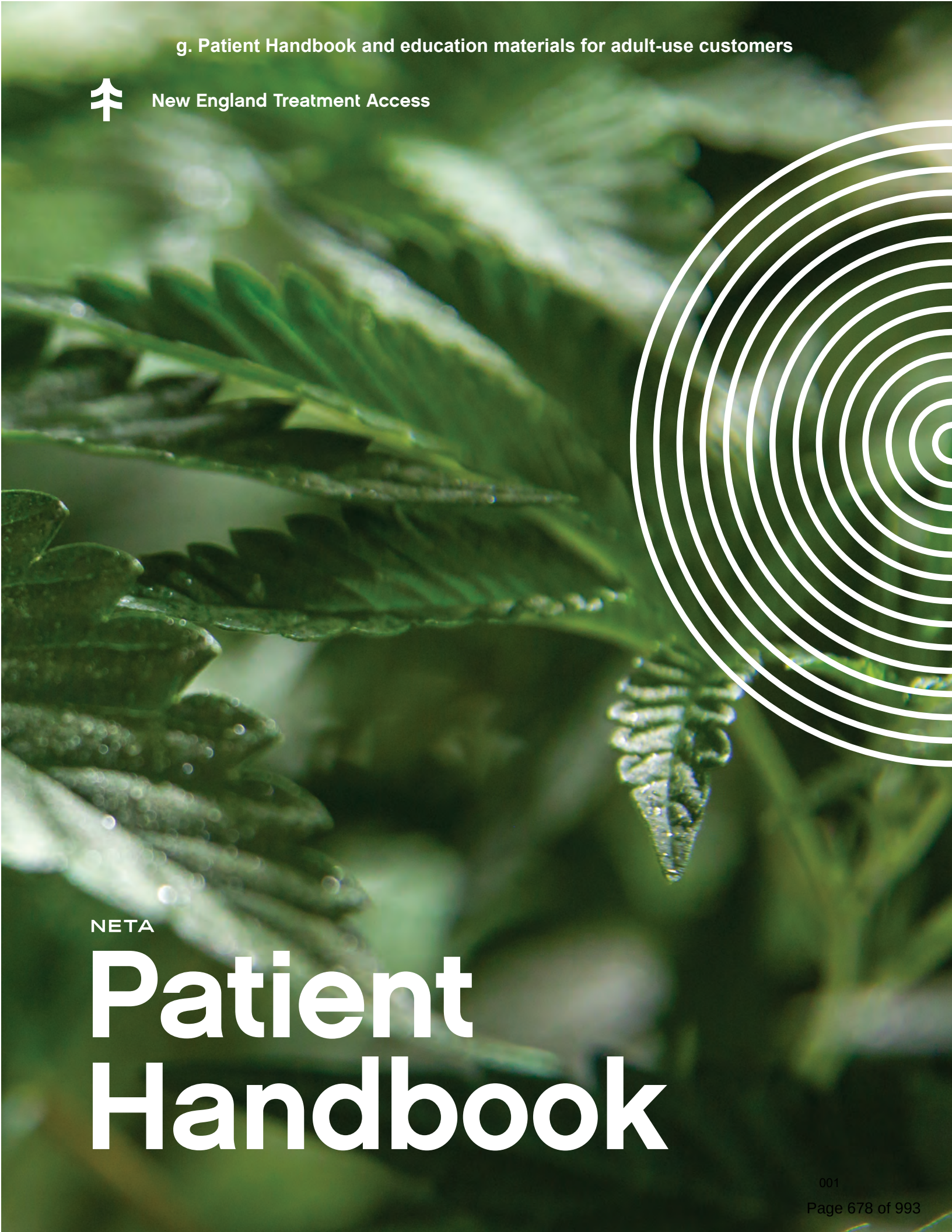
NETA has established a service relationship with:

Terminix
(844) 256-4918
84 Cummings Park
Woburn, Ma

Green Planet completed an the initial inspection of the facility at 160 Washington Street on April 23, 2015 and the results indicated “no sign of insect or rodent activity.”

NETA has Terminix inspecting monthly. In addition, in the event a pest control issue arises, NETA will promptly schedule with our pest control service to have the issue resolved.

New England Treatment Access



NETA

Patient Handbook

Index

PART 1: ACCESS

Benefits Of Being A Patient 6

Becoming A Patient 8

Visiting NETA 13

PART 2: TREATMENT

Introduction To Cannabis 19

Product Education 22

Dosing Guide 26

PART 3: SAFETY

Safety & Responsibility 32

Forms 35







Our goal is to bring lab-tested, cutting-edge cannabis therapies to the people of Massachusetts in an inviting and safe environment.

We are dedicated to providing you with an unparalleled experience in medical marijuana care. We are committed to offering only the highest quality, lab-tested medical marijuana therapies, along with useful information to assist in your treatment regimen. We're here for you.



Part One: Access



The

Benefits

Of Being A

Patient

At NETA

Subsidized Cost Of Becoming A Patient

(Up to $200 in store credit vouchers available annually*)

Lower Prices (No 20% tax!)

Wider Range of Edible Dosing

Expanded Purchase Limits

Greater Product Variety

FInd out more at netacare.org/become-a-patient

* Credit redemption limit: $150 per visit. Vouchers are not transferable, have no cash value and may not be combined with the “refer a friend” credit. Voucher must be presented to receive credit. Program subject to change.

NETA Services

Staff & Resources

We encourage you to ask plenty of questions and interact with our staff when you visit a NETA dispensary. Our Patient Service Associates (PSAs) are heavily trained and extremely knowledgeable about medical marijuana. We welcome any questions you may have and will be happy to guide you toward additional resources for independent research.

We always appreciate your feedback, so please don’t hesitate to reach out to a member of our staff, or email us at: contact@netacare.org

Patient Consultations

While drop-in visits and on-the spot discussions with NETA’s Patient Service Associates are most common, we’re happy to accommodate longer one-on-one discussions.

Translation & Interpretation Services

We’re committed to serving you…in any language. If one of our staff members doesn’t speak your language, we’ll utilize a multilingual telephone translation service to ensure effective communication. Deaf/hard of hearing translation services are available, as well as accommodations for the blind/visually impaired.

NETA Programs

Financial Hardship Program

NETA will offer a financial hardship discount to any registered patient with verification that he/she is a recipient of MassHealth, SSI benefits, or whose income does not exceed 300% of the federal poverty level, adjusted for family size. Please speak with a staff member at your preferred NETA location for more information or to apply.

Becoming And Staying A Patient

NETA wants to help pick up the tab for our patients, both for new patient evaluations and renewals. That is why we are offering every patient $200 in vouchers when you spend $200 at any NETA location. No process, no hassle. Just come on in within 30 days of becoming a patient or of your renewal to receive this amazing benefit.*

*Credit redemption limit: $150 per visit. Vouchers are not transferable, have no cash value and may not be combined with the “refer a friend” credit. Voucher must be presented to receive credit. Program subject to change.

Becoming A Patient At NETA

To get ready for your first visit to a NETA dispensary, there are a few steps you need to take:

1 **Receive Doctor Or Nurse Practitioner's Certification**
netacare.org/new-patients

2 **Register With The State**
netacare.org/new-patients/register-with-state

3 **Visit A NETA Dispensary**
netacare.org/locations

4 **Register For A Reserve Ahead Account**
netacare.org/reserveahead



LOOKING FOR A DOCTOR?

Visit **netacare.org/map** for a full updated list and detailed information.

1. Receive Certification

If you think medical marijuana might be helpful in improving your quality of life, the first step is to get certified by a qualified physician.

Seeing A Doctor Or Nurse Practitioner

Your family doctor or nurse practitioner is a good place to start. Be straightforward. Explain why you feel medical marijuana can be helpful and ask if he/she is willing to certify you. It should be no different than discussing other potential treatment options with them.

If he/she can't certify you, you can search the internet for "MA Medical Marijuana Doctors" to find doctors or nurse practitioners that specialize in and understand medical marijuana treatments.

Your Visit

Your doctor or nurse practitioner's office will let you know what to bring to your first visit. Most likely, you'll need to send or bring your relevant medical records. You will have time to ask questions about medical marijuana and how it can best work for you. Your doctor or nurse practitioner will decide whether or not to certify you, and for how long. A certification allows you to move to the next step.

What's Next?

Now that you have been certified, you will need to register with the state's Medical Use of Marijuana Online System. Your doctor or nurse practitioner's office will initiate the registration process. You will automatically receive an email from the Massachusetts Cannabis Control Commission (CCC) with your PIN to login and instructions on how to register once your doctor or nurse practitioner has processed your certification. Also, check out NETA's Patient Registration Guide for step-by-step registration instructions.

Initial Access Program

As of July 2019, new patients can take part in an Initial Access Program. After visiting your doctor for your certifying appointment, you will be issued a temporary certification while your registration is being processed. The temporary certification is valid for 14 days and allows a patient to visit the dispensary the same day as their appointment. Initial access limits do apply, be sure to check the CCC website for most current information on purchase limits during the 14-day period.

Cost

A. An initial visit with a medical marijuana specialist can cost between $150 and $300 and is not usually covered by insurance. This may be lower if you can prove a financial hardship, if you are a veteran or if you have a disability. Make sure to ask if you can apply for any discounts.

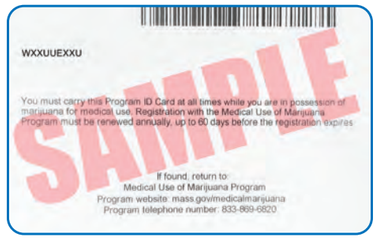
B. Your certification can last up to 1 year, but you may be certified for a shorter time period. It's wise to make a follow up appointment about 2 months before your certification expires. Follow up appointments usually cost between $50 and $150.

2. Register With The State

After you've been certified to use medical marijuana, your doctor or nurse practitioner will give you an Initial Access Certification card, immediately granting you access to NETA. After 14 days, in order to make medical purchases, you must register as a patient online to receive a program ID card. This guide can help you get through that process painlessly. Set aside about a half hour to complete the state registration process online.

Program ID Card





Registration PIN

The certification you received from your doctor or nurse practitioner prompts the MA Cannabis Control Commission (CCC) to send you an email with detailed instructions on how to register with the Medical Use of Marijuana Program. That email contains a PIN, which you'll need to register.

Online registration is an easier and MUCH faster process, but a paper registration process is an option. Call CCC at

617-660-5370

to request the paper form.

Before You Start You Will Need:

- Internet access
- The email you received from the CCC with your PIN number
- Access to a scanner or a mobile phone/ device capable of uploading documents
- Photo Identification (see table below)
- Proof of Residency (Only if you're not using a MA ID with current address)
- A photograph of yourself (or you might be able to automatically upload your MA license pic- a nice time saver)
- Proof of verified financial hardship

Acceptable Photo ID:

- MA State Driver's License with current address
- MA State ID with current address & photo
- U.S. Military ID *
- U.S. Passport *

* Requires additional proof of residency.

Acceptable Proof Of Residency:
(current and containing name and address)

- Utility bill
- Tuition bill
- Vehicle registration
- Car insurance policy
- Certified marriage certificate from the past 6 months
- Mortgage or lease
- Property tax or Excise bill from the current year
- First class mail from less than 60 days from any federal or state agency
- Current MA issued professional license

Verified Financial Hardship Fee Waiver

1. Official MassHealth card
2. Social Security Income Benefit Verification Letter
3. W2 proving your household income is 300% of federal poverty level or a SNAP statement from the current year.

IMPORTANT!

Patients must maintain an active certification with their doctor and an active registration with the state of MA to be able to use the MMJ system.

SCAN AND SAVE

Scan (or photograph) all the necessary documents and save them to your computer in .jpg or .pdf format, no larger the 2MB, to access later in the process.

JPG
2MB

Photograph Of Yourself

If you're using a MA drivers license or photo ID, your photo will be taken automatically from that document. In this case, there is no need to take and upload a photo of yourself.

If you're using a military ID or US Passport, you need to take a photo to be uploaded. It must be a square color photo of your head and shoulders without smiling on a white/off-white background. If you wear glasses make sure to remove them and look into the camera. The photo must in .jpg format and sized to 400 pixels wide by 360 pixels long and a maximum of 2 MB. If you're having trouble, you can have a passport photo taken at your local post office or a pharmacy.

Registering With The Online System

By now you have received the CCC email that outlines 15 steps to register. Scroll down the email until you see "Registration Process". It may initially seem very long and complicated, but if you follow the steps closely you can complete registration in 30 minutes or less.

Key Things You'll Do To Register:

1. Upload all necessary documentation to your computer
2. Register with Mass CIP – the state system that houses the MMJ online system
3. Review and submit your application
4. Print temporary paper program ID card (Use this until your official card arrives!)

Claim Your Account on Mass CIP

- Claim your account on Mass CIP: http://patient.massciportal.com/
- Click "Claim Account" link at the bottom*
- Enter info and read/accept terms and conditions
- If all fields match, an email is sent to you with a link to reset a new password
- Open the email and click the link
- Enter and confirm your new password. Password must have: 12 characters, 1 upper case, 1 lower case, 1 number, and 1 special character
- See the note that says your account has been successfully claimed
- Go to Mass CIP website, log in, done!

* For existing patients, you can use the same login you used for Virtual Gateway. But you must claim your account on Mass CIP starting January 27th, 2020.

Changes To Your Personal Information

With any changes to your name, address or any other contact information you'll need to log in and update your profile in the MMJ Online System. You'll also need to make sure the information on your photo ID matches your registration information. So, for example, if you change your address, update your information in the MMJ Online System and also **update your ID right away!**

Personal Caregiver

If it will be difficult for you to access the dispensary yourself, you may designate a caregiver to purchase your medicine for you. In the Mass CIP select "My Caregivers", click "Generate Pin" and input the email of the person you are selecting. They will then need to log into the website and register as your caregiver.

Annual Renewal

You will need to renew your patient registration annually with the state. You may begin re-registration as early as 60 days before the expiration. There is no renewal cost for patients.

Getting Your Card

You will be able to print your temporary paper program ID card from your Mass CIP account. This card is valid for 4 weeks. The CCC will mail a laminated card at a later date.

Important Tips:

1. **The MMJ Online System TIMES OUT after 30 minutes of inactivity.**
2. **You must carry your program ID card at all times while in possession of medical marijuana**
3. **Take note of your doctor's certification date. It's different than your annual registration with the state, and needs to be active in order to visit a dispensary.**

What if I lose my card?
Notify the Medical Use of Marijuana Program within 5 business days after discovering it's missing.

(833) 869-6820

There's a $10 fee to replace your card.

3. Visting A NETA Dispensary

Now that you've been certified, have registered with the state and received your program ID card, you can visit NETA and purchase your medicine. Remember to bring:

- Your program ID card
- A valid and current government issued photo ID



NETA BROOKLINE

160 Washington Street
Brookline, MA
At the intersection of
Route 9 and Washington St.
Brookline Village

(617) 841-7250
contact@netacare.org

"T" accessible:
Green Line "D" Branch,
Brookline Village stop

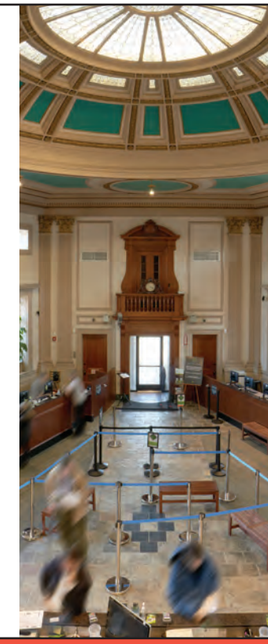
MEDICAL ONLY

Monday – Friday
10am – 10pm
Saturday & Sunday
9am – 10pm

ADULT USE

Monday – Saturday
10am – 7:45pm
Sunday
12pm – 5:45pm

Subject to extension under local law.
Call 617-841-7250 for updated hours of operation.





NETA NORTHAMPTON

118 Conz Street
Northampton, MA
Just off Interstate 91

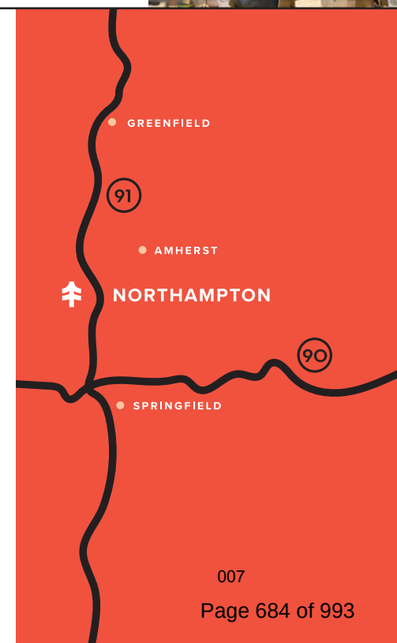
(413) 727-8415
contact@netacare.org

OPEN DAILY

8am – 10pm

Public transport available via Pioneer Valley Transit Authority (PVTA) bus routes

Go to netacare.org to plan your visit



4. Register For A Reserve Ahead Account

If you're completely new to NETA, register online. If you were previously an Adult Use customer and already have a Reserve Ahead account, please email **contact@netacare.org** to have your Adult Use account updated to a Medical Patient account.

Reserve your order before you arrive at NETA for a quick in-and-out experience.

Orders placed after 9PM will be available for pickup the next day. We'll message you when it's ready. What are you waiting for?

Browse

anywhere

Reserve

anywhere

Pickup

in store

Reserve Ahead At

NETACARE.ORG/RESERVEAHEAD



Maintaining Patient Status

Know Your Expiration Dates

1. Doctor Or Nurse Practitioner's Certification

Your doctor or nurse practitioner can certify you to use medical marijuana for any amount of time between 15 days and one year. Don't let your certification expire. You'll want to make an appointment with your certifying doctor about 2 months before your expiration date.

Your certification can last up to 1 year, but you may be certified for a shorter time period. It's wise to make a follow up appointment about close to the date that your certification expires. Be sure to call your doctor or nurse practitioner at least a month or two in advance to schedule the appointment.

2. State Registration

Your registration in the state's Medical Use of Marijuana Program expires annually, regardless of your certification date. You may re-apply for registration, on an annual basis, up to 60 days before the date that your registration expires using the state's MMJ online system.

NOTE: If there is any change to the information you submitted for registration (i.e. name, email, address, or phone number), you must update this information within 5 business days after the date of this change.

3. Patient ID Card

Check the expiration date on your patient ID card once you receive it. The card itself may have a separate expiration date from your actual registration. Renew your card before it expires using the state's MMJ online system.

Know The Expiration	Typical Length	Where To Find The Exp. Date	How To Renew
Doctor or Nurse Practitioner's Certification	3-12 months	Certification paperwork; MMJ online system	Schedule an appointment with your certifying doctor or nurse practitioner
State Registration	1 year	MMJ online system	Login to the MMJ online system up to 60 days before your expiration date to re-register
Registration Card	1-3 years	On your registration card	Login to the MMJ online system up to 60 days before your expiration date to re-register

Part Two: Treatment



Where To Begin?

We began as a dispensary for medical cannabis to provide people with alternative treatment options. But treatment can mean a lot of different things to different people.

To veterans and other trauma survivors who seek to ease symptoms of PTSD, anxiety, and depression, treatment can mean a good night sleep for the first time in years. To cancer patients undergoing chemotherapy, treatment can mean the welcome return of an appetite. To our adult-use customers, treatment may simply mean a treat at the end of a long day.

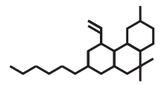
NETA is here to help you find the right products, strains, and doses for you.

Introduction To Cannabis

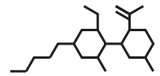
THC & CBD

THC is the cannabinoid in cannabis typically attributed to the plant's psychoactive effects.

CBD is the minimally psychoactive cannabinoid in cannabis that may relieve anxiety, inflammation, and more.



DELTA-9-TETRAHYDROCANNABINOL



CANNABIDIOL

THC & CBD are the two main compounds found in the cannabis plant. These compounds are called cannabinoids. There are over 85 cannabinoids in cannabis, but THC and CBD are the most abundant and researched.

Cannabis Types

The effect of marijuana depends largely on which type of cannabis you consume.

Sativa

Sativas are reported to have the following effects:

Mood elevation
Increased energy
Increased sense of well-being
Increased focus
Increased creativity
Thought provoking
Increased appetite

Individual experiences will vary, so it is important to experiment with different strains to achieve desired results. Sativas are often recommended for daytime use.

Indica

Indicas are reported to have the following effects:

Relaxation & stress relief
Relaxes muscles
Reduces spasms
Reduces pain
Reduces inflammation
Promotes sleep
Reduces anxiety
Relieves nausea
Stimulates appetite
Reduces intraocular pressure
Antiepileptic

For some individuals, indicas may result in tiredness and unclear thinking. Indicas are often recommended for evening use.

Hybrid

Hybrid strains are produced when two or more different strains are cross-bred. Strains are often tailored through cross-breeding, with one variety typically dominant, to create the desired therapeutic effects. Hybrids can be sativa-leaning or indica-leaning depending on the strain.

CBD Dominant

CBD strains are reported to be helpful in treating a number of medical conditions and symptoms, while producing little to no intoxicating effects (or “high”). It has been reported that CBD can be used in the treatment of epilepsy.

Antiepileptic
Reduces pain
Reduces anxiety
Reduces inflammation
Anti-spasmodic

CBD:THC 1:1

A one-to-one ratio of CBD and THC. These products offer a balance between the psychoactive and non-intoxicating effects of cannabis that some individuals report to be helpful.

Antiepileptic
Reduces pain
Reduces anxiety
Reduces inflammation

THC-A

Another potential option for individuals looking to avoid a psychoactive effect is THC-A. THC-A is the main non-intoxicating cannabinoid constituent in raw cannabis.

It converts to THC when burned, vaporized, or heated. NETA offers THC-A edible formulations that have been reported to have the following properties.

Reduces pain
Reduces inflammation
Reduces anxiety
Reduces nausea



Understanding The Product Label

The label affixed to all NETA medical marijuana products includes useful information to help guide your responsible use. Always thoroughly read the label. Examples of our product labels for flower and edibles can be found on the following pages.

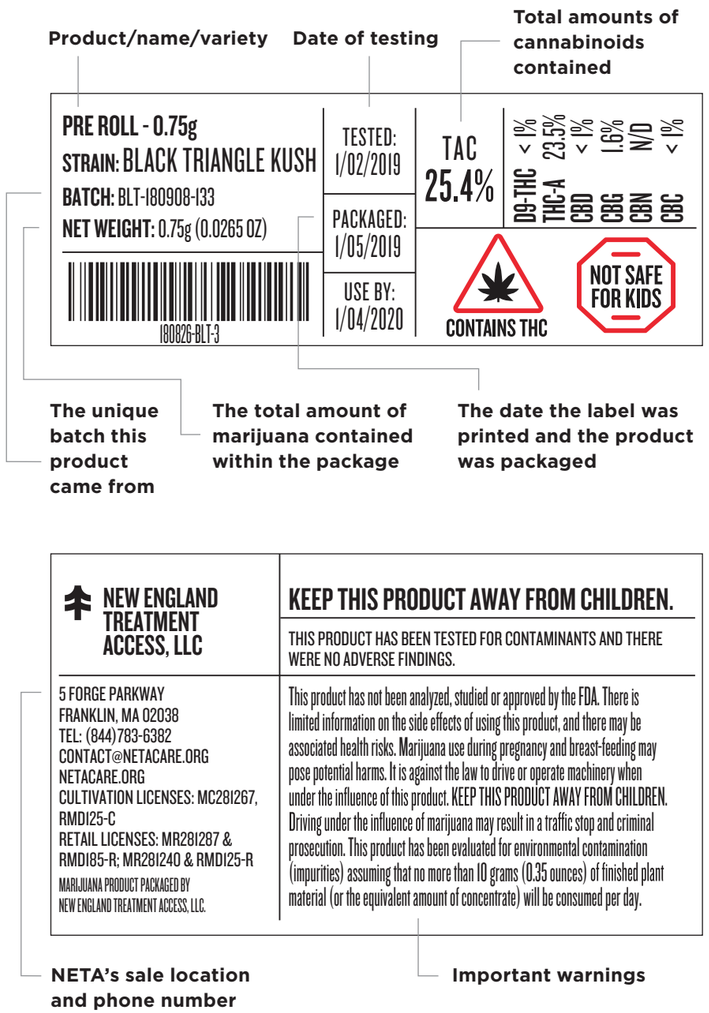
Ounces to grams conversion

Cannabis is often sold to patients in grams or ounces. We've provided a conversion chart to help with any confusion around understanding the weight of your purchase.

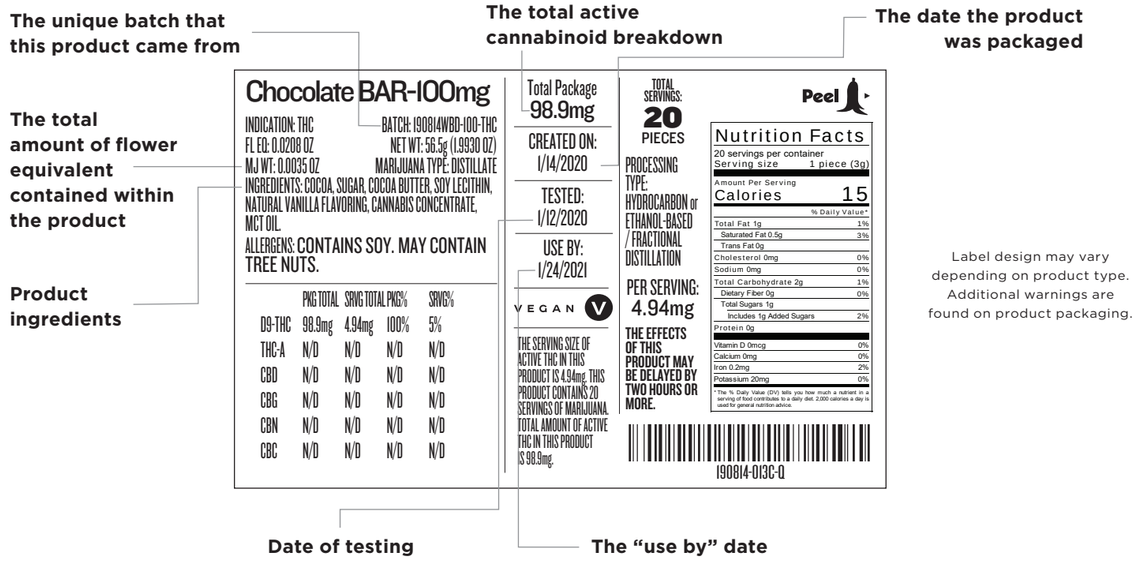
oz.	g
1/8	3.5
1/4	7
1/2	14
1	28
2	56
10	280

Please note: All conversions are approximate and have been rounded up or down to the nearest whole number.

Understanding A Flower Label



Understanding An Edible Label



Label design may vary depending on product type. Additional warnings are found on product packaging.

Consult With Your Doctors

Always speak with a doctor before using cannabis. If you are taking other medications or drugs, please consult with your doctors about possible interactions.

Before you use medical marijuana, you should consult with your physician, particularly if:

- You have heart disease
- You have asthma or other respiratory diseases
- You have a history of drug or alcohol abuse or dependence
- You have a history of a serious mental disorder

Possible Side Effects

Some patients report dry mouth, forgetfulness, dizziness or paranoia when using cannabis. While many patients use cannabis to combat anxiety, it may create anxiety for some. Cannabis can slow your reaction times and you should not drive or use heavy machinery while under the influence of cannabis. Responsible dosing (see guide on page 26) can help in avoiding unpleasant experiences with cannabis.

Tracking Your Results

Medical marijuana comes in many varieties and forms, each with its own cannabinoid profile and differing effects. Patients should track their experience using medical marijuana in order to modify treatment regimens accordingly. You will be issued a Patient Strain & Product Log upon your registration at NETA, which can be used as a tool to track which strains and products you use, which method, at which dosage and the associated effects. A sample log can be found on the following page, with examples.

What Method Of Use Is Right For Me?

There are many different ways to use marijuana to achieve your desired results.

We recommend that you explore various therapies to determine which approach works best for you. Feel free to speak with a Patient Service Associate to discuss products and method of use.

Method	Start With	Products	Attributes	Limitations
Smoking	One Inhalation	Flower	Most traditional method. Effects felt almost immediately. Smoking devices generally are inexpensive, easy to clean and accessible. Maintains flavor.	Burning at high temperatures may compromise the efficacy of some cannabinoids. Can be limiting for individuals with lung/respiratory issues. Distinct, strong aroma.
Vaporizing	One Inhalation	Flower Apex* Rubi* Wax* Shatter* Kief* Distillate* Mi Inhaler	Effects felt immediately. Easy dosing with some devices. Keeps most cannabinoids intact. Can be compact and discreet. Little cannabis aroma; no burning smell.	Cartridge vaporizers require little to no maintenance. Flower and other concentrate vaporizers require some light maintenance and can be more expensive.
Edibles	5mg or less	Gems Nuggets Lumens Bar	Long-lasting effects. Ideal for individuals with lung/ respiratory issues. Discreet. Tastes delicious.	Delayed onset. May require more trial and error.
Capsules	One 5mg Capsule	Upside	Long-lasting effects. Ideal for individuals with lung/ respiratory issues. Discreet. No taste or smell. Quick and easy to consume.	Delayed onset. May require more trial and error.
Tinctures	5mg Serving or less	Wishing Well Tinctures	Quicker onset if absorbed under tongue. Steady lasting effects. No smell. Discreet. Easy dosing.	Delayed onset if swallowed.
Topicals	1 or 2 pumps	Allay Lotion The Fix	Little to no “high.” Easy application. Discreet. Long-lasting effects.	Skin must be clean, dry and intact. Not recommended for sensitive skin or open wounds/sores.

* Concentrates such as wax, shatter and distillate have a high THC content. This may result in stronger, more pronounced, and longer-lasting effects. Consume responsibly.

What Products Are Right For Me?

At NETA, we know that the effects of different cannabis products can vary greatly depending on the individual.

Each person metabolizes, processes and experiences marijuana differently. Different therapies work well to deliver your desired effect. Plus, there are individual preferences around the length of impact, day vs. nighttime relief, method of use and type of effects experienced, among others.

Flower

FRESH PACKED Premium marijuana buds
PRE-ROLLED Mini, regular, and multi-packs

Vape Pens

APEX High potency distillate, glass cartridge
APEX ONE Battery + Distillate, All-In-One
RUBI Our most premium, buttonless, distillate vape solution

Edibles

BAR Belgian dark chocolate
LUMENS Fruit flavored gummies
NUGGETS Chocolate caramels
GEMS Watermelon-flavored lozenges
ELEVATION OIL Infused cooking oil
DROPS Fast acting, water soluble beverage additive
LOZENGE Long-lasting, raspberry-flavored confection
CUBES Assorted fruit-flavored chews

Concentrates

SHATTER Potent, glass like concentrate
WAX Soft, clay like, and terpene rich
KIEF Cannabinoid rich trichomes
DISTILLATE Highest purity and potency

Infused

ALLAY Infused body lotion
THE FIX Cooling balm
UPSIDE Convenient and discreet capsules
WISHING WELL 1mg per drop tincture
SUPPOSITORIES Infused alternative to oral consumption







Dosing Guide

Products will vary in potency (strength of effect on body and mind) and cannabinoid profile. Strain specific details and ingredients are clearly labeled on all of our products after they are tested by accredited third-party labs. It is important that anyone using marijuana is careful in finding the appropriate dose for their desired therapeutic effects. Each person is unique, and may experience marijuana quite differently.

5mg (or less)

The suggested dose for an inexperienced edible user

2 hours (or more)

Amount of time to wait before increasing your edible dose

Get Comfy

Eat a snack. Get cozy. Be sure to re-read the testing label.

Start Low

Start with a low dose.

Follow directions on the labels for all products.

Go Slow

Wait the recommended amount of time between dosages.

Enjoy

Remember to note the time you consume an edible and keep track of the onset and duration.

Edibles

Start with **5mg or less**.
Wait at least 2 hours before eating more.



Flower/Vape

Start with **1 inhalation**.
Wait 15-20 minutes before taking another inhalation.



Sublingual Under Tongue

Start with **5mg or less**.
Wait 30-60 minutes before taking additional dose.





If You're New To NETA

1/8th oz of flower
3 pre-rolled joints
1 Lumens bottle
1 Gems box
1 Fix jar

If You Love Edibles

1 D-Line Bar
1 Lumens bottle
1 Gems box
1 Nuggets box
1 Elevation Oil bottle
1 Drops bottle

If You Want Convenience

1 Gems box
1 Lumens bottle
3 pre-rolled joints
20 ct. Upside capsules

Part Three: Safety

Things You Need To Know

Alcohol

Do not mix marijuana and alcohol.

Driving & Machinery

Never drive or operate machinery under the influence of marijuana.

Eating

Do not eat Marijuana Infused Products on an empty stomach. Eating a full meal before consuming Marijuana Infused Products is recommended as it helps in lowering the intensity of effects.

Too Much?

Anxiety and paranoia may accompany accidental over-ingestion. In this event, it is best to stay calm and remain in a comfortable, safe place. With time, these unwanted effects will pass.

Pregnancy

There may be additional health risks associated with consumption of cannabis for women who are pregnant, breastfeeding or planning on becoming pregnant. Please consult your doctor.

Where Can I Smoke?

- In a private space where smoking and/or vaping are allowed.
- Not in or around NETA's dispensaries.
- Sorry, smoking in public is prohibited by state and local laws.

Can I Travel With My Cannabis?

Up to 10oz inside the state of MA, as long as you are traveling with your medical card.

How Much Cannabis Can I Purchase?

Medical patients can purchase up to their 60-day limit set, typically 10oz per 60 days unless otherwise determined by their healthcare practitioner.

How Do I Store My Cannabis?

Always keep your cannabis locked and secure in your home away from children and pets! Do not store near other food items. To keep your cannabis fresh, store it in a dark, dry and cool place.

Can I Share My Cannabis?

Selling marijuana to others is illegal and a first time offense (under 50 lbs) may be punishable by up to 2 years imprisonment / $5,000 fine. Subsequent offenses may be punishable by up to 2.5 years imprisonment / $10,000 fine.

Registered qualifying patients may not distribute any marijuana to any other individual, and they must return unused, excess, or contaminated product to the MTC from which they purchased the product, for disposal.

Tolerance, Dependence & Withdrawal

Signs and symptoms of substance use disorder or drug misuse

Although different drugs have different physical effects, the symptoms of addiction are similar. If you recognize the signs and symptoms of substance abuse, consider talking to someone about your drug use. Some examples of signs and symptoms of substance abuse are:

- **Neglecting responsibilities at school, work, or home because of drug use.**
- **Using drugs under dangerous conditions or taking risks while high.**
- **Built up a drug tolerance.**
- **Take drugs to avoid or relieve withdrawal symptoms. Symptoms may include nausea, sweating, shakiness, and extreme anxiety.**
- **Causing problems in relationships.**
- **Abandoning enjoyed activities.**
- **Continue using drugs, despite knowing it's hurting you.**
- **Losing control over drug use, may want to stop using, but feel powerless.**

If you suspect that you're developing any of the symptoms listed above, discontinue use immediately and seek help.

HELPGUIDE.ORG, a non-profit resource promoting mental and emotional health, provides the following information to help recognize substance abuse. More information can be found at: www.helpguide.org/articles/addictions/drug-abuse-and-addiction.htm

Information For Patients

It is recommended that patients begin with the smallest dose possible and adjust accordingly over time.

- For discussion on tolerance of marijuana, as well as the possibility of dependence and withdrawal, please visit: http://www.dependency.net/learn/marijuana/
- For information on substance abuse signs and symptoms, please visit: http://www.helpguide.org/mental/drug_substance_abuse_addiction_signs_effects_treatment.htm
- Registered qualifying patients may not distribute marijuana to any other individual. All unused, excess, or contaminated product must be returned to the NETA location from which the product was purchased for proper disposal.

Safety & Responsibility

Patient Acknowledgments

Before purchasing from NETA, all patients and caregivers need to fill out a New Member Form (page 35) and a Qualifying Patient & Caregiver Waiver (page 37-39). These forms include important patient acknowledgments for the safe and compliant use of medical marijuana. Initialed and signed copies of these patient forms will remain in your patient file.

Good Neighbor Policy

NETA will always strive to be a good neighbor. We seek to be a model dispensary and will do our part to ensure that we are responsible, responsive and compliant with all state and local laws and regulations. Our staff strives to perform in a way that is professional, respectful and thoughtful. We kindly request that the people we serve follow the same standards to ensure successful implementation of the program and to garner the respect of our communities.

Use of marijuana or marijuana products on or around NETA's facilities is strictly prohibited. Our facilities are equipped with parking lots for your convenience. Please do not park illegally on the streets surrounding our stores or in spaces not intended for dispensary use. We strongly encourage the use of public transportation.

We want you to feel safe when you visit a NETA dispensary. Please let us know if you need extra assistance while you're visiting our stores. Please immediately report any suspicious or illegal activity. Being a good neighbor will allow us to maintain a healthy relationship with the communities we serve and be able to serve your needs for years to come.

Responsible Use

Medical marijuana may cause impaired motor skills and drowsiness. Avoid driving or operating heavy machinery when using your medicine. It is illegal to drive under the influence of marijuana (M.G.L. c.90, s.24). If you're inexperienced using medical marijuana, it is a good idea to have someone with you the first time you medicate. Stop use if you feel confused, stressed, anxious or uncomfortable. Remember to go "low and slow", especially with edibles and infused products that have a delayed impact and are long lasting (see guide on pages 26-27).



KEEP YOUR MEDICINE AWAY FROM CHILDREN!

Medical marijuana can cause harm to children and should be stored in its original childproof packaging provided by NETA and ideally under lock and key to avoid accidental ingestion by children or others. To avoid the risk of accidental ingestion, DO NOT store edible marijuana products with other foods. Please be responsible about SAFE STORAGE.

What The Science Says

Americans for Safe Access (ASA) compiled over 200 scientific and scholarly articles and summarized the potential therapeutic effects of medical marijuana in "Medical Cannabis Research: What the Science Says". This document can be a valuable tool in understanding the basic science behind medical marijuana use and its potential effectiveness and versatility in treating a number of conditions.

To access this document, Google: "ASA What The Science Says" or, go to: www.safeaccessnow.org/medical_cannabis_research_what_does_the_evidence_say

Other organizations have also compiled research on medical marijuana that may serve as a resource to you:

1. Health Canada

Information for Health Care Professionals - Cannabis and the Cannabinoids
Google: "Health Canada MMJ Info HC Professionals", or:
www.hc-sc.gc.ca/dhp-mps/alt_formats/pdf/marihuana/med/infoprof-eng.pdf

- Focuses on info to help medical professional appropriately recommend cannabis, but also useful for patients and caregivers
- Overview of science & research, dosing, potential uses and possible adverse effects

2. American Academy Of Cannabinoid Medicine

Google: "American Academy of Cannabis", or: **www.aacmsite.org**

- Organization of clinicians & researchers supporting the use of cannabis medicines
- Provides education to medical professional and the public on cannabinoids and the endocannabinoid system

3. C3RN

Google: "Cannabis Community Care and Research Network",
or **https://c3rn.wildapricot.org/RESEARCH**

- C3RN is a public benefit corporation (B Corp) based out of Worcester, MA that provides contract research, analytics, education, and strategic advising services for the cannabis, academic, and healthcare industry in the area of cannabis.
- C3RN is the principal investigator with UMass Dartmouth on national anonymous cannabis consumer and patient research study and a national veteran's health and cannabis research study.
- C3RN, partnered with Holyoke Community College is also a qualified training vendor for the cannabis control commission social equity training program.

4. MIND

Google "Marijuana Investigations For Neuroscientific Discovery",
or **https://www.drstacigruber.com/research-projects**

- MIND supports a number of projects designed to examine cannabinoid-based therapies for a range of indications and conditions using longitudinal, observation, cross-sectional, survey, and clinical trial models.
- MIND is dedicated to understanding the impact of medical cannabis (MC) on cognition, clinical state, quality of life, brain structure and function, and related measures.

What The Science Says (cont.)

5. National Academies Of Sciences, Engineering And Medicine
http://nationalacademies.org/hmd/reports/2017/health-effects-of-cannabis-and-cannabinoids.aspx

- In one of the most comprehensive studies of recent research on the health effects of recreational and therapeutic cannabis use, a new report offers a rigorous review of relevant scientific research published since 1999.
- This report summarizes the current state of evidence regarding what is known about the health impacts of cannabis and cannabis-derived products, including effects related to therapeutic uses of cannabis and potential health risks related to certain cancers, diseases, mental health disorders, and injuries.

6. MPAA (MA Patient Advocacy Alliance)
https://www.compassionforpatients.com/

- MPAA represents the coalition of patients, caregivers, family members, medical professionals, and public health groups that helped draft and pass the 2012 ballot question to legalize medical marijuana.
- Since the medical marijuana law was passed, MPAA has worked continuously with the Department of Public Health and other stakeholders during the roll out of medical marijuana to ensure implementation of the law was completed in a manner that worked for both individual patients and communities as a whole.



New England Treatment Access, LLC.
5 Forge Parkway
Franklin, MA 02038
(508) 528-0093

NEW MEMBER FORM

Patient Information

Full Name

Date of Birth (MM/DD/YYYY)

Mailing Address

Address Line 1

Address Line 2

City/Town ZIP

Gender

◯ Male ◯ Female ◯ Other ◯ Prefer not to say

Phone Numbers

Home ( )

Cell ( )

Massachusetts Patient Registration Number

P

Email Address

Preferred Contact Method

◯ Home Phone ◯ Email ◯ Cell Phone

Do you want to be added to our email newsletter?

◯ Yes

Are you willing to participate in our annual patient survey?

◯ Yes

Caregiver Information (If Applicable)

Full Name

Caregiver Number

C#

Mailing Address

Address Line 1

Address Line 2

City/Town ZIP

Phone Numbers

Home ( )

Cell ( )

Other ( )

Qualifying Patient And Personal Caregiver Waiver

The enclosed waiver constitutes a Declaration regarding Registered Qualifying Patients and Personal Caregivers services on behalf of the medical use of marijuana by individuals in the Commonwealth of Massachusetts.

The purpose of 935 CMR 501.000 is to implement Massachusetts Chapter 369 of the Acts of 2012, an Act for the Humanitarian Medical Use of Marijuana. All terms in “bold face” within this Declaration shall be construed consistent with 935 CMR 501.000 and shall be interpreted as defined therein.

Registered Qualifying Patient or Personal Caregiver acknowledges the following:

New England Treatment Access, LLC. (“NETA”) is operating under 935 CMR 501.000 as a Registered Marijuana Dispensary ONLY.

NETA has indicated a warning that:

1. MARIJUANA HAS NOT BEEN ANALYZED OR APPROVED BY THE FDA.
2. THERE IS LIMITED INFORMATION ON SIDE EFFECTS OF MARIJUANA.
3. THERE MAY BE HEALTH RISKS ASSOCIATED WITH USING MARIJUANA.
4. MARIJUANA SHOULD BE KEPT AWAY FROM CHILDREN.

NETA has indicated a warning that when under the influence of **marijuana**, driving is prohibited by M.G.L. c.90, s. 24, and machinery should not be operated.

NETA makes NO representation as to the safety of any **marijuana** obtained within.

NETA has indicated that the use of any **marijuana** obtained at NETA is at one’s own risk.

Registered Qualifying Patient or **Personal Caregiver** agrees to hold harmless and indemnify NETA for any possible damages or losses.

Registered Qualifying Patient or **Personal Caregiver** agrees that NETA shall not be named in any lawsuit arising from its dispensation of **marijuana**.

Registered Qualifying Patient or **Personal Caregiver** understands and assumes the risk of all potential harms that could be caused by **marijuana** including but not limited to: low blood pressure; lightheadedness, fainting, loss of balance, drowsiness including any injuries associated therewith; demotivation; increased appetite and weight gain; slower reflexes or other cognitive obstructions; aggravation of pre-existing mental or physical disorders; and addiction.

Registered Qualifying Patient or **Personal Caregiver** agrees to comply with all statutes, ordinances, and rules related to use of **marijuana**, including those established in Massachusetts Constitution, Massachusetts Statutes, and Cannabis Control Commission.

Registered Qualifying Patient or Personal Caregiver understands under Massachusetts law, the Registration Card only protects him or her from arrest for possessing limited amounts of marijuana in Massachusetts. In states outside of Massachusetts, please consult an attorney in that state to learn about any applicable restrictions.

POSSESSING AND USING MARIJUANA IN ANY FORM IS A FEDERAL CRIME. YOUR RISK OF FEDERAL PROSECUTION INCREASES ON FEDERAL LAND, WHICH INCLUDES NATIONAL PARKS, AND FEDERALLY SUBSIDIZED HOUSING.

NETA does not hold out itself to the public within this state as being able to diagnose, treat, prescribe for, or prevent any human disease, ailment, pain, injury, or condition.

NETA does not suggest, recommend, prescribe, or administer any form of treatment, operation, or healing for the intended palliation, relief, or cure of any physical or mental disease, ailment, injury, or condition.

NETA does not maintain an office for the purpose of examining or treating persons afflicted with disease, injury, or defect of body or mind.

I swear and affirm under penalty of perjury that I have read and understand the above statements.

Print Name _____ Sign Name _____

Date _____

Mailing Address

Address _____

City/Town/State _____ ZIP _____

Acknowledgements For Patients & Caregivers

Please **initial** next to each acknowledgment below as well as sign and date the form.

- ▶ **I attest that I will not engage in the diversion of marijuana. I understand that fraudulent distribution or resale of medical marijuana is a felony punishable by up to 5 years in prison.** _____
- ▶ I understand that my registration card only allows me to possess and use marijuana for medical purposes within Massachusetts. _____
- ▶ I understand marijuana has not been analyzed or approved by the FDA, including marijuana produced by New England Treatment Access, LLC. _____
- ▶ I understand there is limited information on the side effects of marijuana, including marijuana produced by New England Treatment Access, LLC. _____
- ▶ I understand there may be health risks associated with using marijuana, including marijuana produced by New England Treatment Access, LLC. _____
- ▶ I understand marijuana, including marijuana produced by New England Treatment Access, LLC., should be kept away from children. _____
- ▶ I understand that when under the influence of marijuana, driving is prohibited by M.G.L. c. 90, s. 24, and machinery should not be operated. _____
- ▶ I understand I may not distribute medical marijuana to any other individual, and must return unused, excess, or contaminated product(s) purchased at New England Treatment Access, LLC. to a New England Treatment Access, LLC. dispensary for disposal. _____
- ▶ I agree at all times to abide by Massachusetts law in regards to my use of medical marijuana, and hereby release and waive all claims against New England Treatment Access LLC. from any and all liability related to my use of medical marijuana. _____
- ▶ I agree not to bring any weapons or anything that can be used as a weapon into NETA facilities. _____
- ▶ I agree to the use of medical marijuana in a way that does not endanger the health and well being of any person. _____
- ▶ I understand that NETA may refuse to dispense medical marijuana to me if in the opinion of the dispensary agent, the public or myself will be placed at risk by so doing. In this event I understand that my certifying physician will be notified within 24 hours. _____
- ▶ I authorize my information to be shared between New England Treatment Access, LLC. facilities. _____
- ▶ I have received the NETA patient handbook. _____

Print Name _____ Sign Name _____ Date _____

Strain & Product Log

Use this log to document your experience using cannabis strains and products.

EXAMPLE

1	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
	01/15/20	Flower	Facewreck (Sativa)	Vaporized
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
3 puffs	Eased pain		Instant/2.5 hours	
NOTES	Really liked this strain. Helped w/ pain but also created feeling of general happiness. Effects lasted about 2.5 hours.			

2	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

3	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

4	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

5	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

6	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

7	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

8	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

9	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

10	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE	**EFFECTS & SYMPTOM RELIEF**		**ONSET/DURATION**	
NOTES				

11
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

12
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

13
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

14
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

15
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

16
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

17
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

18
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

19
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

20
DATE
PRODUCT
STRAIN/TYPE
METHOD OF USE
DOSAGE
EFFECTS & SYMPTOM RELIEF
ONSET/DURATION
NOTES

At netacare.org, you can:

- View our online menus updated every day.
- Reserve ahead, pickup later. Make your selection anywhere with the NETA Reserve Ahead app. Orders are usually filled within 15-20 minutes. Pick up before closing. **netacare.org/reserveahead**
- Learn about the benefits of becoming a patient at **netacare.org/become-a-patient**.

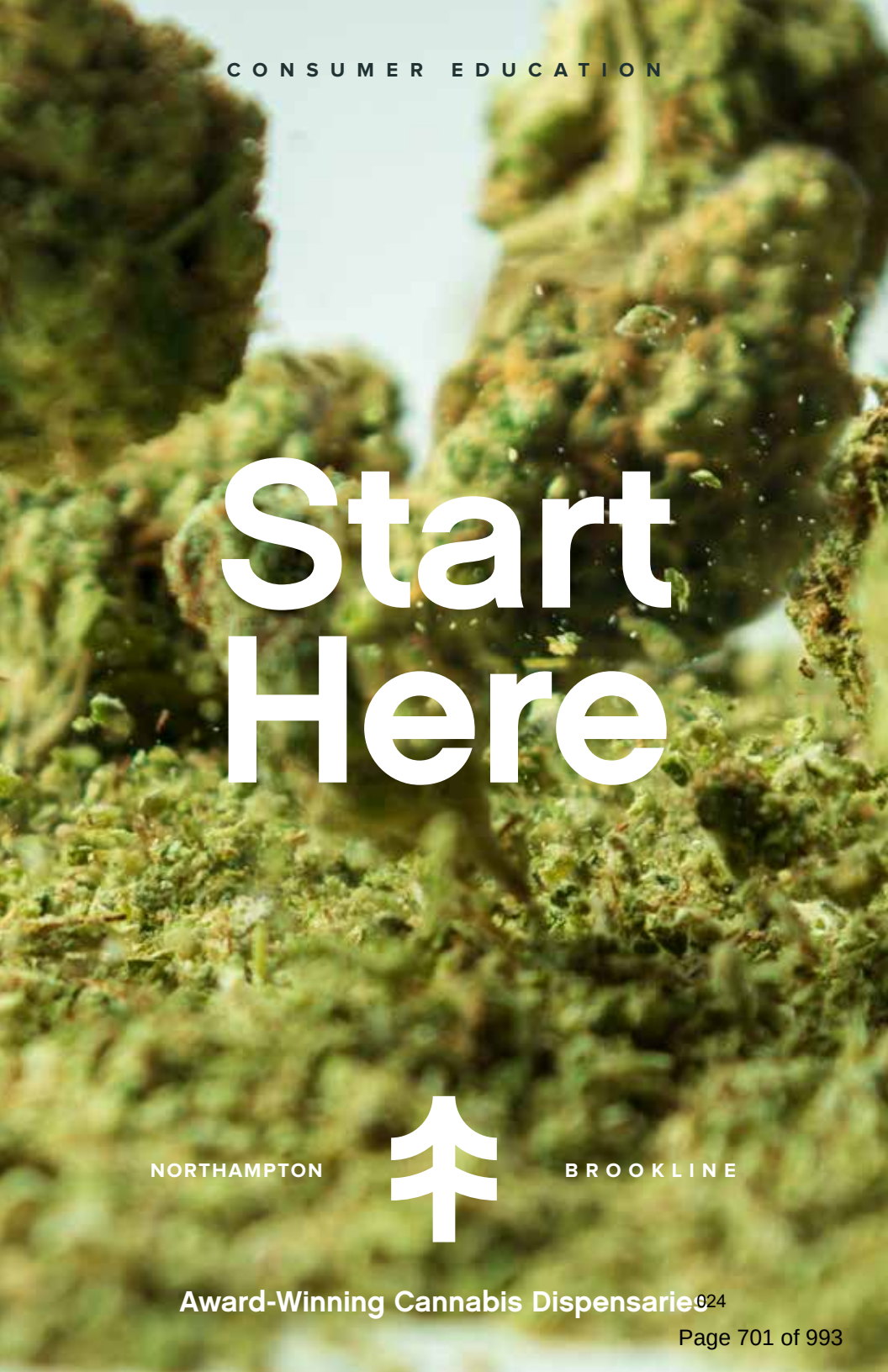
We welcome and value your feedback.

Feel free to reach out by phone, email (contact@netacare.org), or in person at your next visit if you have any questions. We're happy to help!



New England Treatment Access, LLC. (NETA) does not give medical advice. NETA does not make any claims regarding the safety or efficacy of marijuana due to the lack of substantial evidence or substantial clinical data with reasonable scientific rigor. The information provided in this document is based on information reported by patients and other sources and should not be construed as claiming the safety or efficacy of marijuana. This handbook and other materials distributed by NETA are informational only and not intended to be a substitute for professional medical advice, diagnosis or treatment. Always seek the advice of your physician or other qualified health provider with any questions you may have regarding a medical condition.

NETACARE.ORG


CONSUMER EDUCATION
Start Here
NORTHAMPTON
BROOKLINE
Award-Winning Cannabis Dispensaries

Hi, we are NETA. Our goal is to bring wellness to the people of Massachusetts and beyond by providing lab-tested, cutting-edge cannabis therapies in an inviting, safe environment.



INCREDIBLE PRODUCT VARIETY

Gems

Sweet Lozenges

BAR

Belgian Chocolate

DROPS

Beverage Additive

LUMENS

Sour Fruit Chews

NUGGETS

Bite-sized Caramels

ALLAY

Infused Lotion

WISHINGwell

Oral Tincture Extracts

upsidə

Fast-acting Capsules

CONCENTRATES

Distillate, Kief, Shatter, Wax and more

APEX

Long Lasting Distillate Vapes

RUBI

The Premium Vape Experience

PLUS

Many products are available in

Sativa, Indica, Hybrid, CBD and **1:1 THC/CBD**

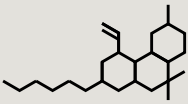


View our live interactive menus at **netacare.org**

Introduction To Cannabis

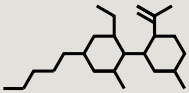
THC & CBD

THC is the cannabinoid in cannabis typically attributed to the plant's psychoactive effects.



DELTA-9-TETRAHYDROCANNABINOL

CBD is the minimally psychoactive cannabinoid in cannabis that may relieve anxiety, inflammation, and more.



CANNABIDIOL

THC & CBD are the two main compounds found in the cannabis plant. These compounds are called cannabinoids. There are over 85 cannabinoids in cannabis, but THC and CBD are the most abundant and researched.



WHAT PRODUCTS ARE RIGHT FOR ME?

At NETA, we know that the effects of different cannabis products can vary greatly depending on the individual. Each person metabolizes, processes and experiences marijuana differently. Different therapies work well to deliver your desired effect. Plus, there are individual preferences around the length of impact, day vs. nighttime relief, method of use and type of effects experienced, among others.

Finding the right product for you will depend on the following factors:

METHOD

NETA offers a variety of flower, topicals, edibles, vaporizer products, and concentrates.

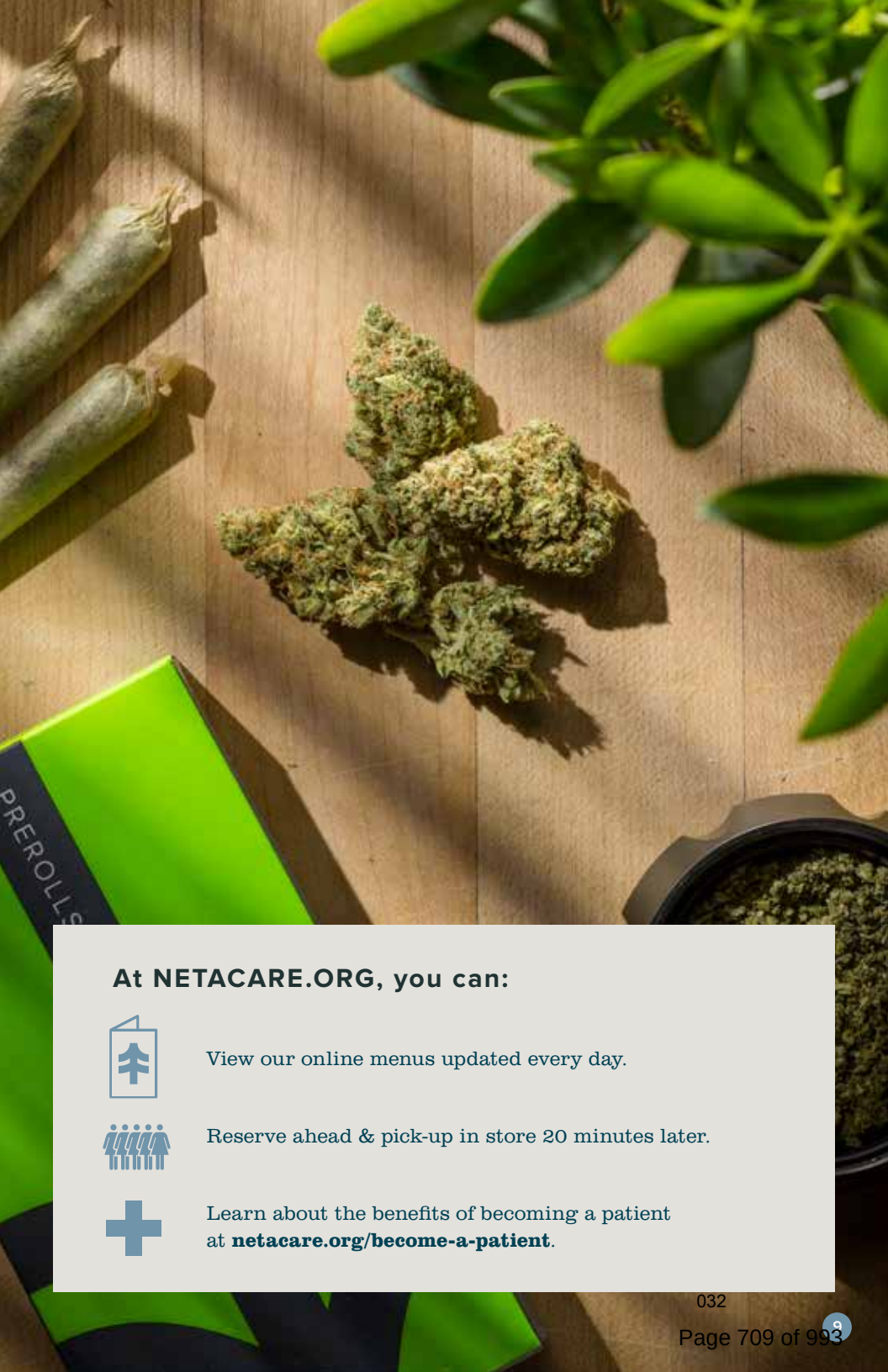
DOSAGE

Most products come in a variety of strengths and dosages. It is best to start with a low dosage and wait a few hours to realize the full effects. Or as we like to say: *Start low and slow.*

TYPE

The two main types of marijuana are Sativa and Indica. There are also several Hybrid strains that combine varying elements of both. Cannabinoid profiles are also important. NETA offers products in different THC and CBD combinations.

Method, dosage, type and other factors will be explained in detail over the following pages. When you visit our dispensaries, our Patient Service Associates (PSAs) will be ready to offer guidance and answer questions. Not all products/varieties featured are guaranteed to be available at all times. Menu is subject to availability.



At NETACARE.ORG, you can:

View our online menus updated every day.

Reserve ahead & pick-up in store 20 minutes later.

Learn about the benefits of becoming a patient at **netacare.org/become-a-patient**.

WHAT METHOD OF USE IS RIGHT FOR ME?

METHOD	START WITH	PRODUCTS
Smoking	One Inhalation	Flower
Vaporizing	One Inhalation	Flower Apex* Rubi* Wax* Shatter* Kief* Distillate*
Edibles	5mg or less	Gems Nuggets Chews Lumens Bar
Capsules	One 5mg Capsule	Upside
Tinctures	5mg Serving or less	Wishing Well Tinctures
Topicals	1 or 2 dollops	Allay Lotion The Fix Salve

* Concentrates such as wax, shatter and distillate have a high THC content. This may

There are many different ways to use marijuana to achieve your desired results. We recommend that you explore various therapies to determine which approach works best for you. Feel free to speak with a Patient Service Associate to discuss products and method of use.

ATTRIBUTES	LIMITATIONS
Most traditional method. Effects felt almost immediately. Smoking devices generally are inexpensive, easy to clean and accessible. Maintains flavor.	Burning at high temperatures may compromise the efficacy of some cannabinoids. Can be limiting for individuals with lung/respiratory issues. Distinct, strong aroma.
Effects felt immediately. Easy dosing with some devices. Keeps most cannabinoids intact. Can be compact and discreet. Little cannabis aroma; no burning smell.	Cartridge vaporizers require little to no maintenance. Flower and other concentrate vaporizers require some light maintenance and can be more expensive.
Long-lasting effects. Ideal for individuals with lung/ respiratory issues. Discreet. Tastes delicious.	Delayed onset. May require more trial and error.
Long-lasting effects. Ideal for individuals with lung/ respiratory issues. Discreet. No taste or smell. Quick and easy to consume.	Delayed onset. May require more trial and error.
Quicker onset if absorbed under tongue. Steady lasting effects. No smell. Discreet. Easy dosing.	Delayed onset if swallowed.
Little to no “high.” Easy application. Discreet. Long-lasting effects.	Skin must be clean, dry and intact. Not recommended for sensitive skin or open wounds/ sores.





The effect of marijuana depends largely on which type of cannabis you consume.

S SATIVA

Sativas are reported to have the following effects:

- Mood elevation
- Increased energy
- Increased sense of well-being
- Increased focus
- Increased creativity
- Thought provoking
- Increased appetite

Individual experiences will vary, so it is important to experiment with different strains to achieve desired results. Sativas are often recommended for daytime use.

I INDICA

Indicas are reported to have the following effects:

- Relaxation & stress relief
- Relaxes muscles
- Reduces spasms
- Reduces pain
- Reduces inflammation
- Promotes sleep
- Reduces anxiety
- Relieves nausea
- Stimulates appetite
- Reduces intraocular pressure
- Antiepileptic

For some individuals, indicas may result in tiredness and unclear thinking. Indicas are often recommended for evening use.

H HYBRID

Hybrid strains are produced when two or more different strains are cross-bred. Strains are often tailored through cross-breeding, with one variety typically dominant, to create the desired therapeutic effects.

CBD DOMINANT

CBD strains are reported to be helpful in treating a number of medical conditions and symptoms, while producing little to no intoxicating effects (or "high"). It has been reported that CBD can be used in the treatment of epilepsy.

Antiepileptic
Reduces pain
Anti-spasmodic
Reduces anxiety
Reduces inflammation

CBD:THC 1:1

A one-to-one ratio of CBD and THC. These products offer a balance between the psychoactive and non-intoxicating effects of cannabis that some individuals report to be helpful.

Antiepileptic
Reduces pain
Promotes sleep and relaxation
Reduces anxiety
Reduces inflammation

THC-A

Another potential option for individuals looking to avoid a psychoactive effect is THC-A. THC-A is the main non-intoxicating cannabinoid constituent in raw cannabis. It converts to THC when burned, vaporized, or heated. NETA offers THC-A edible formulations that have been reported to have the following properties.

Reduces pain
Reduces inflammation
Reduces anxiety
Reduces nausea











PURITY. POTENCY. PERIOD



Products will vary in potency (strength of effect on body and mind) and cannabinoid profile. Strain specific details and ingredients are clearly labeled on all of our products after they are tested by accredited third-party labs. It is important that anyone using marijuana is careful in finding the appropriate dose for their desired therapeutic effects. Each person is unique, and may experience marijuana quite differently.

GET COMFY

Eat a snack. Get cozy. Be sure to re-read the testing label.

START LOW

Start with a low dose.

Follow directions on the labels for all products.

GO SLOW

Wait the recommended amount of time between dosages.

ENJOY

Remember to note the time you consume an edible and keep track of the onset and duration.

EDIBLES

Start with **5MG OR LESS.**

Wait at least 2 hours before eating more.

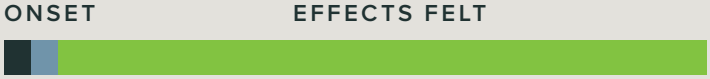


15 min. to 2 hours — 4 to 8 hours or more

FLOWER/VAPE

Start with **1 INHALATION.**

Wait 15-20 minutes before taking another inhalation.

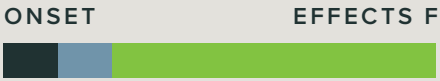


1 to 15 minutes — 2 to 6 hours or more

SUBLINGUAL UNDER TONGUE

Start with **5MG OR LESS.**

Wait 30-60 minutes before taking additional dose.



15 to 30 minutes — 2 to 4 hours or more

ALCOHOL

Do not mix marijuana and alcohol.

DRIVING & MACHINERY

Never drive or operate machinery under the influence of marijuana.

EATING

Do not eat marijuana infused products on an empty stomach. Eating a full meal before consuming marijuana infused products is recommended as it helps in lowering the intensity of effects.

TOO MUCH?

Anxiety and paranoia may accompany accidental over-ingestion. In this event, it is best to stay calm and remain in a comfortable, safe place. With time, these unwanted effects will pass.

PREGNANCY

There may be additional health risks associated with consumption of cannabis for women who are pregnant, breastfeeding or planning on becoming pregnant. Please consult your doctor.


WISHINGwell
INDICA
WISHINGwell
SATIVA
WISHINGwell
HYBRID

TOLERANCE, DEPENDENCE & WITHDRAWAL

SIGNS AND SYMPTOMS OF DRUG ABUSE AND DRUG ADDICTION

Although different drugs have different physical effects, the symptoms of addiction are similar. If you recognize the signs and symptoms of substance abuse, consider talking to someone about your drug use. Some examples of signs and symptoms of substance abuse are:

- Neglecting responsibilities at school, work, or home because of drug use.
- Using drugs under dangerous conditions or taking risks while high.
- Built up a drug tolerance.
- Take drugs to avoid or relieve withdrawal symptoms. Symptoms may include nausea, sweating, shakiness, and extreme anxiety.
- Causing problems in relationships.
- Abandoning enjoyed activities.
- Continue using drugs, despite knowing it's hurting you.
- Losing control over drug use, may want to stop using, but feel powerless.

For more information on mental & emotional health, including drug abuse and addiction, please visit **HELPGUIDE.ORG** - TOPIC: ADDICTIONS.

WHERE CAN I SMOKE?

- In a private space where smoking and/or vaping are allowed.
- Not in or around NETA's dispensaries.
- Sorry, smoking in public is prohibited by state and local laws.

CAN I TRAVEL WITH MY CANNABIS?

- Never drive under the influence.
- Keep your cannabis in a secure area of your vehicle, out of reach of the driver and passengers.
- Stay in Massachusetts - do not cross state lines with marijuana.

HOW MUCH CANNABIS CAN I PURCHASE?

- Up to 1 ounce of marijuana flower or up to 5 grams of marijuana concentrate per day.
- Possessing more than the legal limit (1 oz.) outside your home may be penalized by up to 6 months imprisonment / $500 fine.

STORAGE OF MY CANNABIS?

- Always keep your cannabis locked and secure in your home away from children and pets! Do not store near other food items. To keep your cannabis fresh, store it in a dark, dry and cool place.

CAN I SHARE MY CANNABIS?

- In Massachusetts you can share or gift up to 1 ounce of cannabis, or 5 grams of cannabis concentrate, with adults ages 21 and over, without any form of compensation.
- Selling marijuana to others is illegal and a first time offense (under 50 lbs) may be punishable by up to 2 years imprisonment / $5,000 fine. Subsequent offenses may be punishable by up to 2.5 years imprisonment / $10,000 fine.

RESERVE AHEAD

BROWSE

anywhere

RESERVE

anywhere

PICKUP

in store

Reserve your order before you arrive at NETA for a quick in-and-out experience.

Orders ready same day, typically in 15 to 20 minutes

We'll email you when it is ready.

RESERVE AHEAD AT

NETACARE.ORG/RESERVEAHEAD


BROWSE / RESERVE / PICK UP
DO IT OUTSIDE
AT&T Wi-Fi
10:20 AM
netacare.org
EXPRESS
RESERVE AHEAD
With Same Day Pick Up
Where do you want to pick up your reservation?
BROOKLINE
NORTHAMPTON
Review our most recent menu for today's selections, choose your products, and your reservation will be ready for pickup 15-20 minutes later

THE Benefits OF BEING A Patient

Subsidized Cost Of Becoming A Patient

(*Up to $200 in store credit vouchers available annually)

Lower Prices (No 20% tax!)

Wider Range of Edible Dosing

Expanded Purchase Limits

Greater Product Variety

NETACARE.ORG/BECOME-A-PATIENT

* Credit redemption limit: $150 per visit. Vouchers are not transferable, have no cash value and may not be combined with the “refer a friend” credit. Voucher must be presented to receive credit. Prod[illegible]



STRAIN & PRODUCT LOG

Use this log to document your experience using cannabis strains and products.

EXAMPLE

	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
1	12/4/18	Flower	Facewreck (Sativa)	Vaporized
DOSAGE	EFFECTS & SYMPTOM RELIEF			ONSET/DURATION
3 puffs	Eased pain			Instant/5 hours
NOTES	Really liked this strain. Helped w/ pain but also created feeling of general happiness. Effects lasted about 2.5 hours.			

	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
2				
DOSAGE	EFFECTS & SYMPTOM RELIEF			ONSET/DURATION
NOTES				

	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
3				
DOSAGE	EFFECTS & SYMPTOM RELIEF			ONSET/DURATION
NOTES				

	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
4				
DOSAGE	EFFECTS & SYMPTOM RELIEF			ONSET/DURATION
NOTES				

	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
5				
DOSAGE	EFFECTS & SYMPTOM RELIEF			ONSET/DURATION
NOTES				

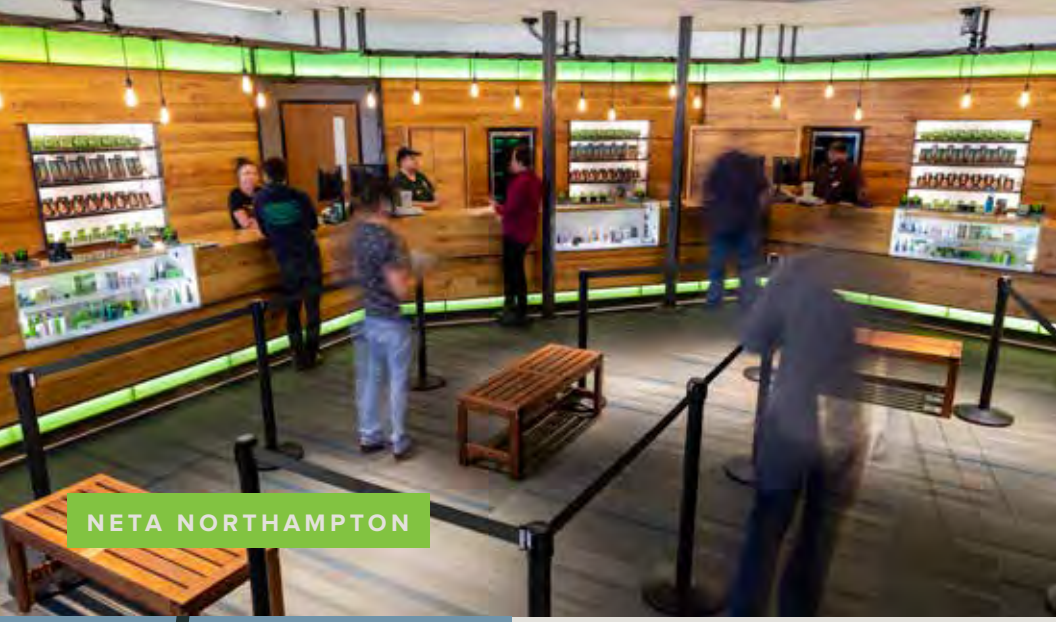
6	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE		EFFECTS & SYMPTOM RELIEF		ONSET/DURATION
NOTES				

7	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE		EFFECTS & SYMPTOM RELIEF		ONSET/DURATION
NOTES				

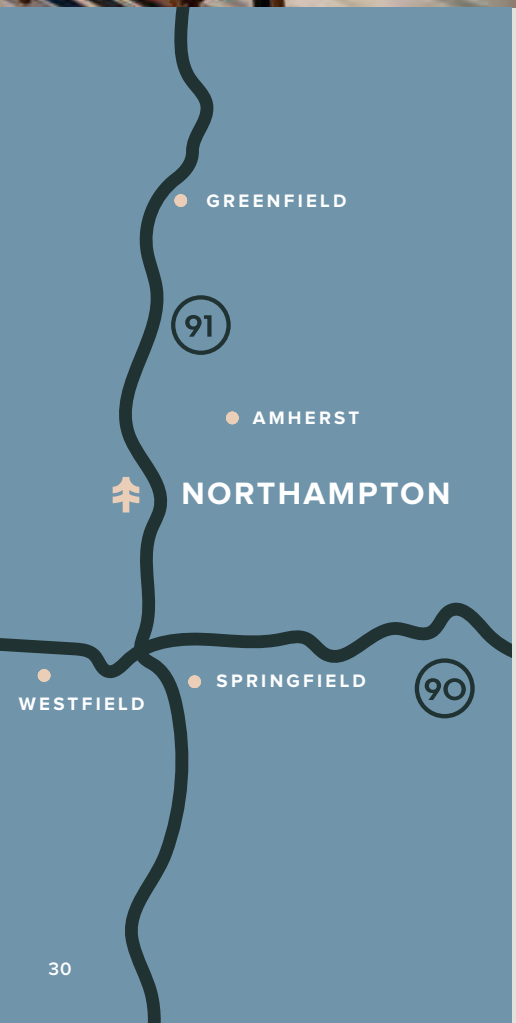
8	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE		EFFECTS & SYMPTOM RELIEF		ONSET/DURATION
NOTES				

9	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE		EFFECTS & SYMPTOM RELIEF		ONSET/DURATION
NOTES				

10	DATE	PRODUCT	STRAIN/TYPE	METHOD OF USE
DOSAGE		EFFECTS & SYMPTOM RELIEF		ONSET/DURATION
NOTES				



NETA NORTHAMPTON



118 Conz Street

Just Off Route 91

Northampton, MA

(413) 727-8415

contact@netacare.org

Hours:

8am - 10pm Daily

Public transport available via Pioneer Valley Transit Authority (PVTA) bus routes

GO TO NETACARE.ORG



160 Washington Street
At the intersection of
Route 9 and Washington St.
Brookline Village

Brookline, MA

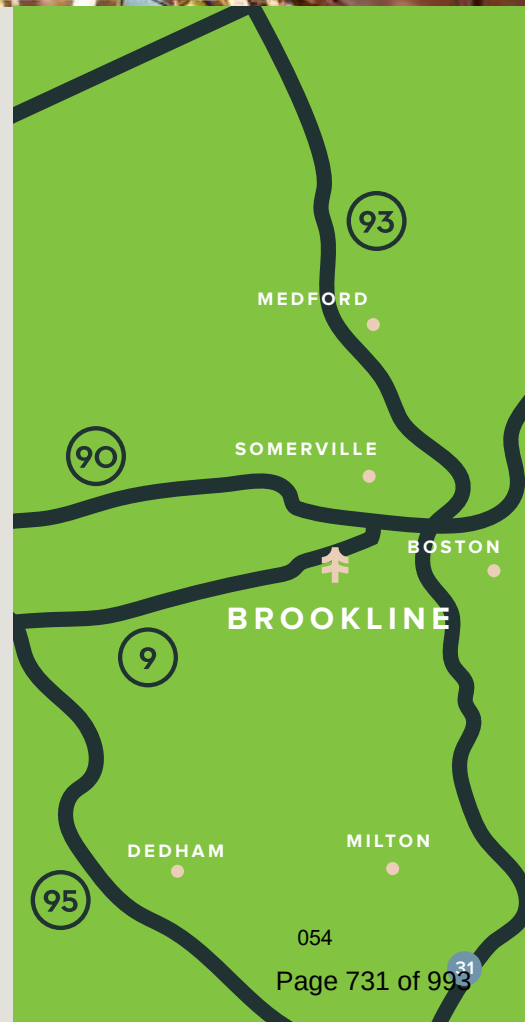
(617) 841-7250

contact@netacare.org

Hours:
10am - 7:45pm Mon-Sat
12pm - 5:45pm Sun

"T" accessible:
Green Line "D" Branch,
Brookline Village stop

TO PLAN YOUR VISIT





RAVE REVIEWS

MADE IN MASS

LAB TESTED

150+ PRODUCTS

Warning: Marijuana has not been analyzed, studied, or approved by the FDA, there is limited information on side effects, there may be health risks associated with using marijuana, and it should be kept away from children. Driving under the influence of marijuana is prohibited and machinery should not be operated.

NETACARE.ORG

Training Outline: Retail Guide

Trainer Remember

Leave 30 minutes to an hour at the end of the training shift to cover the Assessments and Attestations in TGZ. Trainees must complete the assigned TGZ course(s) on the day they have covered the corresponding material.

Training Timeline

Trigger: New hire's orientation date, the trainer is notified to prepare training materials.
Teach trainees foundational knowledge to become ready in one week after orientation. Revisit additional training topics within 90 days.

Sales

- Day 1 - Review training materials in the outline with focus on Guide 101 topics
- Day 2 - Review training materials in the outline with focus on Guide 102 topics
- Day 3 - First half of day shadow an Ambassador; be shadowed the second half.
- Day 4 - Be shadowed the entire day.
- Day 5 - Be fully trained in Pack

NOTE: The trainer should have enough time to prepare.

Trainer

The trainers on duty will go through Trainer Training prior to help develop and expand the trainer mentality. Topics include:

- Mindset
- Soft Skills
- The Grow Zone (run reports, view course completion, and download certificates for HR!)

Trainee Workbook - Answer Key

Training Outline

Topic / Bucket	Proposed Training

NETA 101	• New Hire Checklist
	• Retail Guide Handbook
	  ○ Brookline
	  ○ Northampton
	• Website Navigation
	• Compliance 101
	• PHI Training
	• Internal Theft
	Take-Home: Location-Specific Cheat Sheet
	[NOHO] [BLINE]

Guide 101	• Store Walkthrough:
	  ○ Anatomy: Northampton Store
	  ○ Anatomy: Brookline Store**
	• Emergency Procedures**
	• Role Overview
	• Team Communication
	• Product Training:
	  ○ Flower
	  ○ Concentrates
	  ○ Infused
	  ○ Edibles
	  ○ Reading Product Labels
	  ○ Compliant Packaging
	  ○ Product Talking Points

	PRACTICE: Product & Packaging Knowledge Check

	• Dashboard: Usage Guide
	  ○ Dashboard Quiz
	• Introduction to Retail Software
	  ○ Leaf Logix
	  ○ MassCIP
	• Discount Guide
	  ○ Financial Hardship Program
	  ○ Employee Discount Program
	  ○ Applying Loyalty Points

	PRACTICE: Software & Discount Knowledge Check

Guide 102	• Medical vs Adult-Use • Pack Operating Procedures (AU) ○ Pack Checklist (AU)
	PRACTICE: Pack orders in real time

	• Best Practices at the Register
	  ○ ID Verification
	  ○ Accepting Payments
	  ○ CanPay Workflow
	• Reserve Ahead Front-End Process
	  ○ In-store Cash Out
	  ✦ Brookline: In-Store Cash Out Guide
	  • Order Organization *B-Line Specific*
	  ✦ Northampton: In-Store Cash Out Guide
	  ○ POS Checklist
	  ○ Troubleshooting and Best Practices

	PRACTICE: Mock Customer Orders

	• Return Training
	• Order Breakdown
	• Side Work:
	  ○ Northampton: Side Work
	  ○ Brookline: Side Work
	• Guide Resources

	PRACTICE: NETA Jeopardy
Additional Topics	Refreshers: • MED vs AU • Product Talking Points • Patient Registration • How To: Check a Patient in • Pack Operating Procedures (MED) ○ Pack Checklist (MED) • Northampton: In-Store Cash Out Guide (MED) • Northampton: Curbside Order Fulfillment
	PRACTICE: Pack Activity* dependent upon test labels

Role Specific Training Outline: Security

Trainer Remember

Leave 30 minutes at the end of the training shift to cover the Assessments and Attestations in TGZ.
Trainees must complete the assigned TGZ course(s) on the day they have covered the corresponding material.

Training Timeline

Trigger: New hire's orientation date, the trainer is notified to prepare training materials.

Teach trainees foundational knowledge to become ready in one week after orientation. Revisit additional training topics within 90 days.

- Day 1 - Shadow and review training materials in a binder or shared folder with focus material.
- Day 2 - Shadow first half of day; practice Processes/Equipment/Security Preparedness second half.
- Day 3 - Practice Processes/Equipment/Security Preparedness.
- Day 4 - First half of day continue to practice; be shadowed the second half.
- Day 5 - Be shadowed the entire day.

Trainer

The trainers on duty will go through Trainer Training prior to help develop and expand the trainer mentality. Topics include:

- Tips & Assessing Trainee Progress
- Soft Skills (training updates)
- The Grow Zone (TGZ)

NOTE: The Trainer should have enough time to prepare.

Best Practice

- Training Attestations
- Knowledge Assessment in TGZ

.

After associates acknowledge the training, digitally sign the attestation in TGZ.

Post-Training

Daily (5 workdays/50 hours)

- Knowledge Assessments (KA)
- Training Attestations (TA)

NOTE: Trainee's only complete KA and TA's on topics reviewed for each day.

90 Day

- After all topics are trained on and attested to, the trainer will download the training certificate and send to HR for tracking purposes.
- If the associates require additional training, retrain, and revisit Grow Zone knowledge assessments.

Security Shift Lead (Supervisor and TL roles) **Grow Zone Course to complete attestation: https://thegrowzone_ma.litmos.com?LP=133772**		
Timeline	**Topic**	**Document**
Day 1	Upon Hire	• JD_ Security Specialist Shift Lead NETA_2020_

	Universal Training	• New Hire Checklist
		• Universal Training
		  ○ Merge
		  ○ Merge
		  ○ merge

	Compliance	• Theft, Diversion & Loss of Marijuana (reporting to appropriate parties) • CCC-Reportable Incidents: Introduction to Accident & Incident Reporting
	SHADOW SECOND HALF OF DAY	
	Q&A / KNOWLEDGE CHECK	
Days 2, 3, & 4	Procedures	• Workplace Violence • Visitor Authorization & Escorting • Third Shift Procedures_2020 • Power Outage Procedures_2020 • Security Preparedness (advanced protocols for unusual security circumstances)
	Equipment Training	• Security Alarm Systems_LOCATIONS_2020 • Galaxy Advanced set-up- running reports, (compiling data from multiple reports) • CCTV Usage (Troubleshooting, diagnosing, and repairing common CCTV issues) • Transportation Monitoring (troubleshooting connectivity issues) • Resetting RFID Readers • How To: Guard Tours_LOCATIONS_2020
	Emergency Procedures	• Emergency Evacuation (advanced lead position role and responsibilities) • Weather Emergencies (addressing staffing issues in extreme weather circumstances) • Emergency Preparedness
	Q&A / KNOWLEDGE CHECK	
	SHADOWED/HANDS-ON (Continue to next week if necessary)	

Security Specialist

NOTE: RVT Training within the first 90 days.

- New Hire Orientation
- Security Specialist_ Role Specific_Franklin
- JD_ Security Specialist NETA_2020

Grow Zone learning path to complete attestations:

- Franklin: **https://thegrowzone_ma.litmos.com?LP=134203**
- Brookline: **https://thegrowzone_ma.litmos.com?LP=134200**
- Northampton: **https://thegrowzone_ma.litmos.com?LP=134201**

Timeline	Topic	Document
Days 1 & 2	SHADOW/ REVIEW TRAINING BINDER OR SHARED FOLDER with a focus on:	

	Security 101	• Department Handbook
		  ○ TOOL: Security Shift Checklist
		• Retail Compliance 101
		• MA 105 CMR_2020
		• Marijuana Theft and Diversion_2020
		• Confidential and sensitive information_2020
		• CCC-Reportable Incidents: Introduction to Accident & Incident Reporting
		  ○ Security: Incident Reporting_2020

		NOHO: Anatomy: Noho Store Franklin: Anatomy: Franklin Security Brookline: Anatomy: Bline Store
	Security 102	• Workplace Violence_2020 • Guidance on Government Issued Identification ○ TOOL: LICENSE RENEWAL EXTENSIONS BY STATE
	Product Training	• Product Movement Monitoring • Transportation Monitoring & Communication Standards
	Q&A / KNOWLEDGE CHECK	
Days 3 & 4	SHADOW/ with a focus on:	
	Equipment Training	• Fire Extinguisher Training_2020 • Security Camera CCTV Usage 2020 • How To: Panasonic ID Scanner_2020 • Equipment Guide: Garrett SuperWand_2020 • Workflow: Alarm Systems_LOCATIONS_2020 • Workflow: Cameras Down at Night_2020 • How To: Avigilon _2020
		• NOHO: NOHO Generator_2020

		• Franklin: Franklin Generator_2019, Resetting RFID Readers_2020 • Brookline: Brookline Generator_2020 • Retail: Gemalto Scanner_2020, No system Galaxy
	Procedures	• Anatomy: Shift Log_2020 • How To: False Alarms_2020 • Security Email_2020 • How To: System Galaxy Arming_2020 • How To: Agent Badge_2020 • Entrance to NETA_2020 • Deliveries & Iron Mountain_2020 • Workflow: Power Outages_2020 • How To Guard Tours_LOCATIONS_2020 • Third Shift Procedures_2020 • Cannabis Disposal Procedures_2020
		• Retail: Security Staff Constraints_2020
	Emergency Procedures	• Weather Emergencies_2020 • Emergency Preparedness 2020 • Security Preparedness_2020 • NETA Mgt Active Shooter Training • Physical Violence Response • Response to Threatening Calls • Security: Emergency Procedures
	Q&A / KNOWLEDGE CHECK	
Day 5 & beyond	SHADOWED/HANDS-ON (Continue to next week if necessary)	
	Q&A / KNOWLEDGE CHECK	

i. Product and Pricelist

NETA MEDICATED PRODUCT LIST & PRICING

Flower (All Strains)

Product	Price	Financial Hardship & Veteran Price
1/8 oz	$12.50 - $55.00	10% off
1/4 oz	$25.00 - $50.00	10% off
1 oz	$100.00 - $ 300.00	10% off
1g Pre- Roll	$4.00-$12.00	10% off
5pk Pre-Roll .75	$35.00-$50.00	10% off
10pk minis .35	$20.00-45.00	10% off
Infused Pre-Rolls	$8 - $20.00	10% off

- Available in any permitted quantity, with tiered pricing above
- Pre-Packaged, rolled flower, may also be available
- Price Reflect top-quality flower. NETA may offer reduced pricing for varying forms of flower (i.e.shake)

Concentrates

Product	Price	Financial Hardship Price
1g Wax	$25-50	10% off
1g Shatter	$25-50	10% off
1g Kief	$17-25	10% off
.5g Distillate	$25-40	10% off
1g Distillate	$50-60	10% off
1g Rosin	$25-40	10% off
2g Hash Coin	$35.00	10% off
1g Live Badder	$25-50	10% off
.3g - 2g Distillate Cartridge	$20-$55	10% off
Live Sauce and Live Rosin Vapes	$30-50	10% off
THC Isolate	$75.00	10% off

- Additional weights may be made available

Tinctures

Product	Price	Financial Hardship Price
Tincture 300mg-515mg	$50 - $70	10%off
Grapeseed Cooking Tincture 420mg	$50.00	10%off
Water-Soluable Tinctures	$25 -$60	10%off

Edibles

Product	Price	Financial Hardship Price
Chocolate Bar 100mg-1,000mg	$10.00-100.00	10% off
Cubes 500mg (Dose)	$37.50-75.00	10% off
Heights Gummies	$19-$49	10% off
Heights Mints (40ct)	$30.00	10% off
Liquid Remedy Beverage Shot (5mg)	$5.00	10% off
Beverage- Dirty Lemonade 5-50mg	$9-25	10%off
Full Spectrum Oil	$40-75	10% off
Ice Cream (5-50mg)	$10-20	10% off

	- Additional products may be developed		
	Other		
	Product	**Price**	**Financial Hardship Price**
	25mg Capsule Bottles (20ct)	$75.00	10% off
	4oz Lotion	$30.00	10% off
	Salve	$40.00	10% off
	- Additional products may be developed		
	- NETA will make efforts to offer CBD dominant versions of many products listed above		
	- NETA will make efforts to offer variations of products above Indica/Sativa/Hybrid Variations		

NETA NON-MEDICATED PRODUCT LIST & PRICING

	Concentrate and Flower Vaporizers:	
	Product	**Price**
	Pax 2 (assorted colors)	$150.00
	G-Pen Elite	$120.00
	Volcano (digital)	$600.00
	Volcano (manual)	$479.00
	Kuli Vaporizer	$60.00
	Puff Co. Peak	$379.99
	Vaporizer Accessories:	
	Product	**Price**
	Pax Mouthpieces/lids	$20.00
	Pax Era	$30.00
	Volcano Magma Bubbler	$60.00
	Galaxy Enail Mini Kit	$200.00
	Kuli Coil	$14.00
	Rempen Coil	$3.00
	Rempen Atomizer	$15.00
	Apex Power	$10.00
	Rempen Twist Battery	$25.00
	Rempen Slim Battery	$10.00
	CCELL Palm Battery	$20.00
	CCELL Silo Battery	$20.00
	Misc. Accessories	
	Product	**Price**
	Misc. Glass Pipes	$20.00
	Various Rolling Papers (currently unavailable)	$2.00
	2pc Grinder	$30.00
	Small Grinder	$75.00
	Medium Grinder	$80.00
	Large Grinder	$100.00
	Flower Jar (currently unavailable)	$5.00
	Pre-Roll Carrier (currently unavailble)	$10.00

- Additional products may be sold.

NETA STRAIN LIST

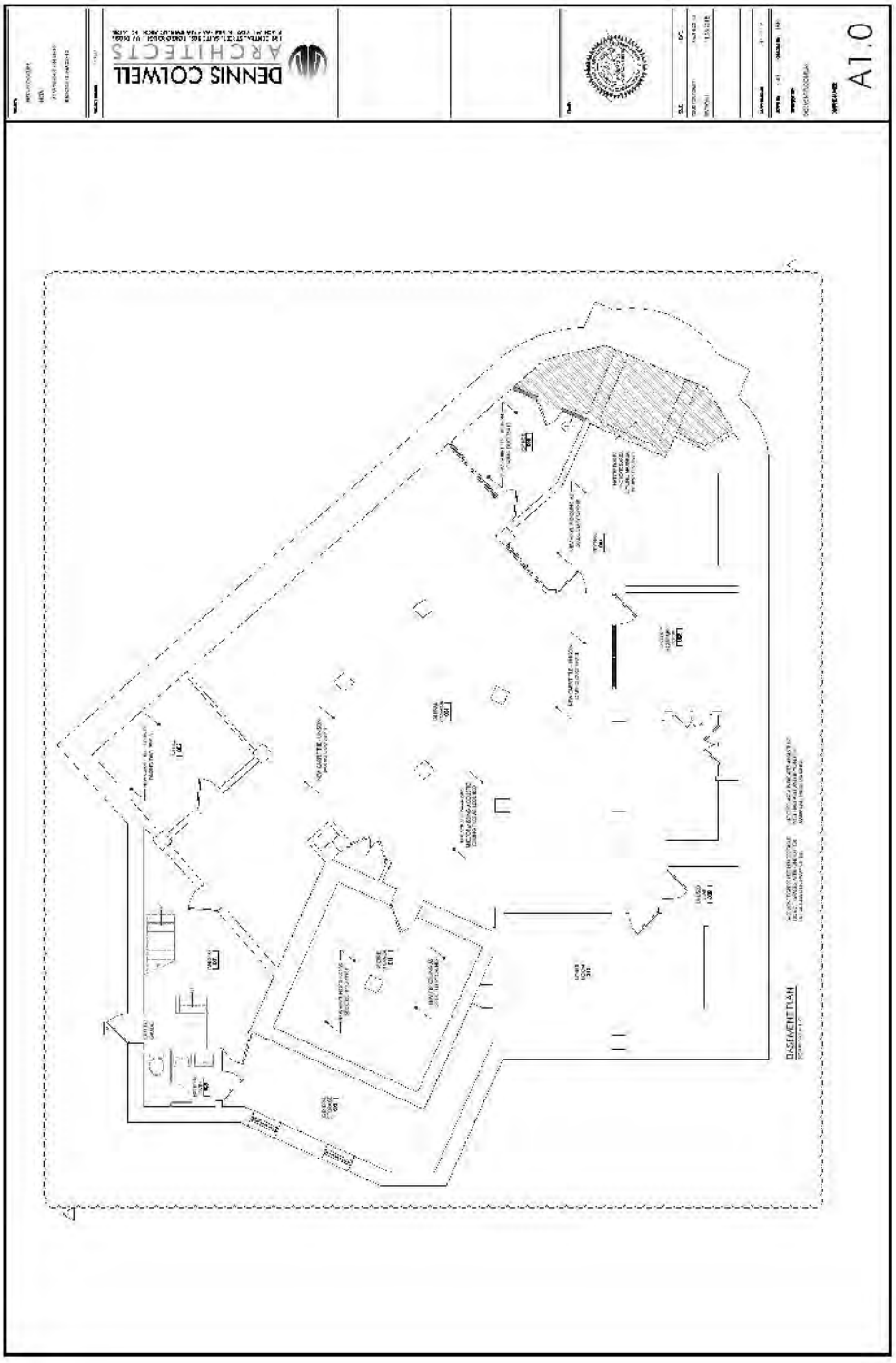
- NETA will offer a wide variety of strains in order to best accommodate a broad range of patient conditions / symptoms: -- High and Low Potency Strains -- Sativa / Indica / Hybrid Strains -- THC / CBD / 50-50 Strains
- The following list of strains represents NETA's initial cultivation efforts
- The availability of these strains is subject to cultivation success
- NETA may introduce new strains as needed

Strain	Indication
007UP	HYB
Animal Zkittles	HYB
Apples N Bananas X Pancake Jealousy	HYB
Apple Banana Peach Ringz	IND
Banana Zoap	HYB
Big Bagg	HYB
Black Triangle	IND
Blueberry Mojito	SAT
Blueberry Waffle	SAT
Bosscotti	IND
Cherry Ghostenade	
Creepshow	
Deluxe Sugar Cane	IND
Don Dada	HYB
Double Stuffed	IND
Dulce De Fresa	HYB
Florida Frost Point	HYB
Fried Ice Cream	HYB
Garlicane	SAT
Garry Payton	HYB
Gaspar's Grapes	HYB
Gelato 41	IND
Georgia Runtz	HYB
GmBlow V2	IND
Golden Lemon #4	IND
Grand Nug Supreme	HYB
Grape Pie	IND
Grape Essence	HYB
Grape Sundae	HYB
Gumbo	SAT
Happily Ever After	HYB
Hash Burger	IND
Jelly Sea	HYB
Love Triangle	HYB
Mauve Mochi	HYB
Mint Orbitz	
Motor Breath x Mike Larry	HYB
Mule Fuel	SAT

	PB & Smelly	IND						
	Permanent Chimera	IND						
	Pie Hoe	SAT						
	Pine Zap	SAT						
	Pine Zap F2	HYB						
	Powerline Punch							
	Purple PJs							
	Quesojito	SAT						
	Rainbow Chip	HYB						
	Reckless Driver							
	Runtz Muffin	IND						
	Smirks	HYB						
	Space Case	HYB						
	Strawberries & Cream							
	Sunset Smallz	HYB-IND						
	Super Boof	HYB						
	Super Lemon Haze	HYB-SAT						
	Sweet Tooth	HYB						
	Top Gear	HYB						
	Top Shelf Daddy	HYB						
	Truffle Two Step	HYB						
	Wedding Pie	HYB						
	White Hot Guava 14 x Black Velvet	HYB						
	Ya Hemi	SAT						
	Yumm Yum	IND						
	Zoap	HYB						

j. Annual Community Meeting

N/A


DENNIS COLWELL
ARCHITECTS
A1.0
BASEMENT PLAN

DENNIS COLWELL
ARCHITECTS
A1.1
DOOR & HARDWARE SCHEDULE
HARDWARE LEGEND
DOOR FINISHES
SOLID WOOD
HOLLOW METAL
FIRST FLOOR PLAN

DENNIS COLWELL
ARCHITECTS
A1.1
MEZZANINE FLOOR PLAN

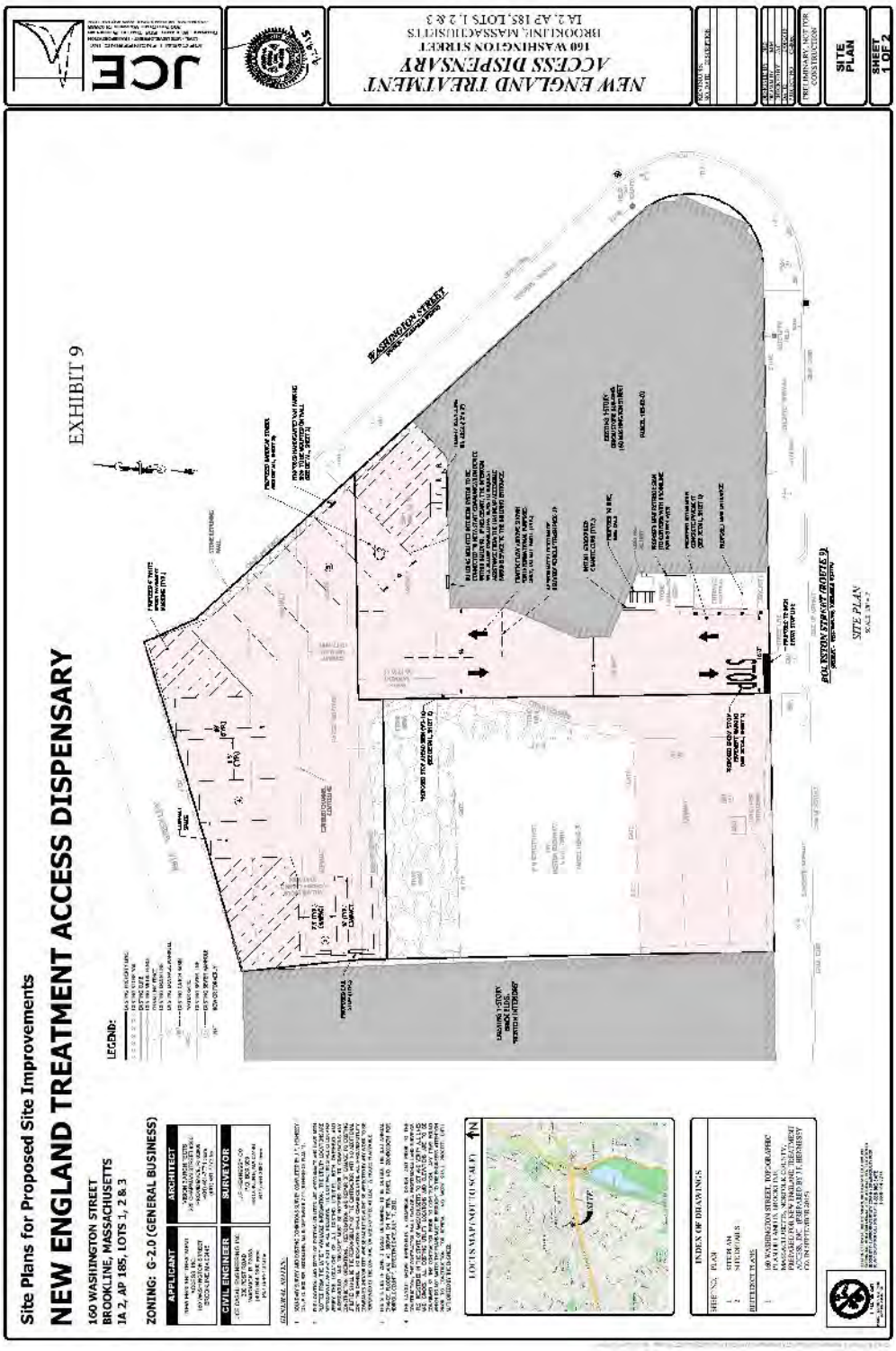
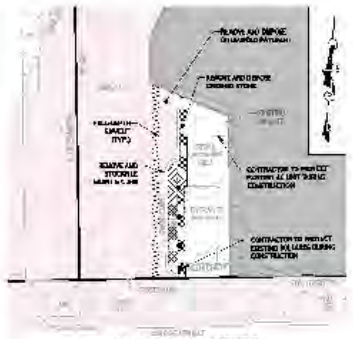
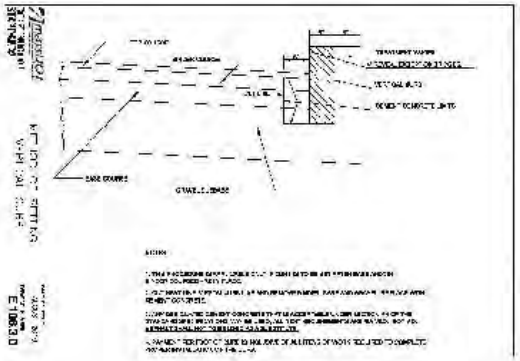

Site Plans for Proposed Site Improvements
NEW ENGLAND TREATMENT ACCESS DISPENSARY
160 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS
1A 2, AP 185, LOTS 1, 2 & 3
ZONING: G-2.0 (GENERAL BUSINESS)
APPLICANT
ARCHITECT
CIVIL ENGINEER
SURVEYOR
LEGEND:
EXHIBIT 9
WASHINGTON STREET
ROUTE 9
SITE PLAN
LOCUS MAP (NOT TO SCALE)
INDEX OF DRAWINGS
SHEET NO. PLAN
1 SITE PLAN
2 SITE DETAILS
SITE
STOP
NEW ENGLAND TREATMENT ACCESS DISPENSARY
160 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS
1A 2, AP 185, LOTS 1, 2 & 3
SITE PLAN
SHEET 1 OF 2

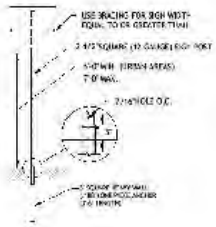
EXHIBIT 9



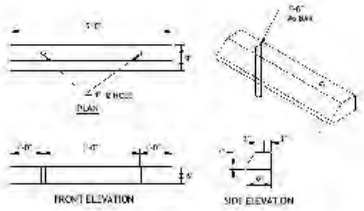
BOLYSTON STREET (ROUTE 9)

SITE PREPARATION PLAN





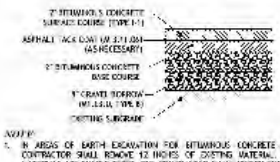
1 TRAFFIC SIGN INSTALLATION DETAIL



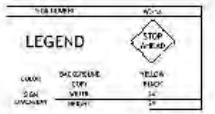
2 CAR STOP DETAIL



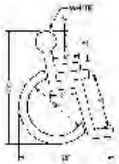
3 HANDICAP PARKING SIGN DETAIL



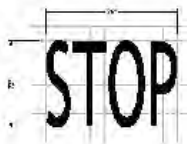
4 BITUMINOUS CONCRETE PAVEMENT



5 TRAFFIC SIGN DETAIL



6 HANDICAP PAVEMENT MARKING



7 'STOP' PAVEMENT MARKING DETAIL

JCE

JCE CABELLI ENGINEERING, INC.

4-13-15

NEW ENGLAND TREATMENT ACCESS DISPENSARY
160 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS
LA 2, A2 185, LOTS 1, 2 & 3

REVISIONS: NO	DATE	DESCRIPTION

DESIGNED BY: EJD
DRAWN BY: MW
CHECKED BY: MW
DATE: 04/14/15
PROJECT NO: 13-0940

PRELIMINARY, NOT FOR CONSTRUCTION

SITE DETAILS

SHEET 2 OF 2

n. Satellite Parking

Presently NETA utilizes the parking lot off of the building at 160 Washington Street and that is sufficient in supporting the customer traffic. NETA employees and management is instructed to take public transportation or park in a parking garage at One Brookline Place & The Brook House.

NETA Rubbish, Litter & Recycling Plan

NETA will take action to provide that its facilities are maintained in a clean and orderly condition and that litter and rubbish are properly disposed off. The facility and its grounds will be regularly monitored for trash and rubbish by NETA management and staff and if present, will promptly be removed and properly disposed of.

NETA will encourage recycling among staff and patrons and will provide appropriate recycling receptacles to collect recyclable products. Recycling bins will be located throughout the facility for ease of use and larger storage receptacles will be kept in a designated and appropriate area outside of the facility within the parking lot. Please see **NETA Site Plan** for approximate location of trash and recycling receptacles and designated pickup area.

NETA has established a service relationship with:

WM - Waste Management
26 Patriot Place STE 300
Foxborough, Ma 02035
(800) 972-4545

WM will provide NETA with trash and recycling receptacles and will pick up trash daily and recycling 4 days per week. NETA will monitor trash collection and if additional pickups are necessary, twice weekly pickups will be scheduled.

NETA has requested trash and recycling pickups to occur outside of our regular hours of operation to reduce unnecessary traffic into our parking lot. WM has said it can accommodate this request.

II. DIVERSITY REPORT

GOAL 1

NETA is committed to increasing the representation of diverse populations including people of color, particularly Black, African American, Hispanic, Latinx, and Indigenous people; Women, Veterans, Persons with disabilities; and LGBTQ+ in the production, cultivation, and retail job groups.

We have set a target for increasing the representation of diversity by at least 1% annually. Creating a diverse and inclusive workplace benefits our employees and leads to a stronger, more dynamic company.

The program to achieve this goal will include:
Critical to achieving this goal is evaluating and adjusting our recruitment and hiring practices. To this end, we have established the following processes:

Hiring Practices

Our Talent and Acquisition team includes multiple genders, nationalities, ethnicities, and experiences (male, female, Hispanic, African American, European). We support the notion that having a diverse team allows us to seek diversity in hiring.

- **Job Posting**
  - We are currently partnered with Greenhouse (Applicant Tracking System), Indeed, and Better Team for posting our roles.
    - Greenhouse posts to major job boards like LinkedIn, Indeed, ZipRecruiter, and Monster.
    - Indeed, allows us to further source for candidates. When searching for candidates, we leverage Historic Black Colleges in the Boolean searches, diverse academic societies, and organizations to ensure diversity in applicants.
    - Better Team post to 100+ job boards. On top of the standard job boards, they also include diverse sites like the below: (Website for reference and full list of job boards: https://support.betterteam.com/en/articles/2531694-which-job-boards-will-my-posts-appear-on)
      - hbculifestyle.com
      - seniorsflourish.com
      - gradleaders.com
      - Campus2careers.com
- **Data collection to understand and track our candidate pool.**
  - Our applicant tracking system allows us to anonymously collect demographic and EEOC data to monitor our diversity by applicants and candidates hired.
- **Data-Driven Hiring Improvements:** Our approach includes collecting demographic data at the application stage to refine our hiring pipeline, in partnership with entities like Green Flower, to ensure a diverse and inclusive hiring process.

Success is Measured:
We have set a target for achieving a 1% increase in diverse populations year over year.

Progress:

NETAs representation of white employees has declined by 3% and Hispanic/Latin X has increased by 2.7% from 2024 to 2025

NETA Demographics							
NETA	**White**	**Black/African American**	**Hispanic/ Latinx**	**2 or More**	**Opt Out**	**American Indian**	**Asian**
2023	69.0%	7.0%	9.4%	2.6%	10.7%	0.3%	1.0%
2024	73.0%	6.5%	8.3%	2.7%	6.5%	1.0%	1.0%
2025	70.0%	6.0%	11.0%	2.4%	8.2%	1.0%	1.4%

Upon reviewing the demographics of each town where NETA businesses are located, we realized that our teams in each location are far more diverse than the cities' diversity per the 2023 US Census Bureau.

US Census Bureau Demographics July 2023							
Location	**White**	**Black**	**Hispanic**	**2 or More**	**Opt Out**	**American Indian**	**Asian**
Brookline	66.8%	3.2%	6.7%	8.4%	n/a	.1%	19.1%
Northampton	82.9%	2.1%	9.5%	6.7%	n/a	0.2%	3.8%
Franklin	93.1%	2%	5.5%	2.3%	n/a	0.5%	1.8%

Demographics by NETA Location 2025							
Location	**White**	**Black/African Amercian**	**Hispanic/ Latinx**	**2 or More**	**Opt Out**	**American Indian**	**Asian**
NETA Brookline	51.4%	11.4%	17.1%	11.4%	8.0%	0.0%	0.0%
NETA Northampton	51.7%	0.0%	24.1%	3.0%	17.2%	0.0%	0.0%
Neta Franklin (Grove and Forge)	78.6%	5.7%	6.4%	1.4%	2.8%	0.7%	2.1%

2025 - Other Demographics	
Veterans	2.9%
Employees with a disability	4.8%
Gender: Female	35.0%
Gender: Male	63.4%
Gender: Unidentified	2.0%

NETA has a strong representation of female leadership team, including:
President: Allison Henriquez
Vice President HR: Janet Duncan Rumsey
Vice President Compliance and Government Relations: Jervonne Singletary
Senior Director of Wholesale and Operations: Michelle Herrick
General Managers of Retail: Kelly Masiello
Assistant Store Manager: Brooke Gast
Senior Marketing Manager: Jocelyn Shiney
Senior Manager of Retail Operations: Mary Fisher
Senior HR Manager: Sheila Straight
Compliance & QA Manager: Nicole Heisler
Retail Inventory Manager: Jenna Evans
HR Business Partner: Ashley Raymond
Assistant Operations Managers: Lillian Worthington, Jill Cyr
Inventory & Testing Supervisor: Chelsea Farrell

LGBTQ+ - NETA does not ask for applicant information about the employees' LGBTQ+ preference.

GOAL 2

Goal #2 – Our goal is to ensure that all candidates are evaluated based solely on their qualifications and merit, without regard to factors such as race, gender, age, or sexual orientation. At NETA, we recognize that unconscious bias can affect our hiring decisions and limit the diversity of our workforce. To combat this, we are dedicated to increasing awareness of hiring biases and promoting diversity and inclusion in all aspects of our recruitment process. We believe that by educating our hiring managers and providing them with the tools to recognize and address unconscious bias, we can reduce its impact and create a more diverse and inclusive workplace.

Program to Achieve this goal:
As part of our commitment to creating a diverse and inclusive workplace, we have established a requirement for all leaders to complete a meaningful training program on implicit and unconscious bias. These training programs will help our leaders recognize and address biases affecting their decision-making and ensure that all employees are treated fairly and respectfully.

Success is Measured:
Our target is 100% completion for all leaders, as training is critical to creating a more inclusive and equitable workplace for all employees.

III. OPERATIONAL CHANGES

NETA has not made any notable operational changes in 2025.

IV. Violations, Security Breaches, Citations

March 6, 2025

NETA Brookline was inspected by the CCC, during the inspection, Enforcement staff identified deficiencies.

Attachement A: Corrective Action Plan (including deficiencies)

ATTACHMENT A

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan

Regulation:	935 CMR 500.030(3) 935 CMR 501.030(3)
Deficiency 1:	On March 6, 2025, Cannabis Control Commission ("Commission") Enforcement staff ("ES") conducted an unannounced inspection at the Licensee's Marijuana Establishment ("ME") and Medical Marijuana Treatment Center ("MTC"). During the inspection, ES observed that the Licensee had employee CORI reports on file for its registered agents that were expired and not valid.
Corrective Actions Taken:	1. All Brookline employees, Cori's are valid. 2. A renewal tracker was created to ensure that each component of the employee renewal has been completed.
Timetable for Steps:	1. 3.6.25 2. 3.10.25
Date Compliance Achieved:	3.10.25

Regulation:	935 CMR 500.105(2)(b)3. 935 CMR 501.105.(2)(b)3
Deficiency 2:	During the inspection conducted on March 6, 2025, ES observed that the Licensee was unable to provide current and valid RVT certificates for all registered agents as required. During the inspection, ES observed that the Licensee had RVT Certificates on-site for its registered agents that were expired and not valid.
Corrective Actions Taken:	1. All Brookline employees have completed RVT.
Timetable for Steps:	1. 4.10.25
Date Compliance Achieved:	4.10.25

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan

Regulation:	935 CMR 500.105(8)(e)
Deficiency 3:	During the inspection conducted on March 6, 2025, ES observed that an infused Marijuana beverage product, 1A40A030000B285000022994 Root Beer Can, located in active inventory "BLKN Sales," did not have a Metrc package tag attached to the Marijuana Product as required.
Corrective Actions Taken:	1. Tag was replaced upon discovery. 2. When the product is moved to the sales floor, verify that METRC tag is attached.
Timetable for Steps:	1. 3.6.25 2. 3.6.25
Date Compliance Achieved:	3.6.25

Regulation:	935 CMR 500.105(13)(f)3. F & g, 935 CMR 501.105(13)(f)3. F & g
Deficiency 4:	During the inspection conducted on March 6, 2025, ES observed that the Licensee's manifest for its transport vehicle did not include: the mileage of the transporting vehicle at departure from the originating ME; the mileage on arrival at the destination ME; as well as the mileage on return to the originating ME. ES additionally observed that the Licensee's manifest for its transportation vehicle did not contain the time of departure from the originating ME.
Corrective Actions Taken:	1. Employees have been reminded to ensure that mileage is logged when leaving the MTC, upon arrival at patients' home, and upon returning to the MTC.
Timetable for Steps:	1. 3.6.25
Date Compliance Achieved:	3.6.25

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan

Regulation:	935 CMR 500.110(1)(e) 935 CMR 500.110(1)(e)
Deficiency 5:	During the inspection conducted on March 6, 2025, ES observed that the ME's/MTC's Manager's Office did not have Limited Access Area ("LAA") signage posted on the door. During the inspection, the Licensee stated to ES that not all registered agents have access to this room, where money and the safe is located. ES observed LAA signage located at the bottom of the stairs, however, ES observed that this area is accessed by registered agents who utilize the restroom.
Corrective Actions Taken:	1. At the top of the stairs to the right of the door is the Limited access sign and an RFID scanner preventing access to the room. *See Attachment A* 2. The doors access controls allow only Management and Inventory specialists to enter the room.
Timetable for Steps:	1. 3.6.25 2. 3.6.25
Date Compliance Achieved:	3.6.25

Regulation:	935 CMR 500.110(4)(e) 935 CMR 501.110(4)(e)
Deficiency 6:	During the inspection conducted on March 6, 2025, ES reviewed recorded video footage of a security audit of a delivery conducted on March 3, 2025 at the Licensee's ME/MTC, and observed that a third-party delivery agent was not signed in as a visitor and was not provided with a visitor badge.
Corrective Actions Taken:	1. Wholesale and delivery drivers are not allowed to enter Limited Access Area unless they are signed in and given a visitors' badge. 2. If the delivery drivers enter, they will be logged in and given a visitors badge.
Timetable for Steps:	1. 3.6.25 2. 3.6.25
Date Compliance Achieved:	3.6.25

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan

Regulation:	935 CMR 500.140(6)(a) – (g)
Deficiency 7:	During the inspection conducted on March 6, 2025, ES observed that the Licensee's adult-use consumer educational materials was missing the following required information: • A warning that Marijuana has not been analyzed or approved by the FDA; • A warning that while driving under the influence of Marijuana is prohibited; • Information to assist in selection of marijuana including side effects of strains and forms or routes of administration; • Materials to train strains used and associated affects; • Information about potency and proper dosing with emphasis on the smallest amount possible to achieve desired effect; • A discussion of tolerance, dependance, and withdrawal; • Facts about substance abuse disorder, referral information for substance use disorder treatment programs, or the telephone number for the Massachusetts Substance Use Helpline ES additionally observed that the Licensee's adult-use consumer/medical patient educational materials were only made available in English and were not made available in any other languages
Corrective Actions Taken:	*1.* Consumer Education Material contains all the requirements listed above. *See Attachment B* 2. Ensure copies are available in English and Spanish.
NOTE	During the visit, the CCC reviewed marketing material, which is not part of our Consumer Guide.
Timetable for Steps:	1. 3.6.25 2. 4.2.25
Date Compliance Achieved:	4.2.25

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan

Regulation:	935 CMR 501.140(6)(a)2, 935 CMR 501.140(6)(b)7.
Deficiency 8:	During the inspection conducted on March 6, 2025, ES observed that the Licensee's medical patient educational materials was missing required information about facts regarding substance abuse treatment programs. ES additionally observed that the Licensee's medical patient educational materials were only made available in English and were not made available in any other languages.
Corrective Actions Taken:	1. All required information is present in the Patient Handbook. *See attachment C.* 2. Spanish Versions of Handbook are available on site.
NOTE	During the visit, the CCC was given a piece of marketing material that was not our Patient Handbook.
Timetable for Steps:	1. 3.6.25 2. 4.2.25
Date Compliance Achieved:	4.2.25

Scott Murphy

4.10.25

Scott Murphy
Director of Operational QA and Compliance

Date

New England Treatment Access

MR281287 / RMD185-R

Corrective Action Plan



BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

JENNIFER PASTER
CHIEF OF POLICE

To: **Rachelle Morson**
From: **Lt. Brian Sutherland**
Date: **November 29, 2025**
Re: **Deezle Cannabis 1351 Beacon Street - License application**

Rachelle Morson,

On November 26, 2025, I received a packet from Shawn Collins that contained Deezle Cannabis plans for operating a marijuana dispensary at 1351 Beacon Street. I have been able to look over the packet submitted. At this time, the police department does not have any issues with Deezle Cannabis moving forward with licensing for an adult recreational use Marijuana Dispensary. I plan on doing their first inspection, once their license is approved. I do not foresee any issues with the inspection, as management has been giving a check list back on September 19, 2025 with the areas of the inspection. Please reach out if you have any further questions.

Respectfully submitted,

Lieutenant Brian Sutherland #18

DEEZLE

December 1, 2025

To the Town of Brookline:

Thank you for taking the time to review our materials and for giving Deezle Cannabis the opportunity to present our plans for operating in Brookline. We have approached this process with care because we understand the responsibility that comes with operating a cannabis establishment in a dense, engaged, and well-organized community. Our goal is to show that we intend to be a steady, thoughtful presence - one that supports neighborhood harmony, meets the highest standards of safety and compliance, and reflects the values that Brookline expects from its licensees.

The documents included in this packet were prepared to give the Town a clear sense of who we are and how we intend to operate. Taken together, they reflect an approach that prioritizes:

- Safety and compliance as the cornerstone of daily operations, with systems built to meet and exceed CCC requirements and integrate smoothly with Brookline's public safety expectations.
- Respect for the neighborhood, including a commitment to managing customer flow, maintaining a clean and orderly storefront, and ensuring that our presence enhances the block rather than disrupts it.
- Professionalism and accountability through strong training, clear expectations for staff conduct, and a culture that emphasizes transparency and timely issue-resolution.

While these themes run through all of our materials, they are also the foundation of how we intend to interact with neighbors, local businesses, and municipal officials. We understand that successful cannabis operations rely not only on regulatory adherence but also on community trust, and we commit to earning and maintaining that trust over time through open communication, consistent management, and a willingness to address concerns promptly and constructively.

We appreciate the opportunity to submit this packet and welcome any questions, clarifications, or requests for additional information as the Town's review continues. We look forward to building a constructive working relationship with Brookline and demonstrating the kind of operator we aim to be.

Respectfully submitted,

Kim Laramee, Manager
Deezle Cannabis, LLC

I. Required Plans and Documents

1. **Operations Plan**
2. **Security Plan (Brookline-Facing)**
3. **Diversity Plan & Implementation Summary**
4. **Transportation Demand Management Plan**
5. **Customer Demand Management Plan**
6. **Pest Control Statement**
7. **Consumer Education Materials**
8. **Sales & Security Training Materials**
9. **Representative Product & Price List**
10. **Annual Community Meeting Statement**
11. **Floor Plan Set & Floor Plan Narrative**
12. **Site Plan and Parking Access Narrative**
13. **Neighborhood Courtesy & Mitigation Plan**

II. Diversity Plan Implementation Review

14. **Summary of Diversity Actions & Progress**

III. Requested Changes from Town Staff and Police

15. **Police & Town Staff Requests Statement**

IV. Violations, Breaches, Health or Safety Issues, CCC Actions

16. **Violations & Corrective Action Memo**

V. Additional Supporting Materials

17. **Executive Summary & Cover Letter**
18. **Employee Handbook (Selected Sections as Referenced)**
19. **Referenced SOPs and Internal Policies**
20. **Police Department Clearance / Report**

Deezle Cannabis – Security Plan

Submitted to the Town of Brookline
2025

1. Introduction and Security Philosophy

Deezle Cannabis is committed to operating as a safe, secure, and responsible cannabis retailer in the Town of Brookline. Our security program reflects the requirements of 935 CMR 500.110, the best practices of the cannabis industry, and the specific expectations of municipal officials, neighborhood stakeholders, and public safety partners.

Our approach to security is proactive, layered, and integrated. As outlined in our operational Standard Operating Procedures (SOPs), incorporated by reference herein,[1] every aspect of the facility - from its physical design to camera coverage, limited-access control, inventory protection, and employee training - is designed to prevent theft, diversion, and onsite risk while maintaining a positive relationship with the surrounding community.

Deezle's security philosophy emphasizes:

- Prevention over reaction
- Collaboration with Brookline Police and Fire
- Strict compliance with CCC regulations
- Safe customer access without neighborhood disruption
- Transparency, accountability, and continuous improvement

With this plan, Deezle affirms its commitment to being an asset to Brookline through world-class security practices and responsible operations.

2. Coordination With Brookline Public Safety

Deezle will work closely with the Brookline Police Department, Brookline Fire Department, and relevant town officials to ensure seamless communication and responsive public safety procedures.

Pre-Opening Coordination

- Provide full facility walk-throughs to Brookline Police and Fire.

[1] See Deezle Cannabis Standard Operating Procedure: Security & Alarm Systems (Rev. 1.0, May 1, 2025), incorporated by reference into this Security Plan and available upon request.

- Share security system layout, panic button locations, ingress/egress points, and after-hours contacts.
- Provide retail hours and emergency response information as referenced in SOP §2.1.1.

Ongoing Collaboration

- Maintain updated contact information for police, fire, and designated town officials.
- Notify public safety authorities of any material changes to the security plan or facility layout (SOP §2.1.1(b)).
- Offer annual site reviews or refreshers upon request.

Emergency Response

- Law enforcement is granted immediate access to the premises during emergencies.
- Panic alarm activations route directly to law enforcement, bypassing internal call trees (SOP §2.4).

3. Exterior Safety, Site Security & Neighborhood Protections

Brookline places a high priority on preventing disturbances, ensuring safe pedestrian movement, and preserving neighborhood character.

Deezle incorporates the following exterior security measures:

Exterior Lighting

- The facility exterior will be sufficiently lit to support surveillance and customer safety (SOP §2.1.6).
- Lighting will be angled to prevent spillage onto residential properties.

Loitering Prevention

- Deezle enforces strict no-loitering policies and will monitor the exterior routinely (SOP §2.1.4(c)).
- Queue management procedures ensure customers do not block sidewalks or neighboring businesses.

Trash & Packaging Controls

- No cannabis packaging, receipts, or branded waste will be visible outside.
- Staff regularly perform exterior checks to ensure the sidewalk and block remain clean.

Transportation & Safety

- Customers are encouraged to use public transit, walk, or bike.
- Any delivery or vendor operations occur in designated, monitored zones for safety.

4. Perimeter Control & Access Management

Deezle uses a layered access control system to ensure only authorized individuals may enter.

Controlled Entry

- All entry points and perimeter windows are fully alarmed (SOP §2.2).
- A dedicated vestibule and ID-check station restrict entry to individuals 21+ (SOP §2.1.4(b)).

Visitor Management

- Visitors, vendors, contractors, and inspectors must check in and receive visitor ID badges (SOP §2.1.9).
- Visitors are escorted at all times and logged in and out (SOP §2.1.9(b)).

Employee Badges

- All employees must wear a visible ID badge (SOP §2.1.8).
- Lost badges are immediately reported and access disabled.

5. Surveillance System

Deezle maintains a comprehensive surveillance system compliant with 935 CMR 500.110.

The system provides:

- High-definition camera coverage of all interior and exterior areas
- Continuous 24/7 recording
- Secure onsite and cloud-based retention
- Integration with the electronic access control system (SOP §2.7)
- Audit logs, tamper alerts, and real-time notifications

Cameras monitor:

- All entrances and exits

- Sales floor and POS areas
- Vault and storage areas
- Loading and receiving
- Parking or drop-off zones
- Waste management areas
- Any area where marijuana is handled

Footage is available to Brookline Police and the CCC upon request.

6. Intrusion Detection & Alarm Systems

Deezle's Intrusion Detection System (IDS) includes:

- Door and window contacts
- Glass breaks
- Motion sensors
- Fire and smoke detection
- Panic buttons
- 24/7 monitoring
- Backup cellular connectivity (SOP §2.3)

If the monitoring station detects tampering or malfunction, security personnel and law enforcement are notified within five minutes (SOP §2.3).

Panic Buttons

Panic buttons are strategically located near:

- Entrances
- POS stations
- Back-of-house areas (SOP §2.4)

Activation triggers immediate law-enforcement dispatch.

7. Limited Access Areas

Areas where cannabis or sensitive data is stored are designated Limited Access Areas.

As outlined in SOP §2.5:

- Access is restricted to essential, authorized personnel
- Signage meeting CCC size and language requirements is posted
- Layouts of all limited access areas are filed with the CCC
- All visitor access is logged and continuously supervised

8. Backup Power, Redundancy & System Continuity

Deezle maintains multiple redundancies to ensure uninterrupted security:

- 48-hour backup power systems for all security devices (SOP §2.8)
- Automatic fail-secure locking mechanisms
- Distributed-mode card access functionality during power loss
- Emergency generator support
- Immediate notification to authorities if systems fail beyond allowable periods

The security system undergoes routine inspection every 30 days (SOP §2.9).

9. Inventory Protection & Diversion Prevention

Deezle employs strict anti-diversion measures consistent with CCC requirements:

- Secure storage areas with controlled access
- Dual-control vault procedures
- Continuous reconciliation of sales, POS transactions, and METRC data
- Zero tolerance for employee theft or unauthorized access
- Immediate reporting of missing product or suspicious activity

These procedures align with SOPs on Security, Video Surveillance, and Prevention & Detection of Diversion (referenced in SOP §3).

10. Staffing, Training & Emergency Preparedness

All employees undergo:

- CCC-required training
- Annual refresher training
- Emergency response and evacuation training
- Robbery and duress procedures
- Confidentiality and visitor management expectations

Employees are trained to:

- Identify suspicious activity
- De-escalate conflict
- Safely respond to emergency situations
- Support a secure and respectful customer experience

11. Summary & Commitment Statement

Deezle Cannabis is committed to providing a secure, professionally managed, and community-aligned operation in Brookline. Our security plan combines:

- Strong physical and technological safeguards
- Robust staff training
- Collaborative relationships with local public safety partners
- Clear procedures to protect employees, customers, and neighbors
- Full adherence to 935 CMR 500 and all local bylaws

We are committed to being a responsible neighbor and maintaining an environment that enhances the safety and wellbeing of the surrounding community.

Deezle Cannabis LLC

Diversity Plan Implementation Summary

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Diversity Plan Implementation Summary pursuant to the Town of Brookline's marijuana licensing renewal requirements. This report reflects the steps taken to implement Deezle's documented Diversity Plan and the company's ongoing efforts to build a workforce and vendor network that align with Brookline's values of equity, representation, accessibility, and inclusion.

Deezle's Diversity Plan (submitted previously and referenced throughout this report) emphasizes inclusive hiring, advancement opportunities, culturally competent training, and engagement with diverse-owned vendors. The Plan focuses on promoting equity among minorities, women, veterans, people with disabilities, and individuals of all gender identities and sexual orientations. It also stresses the importance of ensuring customers "see themselves in the makeup of Deezle's employees."

This summary describes the progress made during the most recent licensing period.

1. Workforce Recruitment and Hiring

During the most recent period, Deezle hired five new employees across frontline and supervisory roles. Recruitment and sourcing followed the principles outlined in the Diversity Plan, including:

- Broad-based job postings designed to reach diverse applicants;
- Use of platforms such as ZipRecruiter, which the Plan identifies as a tool for reaching more than 100 career sites and diverse recruitment channels;
- A focus on inclusive and accessible job descriptions;
- Encouragement of employee referrals from individuals of diverse backgrounds;
- Outreach and applicant engagement informed by the Plan's strategies to connect with organizations serving minorities, women, LGBTQ+ individuals, veterans, and persons with disabilities.

Demographic data collection is underway through voluntary self-identification. Because many hires are recent, final demographic reporting will be included in the next renewal period, consistent with the Plan's measurement and tracking goals.

2. Training and Development

All new hires completed orientation covering:

- Deezle's Equal Employment Opportunity and Reasonable Accommodation policies;
- Zero-tolerance harassment and discrimination policies;
- Diversity awareness content consistent with the Plan's requirement that all employees undergo diversity training at orientation and periodically thereafter;
- Cultural competency expectations tied to customer-facing roles.

Training will continue on an ongoing basis in accordance with the Diversity Plan's commitment to sustained, progressive development rather than one-time instruction.

3. Advancement, Retention, and Workplace Culture

In line with the Diversity Plan's commitment to equal access to advancement, career counseling, and growth opportunities, Deezle:

- Communicated open roles internally;
- Provided opportunities for cross-training and development;
- Ensured that advancement discussions included all staff, including recent hires;
- Reinforced expectations around respectful workplace culture and open communication.

These steps reflect the Plan's emphasis on "clearly-defined job descriptions," equitable opportunities, and support for long-term career development.

4. Vendor and Supplier Outreach

Deezle's Diversity Plan commits to engaging vendors, contractors, and service providers owned by minorities, women, veterans, LGBTQ+ individuals, and persons with disabilities, with a goal of maintaining diverse vendor spending at or above 20% of related expenses.

During this early operational period, Deezle:

- Identified potential diverse-owned vendors for future procurement;
- Begun evaluating local, small-business service providers who align with the Diversity Plan's values;
- Initiated discussions for future partnerships as operations scale.

Full vendor tracking will be implemented in the next licensing period, consistent with the Plan's audit and reporting requirements.

5. Internal Governance and Progress Tracking

Deezle's Diversity Plan establishes a Diversity Committee responsible for program development, monitoring, and internal reporting.

During the most recent period:

- Management conducted onboarding-level dissemination of Diversity Plan expectations;
- Training and HR staff ensured that zero-tolerance policies and anti-discrimination standards were incorporated into orientation and personnel materials;
- Internal processes were prepared for more detailed tracking once additional staff and managers join the team.

The Committee's more detailed audit functions (employment analysis, vendor spend reporting, quarterly progress evaluation) will begin fully once the operational and staffing base is stabilized in the next period, consistent with the Plan's staged implementation framework.

6. Summary of Progress and Next Steps

Deezle made measurable progress implementing the early-stage components of its Diversity Plan during the most recent period:

- Five new hires onboarded using inclusive recruitment methods
- Orientation-level diversity training completed
- Early vendor outreach initiated
- Internal structures for future demographic reporting established
- Communication of zero-tolerance policies reinforced workplace culture
- Accessibility, representation, and community-aligned values emphasized in staffing

Over the next licensing period, Deezle will:

- Complete demographic tracking and voluntary workforce reporting
- Formalize vendor outreach and establish diverse-spend metrics
- Expand recruitment pipelines to better reach underrepresented groups
- Implement quarterly progress evaluations as outlined in the Plan

- Prepare a comprehensive diversity audit consistent with the Plan's measurement provisions

Deezle remains committed to meaningful, ongoing implementation of its Diversity Plan and to advancing a workforce and vendor network that reflects Brookline's values and the community it serves.

Deezle Cannabis LLC

Consolidated Operations Plan

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Consolidated Operations Plan in accordance with the Town of Brookline's marijuana licensing renewal requirements. The following narrative describes, in practical terms, how Deezle operates its adult-use retail establishment at 1351 Beacon Street. The goal is to provide the Town with a clear understanding of Deezle's daily workflow, safety and security procedures, compliance safeguards, and its commitment to responsible operations in a walkable, transit-oriented part of Brookline.

1. Overview of Operations

Deezle is a neighborhood-scale adult-use cannabis retailer located on Beacon Street, in a mixed-use corridor defined by pedestrian activity, MBTA access, and close proximity to residential housing. The retail space is designed to support an orderly, safe, and welcoming customer experience while ensuring that all regulatory requirements under 935 CMR 500 and Brookline bylaws are consistently met.

Operations are paced deliberately. The customer environment remains calm and controlled, with staff assigned to greet visitors, verify identification, guide customer flow, and maintain continuous oversight of the sales floor. Behind the scenes, managers oversee compliance, security, inventory control, and coordination with Town staff when needed.

2. Staffing and Hours

Deezle maintains operating hours permitted by the Town of Brookline. Staffing is scheduled to reflect daily patterns on Beacon Street: lighter volumes at opening, a modest midday increase, and occasional small surges associated with commuter activity. Each shift includes a manager-on-duty, reception staff responsible for ID checks, sales floor associates, and inventory personnel handling Metrc tracking and product restocking. Additional personnel may be assigned during high-volume periods to support queue management and ensure that the sidewalk and entryway remain orderly.

Every employee is a registered Marijuana Establishment Agent and receives the training required under Deezle's SOPs, Employee Handbook, and the CCC's Responsible Vendor program.

3. Entry, ID Verification, and Customer Experience

All customer activity begins at the **Beacon Street entrance**, where staff immediately confirm age and identity. The ID checkpoint is positioned directly inside the entrance, within clear view of cameras and sales staff. This location ensures that all customers are screened before approaching any product displays or service areas.

Once verified, customers enter the retail floor through an intuitive pathway that guides them past informational displays and toward the purchasing area. Deezle emphasizes education and responsible use; staff are trained to answer questions in a way that meets customers at their level of familiarity while ensuring compliance with CCC guidelines.

Online order pickup customers follow a streamlined route that minimizes time spent on site and reduces overall congestion on the sales floor and sidewalk.

4. Sales Floor Operations

The sales floor is laid out to allow customers to browse efficiently and interact with staff safely. Multiple points of sale are distributed along the right side of the retail area, creating predictable lines of sight for staff and surveillance cameras. Sales stations are spaced to prevent clustering and allow staff to monitor customer activity effectively.

Transactions occur only at designated POS stations. Every sale is recorded in Metrc in real time, and staff conduct a final ID verification before completing the transaction. Consumer education materials are available at the counter and are included with purchases when appropriate.

5. Inventory Receiving, Storage, and Metrc Compliance

All inventory is received through the **rear of the building**, accessed via the Webster Street alley. This separation prevents delivery traffic from interacting with pedestrian activity on Beacon Street. Deliveries are scheduled during lower-volume hours to minimize conflicts with adjoining uses and foot traffic.

Upon receipt, products are inspected, reconciled, and entered into Metrc. Inventory moves immediately into secure storage areas - either the vault or designated limited-access rooms - which remain locked and monitored at all times. Only authorized agents have access to these rooms.

Throughout each shift, inventory is tracked continuously. Staff document restocks, adjustments, and waste as required. If discrepancies occur, management investigates promptly and reports them in accordance with CCC rules.

6. Security and Surveillance

Security is integrated into every aspect of the retail environment. The facility is equipped with a full-coverage video surveillance system that operates continuously. Cameras monitor the entrance, ID checkpoint, sales floor, POS stations, limited-access doors, and the rear loading area. Video retention meets or exceeds CCC requirements.

In addition to surveillance, Deezle maintains a monitored alarm system with intrusion detection, door contacts, motion sensors, and panic buttons placed strategically throughout the space. Staff are trained to respond to incidents calmly and consistently with the Emergency Plan.

7. Cash Handling and Financial Controls

Cash handling follows strict internal controls. Each sales agent uses a dedicated cash drawer. Cash is reconciled by agents and verified by a manager at the end of each shift. Proceeds are secured in alarmed safes located in the back-of-house, with deposits prepared under dual-control procedures. These steps reduce risk, support transparency, and align with standard industry practices.

8. Sanitation, Waste, and Facility Cleanliness

Deezle maintains a clean and orderly premises at all times. Staff conduct regular walkthroughs of the sales floor and customer-facing areas to ensure compliance with sanitation standards. All waste is kept in secure, lidded containers and removed promptly. Marijuana waste, when generated, is rendered unusable and disposed of under 935 CMR 500.105.

As a retail operation, Deezle does not perform cultivation or manufacturing activities that attract pests. The building receives commercial pest prevention services through the landlord, and staff maintain clean conditions to prevent attractants.

9. Emergency Procedures

Deezle's Emergency Plan outlines procedures for fires, severe weather, medical incidents, security concerns, unauthorized access, and evacuation. All staff receive training during onboarding and periodic refreshers.
Key components include:

- clear evacuation routes and muster points
- communication protocols with Brookline Police and Fire
- safety procedures for customers with mobility challenges
- incident documentation and post-incident review

Staff practice calm, measured responses and escalate to emergency services whenever appropriate.

10. Accessibility, Inclusivity, and Customer Engagement

The store layout is fully accessible. Staff are trained to assist customers who use mobility devices, require additional time or space, or benefit from alternative communication approaches. Deezle maintains a welcoming environment for all customers and enforces anti-harassment and anti-discrimination policies from its Handbook and Diversity Plan.

Deezle documents customer feedback and uses it to refine operations and staffing approaches, recognizing the importance of community expectations in Brookline's civic landscape.

11. Neighborhood Compatibility and Exterior Management

Deezle understands the importance Brookline places on the public realm. Staff monitor the entryway and maintain an unobstructed pedestrian path along the Beacon Street frontage. Queueing is managed carefully to avoid congestion. Exterior areas are checked regularly for litter, and snow and ice are removed promptly to maintain a safe walkway.

Deliveries, loading, and waste staging occur exclusively at the rear of the building, away from residential entrances and heavy pedestrian activity.

12. Recordkeeping and Continuous Compliance

Deezle maintains organized and secure records covering:

- training logs
- security documentation
- Metrc reports
- SOP adherence
- agent registrations
- incident and waste records
- Diversity Plan implementation

Management conducts routine internal reviews and communicates proactively with Town staff when questions arise or changes occur.

Conclusion

Deezle Cannabis LLC operates deliberately, safely, and with a strong awareness of its surroundings. The business is structured to meet the expectations of the Town of Brookline, to maintain steady compliance with state and local regulations, and to contribute positively to the Beacon Street corridor. This Consolidated Operations Plan reflects Deezle's commitment to operational excellence, transparency, neighborhood compatibility, and ongoing collaboration with the Town.

Deezle Cannabis LLC

Transportation Demand Management Plan

1351 Beacon Street, Brookline, MA

1. Purpose

This Transportation Demand Management Plan is submitted to the Town of Brookline in accordance with the marijuana licensing renewal checklist. Deezle's transportation approach is designed to align with Brookline's commitment to walkability, transit use, climate-conscious mobility, and minimizing neighborhood traffic impacts along the Beacon Street corridor.

Deezle's business model naturally supports the Town's goals: the site is embedded within a dense, transit-rich environment, and both employee and customer travel patterns are overwhelmingly non-vehicular.

2. Employee Commuting Profile

Deezle's workforce relies almost entirely on low-impact modes of transportation:

- **Walking:** The majority of staff live locally and commute on foot.
- **Electric Bicycles:** Several employees bike to work and store e-bikes indoors.
- **Public Transit:** Staff use the MBTA Green Line (C Branch) for daily commuting.
- **No Vehicular Commuting:** No staff regularly drive or require parking.

This reduces congestion, supports Brookline's climate action policies, and minimizes parking demand in an already constrained area.

Note on prior parking:
Deezle previously secured an off-site parking lot to proactively manage potential demand, but relinquished it after determining it was unused and unnecessary. This reinforces that Deezle's operations do not contribute to vehicle traffic or parking strain.

3. Customer Travel Patterns

Customer access mirrors Brookline's walkable, transit-oriented urban fabric:

- Most customers arrive on foot, traveling from surrounding residential and commercial areas.
- The Green Line provides convenient access for transit riders.

- **Rideshare and taxi users** are directed to the Webster Street side to avoid Beacon Street congestion.
- **No customer parking** is offered or required, and customer vehicle trips are minimal.

This approach is deliberate and supports the Town's efforts to reduce traffic and preserve pedestrian safety.

4. **MBTA and Multimodal Access**

The site benefits from exceptional transit access:

- The Green Line C-branch stops are within a short walking distance.
- Nearby bicycle racks serve cycling customers.
- Electric bike storage is available for staff.

Deezle encourages and prioritizes these modes to reduce reliance on automobiles.

5. **Parking and Vehicle Use**

Deezle purposely maintains **zero on-site parking**, fully consistent with Brookline's policy goals in dense transit corridors.

- **No employee parking** is required.
- **No customer parking** is provided.
- **No satellite parking** is utilized.

This eliminates the need for vehicle trips and reduces load on Brookline's residential streets.

6. **Deliveries and Loading**

All deliveries are managed to avoid impacts on Beacon Street:

- Deliveries occur **only at the rear of the building**, via the Webster Street alleyway.
- No loading or unloading takes place on Beacon Street.
- Deliveries are scheduled during low-traffic hours to minimize conflicts with pedestrian and transit activity.

This protects the safety and walkability characteristics of the corridor.

7. Trip Reduction Strategies

Deezle uses several measures that reinforce Brookline's progressive transportation goals:

- **Online ordering** reduces time spent on-site and smooths peak demand.
- **Appointment scheduling** manages customer flow and prevents sidewalk congestion.
- **Shift staggering** avoids employee turnover during transit and school-opening peaks.
- **Walk/bike/transit commuting incentives** keep commuting emissions near zero.
- **Queue management protocols** preserve the 4-foot pedestrian travel path.

8. Ongoing Monitoring and Commitment

Deezle will continue to monitor transportation patterns and collaborate with Town staff to maintain alignment with Brookline's transportation, sustainability, and public safety objectives. Adjustments will be made proactively as conditions or neighborhood needs evolve.

Customer Demand Management

Deezle Cannabis will incorporate a three-tiered approach to managing customer traffic.

1. Online ordering — Deezle will provide an online ordering option on its website and ancillary sites to accelerate the purchasing process. Online orders will be filled ahead of time, allowing these customers precedence by queuing them to a separate fast lane with designated points of sale.
2. Appointment system — Deezle will offer customers the option of setting up an online appointment. Online appointments will be scheduled through the company website and grouped in 30 minute increments. This will again allow customer demand to be calculated and appropriately coordinated.
3. Queuing system —Deezle will institute a queuing system which allows customers the ability to hold their place in line. The line will extend east on Beacon Street and then south on the alleyway leading to Webster Street. A security agent will end the line 6 ^{1}3" to the end of the sidewalk alleyway. Customers who would like to hold their place in line will provide a cell phone number to be contacting at an appropriate time to come back to wait in the line. Customers will be encouraged to visit local retailers in the interim waiting period. (please see below for specific line queuing rules).

Building capacity on the Beacon St level is 93 people, which would include the art gallery, adult use retail customers and Deezle' staff. In order to not exceed the building capacity, if for any reason it becomes necessary for Deezle's customers to queue outside the premises, the following conditions will be upheld:

- Any adult-use retail customers will queue starting at the main entrance as the front of the line.
- The queue will be double file backing towards the passageway between 1349 and 1351 Beacon St, which leads to Webster St. The passageway is part of the same property as the proposed Marijuana Retail Establishment. There will be space in the queue for 95 people at 4.5 SF per person.
- There will be a stanchioned break in the queue where the Beacon St exit is located.
- A clear path for pedestrians of at least four (4) feet in width will be kept open on the sidewalk and the passageway next to the building at all times, including hours when the business is closed to the public.
- Deezle's staff will monitor the line and take steps to ensure that the 4 foot path of travel is present at all times for the entire length of the line, including asking customers to leave and return at another time, if necessary.

- Temporary stanchions will be used to maintain the clear path of travel of four (4) feet. The stanchions will be removed at the close of business or when not in use.

- If queuing occurs during times when the facility is not open, Deezle will work with the Town to implement measures to ameliorate any potential nuisance conditions posed thereby, including the hiring Brookline Police detail officers during hours when the business is closed to the public and providing staff during such hours to assist with managing queuing conditions.

- If the Town otherwise determines that queuing on the public sidewalk or the passageway adjacent to the building becomes a safety hazard or nuisance, Deezle will meet with Town officials to identify and implement methods to eliminate any queuing on the sidewalk or passageway adjacent to the building. Any Town-recommended methods to reduce or mitigate queuing would be borne by Deezle.

- Deezle will comply with Town requirements relating to sidewalk and passageway occupancy permits from the Department of Public Works for such stanchions.

- Deezle will work with the Town on a Town-approved opening plan in anticipation of the commencement of adult-use retail sales. In addition, the company will implement Town recommended measures for the opening plan, which may include, but is not limited to, providing for off-hours staffing at the exterior of the building to manage lines and crowds and the hiring of one or more additional police detail officers.

- During periods of snow, Deezle will maintain the public sidewalk and the passageway adjacent to the building in a non-slippery condition and will remove snow banks from the full width of the sidewalk to allow for the free flow of pedestrian traffic.

Deezle will incorporate at least 15 points of sale, with the ability to deploy 5-10 additional "mobile" points of sale using laptops or other electronic devices. In addition, Deezle will hire a sufficient number of staff members to reduce wait times for customers wishing to check-out.

Deezle Cannabis LLC

Pest Control Statement

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Pest Control Statement in response to the Town of Brookline's marijuana licensing renewal checklist. As a Marijuana Retail Establishment, Deezle does not conduct any cultivation or manufacturing activity on-site and therefore has no exposure to agricultural pest risks or plant-based contamination concerns governed by 935 CMR 500.120.

1. **Applicability to Retail Operations**

Under Cannabis Control Commission regulations, pest control and Integrated Pest Management (IPM) requirements apply to cultivation and certain manufacturing activities. Retailers are not required to maintain a cultivation-grade pest control plan.

Deezle's operations consist solely of adult-use retail sales, storage of finished, sealed products, and administrative functions.

2. **Building-Level Pest Management**

The premises at 1351 Beacon Street receives building-wide pest prevention services through the landlord's commercial provider. Terminix conducts routine prevention and monitoring services for the property. Deezle will continue to coordinate with the landlord to ensure that pest management services remain active and appropriate for a retail setting.

3. **Facility Cleanliness and Sanitation**

To prevent conditions that could attract pests:

- All cannabis products are stored sealed and secured.
- No cultivation, processing, or open product handling occurs on-site.
- All waste is contained, sealed, removed promptly, and stored only in designated receptacles.
- Food and drink items are not stored in cannabis storage areas.
- Staff complete regular cleaning of sales, storage, and back-of-house areas.

These practices align with 935 CMR 500.105 requirements for maintaining clean and sanitary retail premises.

4. **Monitoring and Reporting**

If the landlord or its pest management vendor identifies any concerns within the building:

- Deezle will cooperate fully with all recommended mitigation steps.
- Deezle will notify the landlord immediately if staff observe any pest-related issues in the leased premises.
- Any findings impacting sanitary conditions will be documented and resolved promptly.

5. **Commitment**

While a full IPM program is not required or appropriate for a marijuana retailer, Deezle remains committed to maintaining a clean, sanitary, and well-maintained facility, and to coordinating with the property owner to ensure ongoing compliance with Brookline's expectations.

DEEZLE

CONSUMER EDUCATION MATERIALS

ADULT-USE OF MARIJUANA PROGRAM

In November 2016, Massachusetts voters passed Question 4, resulting in the adoption of Chapter 334 of the Acts of 2016, making the possession and personal cultivation of marijuana legal for all adults 21 years of age and older and creating a regulatory system to license for-profit, adult-use, marijuana businesses. The Massachusetts legislature immediately set out to revise that law, and on July 28, 2017, Governor Baker signed Chapter 55 of the Acts of 2017, amending the adult-use law passed by the voters.

Under the framework of the revised law, adult-use marijuana businesses are licensed by a five-member administrative body known as the Cannabis Control Commission (the "Commission"), which promulgated the regulations, guidelines, and protocols necessary for the issuance of adult-use marijuana business licenses on March 23, 2018. Adult-use marijuana sales are taxed at 20% (10.75% excise tax, 6.25% sales tax, and a 3% local option excise tax).

For additional information on the Adult-Use of Marijuana Program, visit the Commission's website: https://mass-cannabis-control.com/

HANDLING MARIJUANA AND MARIJUANA PRODUCTS

Consumers may possess up to one ounce of marijuana on their person, except that not more than five grams of marijuana may be in the form of marijuana concentrate. At home, consumers may possess up to 10 ounces of marijuana (and any marijuana produced by plants cultivated on the premises in accordance with plant limits). Individuals can only share or gift up to 1 ounce of marijuana, or 5 grams of marijuana concentrate, with adults ages 21 and over, without any form of compensation.

Any amount of marijuana or marijuana products over one ounce kept within an individual's place of residence must be secured by a lock. Sanctuary recommends that individuals always keep marijuana locked and secure away from children and pets. To ensure the quality of marijuana, store it in a dark, dry, and cool place.

The law allows an individual over 21 years of age to grow up to six plants in their home. If there are other individuals over 21 years of age living in the residence who wish to grow, the maximum number of plants that may be grown in a residence is 12 plants. The plants must be grown in an area that is equipped with a lock or security device. The plants cannot be visible from a public place without the use of binoculars, aircraft or other optical aids. An individual cannot produce marijuana-based extracts or concentrates at home by means of any liquid or gas, other than alcohol, that has a flashpoint below 100 degrees Fahrenheit.

Like alcohol, consumers may not have an open container of adult-use marijuana/marijuana products in the passenger area of their car while on the road or at a place where the public has access. An "open container" includes a package with its seal broken or a package from which the contents have been partially removed. The "passenger area" does not include a trunk or a locked glove compartment. The 2017 Act does not change the existing penalties for operating a car if you are impaired by the use of marijuana or marijuana products.

Marijuana consumption is not permitted in public, and furthermore, consumption is not permitted in or around Sanctuary facilities. Consumers are not allowed to traverse state lines with marijuana or marijuana products.

OVERVIEW OF MARIJUANA STRAINS AND CANNABINOIDS

The documented use of marijuana dates back thousands of years. Marijuana comes in many different forms such as dried flower, oils, tinctures, topicals, and marijuana infused products ("MIPs") in edible or concentrate form. Each strain of marijuana contains different types of cannabinoids with varying effects. Sanctuary offers several different strains of marijuana to accommodate the needs of every consumer.

The marijuana plant is typically classified into four groups: Sativa, Indica, Hybrid, and Cannabidiol ("CBD"). Each group is made up of a variety of strains, all with different cannabinoid makeups or profiles:

- Sativas are reported to increase energy and appetite while also elevating the consumer's mood and focus. It is generally recommended for daytime use.
- Indicas are reported to promote relaxation as well as reduce anxiety and promote sleep. Indicas are usually recommended for evening use.
- Hybrids strains are produced when cultivators cross-breed different indica and sativa strains to maintain the desired traits and breed out the undesired to meet specific needs.
- The first cannabinoid to be identified was Tetrahydrocannabinol ("THC"), which is known to produce psychoactive effects or the feeling of being "high." Apart from its recreational use, it can be used to relieve pain, reduce vomiting and nausea, reduce inflammation, aid sleep, reduce muscle spasms, relieve anxiety, and stimulate the consumer's appetite.
- Cannabidiol ("CBD") is another cannabinoid with varying benefits that produces very little to no psychoactive effects or "high." Reported therapeutic uses include pain relief, killing or slowing bacteria growth, reducing blood sugar levels, reducing seizures, relieving anxiety, and inhibiting tumor and cancer growth.

- Other cannabinoids such as Cannabichromene ("CBC"), Cannabigerol ("CBG"), Cannabinol ("CBN"), Tetrahydrocannabinolic Acid ("THCA"), and Tetrahydrocannabivarin ("THCV") are reported to have varying benefits as well. Some of these benefits include suppression of appetite, aiding sleep, reducing risk of artery blockage, nervous system protectants, suppressing muscle spasms, modulating the immune system, and relieving pain.

PRODUCTS OFFERED

Sanctuary offers a broad range of products and is constantly updating its selection. Sanctuary's daily menu will be available online. Below is a description of the various marijuana products that will be offered at Sanctuary dispensary locations.

Marijuana Flower for Smoking and Vaporizing

- Sanctuary will offer a wide variety of marijuana strains and products for consumers. Strains will be consistently available and reviewed on an ongoing basis based on feedback from consumers and overall demand.

Marijuana Infused Products (MIPs)

- Edible products will be offered, such as chocolates and lozenges. Pills will be available and made from dried marijuana flowers or an infused glycerin gel. MIPs provide an alternative method for consuming marijuana. MIPs are an attractive alternative for consumers who are unwilling to smoke as they do not irritate the throat. In many cases, MIPs offer a longer lasting effect.

Tinctures

- Tinctures are liquids, usually vegetable glycerin, that have been infused with marijuana over a period of time (anywhere from 30-180 days). The marijuana is strained from the liquid and then administered to the consumer using an eyedropper to place the liquid under the tongue. Tinctures are easy to administer, discreet, and are not intimidating for elderly consumers or consumers who have difficulty swallowing. Doses are easily measured and tend to be more consistent than edibles. Tinctures do not negatively impact the lungs.

Topicals

- Ointments, sprays, lotions, transdermal patches and balms that are beneficial for treating acute pain in different regions of the body. Topicals have a delayed onset effect but can last for up to eight (8) hours for some consumers. Topical treatments do not have any known negative effects on the lungs or throat. Lotions appeal to elderly consumers who are used to using lotions to treat arthritis or acute pain. Topical marijuana treatments generally have no psychoactive effect or "high," but rather only a therapeutic effect on the consumer's specific condition.

Concentrates

- Varieties: Hash, oils, and waxes designed for consumers who prefer to smoke or vaporize small amounts of highly concentrated marijuana to receive the complete effect. Concentrates allow for a fast onset without the need to smoke excessive amounts of marijuana.

Paraphernalia

- Classic vaporizers, portable vaporizers, vaporizer pens, volcano vaporizers, digital vaporizers, water pipes, smoking pipes, and rolling papers.
- Different forms of marijuana require different paraphernalia for consumption and use. Sanctuary will offer a wide range of options allowing consumers to determine the consumption method that meet individual needs.

Related Supplies

- Grinders, scales, rolling machines, rolling trays, rolling boxes, rolling mats, filters, flavoring for flowers, cleaning accessories, lighters, vaporizer replacement parts, air fresheners, air purifiers, storage jars, lock boxes and other secure or inconspicuous containers for storage of marijuana.
- These supplies will assist consumers with the storage, consumption, rationing, titration, and dosing of the various forms of marijuana. Marijuana container and storage supplies will ensure that the consumer's marijuana is stored safely and securely.

METHODS FOR ADMINISTRATION

There are many different ways to administer marijuana to achieve a desired effect, and there are a number of factors that impact the effects felt by each consumer. Marijuana is generally inhaled by smoking or vaping, or ingested orally in the form of tinctures, oils, edibles, or can be applied topically.

- Smoking marijuana is the most popular consumption method and has the quickest effect. As the user inhales, the cannabinoids are introduced into the bloodstream, having an almost instant effect. The effects can last anywhere from ninety (90) minutes to several hours, and peak effects are usually felt after thirty (30) minutes. Vaporizing is an alternative way to inhaling marijuana. Rather than smoking, vaporizing or "vaping" involves heating the marijuana flower or concentrates to a temperature that produces vapor without combustion. Vaping eliminates many of the harmful carcinogens and tars that are often present in smoke. After smoking or vaping marijuana, consumers should wait at least thirty (30) minutes before increasing their dose.
- Ingesting marijuana is a popular administration method for consumers who prefer not to smoke or vape and are looking for longer lasting effects. Usually, food products such as chocolates, lozenges, or capsules are infused with marijuana extracts that can be swallowed. These products are referred to as Marijuana Infused Products or "MIPs." New users should start with a small dose and wait two (2) hours before increasing the dosage. Consumers should consult with their physicians regarding a proper marijuana dose for MIPs consumption.
- Some consumers can achieve the desired effect of marijuana by topically applying infused products to their skin. With topicals, the marijuana is absorbed through the consumer's skin in order to achieve the desire effect. Often, topicals do not produce psychoactive effects or a "high" for consumers.

DOSAGE & LABELING

- Different products will vary in potency, cannabinoid profile, and effects. Consumers should experiment to find the ideal dose for their desired effects and are encouraged to keep a log of consumption, methods, and effects. A consumer's tolerance will vary based on a variety of factors that including weight, body chemistry, and metabolism. All marijuana products will be lab tested and clearly labeled to ensure consistent dosing and packaging.
- When consuming MIPs, it is important for consumers to wait the appropriate amount of time before consuming more to reach a desired effect. Consumers should start with a low dose and should not increase it until they know the impact and the timing it takes to reach such impact. A common mistake with MIPs consumption is taking too high of an initial dose. Such mistakes can be avoided if consumers "start low and go slow" and carefully monitor the effects.
- When consuming MIPs, it is recommended that consumers do so on a full stomach in order to decrease the intensity of the effects. It is also recommended that marijuana should not be used in conjunction with alcohol or other drugs, and consumers should not operate a vehicle or machinery while using marijuana. For women who are pregnant, there may be additional health risks associated with consumption of marijuana. All consumers should consult with their physicians about health and safety risks associated with using marijuana.
- The labels on marijuana products will outline the product's cannabinoid profile and dosage information. Consumers should read the labels before purchasing and using marijuana to ensure they have the correct and desired products and doses. Consumers should consult a Sanctuary agent if they have additional questions.

SAFETY

- Marijuana products should be kept in their original childproof/tamperproof packaging and stored separately from other food.
- Consumers should speak with a healthcare provider before using marijuana, especially if they are using medications.
- Consumers have reported a variety of side effects associated with the use of marijuana including dry mouth, dizziness, paranoia, anxiety, slowed reactions times, and impaired motor skills. Side effects can vary for different consumers.
- It is illegal to drive under the influence of marijuana (M.G.L. c.90, s.24).
- The use of marijuana and marijuana products is strictly prohibited on the premises of Sanctuary.
- Marijuana should also be kept away from children and stored under lock and key to avoid accidental ingestion. Consumers need to always be responsible about safe storage of marijuana and marijuana products.

TOLERANCE, DEPENDENCE, & WITHDRAWAL

Although different drugs have different physical effects, the symptoms of addiction are similar. If you recognize the signs and symptoms of substance abuse, consider talking to someone about your drug use. Some examples of signs and symptoms of substance abuse are:

- Neglecting responsibilities at school, work, or home because of drug use;
- Using drugs under dangerous conditions or taking risks while high;
- An increase in drug tolerance;

- Taking drugs to avoid or relieve withdrawal symptoms, which may include nausea, sweating, shakiness, and extreme anxiety;
- Causing problems in relationships;
- Abandoning enjoyed activities;
- Continue using drugs, despite knowledge of potential and actual harms; or
- Losing control over drug use.

Physical dependence to marijuana has not been substantiated by extensive research, but frequent or heavy use of marijuana can lead to increased tolerance resulting in the need for higher doses and different strains. For additional information on tolerance, dependence and withdrawal, visit https://drugabuse.com/marijuana-abuse/.

HelpGuide.org is a non-profit dedicated to improving mental and emotional health and provides resources to recognize abuse and addiction. HelpGuide provides a guide to common signs and symptoms of drug abuse and addiction.

Addictions signs include increased tolerance, using drugs to avoid withdrawal, life revolves around drug use, abandonment of activities previously found to be enjoyable, extended use, and loss of control. For more information about substance abuse and addiction, visit https://www.helpguide.org/home-pages/addictions.htm

The Massachusetts Substance Use Helpline can be reached at 800-327-5050 or online at https://helplinema.org/.

SANCTUARY SERVICES

- Staff and Resources. Sanctuary agents are trained, highly knowledgeable and available to answer questions and provide additional resources about the use of marijuana. We encourage consumers to ask questions when they visit the dispensary, via telephone, and through our website.
- Consultations. While most consumers will interact with Sanctuary staff while purchasing their marijuana and marijuana products, Sanctuary also offers individual appointments for in-depth, one-on-one discussions about different products, uses, and their application. Sanctuary agents are also available to explain to a consumer how to use the products. Please note, however, that on-site consumption, even for demonstration purposes, is strictly prohibited on Sanctuary premises.
- Accommodation Services. Sanctuary is committed to serving consumers with special needs. Sanctuary offers interpreter services in several different languages, including for the visually- and hearing-impaired.

QUALITY CONTROL DISCLOSURE

OVERVIEW

Sanctuary is committed to providing the highest quality marijuana to its consumers. In furtherance of that commitment and in compliance with state law, Sanctuary utilizes an independent testing laboratory to test samples from all of the marijuana that Sanctuary produces. Such testing ensures that all marijuana and marijuana products are free from contaminants, such as mold, mildew, heavy metals, plant-growth regulators, and pesticides. Sanctuary has a Quality Control Procedure in place to address test results showing contamination, which is described below.

CONTAMINATION INVESTIGATION PROCEDURE

Sanctuary will ensure that all marijuana and marijuana products for retail sale have been tested for the presence of contaminants, including but not limited to mold, mildew, heavy metals, plant-growth regulators, and pesticides. All such testing will be done by an independent laboratory with which Sanctuary maintains a contractual relationship.

In the event that sampling test results indicate contamination, Sanctuary will initiate its Contamination Investigation Procedure:

1. Sanctuary will internally document the initial contamination information, including:
    a. The batch number from which the tested sample was taken;
    b. The contaminant detected; and
    c. Date of sample test.
2. If the contaminant is a material introduced by during cultivation or processing, Sanctuary will review protocols and procedures for the application of such chemical to determine the cause of the presence of excessive testing levels. The results of such investigation will be recorded with the internal contamination documentation, and any necessary alterations to Sanctuary procedure or infrastructure will be made to applicable Sanctuary operational manuals or physically implemented, as necessary. Furthermore, Sanctuary will implement any training or retraining on protocols related to the contamination, as applicable.
3. If the contaminant is a foreign substance not intentionally introduced by Sanctuary, Sanctuary will undertake an investigation to determine the following:
    a. Where the contamination occurred;
    b. When the contamination occurred;
    c. The root cause of the introduction of the contaminant; and
    d. Remedial steps to prevent future contamination.

The results of such investigation will be recorded with the internal contamination documentation, and any necessary alterations to Sanctuary procedure or infrastructure will be made to applicable Sanctuary operational manuals or physically implemented, as necessary. Furthermore, Sanctuary will implement any training or retraining on protocols related to the contamination, as applicable.

Based on Sanctuary investigations of any contamination, Sanctuary will determine all affected marijuana and immediately segregate and destroy all contaminated marijuana in accordance with Sanctuary marijuana waste disposal procedures.

DISCLAIMERS AND PENALTIES1

- Marijuana has not been analyzed or approved by the FDA. There is limited information on the side effects of marijuana, and there may be health risks associated with using marijuana. Marijuana and marijuana products should be kept away from children and stored in such a way as to prevent access by anyone under the age of 21.
- When under the influence of marijuana, driving is prohibited by M.G.L. c. 90, § 24, and machinery should not be operated.
- Consumers may not sell marijuana to any other individual; only Marijuana Retailer Establishments licensed by the Commission may sell marijuana and marijuana products directly to consumers.
- Selling marijuana to others is illegal and a first-time offense (under 50 pounds) may be punishable by up to 2 years imprisonment / $5,000 fine. Subsequent offenses may be punishable by up to 2.5 years imprisonment / $10,000 fine.
- Possessing more than the legal limit (1 oz.) outside your home may be penalized by up to 6 months imprisonment / $500 fine.
- Failure to keep marijuana and marijuana products in excess of one ounce locked up within the home may be punished by a civil penalty of up to $100 and forfeiture of the marijuana.
- The civil penalty for consuming marijuana in public or smoking marijuana where smoking tobacco is prohibited is up to $100.
- An individual may receive a civil penalty of up to $500 for having an open container of marijuana in the passenger area of a vehicle while on the road or at a place where the public has access.
- An adult may not grow marijuana plants where the plants "are visible from a public place." A violation of this section is punishable as a civil offense with a penalty not to exceed $300 and forfeiture of the marijuana.
- A person who is at least 21 years of age and who cultivates more than 6 but not more than 12 marijuana plants or who possesses an amount of marijuana outside of his or her place of residence having a weight of more than 1 ounce but not more than 2 ounces shall be subject only to a civil penalty of not more than $100 and forfeiture of the marijuana not allowed.
- Individuals who knowingly and intentionally supply, give, or provide marijuana, marijuana products, or marijuana accessories to a person, under 21 years of age, either for the person's own use or for the use of the person's parent or another person shall be subject to a civil penalty of not more than $2,000 or imprisonment for not more than one year or both the fine and imprisonment.

[1] Note that this is not an exhaustive list of all penalties associated with any illegal possession, distribution, or production of marijuana.

- Individuals who knowingly and intentionally allow a person under 21 years of age (except for the children and grandchildren of the person charged) to possess marijuana, marijuana products, or marijuana accessories on premises or property owned or controlled by the person charged shall be subject to a civil penalty of not more than $2,000 or imprisonment for not more than one year or both the fine and imprisonment.
- An individual under 18-20 years of age (unless a patient with a registration card for medical use of marijuana) that purchases or tries to purchase marijuana, marijuana products, or marijuana accessories shall be subject to a civil penalty of not more than $100 and completion of a drug awareness program.
- An individual under 18 years old that purchases or tries to purchase marijuana, marijuana products, or marijuana accessories shall be subject to a civil penalty of not more than $100, completion of a drug awareness program, and notification of parent or legal guardian. Failure to complete drug awareness program within one year of offense may be basis for delinquency proceedings.
- An individual 18-20 years of age that alters, defaces, or otherwise falsifies identification (ID) offered as proof of age with the intent of purchasing marijuana, marijuana products, or marijuana accessories shall be subject to a civil penalty of not more than $100 and completion of a drug awareness program.
- An individual under 18 years old that alters, defaces, or otherwise falsifies ID offered as proof of age with the intent of purchasing marijuana, marijuana products, or marijuana accessories shall be subject to a civil penalty of not more than $100, completion of a drug awareness program, and notification of parent or legal guardian. Failure to complete drug awareness program within one year of offense may be basis for delinquency proceedings.
- Individuals who knowingly and intentionally allow a person under 21 years of age (except for the children and grandchildren of the person charged) to possess marijuana, marijuana products, or marijuana accessories on premises or property owned or controlled by the person charged shall be subject to a civil penalty of not more than $2,000 or imprisonment for not more than one year or both the fine and imprisonment.

STRAIN AND PRODUCT TRACKING

Date	Product	Strain/Type	Method of Use	Dosage	Effects	Onset/Duration	Notes

Oualifications and Training

Deezle cannabis will ensure that all employees hired to work at a Sanctuary facility will be qualified to work as a marijuana establishment agent and properly trained to serve in their respective roles in a compliant manner.

Qualifications

In accordance with 935 CMR 500.030, a candidate for employment as a marijuana establishment agent must be 21 years of age or older. In addition, the candidate cannot have been convicted of a criminal offense in the Commonwealth involving the distribution of controlled substances to minors, or a like violation of the laws of another state, the United States, or foreign jurisdiction, or a military, territorial, or Native American tribal authority.

Deezle Cannabis will also ensure that its employees are suitable for registration consistent with the provisions of 935 CN'IR 500.802. In the event that Deezle Cannabis discovers any of its agents are not suitable for registration as a marijuana establishment agent, the agent's employment will be terminated, and Deezle Cannabis will notify the Commission within one (l) business day that the agent is no longer associated with the establishment.

Training

As required by 935 CNfR 500.105(2), and prior to performing job functions, each of Deezle's agents will successfully complete a comprehensive training program that is tailored to the roles and responsibilities of the agent's job function. Agent training will at least include the Responsible Vendor Program and eight (8) hours of on-going training annually.

On or after August 30, 2025, all of Deezle's current owners, managers, and employees will have attended and successfully completed a Responsible Vendor Program operated by an education provider accredited by the Commission to provide the annual minimum of two hours of responsible vendor training to marijuana establishment agents. Deezle's new, nonadministrative employees will complete the Responsible Vendor Program within 90 days of the date they are hired. Sanctuary's owners, managers, and employees will then successfully complete the program once every year thereafter. Sanctuary will also encourage administrative employees who do not handle or sell marijuana to take the responsible vendor program on a voluntary basis to help ensure compliance. Sanctuary's records of responsible vendor training program compliance will be maintained for at least four (4) years and made available during normal business hours for inspection by the Commission and any applicable licensing authority upon request.

Topics included in the Responsible Vendor Training will conform to 935 CMR500.105 (7). As part of the Responsible Vendor program, Sanctuary's agents will receive training on a variety of topics relevant to marijuana establishment operations, including but not limited to the following:

1. Marijuana's effect on the human body, including physical effects based on different types of marijuana products and methods of administration, and recognizing the visible signs of impairment;

2. Training on the amount of time it takes for an adult user to feel impaired;
3. Best practices for diversion prevention and prevention of sales to minors;
4. Compliance with tracking requirements;
5. Acceptable forms of identification, including the proper method of verification of valid photo identification and medical marijuana registration and confiscation of fraudulent identifications and training on common mistakes in verification;
6. Such other areas of training determined by the Commission to be included; and
7. Other significant state laws and rules affecting operators, such as:
    - Local and state licensing and enforcement;
    - Incident and notification requirements;
    - Administrative and criminal liability and license sanctions and court sanctions;
    - Waste disposal and health and safety standards;
    - Patrons prohibited from bringing marijuana onto licensed premises;
    - Permitted hours of sale and conduct of establishment;
    - Permitting inspections by state and local licensing and enforcement authorities;
    - Licensee responsibilities for activities occurring within licensed premises;
    - Health and safety standards;
- Conduct of establishments;
    - Maintenance of records and privacy issues; and - Prohibited purchases and practices.

Deezle Cannabis will keep all records of employee training in a 3-ring binder that will be made available for Brookline Police Department inspection.

DEEZLE CANNABIS: REQUIRED TRAINING CHECKLIST

Agent Name

Position

Hire Date

Marijuana Establishment Address(es)

DEEZLE CANNABIS - STAFF TRAINING

At a minimum, all staff will complete the following training and receive eight (8) hours of ongoing training annually. All SM Brookline training takes place onsite at 1351 Beacon Steet, Brookline.

DEEZLE CANNABIS records of responsible vendor training program compliance will be maintained for at least four (4) years and made available during normal business hours for inspection by the Commission and an other state licensing authorities.

Status	Required Training and Topics Discussed	Hours	Completion Date and Time	Notes
O Complete a Scheduled Enter scheduled date for training in notes	Privacy and Confidentiality Requirements			
Agent Acknowledgment of Training Agent Signature:		Name and Title of Presenters		
O Complete O Scheduled Enter scheduled date for training in notes	Responsible Vendor Training Must be completed within 90 days of			Al this time, the Connnission has not identified vendors 10 complete this requiretnent.
Agent Acknowledgment of Training Agent Signature:		Name and Title of Presenters		

O Complete Cl Scheduled Enter scheduled date for training in notes	Security and Emergency Response Training			

Agent Acknowledgment of Training Agent Signature:		Name and Title of Presenters		
O Complete O Scheduled Enter scheduled date for training in notes	New Hire Training including but not limited to: Workplace attire • Employee handbook and personnel policies			
Agent Acknowledgment of Training Agent Signature:		Name and Title of Presenters		
Agent Acknowledgment of Training Agent Signature:		Name and Title of Presenters		

RETAIL STAFF TRAINING

Status	Required Training and Topics Discussed	Hours	Completion Date	Notes
O Complete O Scheduled Enter scheduled date for training in notes				

Agent Acknowledgment of Training Agent Signature:	Name and Title of Presenters

1. Purpose

Deezle Cannabis (Deezle) is committed to establishing policies and procedures to ensure the Massachusetts Cannabis Control Commission (CCC)'s compliance with the issuance of agent registration cards and agent training. The establishment shall apply for registration for all its employees, owners, executives, and volunteers associated with The Deezle.

All policies and procedures apply to all agents or individuals affiliated with The Deezle, whether paid or unpaid.

2. Procedures

2.1. Agent Registration Cards.

1. The information required for an agent card.
    a. The agent must be 21 years of age or older.
    b. The full name, date of birth, and address of the individual.
    c. All aliases used previously or currently by the individual, including maiden name, if any.
    d. A copy of the applicant's driver's license, government-issued identification card, liquor purchase card issued under M.G.L. c. 138, §34B, or other verifiable identity documents acceptable to the commission.
    e. An attestation that the individual will not engage in the diversion of marijuana or marijuana products.
    f. Written acknowledgment by the agent of any limitations on their authorization to prepare, package, possess, and dispense marijuana in the Commonwealth.
2. Cannot be convicted of an offense in the Commonwealth involving the distribution of controlled substances to minors or a like violation of other jurisdictions' laws.
3. Be determined suitable for registration in compliance with the commission.
4. Background information and Criminal Offender Record Information (CORI).

2.2. Proper use of The Deezle Agent Registration Card.

1. The Deezle agents will be issued an agent registration card from the commission and valid for (1) year from the date of issue and may be renewed after that on a tri-annual basis on the commission's determination of an agent for renewal continues to be suitable for registration.
2. The agent shall always visibly wear the agent registration card while on the premises or properties of The Deezle.

3. An agent shall always carry their agent registration card associated with The Deezle while possessing marijuana products.
4. If the agent is affiliated with multiple marijuana establishments, an agent registration card is required for each marijuana establishment the agent is affiliated with and approved by the commission.

2.3. Approved Badge Storage.

1. The Deezle agents must retrieve their badges from the security office before starting work and return the badge to the security office at the end of each shift.
2. Only The Deezle management can take their agent badges home after their shift has ended.

2.4. Agent Training.

1. All new employees will be trained on all policies, procedures, and forms.
2. The Deezle shall ensure that all agents complete minimum training requirements before performing job functions.
3. At a minimum, The Deezle agents shall receive eight hours of training annually.
4. The eight-hour training requirement shall be tailored to each agent's job function's roles and responsibilities.
5. A minimum of (4) hours of training shall be from a Responsible Vendor Training (RVT) Program Course.
6. Any additional RVT hours over the four-hour RVT requirement may count toward the eighthour total training requirement.
7. Non-RVT training may be conducted in-house by The Deezle or by a third-party vendor engaged by The Deezle.
8. Basic on-the-job training The Deezle provides in the ordinary course of business may be counted toward the eight-hour total training requirement.
9. The Deezle agents responsible for tracking and entering the product into Metrc shall receive training in a form and manner determined by the commission.
10. The Deezle shall maintain records of compliance with all training requirements noted above.
11. Such records shall be maintained for (4) years, and The Deezle shall make such records available for inspection on request.

2.5. Training Certificates and Other Compliance Content.

1. All agents have access to the compliance material and their training records.
2. Training material, certificates, and applicable documentation will remain on file for four (4) years. See SOP Recordkeeping and Financial Records.
3. These training materials and applicable documentation shall be made available for review and inspection by the commission and/or other appropriate authorities.

2.6. Training Records.

1. Documentation of all required training, including training regarding privacy and confidentiality requirements, and the individual's signed statement indicating the date, time, and place they received said training and the topics discussed, including the name and title of presenters.
2. All personnel training records will be held for at least (1) year after termination.

2.7. Resignation or Termination of an Agent.

1. On the last day of employment at The Deezle, management will collect the agent's badge, any The Deezle property, and any keys that may have been provided during employment.
2. Within twenty-four (24) hours of the last day of employment, management will submit the surrender application in MassCIP to deactivate the agent.
3. The Deezle management will remove the agent's access to POS, surveillance cameras, email, and any other systems the agent used during employment.
4. The Deezle will maintain employee files for at least twelve (12) months after termination.
5. The Deezle will provide the former agent with any necessary termination or resignation documentation.

2.8. Immediate Dismissal and Actions.

1. The commission and law enforcement authorities (if applicable) will be notified upon immediate dismissal of the establishment agent when the agent is involved with:
    a. Submission of information in the application or renewal application that is deceptive, misleading, false, or fraudulent tends to deceive or create a misleading impression, whether directly or by omission or ambiguity, including lack of disclosure or insufficient disclosure.
    b. Violation of any of the requirements of the state marijuana laws, including 935 CMR 500.000: Adult Use of Marijuana.

c. Fraudulent use of an agent registration card includes tampering, falsifying, altering, modifying, duplicating, or allowing another person to tamper, change, modify, or copy an agent registration card.

d. Selling, transferring, distributing, or giving marijuana to any unauthorized person.

e. Failure to notify the commission within five business days after becoming aware that the agent registration card has been lost, stolen, or destroyed.

f. Immediate dismissal if the agent is involved in the diversion of marijuana or engaged in unsafe practices concerning the operation at The Deezle.

g. The immediate dismissal of a conviction or entered a guilty plea of *nole contendere*, or admission to sufficient facts of a felony drug offense involving distribution to a minor in the Commonwealth, or like a violation of the laws of other jurisdictions.

2. The commission will be notified no more than (1) business day when a The Deezle agent is no longer affiliated with the establishment. The registration shall be immediately void when the agent is no longer associated with The Deezle.
3. The commission will be notified as soon as possible or within (5) business days if an agent's registration card is lost or stolen.
4. The commission will be notified as soon as possible or within (5) business days of any changes to the information provided on the initial application for The Deezle agent registration card.
5. The agent registration card remains the commission's property and can be denied, revoked, or voided if determined by the commission.
6. The commission may order the return or seizure of an agent registration card if the registration is revoked or expires.
7. An agent registration card must be surrendered on the issuance of a new card.

3. Related Documents

SOP Recordkeeping and Financial Records

Confidentiality Policy

Agent Registration Attestation & Acknowledgment Form

Criminal Offender Record Information (CORI) Acknowledgment Form

4. References

935 CMR 500.000 Adult Use of Marijuana

DEEZLE CANNABIS	Date	Standard Operating Procedure		
	05/01/2025	Prevention and Detection of Diversion		
Section		**Revision Number**	**Supersedes Date**	**Pages**
Retail Operations		1.0		1 of 4

1. Purpose

Deezle Cannabis (Deezle) is committed to establishing policies and procedures to ensure compliance with the Massachusetts Cannabis Control Commission (CCC). This procedure guides the prevention and detection of the diversion of marijuana and marijuana products. Deezle policies and procedures prevent the diversion of marijuana to individuals younger than 21 years old.

Policies and procedures will be developed for securing all products following any instance of diversion, theft, or loss of marijuana, and conduct an assessment to determine whether additional safeguards are necessary. All policies and procedures apply to all agents or individuals affiliated with Deezle, whether paid or unpaid.

2. Procedures

2.1. Prevention of Diversion of Cannabis.

1. Access control to prevent security threats from entering Deezle.
2. Enforce policies and procedures to prevent the diversion of marijuana to individuals younger than (21) years old.
3. Provide the written policies and standard operating procedures to all agents, including employee security policies, personal safety, and crime prevention techniques.
4. Actively collaborate with local law enforcement to continuously be apprised of criminal activity and potential community threats.
5. Ensure camera angles adequately cover potential product diversion areas, such as Deezle operation areas, not limited to the areas identified below. a. equipment storage areas

   b. marijuana waste disposal receptacles, if applicable c.

   vault

   d. bathroom entrances

   e. corner of rooms
6. Ensure properly functioning locks and doors.
7. Agents are trained to be vigilant and conscientious of customers entering and exiting the marijuana establishment for any unauthorized entrance (tailgating).
8. Maintain signage of limited access areas by posting signage at the relevant areas' locked entrances.

9. The establishment will store all marijuana and marijuana products in a vault located in the marijuana establishment when it is not under supervision in the sales/fulfillment areas.

10. A manager or designated agent(s) will be present during cash handling or marijuana product movement in appointed vault rooms.
11. Vaults are continuously monitored by multiple security monitors and systems, and only managers or designated agent(s) can open/lock the repositories.
12. Security checks are in place at the main entrance or security office to ensure unauthorized individuals do not access Deezle and are monitored 7/24/365.

2.2. Security Objectives.

1. Ensure the safe and efficient sale of marijuana and marijuana products.
2. Ensure all agents will abide by all lawful requirements to operate.
3. Prevent theft or diversion of marijuana and marijuana products.
4. Proactively identify and resolve threats before they arise.
5. The perimeter will be monitored 24-hours a day by a remote monitoring center and security agent(s).
6. Train all agents on all policies and standard operating procedures.
7. Deezle may utilize an employee discount program to prevent diversion.
8. Store all marijuana and marijuana products in a secure, locked safe or vault in such a manner as to prevent diversion, theft, or loss.
9. All security system equipment and recordings shall be maintained securely to prevent theft, loss, destruction, and alterations.
10. An adequate security system to prevent and detect diversion, theft, or loss of marijuana or an unauthorized intrusion, utilizing commercial-grade equipment is required.
11. Keep all locks and security equipment in good working order.
12. Do not leave keys in the locks. Deezle prohibits keys from being left in the locks or stored or placed in a location accessible to persons other than specifically authorized personnel.
13. Do not store or place keys in a location accessible to persons other than specifically authorized personnel. Keys will be held in a lockbox in the security office.
14. Do not allow other security measures, such as combination numbers, passwords, or electronic or biometric security systems, to be accessible to persons other than specifically authorized personnel.

15. All operational and service areas are securely locked and protected from unauthorized entry.

2.3. Detection of Diversion.

1. If theft or diversion of marijuana or marijuana products has occurred, the Deezle manager will initiate an Incident Report to document the process.
2. Management will investigate and determine if a loss, theft, or diversion may have occurred.
3. Report to the commission and local Law Enforcement immediately and, in no instance, more than (24) hours following the discovery of diversion, theft, or loss of any marijuana or marijuana products.
   a. Recordings from all video cameras shall be made available for immediate viewing by the commission on request for at least the preceding (90) calendar days or the duration of a request to preserve the recordings for a specified period made by the commission, whichever is longer.
4. Complete the investigation and send the Incident Report to the commission and other agencies, if applicable, as required within (10) calendar days.
5. Store all marijuana and marijuana products in a secure, locked safe or vault in such a manner as to prevent diversion, theft, or loss.
6. All security system equipment and recordings shall be maintained securely to prevent theft, loss, destruction, and alterations.
7. An adequate security system to prevent and detect diversion, theft, or loss of marijuana or an unauthorized intrusion, utilizing commercial-grade equipment is required.
8. Keep all locks and security equipment in good working order.
9. Do not leave keys in the locks. Deezle prohibits keys from being left in the locks or stored or placed in a location accessible to persons other than specifically authorized personnel.
10. Do not store or place keys in a location accessible to persons other than specifically authorized personnel.
11. Keys will be stored in a lockbox in the security office.
12. Do not allow other security measures, such as combination numbers, passwords, or electronic or biometric security systems, to be accessible to persons other than specifically authorized personnel.

13. Always keep Deezle operational and service areas securely locked and protected from unauthorized entry.

3. Related Documents

SOP Incident Report Process

SOP Inventory Audits

SOP Marijuana Establishment Agent Training

SOP Sale of Marijuana and Marijuana Products

SOP Security and Alarm Systems

SOP Storage of Marijuana and Marijuana Products

SOP Video Surveillance

SOP Visitor Management

4. References

935 CMR 500.000 Adult Use of Marijuana

DEEZLE CANNABIS	Date	Standard Operating Procedure		
	05/01/2025	Sale of Marijuana and Marijuana Products		
Section		**Revision Number**	**Supersedes Date**	**Pages**
Retail Operations		1.0		1 of 2

1. Purpose

Deezle Cannabis, (Deezle), shall implement security measures to deter theft of marijuana and marijuana products, prevent unauthorized entrance into areas containing marijuana and marijuana products and ensure the safety of Deezle agents, consumers, and the public. Deezle will ensure that all personnel is trained on proper check-in procedures to avoid unauthorized entry and the sale of marijuana and marijuana products.

Deezle Agents will be issued an agent registration card by the Commission determined to be suitable for registration. All such individuals shall:

a. Be 21 years of age or older;
b. Have not been convicted of an offense in the Commonwealth involving the distribution of controlled substances to minors, or a like violation of the laws of Other Jurisdictions; and be determined suitable for registration.

All policies and procedures apply to all agents or individuals affiliated with Deezle, whether paid or unpaid.

2. Procedures

2.1. Customer Entry Procedures and Restricting Access to Individuals 21 or Older.

1. All individuals requesting entrance to the establishment will enter the reception area where they will present ID at the check-in desk to confirm they are over (21) years old e before gaining access to the sales floor.
2. Display of marijuana, marijuana products, and prices. In secure, locked cases, the establishment may display small amounts of each product offered for sale. In the display case, products will receive a new Metrc tag and are adjusted in Metrc to reflect being displayed products. An authorized agent may remove a sample of marijuana from the case and provide it to the customer for inspection, but the customer may not try the sample product.
3. Deezle posts prices in the store and may respond to questions about pricing. The establishment utilizes a combination of in-store digital and paper menus to provide customers with a list of prices and strains of marijuana and marijuana products available for purchase. The menu will also be available online.
4. A description of the various strains of marijuana to be sold and the form(s) in which marijuana will be sold shall be available on the menus.
5. Each agent will request identification and enter the transaction in their assigned register for all marijuana and marijuana product purchases. The agent shall inspect the individual's proof of identification to determine the individual is over 21 years old. The establishment may not acquire or record consumer personal information other than information typically required in a retail transaction, including information to determine the consumer's age.

6. [Company] may not knowingly sell more than one ounce of marijuana or its combined dry weight equivalent in marijuana concentrate or edibles to a retail customer per day. One (1) ounce of marijuana flower shall be equivalent to five (5) grams of active tetrahydrocannabinol (THC) in marijuana concentrate, including, but not limited to, Tinctures. One (1) ounce of marijuana flower shall be equivalent to five (5) hundred milligrams of active tetrahydrocannabinol (THC) in edibles. Topicals and ointments may not be subject to a limitation on daily sales.
7. Deezle shall refuse to sell marijuana to any consumer who cannot produce governmentissued identification. Agents shall refuse to sell marijuana products to a consumer if, in the agent's opinion, based on the information available to the agent at that time, the consumer or the public would be placed at risk. This includes, but is not limited to, the consumer engaging in daily transactions that exceed the legal possession limits or create a risk of diversion. The establishment is prohibited from selling marijuana products containing nicotine and alcohol.
8. All sales recorded in POS are approved by the Commission in consultation with the Department of Revenue (DOR). The establishment will not utilize software or other methods to manipulate or alter sales data. The monthly analysis of equipment and sales data will be conducted to determine that no software has been installed that could be utilized to manipulate or alter sales data and that no other methodology has been employed to control or change sales data.

3. Related Documents

SOP Cash Control and Till Handling

SOP Marijuana Vaporizer Device

4. References

935 CMR 500.000 Adult Use of Marijuana

Authorized by: Deezle Cannabis

Security Plan

General Security Overview

Deezle Cannabis will implement policies and procedures to maintain a secure facility and to prevent diversion or other loss of marijuana products in accordance with 935 CMR 500.1 10 as set out by the Commission. These policies are intended to protect the general public, employees, and consumers. Deezle will identify each individual seeking entrance into the marijuana establishment to ensure that only individuals who are 21 years or older are allowed access. These policies will also provide for the proper storage and disposal of marijuana products. Deezle will ensure that all excess marijuana is disposed of safely and will have in place the necessary storage areas and equipment for proper storage of marijuana, included established limited access areas. This equipment will include but is not limited to locked safes or vaults, keys, alarms, and cameras. In addition to these measures, Deezle will ensure that all marijuana products are kept out of plain sight of public places outside of the marijuana establishment. Deezle will also implement policies and procedures for situations following inadvertent diversion or loss of marijuana products. In addition, Deezle will work cohesively with law enforcement authorities and fire services and will share Deezle's security plans, policies, and procedures with those authorities.

Limited Access Areas

Deezle will designate limited access areas by posting clearly visible signs, no smaller than 12" x 12" and which state: "Do Not Enter-Limited Access Area-Access Limited to Authorized Personnel Only" in lettering no smaller than one inch in height. Deezle will limit individuals allowed access to these areas to employees, agents, law enforcement, and others authorized by the Commission. Deezle will require all employees to wear employee identification badges at all times while inside the marijuana establishment. Employees of Deezle will escort all visitors, including vendors and contractors, into limited access areas. These visitors will be logged in and out, and Deezle will maintain this log and make it available to the Commission for periodic inspection. Deezle will ensure that all visitor identification badges are collected before visitors leave the premises.

Security and Alarm Requirements

Deezle will implement alarms and other security equipment to prevent and detect potential loss and diversion of marijuana. This equipment will include perimeter alarms at all entrances and exits of Deezle's facility, a failure notification system, a panic alarm connected to local law enforcement, video cameras in all areas that contain marijuana, and 24-hour recordings of all video surveillance to be made available to the Commission upon request. Deezle will ensure that all video footage has a clear date and time stamp, clear still photos can be produced in color, and that the footage can be exported into standard image formats including .jpg, .gif, and .bmp formats. Deezle will store the video footage in a way that precludes loss or alteration of the footage. In addition to the primary alarm systems, Deezle will maintain a backup alarm system provided by a different company from the primary system. Deezle will have this security equipment inspected monthly. Access to all surveillance areas will be limited to employees who are essential to Deezle's security operations, including local law enforcement.

Hours of Operation — Retailer Facility (Brookline)

Monday: 10:00 a.m. — 10:00 p.m.
Tuesday: 10:00 a.m. — 10:00 p.m.

Wednesday: 10:00 a.m. — 10:00 p.m.
Thursday: 10:00 a.m. — 10:00 p.m.
Friday: 10:00 a.m. — 10:00 p.m.

Saturday: 9:00 a.m. — 10:00 p.m.
Sunday: 9:00 a.m. - 7:00 p.m.

After-Hours Contact

Owner- Mike Laramee – 508-414-0797
Owner – Kim Laramee – 508-414-0797
Assistant General Manager – Raul Miller - 857-397-7324
Key Holder-Jazmari - 617-363-6288
Key Holder Alex Papas -508-494-4558

From: Deezle

Re: Proposed Security Plan for 1351 Beacon St

I am submitting the following proposed security plan on behalf of SM for your review. These plans were developed in accordance with 935 CMR 500.000 Cannabis Control Commission regulations, Local Ordinances, security industry best practices using thc principles of Crime Prevention Through Environmental Design (CPT ED

Our proposal is to locate a Marijuana Retail Establishment at 1351 Beacon St. I am hopeful that the proposed security plan outlined below meets all the requirements of your office and am confident they will have a minimal impact on public safety services in the Town of Brookline. I would be happy to incorporate any suggestions or feedback you have into our proposed Security Plan.

The site plan review of the facility has been reviewed physically and electronically for the "Due Diligence" of providing, designing, and commissioning a new Electronic Security Access Control System, that includes Perimeter Monitoring, Panic Alarms, Motion Detectors, and Intrusion Detection System. A Video Management System (VMS), has been selected to monitor, record, and archive video on a Network Video Recorder (NVR). FTG Security is the preferred security integrator for SM and assisted in the design and engineering of the proposed security system.

The facility was reviewed and delineated into four levels of security access to provide the highest level of security which meets or exceeds the standards of the Cannabis Control Commission and the Town of Brookline. Employee access to different levels is based solely on need, and their access credentials are programmed accordingly.

THREE SECURITY LEVELS OF ACCESS DELINEATION FOR THE FACILITY

Hours of Operation:

This Facility will be open for business in accordance with a Host Community Agreement or as determined by the Town of Brookline.

Level#l.

The facility is opened to the general public for the recreational sale of product. The general public, visitors, and vendors will be required to contact the facility through one entrance which is monitored by CCTV cameras as outlined in the security drawings.. Lobby/ vestibule area will welcome all perspective clients who will "check in" with valid photo identification for presentation to the Dispensary receptionist. The receptionist will process the identification through an electronic ID verification system for the purpose of validation. A panic alarm is also located at the receptionist counter that would notify a 3 party Alarm monitoring company for immediate notification to the Brookline Police Department. An accidental panic alarm activation will require notification to the Dispensary Manager who will immediately notify the Brookline Police Department or Brookline Police detail officer for cancellation of a police response.

A public art gallery will also be accessible from the front entrance of Beacon St prior to entering the dispensary vestibule. Upon entering, individuals of any age will be able to enter the art gallery through a clear glass door on the left. In front of them will be a frosted door which leads into the customer vestibule. The door leading into the customer entry vestibule will be clearly marked with a sigi approved by the Town which will indicate that no one under 21 years of age is allowed into the premises.

All employees will have company issued photo ID Badges, with specific levels of access based on their job description and responsibilities. Employees shall enter through a designated employee entrance accessed by a card reader. Employs arc subjected to a vetting process before employment.

All outside vendors, contractors, and customers shall be escorted at all times by a dispensary agent authorized to enter the limited access Levcl#2 areas to view the product on display. They will be greeted at the door of the lobby, once their valid photo identification has been approved by the receptionist. All contractors and Vendors will be required to sign in and out, wear a visitor/vendor ID Badge, and escorted by their designated dispensary agent at all times.

No cell phones, cameras or other recording devices are allowed to be used within the facility to take video or photographs. Cell phones will only be allowed for communications purposes. Deezle staff will notify any customer who appears to be taking photographs or video to cease for security reasons. This is a "No Smoking" facility, to include any/all type of electronic inhaling devices. Signage will be posted in the vestibule indicating these restrictions.

Level#2:

To enter this designated security level, everyone is required to enter through a card access controlled door. This level requires ALL EMPLOYEES to be displaying a company PHOTO ID Badge and all Vendors/ Contractors to be displaying an ID Badge. All Vendors/Contractors are required to be escorted by a dispensary agent.

This area is open to the general public, but limits the access and free movement to other sections of the facility. Members of the general public (clients) will be escorted by a Dispensary Agent in order to maintain a controlled environment. This entire area is monitored by CCTV cameras, and motion detectors as outlined in the security drawings. Should note at the "Point of Sale" area there are Panic Alarms for immediate Emergency Notification to the Brookline Police Department.

Wireless panic buttons will also be carried by the on-duty manager and on site security offcers.

Lcvcl#3:

This level of security within the facility is limited to those who need to be in the area based on their job description and responsibilities. The area is monitored by CCTV cameras. Entrance/cgress from this area is continuously monitored by the CCTV cameras as well as perimeter alarm contact points on the entrance/egress doors if one were opened or breached. The alarm points report direct to the Access Control System as well as to a Central Monitoring Station for emergency notification. There are Motion Detectors covering this area as well as fixed and wireless Panic Alarms as outlined in the security drawings. Motion sensors will be installed on exterior walls in basement to detect any unauthorized breach from the adjacent tenant storage area. The utility room is located in this area. No person will be allowed access into the level 3 area to work in the utility room unless escorted by a Deezle employee having Level 3 access. A glass break and motion sensor will be installed in utility room to prevent unauthorized entry through the sealed window.

Level#4:

To enter this desiY1ated level of access, all person(s) are required to present a Level#4 company issued photo ID access badge which is pre-programmed for Level#4 access. SHOULD NOTE THE LEVEL#4 AREA IS EQUIPPED WITH DUAL AUTHENTICATION CARD READERS.
By equipping the area with Biometrics/keypad reader, this eliminates the possibility of using another person's ID badge to gain access to this area. This is the highest level of security within the facility and limited to those who need to be in the area based on their job description and responsibilities.

This level of security within the facility is limited to those who need to be in the area based on their job description and responsibilities. The area is monitored by CCTV cameras.
Entrance/egress from this area is continuously monitored by the CCTV cameras as well as alarm contact points on the entrance/egress doors if one were opened or breached. The alarm points report direct to the Access Control System as well as to a Central Monitoring Station for emergency notification. There are Motion Detectors covering this area as well as wireless Panic Alarms carried by authorized staff entering this area. All Level 4 areas will have 'I DO Not Enter Limited Access Area - Access Limited to Authorized Personnel Only" signs posted. This area will include the areas containing vaults, safes, cash storage, electronic security equipment, etc. Additionally, the outer perimeter of the vault room and basement window will be target hardened with a double layer of sheetrock with metal in between the layers.

INTERIOR/EXTERIOR CCTV COVERAGE/ALARMS

The interior of the facility has CCTV coverage with the installation of IP video cameras placed in strategic locations as indicated on the Security Plan Drawings. The cameras will have horizontal angle of view with a minimum of 82 degrees, subject facial recognition for 50 feet, and situational awareness for an extended distance within the designated space. A combination of dome, bullet and fisheye cameras will be used throughout the interior of the facility as outlined on the security drawings.

The exterior of the facility will be monitored by IP Video cameras. The cameras will cover the entire perimeter and have a varifocal lens, motion detection and tampering alarm. They are environmental for weather conditions, vandal resistant, with Integral IR illumination.

The strategic locations indicated on the Security Plan, cover all entrances and egress to/from the facility as well as the parking area. Should not that all the entrance and egress doorways also havc contact monitoring points, reporting back to the Access Control System. Notification is also forwarded to a Central Monitoring Center. All windows arc monitored by Glass Break Monitoring Points" and complimented by Motion Detectors as noted on the Security Plan drawings, with video monitoring inclusive to identify unauthorized entry and/or person(s).

There are four (4) doors at the facility which can be used as entrance/egress points. Each door has a "Contact Monitoring Point" which is connected to the Access Control System, with cach door having a "fixed CCTV" monitoring all entry and exit from the facility.

SECURITY ACCESS CONTROLLED SYSTEM LOCATION

The Electronic Access Control System and the Video Management System will be located in the room noted as "1DN"(Intermediate Distribution Network) room. This room is protected by authorized "Card Access" with limited access and level of security as determined by the Chief of Security and monitored by CCTV camera.

The system operates on the proprietary internet and has cellular back-up in case of emergency. In the event of a power failure the system has a UPS backup sufficient to keep the equipment in this room operational.

The system has the ability to record all authorized entries as well as denied entries and intrusion alarms. An audit trail of the system identifies the date, time, door, and person who is granted or

denied access. The failure identification system shall notify a Central Monitoring Station, of all panic alarms, perimeter alarms and motion detector alarms who shall notify a designated SM employee within five minutes after a failure either by telephone, e-mail or text message. The Access Control System is password protected and has internal event archiving which is saved indefinitely. Access to the level 3 secure storage room and IDN security closet will be further restricted to only those agents who have a need based on their job description.

The Video Management System will store video for a minimum of 90 days. All photos are date and time stamped, can be printed, or exported still images via .jpg.bmp, and .gif. Cameras have been placed in all areas that contain marijuana, at all entry/exit points and the parking areas. The cameras will be directed to monitor all safes, vaults, and areas where marijuana is processed, prepared, stored, handled, dispensed or transported. The cameras will capture a clear and certain identification of any person(s) entering or exiting the Dispensary. The failure identification system shall notify a Central Monitoring Station of any failure in the video surveillance system.

In addition, in the event that any type of alarm is accidentally triggered, the individual who did so shall immediately notify Deezle's Manager or Alternate Manager on Duty. The manager shall then immediately notify the police officer on detail or call the police business line (617-730-2222) to report the alarm as accidental. An officer will need to confirm in person that the alarm activation was accidental. The Brookline Police Chief shall be notified of the third party alarm monitoring system once that has been determined.

If any type of alarm is activated for the location during non-business hours, a member of Deezle Management Team, who has access to all areas of the premises, including the limited access areas, will need to respond to the location within one hour. Deezle will provide a sufficient number of emergency contacts to the police department so that an appropriate employee can respond to the location within one hour so the premises can be checked with the police for any signs of unlawful entry.

LIGHTING

The outside perimeter of the facility along with any parking areas will be sufficiently lit to facilitate video surveillance and safety for staff and visitors.

SECURITY SYSTEM MONITORING BY THE POLICE DEPARTMENT

Thc Brookline Police Department will have access to the Video Management System from their Police Station to monitor any activities inside or outside of the facility in real time at their discretion. However, Deezle does not expect the Police to monitor the cameras regularly.

TRANSPORTATION/DELIVERY PROCEDURES

Our transportation/delivery procedures will meet or exceed all CCC regulatory requirements. Agents transporting marijuana or marijuana products to SM will:

- Weigh, inventory, and account for on video all marijuana to be transported prior to its leaving the origination location;
- Re-weigh, re-inventory, and account for on video all marijuana transported, within eight hours after arrival at the SM Dispensary.
- Document and report any unusual discrepancy in weight or inventory to the CCC and Brookline Police Department within twenty-four (24) hours;
- Complete a shipping manifest in a form and manner determined by the CCC, for retention by the origination location, and carry a copy of said manifest with the products being transported; and

- Securely transmit a copy of the manifest to the SM Dispensary prior to transport.

During the delivery, at least onc (I) Courier will remain with the vehiclc at all times when the vehicle contains marijuana.

Deliveries shall be made through the employee entrance door on Webster St using the designated access route during daylight hours. Delivery/pickup vehicles shall park in the designated "Loading Zone" on Webster St. In addition, SM will be utilizing an armored car service to pickup and transport currency from the location. SM will inform the armored car service to park in the posted loading zone on Webster St. SM will coordinate pick-up times with neighboring businesses, as they will for transportation of marijuana products. The armored car service will not be allowed to make pickups from the Beacon St side of the facility.

Delivery Times

- Routes are randomized.
- Times for delivery are not set up on a weekly timed schedule, and for security reasons, the days of the week and times are randomized to thwart any possibility of robbery.
- Prior to arrival of the delivery vehicle to the Dispensary, it is thc responsibility of the onsite Security Officer to conduct a visual sweep of the rear of the building to ensure there arc no suspicious individuals]vehicles loitering in that area. Immediate notification to the
  Brooklinc Policc Dcpartment shall be made immediately if any suspicious person or vehicle is observed.

ONSITE SECURITY PERSONNEL

The facility will be staffed with a minimum of two (2) unarmed onsite uniformed Security Officer during all hours of operation. Additional security to include a Brookline Police officer detail shall be used as necessary at the direction of the Brookline Police Chief. This staffing plan shall be reviewed with the Police Chief on a monthly basis to determine if adjustments to staff levels are necessary. Any security staffing changes, including a reduction of the required two
(2) onsite officers, must be approved by the Police Chief.

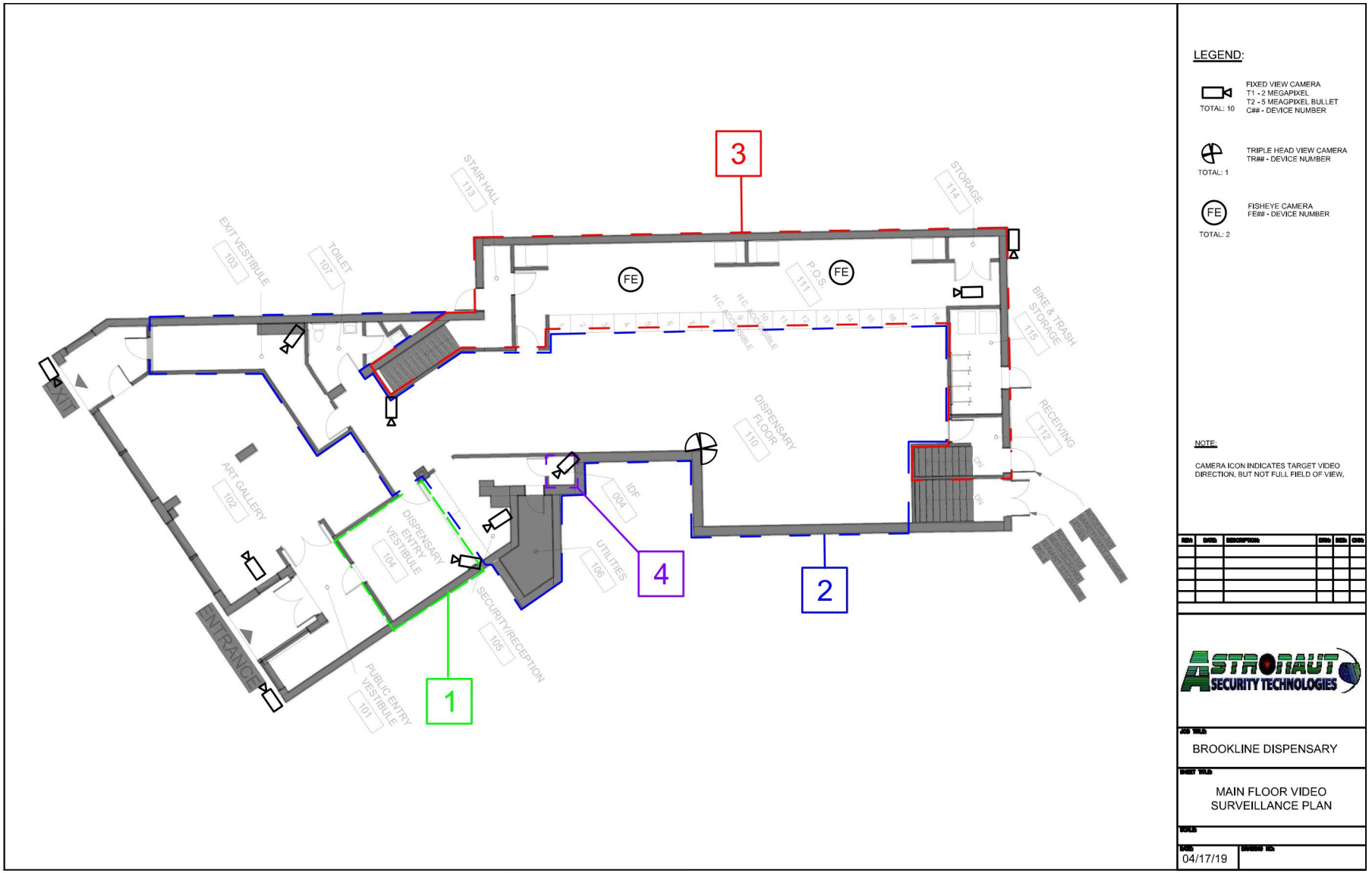
Consumption of marijuana products inside and outside of the facility is strictly prohibited by SM policy and State law. Appropriate signage shall be placed inside of the Dispensary lobby and exit areas notifying patrons of this. Onsite Security personnel shall patrol the facility exterior during all hours of operation to ensure compliance. Any patron observed violating this policy shall be requested to cease and leave the property. The Brookline Police Department shall be immediately notified whenever any unlawful consumption is occurring on or around the property. Identified violators shall be added to a "Banned Customer List" through our electronic ID verification system.

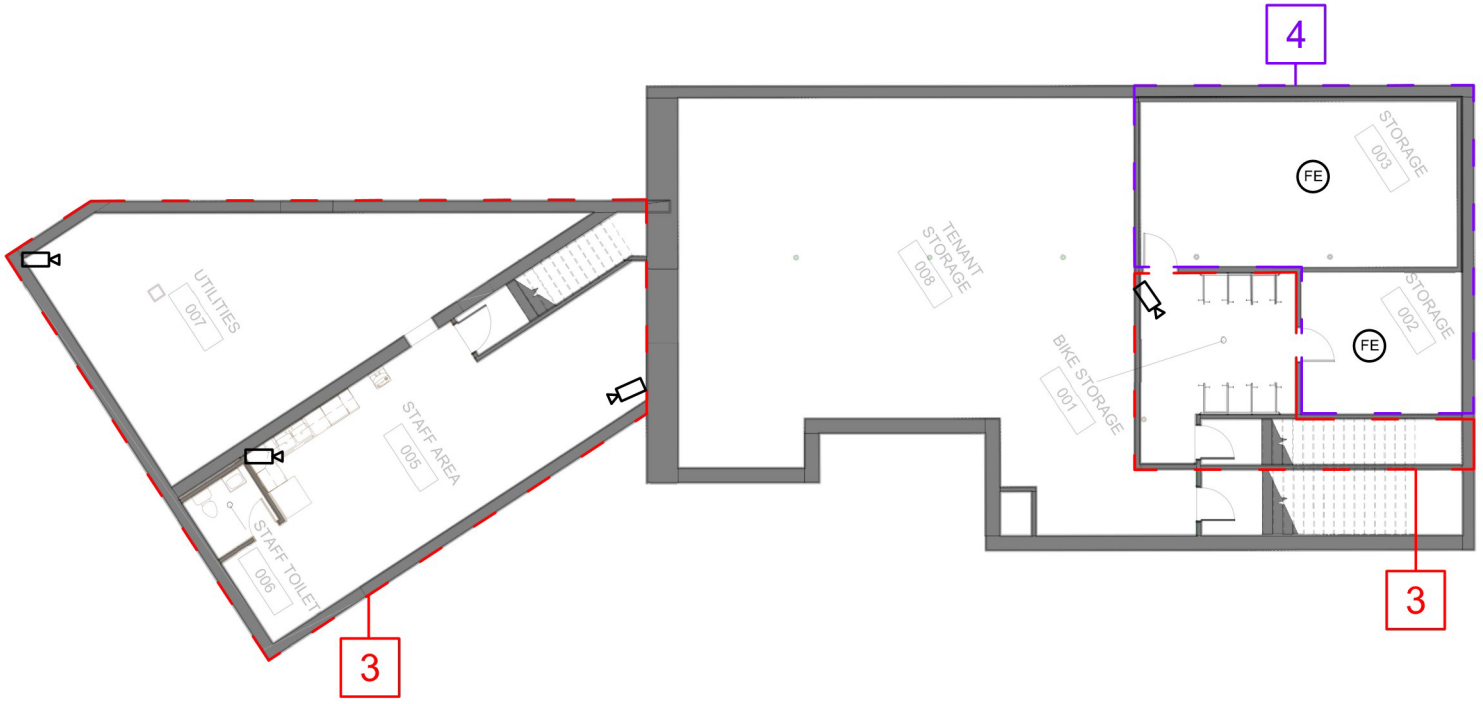
CROWD CONTROL MEASURES

SM shall work closely with the Brookline Policc Dcpartment to hire a Brookline Police detail as needed for the first three weeks of operation to assist with monitoring any potential "queuing" or loitering outside of the facility. The public vestibule and adjacent art gallery will be used to accommodate any increased customer levels that may occur within the first three weeks of operation. This police detail will be extended beyond three weeks for as long as necessary at the direction of the Brookline Police Chief.

PREVENTION OF DIVERSION

Deezle staff members staff members shall be trained to prevent loitering and ensure that only individuals engaging in activity expressly permitted by regulations are allowed to remain on the premises. Staff members shall contact the police if they observe suspicious individuals in person or on camera loitering outside the premises. Examples would include; someone who appears to be under the influence of alcohol or drugs; a group of younger people approaching the area of the premises but only one person enters to purchase marijuana. Such observations could indicate the potential diversion of marijuana to persons less than 21 years of age. If such observations are made, staff members shall notify the dispensary manager, police officer on detail or call the business line of the police department (617-730-2222) to investigate. No marijuana or marijuana products will be visible from outside of the facility. Prior to the commencement of retail sales, SM will arrange for a walk-thru for the Police and other Brookline town officials.


3
2
4
1
FE
FE
FE
STAIR HALL
113
STORAGE
114
EXIT VESTIBULE
103
TOILET
107
P.O.S.
111
H.C. ACCESSIBLE
BIKE & TRASH STORAGE
115
DISPENSARY FLOOR
110
RECEIVING
112
EXIT
ART GALLERY
102
DISPENSARY ENTRY VESTIBULE
104
IDF
004
UTILITIES
106
SECURITY/RECEPTION
105
ENTRANCE
PUBLIC ENTRY VESTIBULE
101
DN
DN
LEGEND:
TOTAL: 10
FIXED VIEW CAMERA
T1 - 2 MEGAPIXEL
T2 - 5 MEAGPIXEL BULLET
C## - DEVICE NUMBER
TOTAL: 1
TRIPLE HEAD VIEW CAMERA
TR## - DEVICE NUMBER
TOTAL: 2
FE
FISHEYE CAMERA
FE## - DEVICE NUMBER
NOTE:
CAMERA ICON INDICATES TARGET VIDEO DIRECTION, BUT NOT FULL FIELD OF VIEW.
REV
DATE
DESCRIPTION
DRN
BRKD
CHKD
ASTRONAUT SECURITY TECHNOLOGIES
JOB TITLE
BROOKLINE DISPENSARY
SHEET TITLE
MAIN FLOOR VIDEO SURVEILLANCE PLAN
SCALE
DATE
04/17/19
DRAWING NO.



1 LOWER LEVEL
1/8" = 1'-0"

LEGEND:

TOTAL: 4 — FIXED VIEW CAMERA
T1 - 2 MEGAPIXEL
T2 - 5 MEAGPIXEL BULLET
C## - DEVICE NUMBER

TOTAL: 2 — FE — FISHEYE CAMERA
FE## - DEVICE NUMBER

— SECURITY ZONES

NOTE:

CAMERA ICON INDICATES TARGET VIDEO DIRECTION, BUT NOT FULL FIELD OF VIEW.

REV.	DATE	DESCRIPTION	DRN.	DES.	CHK.

ASTRONAUT SECURITY TECHNOLOGIES

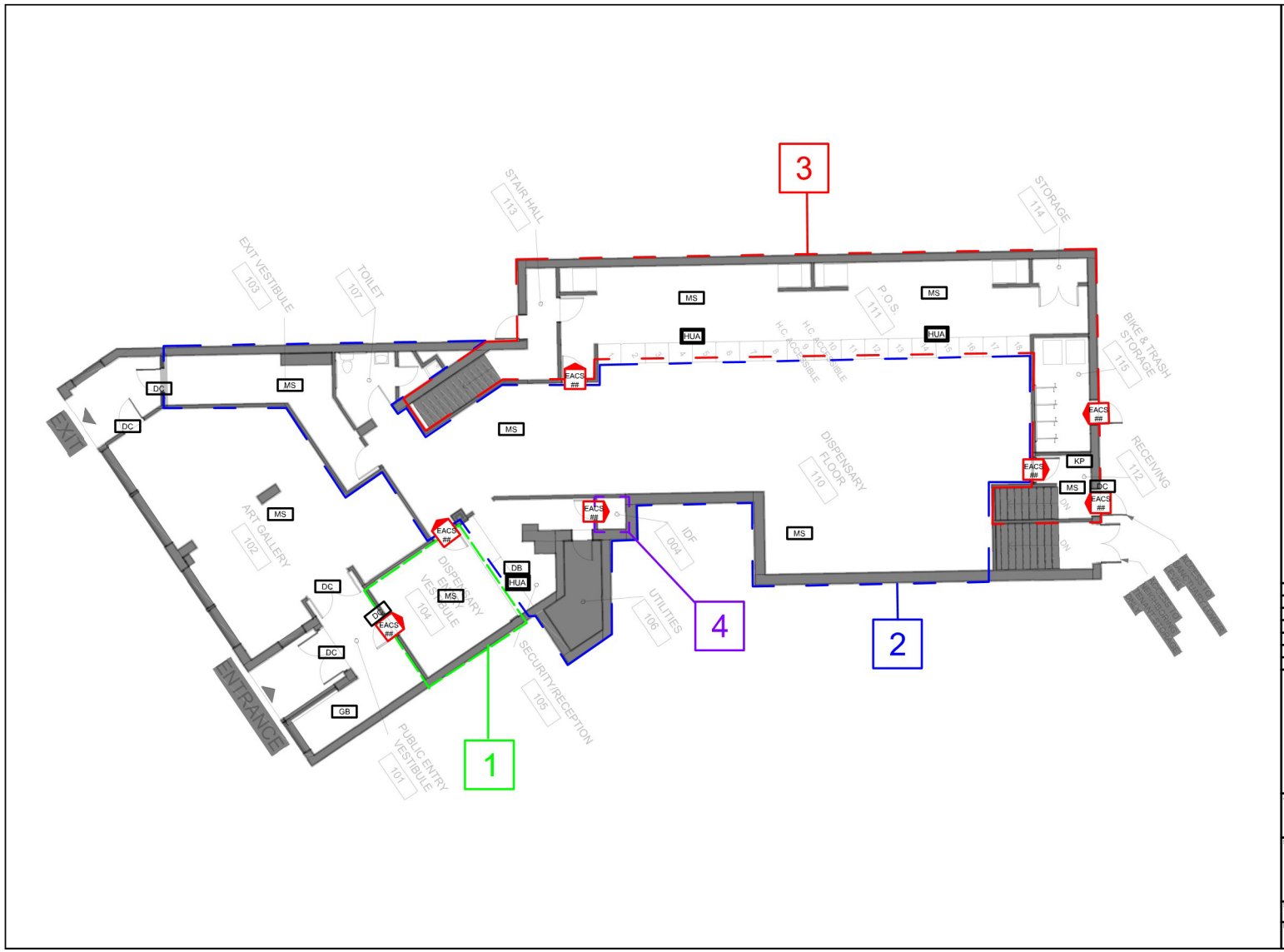
JOB TITLE
BROOKLINE DISPENSARY

SHEET TITLE
BASEMENT VIDEO SURVEILLANCE PLAN

SCALE

DATE 04/17/19

DRAWING NO.



LEGEND:

- SECURE DIRECTION OF TRAVEL
- EACS ## — ELECTRONIC ACCESS CONTROL SYSTEMS DOOR
- HUA — HOLD UP ALARM BUTTON
- DC — DOOR CONTACT
- DB — DOOR UNLOCK BUTTON
- GB — GLASS BREAK DETECTOR
- KP — KEYPAD STATION
- MS — MOTION SENSOR
- # — SECURITY ZONES

NO.	DATE	DESCRIPTION	DRN.	DES.	CHK.

ASTRONAUT SECURITY TECHNOLOGIES

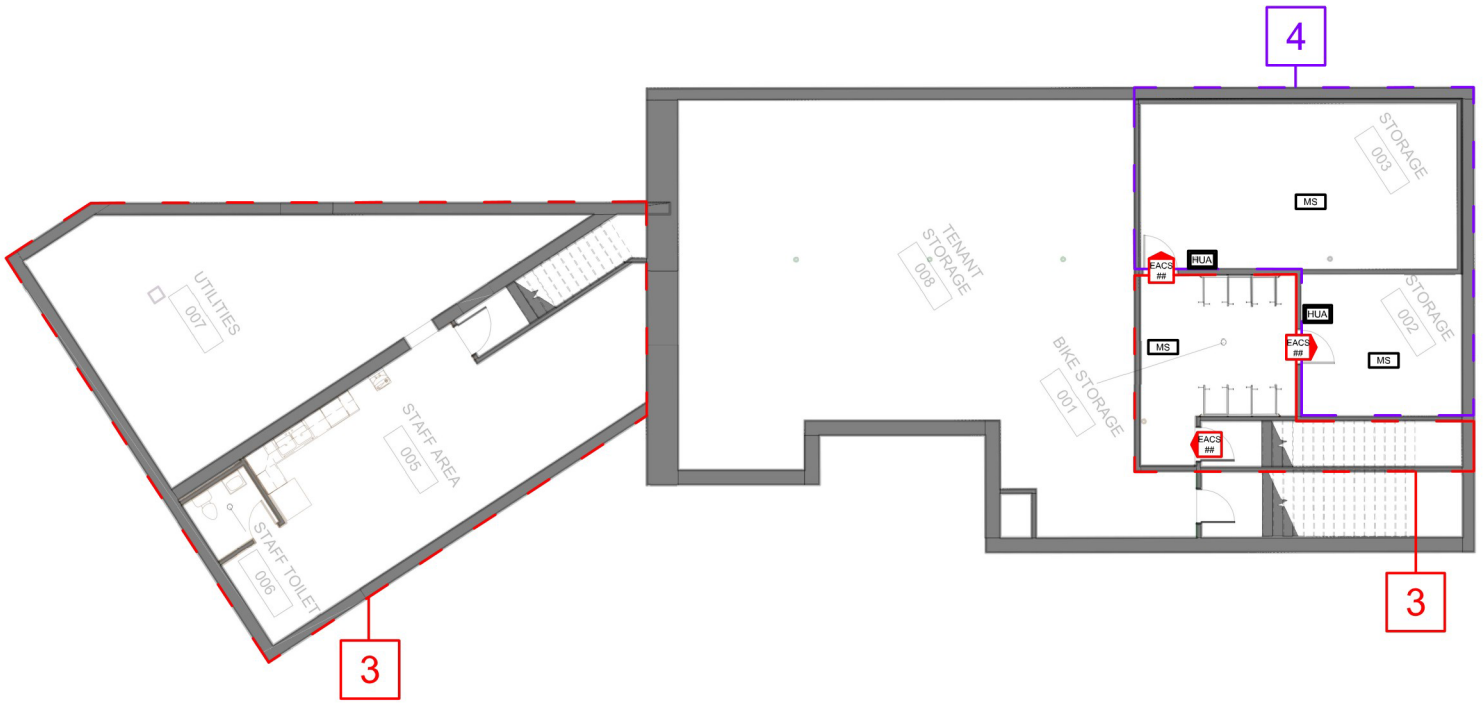
JOB TITLE
BROOKLINE DISPENSARY

SHEET TITLE
MAIN FLOOR ACCESS CONTROL PLAN

SCALE

DATE 04/17/19

DRAWING NO.



LEGEND:

- EACS ## — SECURE DIRECTION OF TRAVEL; ELECTRONIC ACCESS CONTROL SYSTEMS DOOR
- MS — MOTION SENSOR
- HUA — HOLD UP ALARM BUTTON
- # — SECURITY ZONES

REV.	DATE	DESCRIPTION	DRN.	DES.	CHK.

ASTRONAUT SECURITY TECHNOLOGIES

JOB TITLE
BROOKLINE DISPENSARY

SHEET TITLE
BASEMENT ACCESS CONTROL PLAN

SCALE

DATE 04/17/19

DRAWING NO.

IS N-
3HHVM

łemłoauqołe

:tiural collaborative, inc.

RΕN ST ■ LOWELL, MA 01852

info@carvenegarch.com

978 - 770 - 0518

A-2N-2AVO

IS NOOVBĖ LSEL

AHVSN2dSła BN11YOOU8

'ONI 'SIVNlOłaan AHvnLONVS

SPECIAL PERMIT

PROJ. NO.: 1808+13

DATE: 04/16/18

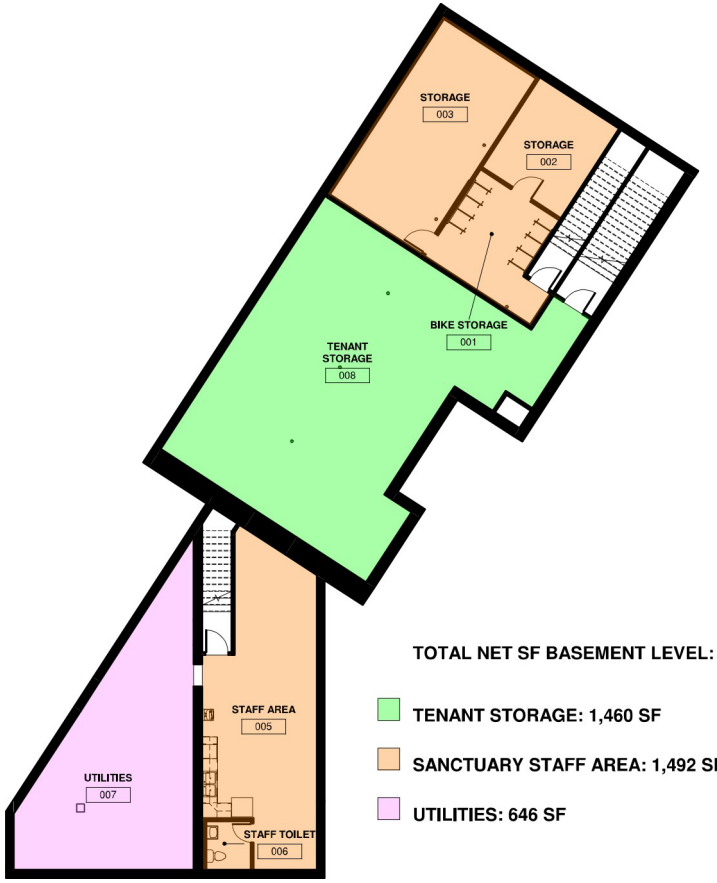
DRAWN BY: M. CASSIDY

REVISIONS

NO. | DATE | NOTES

FLOOR PLANS

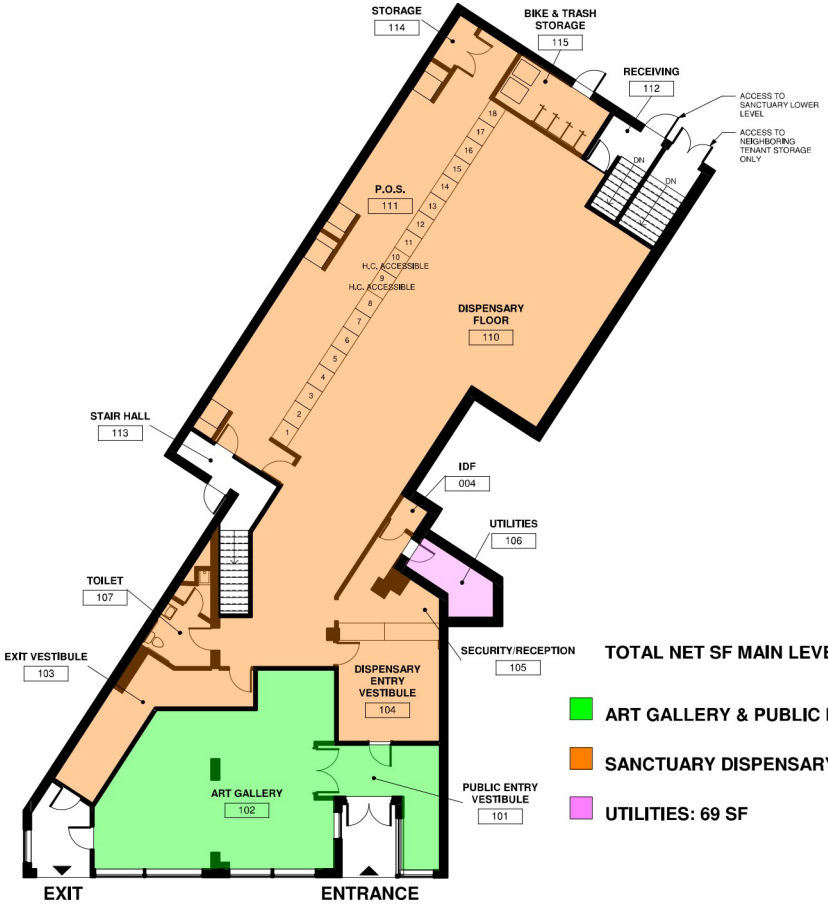
A6.3



TOTAL NET SF BASEMENT LEVEL: 3,598 SF

- TENANT STORAGE: 1,460 SF
- SANCTUARY STAFF AREA: 1,492 SF
- UTILITIES: 646 SF

① LOWER LEVEL
1/8" = 1'-0"



TOTAL NET SF MAIN LEVEL: 4,239 SF

- ART GALLERY & PUBLIC ENTRY: 864 SF
- SANCTUARY DISPENSARY: 3,265 SF
- UTILITIES: 69 SF

② MAIN LEVEL
1/8" = 1'-0"

Investigative Response to Alarms

- If the Intrusion Detection System, video surveillance, or other means indicate the presence of a potential intruder, security agents will immediately contact the Brookline Police Department by dialing 91 1 .
- The maximum acceptable response time for any alarm will be five (5) minutes for SM security agents.
- Security agents should, at a minimum, provide the following to the 911 operator: o Number of suspected intruders; o Physical description of the suspected intruders; and o Location within the facility of the suspected intruders.

Hostile Intruder

- Immediate response: Dial 91 1 or activate one of the panic/duress alarms located throughout the Facility and connected to our alarm service provider who will immediately notify the Brookline Police Department.
- Alert all occupants within the Facility to find a safe location;
- If deemed life threatening, do not engage or confront the intruder - await response from law enforcement;
- If safe to do so, evacuate the surrounding area immediately;
- Close and secure all doors;
- If unable to safely exit the building, seek shelter in a room where doors can be locked or barricaded securely;
- Turn off lights in room;
- Remain out of sight of doors and windows;
- Remain quiet and turn off the volume on cell phones;
- Once safely in a secure room, security agents or any other individual will contact Brookline Police by dialing 91 1 and give the location and number of people in the room;
- Follow all instructions provided by the 911 operator;
- If unable to speak, leave phone line open to allow the 91 1 operator to hear what is occurring in the room;
- If responding law enforcement officials are encountered, keep hands elevated and palms visible;
- If the fire alarm sounds, remain in place unless fire or smoke is detected or advised to do so by the 911 operator;
- Do not carry items in hands that could be mistaken as a weapon;
- When possible, security agents will assist those with disabilities and those with any injuries by escorting them to the nearest safe exit or safe area;
- If able to safely exit the Facility, do not retum until it is declared safe to do so by law enforcement and fire officials; and
- Follow all instructions issued by law enforcement and fire officials.

Criminal Trespass / Indication of Security Compromise (Non-hostile)

- In the event an agent detects that criminal trespass has occurred, the agent should report this information to the Security Office immediately.
- Security agents will remain at the location of suspected compromise when possible.
- Immediately notify the Director of Security for a determination of actions to be taken.

- Two (2) or more agents will secure the compromised area, and conduct an inventory of the contents and check for tampering or missing inventory.
- If necessary, the Director of Security will request assistance as required from Brookline Police Department and notify the CCC if required (See Section 9 Emergency Contact List).
- If immediate evacuation is necessary due to an emergency situation, storage containers and controlled areas will be examined upon return to determine whether marijuana, marijuana products or cash were left unattended or if any marijuana, marijuana products or cash are missing following an inventory check. The Director of Security will prepare an Incident Report that will be submitted to the Chief Operating Officer.
- Any emergency or event that would inhibit or prevent the proper safeguarding of inventory will be reported immediately to the Director of Security.

Evacuate

- In the event of a fire or other emergency in which the SM facility must be evacuated, security agents will be responsible for coordinating and directing an orderly evacuation of each assigned section of the facility. Drills for evacuation and lock down should be coordinated with the Brookline Police and Fire Departments - evacuation priorities are: o Move occupants who are closest to the danger to a safe area near or at an emergency exit; o Direct all occupants to evacuate the building through the nearest safe emergency exit; o After safely exiting the building, all patients, visitors and agents should proceed directly to the predetermined assembly area to participate in "roll call" led security agents.
- In the event SM receives a bomb threat, the recipient agent should noti5' his/her manager immediately, and dial 911.
- In the event of a bomb threat and/or explosion, all occupants should be evacuated as described above.

- In the event of a fire, the agent discovering the fire will immediately dial 91 1 and activate the internal fire alarm.
- If safe to do so at the agent's discretion, the agent may extinguish the fire.
- If possible, agents leaving the affected area should attempt to tum offelectrical equipment and close doors to prevent the spread of smoke or fire.
- All occupants will exit the building using the nearest safe exit.
- Occupants will assemble for a "roll call" in the designated evacuation area, ensuring that they remain clear of responding fire apparatus.
- Smoke and fire alarms to be tested on a monthly basis.
- Fire extinguishers and the fire suppression system to be tested/inspected on an annual basis.
- The Director of Security will perform and document an annual Fire Evacuation Drill in consultation with the Brookline Fire Department.
- Fire Evacuation Maps will be clearly posted around the SM Facility and agents should review the maps on an ongoing basis.

Hazardous Weather / Shelter-ln-Place

- Evacuees will follow the public official's instructions on the Emergency Alert System station.
- In the event that hazardous weather or other natural or manmade circumstances require a shelter-in-place order, the following items will be performed by security agents to implement the sheltering plan:

- Announce to agents that a shelter-in-place has been advised and that the sheltering plan will be implemented.
- If safe to do so, allow agents to depart prior to putting shelter procedures into place.
- Take "roll call" and record number of agents who will be sheltering in the facility. o Secure and lock all doors and windows.
- Move agents to a designated sheltering room in center of the facility.

o Continuing monitoring of Emergency Alert System, radio, TV, and other methods of communication to determine when an "All Clear" is issued and the shelter-inplace can be lifted.

Incident Reporting:

- Reportable Incidents: SM will immediately notify the Brookline Police Department and the CCC within twenty-four (24) hours after discovering the following:
- Discrepancies identified during inventory, diversion, theft, loss, and any criminal action involving SM or an SM agent; o Any suspicious act involving the sale, cultivation, distribution, processing, or production of marijuana by any person; o Unauthorized destruction of marijuana; o Any loss or unauthorized alteration of records related to marijuana; o An alarm activation or other event that requires response by public safety personnel;
- The failure of any security alarm system due to a loss of electrical power or mechanical malfunction that is expected to last longer than eight hours;

o Any loss or unauthorized alteration of records related to inventory; and o Any other breach that jeopardizes inventory.

- Documenting and Reporting: Within ten (10) calendar days, SM will provide written notice to the CCC of any incident described above, by submitting an incident report, detailing the incident, the investigation, the findings, resolution (if any), confirmation that the Brookline Police Department was notified, and any other relevant information. Reports, and supporting documents, including photos and surveillance video related to a reportable incident will be maintained by SM for a minimum of two (2) years and made available to the CCC and to law enforcement authorities acting within their lawful jurisdiction upon request.

Deezle Cannabis – Representative Product & Price List

1351 Beacon Street, Brookline, MA
Submitted to the Town of Brookline
2025

Deezle Cannabis offers a variety of cannabis products across multiple categories to serve a wide range of customer preferences. The list below reflects a representative sampling of products, brands, formats, and price points currently offered.

Actual inventory may vary over time based on availability, market conditions, and consumer demand, consistent with the dynamic nature of the Commonwealth's cannabis supply chain.

Deezle is committed to maintaining a diverse menu that includes a range of potency levels, product types, and brands accessible to Brookline residents and visitors.

Flower (Representative Selection)

Variety of strains and potencies; available in 1g, 3.5g, and 7g formats.

Product	Brand	Size	Price Range
Hybrid & Sativa Flower	Various cultivators	3.5g	$34-$50
Indica-Dominant Flower	Various cultivators	3.5g	$38–$55
Value/Premium Tier Rotating Strains	Value/Premium Tier Rotating Strains	1g / 3.5g	$12–$48

Pre-Rolls & Multi-Packs

Single and multi-pack options at varying potencies.

Product	Brand	Size	Price Range
Single Pre-Roll	Rotating Brands	1g	$12–$18
Infused Pre-Roll	Premium Brands	1g	$22–$30
Multi-Pack Pre-Rolls	Various	5–7 pack	$32–$48

Vape Cartridges & Disposables

Includes half-gram and full-gram options.

Product	Brand	Size	Price Range
Aiden Blend Pen – Vaporizer	Aiden	Each	$84.99

Standard Distillate Cartridge	Various	0.5g	$38–$50
Live Resin / Rosin Cartridge	Boutique Extractors	1.0g	$68–$82

Edibles (Gummies, Chocolates, Lozenges)

A variety of flavors and cannabinoid profiles.

Product	Brand	Size	Price Range
THC Gummies – Assorted Flavors	Rotating Brands	20-pack	$20–$30
Chocolate Edibles	Regional	Bar	$18–$28
Ratio Products (CBD/THC/CBN)	Wellness Brands	Pack	$22–$32

Concentrates & Extracts

Shatter, wax, rosin, and live badder from rotating cultivators.

Product	Brand	Size	Price Range
Wax / Shatter	Various	1g	$35–$50
Live Badder / Rosin	Premium Brands	1g	$55–$80

Tinctures & Topicals

Designed for wellness and alternative ingestion methods.

Product	Brand	Size	Price Range
THC or CBD Tincture	Rotating Brands	30ml	**$35–$60**
Topicals (creams, balms)	Wellness Lines	Each	**$25–$50**

Accessories & Glassware

Full range of consumer tools and devices.

Product	Brand	Price Range
Assorted Glass Pieces	Various	**$17–$150**
Vaporizers / Batteries	Aiden & Others	**$25–$90**
Rolling Papers / Grinders	Various	**$2–$25**

Menu Updates & Availability Statement

Deezle's inventory is updated frequently to reflect product availability, consumer interest, and the evolving Massachusetts cannabis market. The above list is not exhaustive but represents the range of product categories, brands, and pricing available to customers.

As we build and refine our product offerings, we are intentional about supporting the broader Massachusetts cannabis ecosystem. Wherever possible, we prioritize carrying products from Massachusetts-based cultivators and manufacturers, including Social Equity and Economic Empowerment businesses, microbusinesses, and women-, minority-, and veteran-owned companies. Our goal is to maintain a menu that not only reflects consumer interest, but also contributes meaningfully to the equitable growth of the industry and supports operators whose missions align with Brookline's values.

A complete and current menu is always available in-store and online.

Product Name	Category	Size	Retail Price
Coast Cannabis Co™ Deep Sleep I Goodnight Grape I 25:5 CBN:TH Gummi	Edible	5mg	$25.00
Coast Cannabis Co™ Energy I Berry Boosti 5:5:5 THCv:CBC:THC Gummies	Edible	5mg	$25.00
Coast Cannabis Co™ Energy I Raspberry Lime I 5:5:5 THCv:CBD:T Gummie	Edible	5mg	$25.00
Coast Cannabis Co™ Energy I Raspberry Lime I 5:5:5 THCv:CBD:T Gummie	Edible	5mg	$25.00
Coast Cannabis Co™ Energy I Raspberry Lime I 5:5:5 THCv:CBD:T Gummie	Edible	5mg	$25.00
Coast Cannabis Co™ Milk Chocolate Bar Chocolate 100mg	Edible	100mg	$20.00
Coast Cannabis Co™ Peach 20:1 - Relax - Gummies 20mg	Edible	20mg	$25.00
Coast Cannabis Co™ Sea Salt Dark Chocolate 100mg	Edible	5mg	$20.00
Coast Cannabis Co™ Sea Salt Dark Chocolate 100mg	Edible	5mg	$20.00
Coast Cannabis Co™ Sleep & Recovery I Blissful Blueberry I 5:5:5 CBC: Gur	Edible	5mg	$25.00
Coast Cannabis Co™ Sleep I Cranberry Pomegranate I 5:5:5 CBN: Gummie	Edible	5mg	$25.00
Coast Cannabis Co™ Sleep I Cranberry Pomegranate I 5:5:5 CBN: Gummie	Edible	5mg	$25.00
Coast Cannabis Co™ S'mores Chocolate 100mg	Edible	5mg	$20.00
Coast Cannabis Co™ S'mores Chocolate 100mg	Edible	5mg	$20.00
Coast Cannabis Co™ Strawberry Guava - Live Rosin Gummies 20 Pack | 10	Edible	5mg	$27.00
Coast Cannabis Co™ Strawberry Guava - Live Rosin Gummies 20 Pack | 10	Edible	5mg	$27.00
Coast Cannabis Co™ Thrive I Strawberry Lemonade I 2:1:1 CBG:CBC:THC (	Edible	5mg	$25.00
CQ Beverage Iced Tea Mango Lemonade | Infused Drink 5mg	Edible	5mg	$5.00
Happy Happy Frosting - 100mg	Edible	100mg	$25.00
Happy Happy Frosting - 100mg	Edible	100mg	$25.00
Happy Ready to Bake Cookie Dough Baked Good 100mg	Edible	100mg	$25.00
Harbor House Collective Prickly Pear | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Prickly Pear | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Sour Apple | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Sour Apple | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Sour Blue Raspberry | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Sour Blue Raspberry | Rosin Gummies 100mg	Edible	5mg	$15.00
Harbor House Collective Sour Blue Raspberry | Rosin Gummies 100mg	Edible	5mg	$15.00
Joybombs Joy Bombs | CBN 1:1 Dream Blends Candy 100mg	Edible	2.5mg	$30.00
Joybombs Joy Bombs | Original Candy 100mg	Edible	2.5mg	$30.00
Joybombs Joy Bombs | Tropical Haze Candy 100mg	Edible	2.5mg	$30.00
JuanaDips Green Apple Dip Pouch 20 Pack | 100mg	Edible	5mg	$25.00

Mass Alternative Care (MAC) sMACs Full Spectrum RSO Honey 5 Pack | 25	Edible	5mg	$15.00
Nectar Beverage Crazy Berry | Infused Energy Drink 5mg	Edible	5mg	$5.00
Nectar Beverage Daytime Orange Pineapple | Infused Drink 5mg	Edible	5mg	$5.00
Quickies Full Spectrum Blueberry Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Blueberry Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Fruit Punch Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Fruit Punch Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Pineapple Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Watermelon Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Quickies Full Spectrum Watermelon Fruit Chews 20 Pack | 100mg	Edible	5mg	$25.00
Sanctuary 1:1 Full Spectrum Capsules 20 Pack | 100mg	Edible	5mg	$23.00
Sanctuary Blue Raspberry Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Blue Raspberry Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary CBD Extra Strength Full Spectrum Capsules 5mg	Edible	5mg	$46.00
Sanctuary Dark Chocolate 20 Pack | 100mg	Edible	5mg	$22.00
Sanctuary Dark Chocolate 20 Pack | 100mg	Edible	5mg	$22.00
Sanctuary Dark Chocolate 20 Pack | 100mg	Edible	5mg	$22.00
Sanctuary Indica Full Spectrum Capsules 20 Pack | 100mg	Edible	5mg	$23.00
Sanctuary Sativa Full Spectrum Capsules 20 Pack | 100mg	Edible	5mg	$26.00
Sanctuary Snooze - Mixed Berry & Melatonin Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Spellbound Fruit Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Spellbound Fruit Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Spellbound Fruit Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Spellbound Fruit Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Spellbound Fruit Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Watermelon Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Watermelon Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Sanctuary Watermelon Fruit Chews 20 Pack | 100mg	Edible	5mg	$17.50
Space Poppers Chicago Style 1:1 100mg 50pc	Edible	100mg	$30.00
Space Poppers Chicago Style 1:1 10mg 20pc	Edible	10mg	$10.00
Space Poppers Sea Salt Caramel 1:1 100mg 50pc	Edible	100mg	$30.00
Space Poppers Sea Salt Caramel 1:1 10mg 20pc	Edible	10mg	$10.00
Space Poppers Sweet Chili 1:1 10mg 20pc	Edible	10mg	$10.00

Wyld Grapefruit 1:1:1 CBG + CBC + THC - Sativa Enhanced Gummies 100m	Edible	10mg	$30.00
Wyld Grapefruit 1:1:1 CBG + CBC + THC - Sativa Enhanced Gummies SAMP	Edible	10mg	$0.01
Wyld Kiwi 1:1 THCv + THC - Sativa Enhanced Gummies 100mg	Edible	10mg	$30.00
Wyld Kiwi 1:1 THCv + THC - Sativa Enhanced Gummies SAMPLE	Edible	10mg	$0.01
Wyld Marionberry - Indica Enhanced Gummies 100mg	Edible	10mg	$22.00
Wyld Marionberry - Indica Enhanced Gummies SAMPLE	Edible	10mg	$0.01
Wyld Peach 2:1 CBD + THC - Hybrid Enhanced Gummies 5mg	Edible	5mg	$22.00
Wyld Peach 2:1 CBD + THC - Hybrid Enhanced Gummies SAMPLE	Edible	5mg	$0.01
Wyld Pear 1:1 CBG + THC - Hybrid Enhanced Gummies 100mg	Edible	10mg	$30.00
Wyld Pear 1:1 CBG + THC - Hybrid Enhanced Gummies SAMPLE	Edible	10mg	$0.01
Wyld Pomegranate 1:1 CBD + THC - Hybrid Enhanced Gummies 100mg	Edible	10mg	$30.00
Wyld Pomegranate 1:1 CBD + THC - Hybrid Enhanced Gummies 100mg	Edible	10mg	$30.00
Wyld Pomegranate 1:1 CBD + THC - Hybrid Enhanced Gummies SAMPLE	Edible	10mg	$0.01
Wyld Raspberry - Sativa Enhanced Gummies 100mg	Edible	10mg	$30.00
Wyld Raspberry - Sativa Enhanced Gummies SAMPLE	Edible	10mg	$0.01
Wyld Strawberry 20:1 CBD + THC - Hybrid Enhanced Gummies 10MG	Edible	0.5MG	$30.00
Wyld Strawberry 20:1 CBD + THC - Hybrid Enhanced Gummies SAMPLE	Edible	0.5MG	$0.01
Crispy Concentrate Commission Banana Punching Honey Budder 1g	Extract	1g	$25.00
Crispy Concentrate Commission Fat Gushers Budder 3.5g	Extract	3.5g	$75.00
Glazed Apple Ice Wax 1g	Extract	1g	$25.00
Live From The Lab Star-Burst Rocks N' Sauce 1g	Extract	1g	$40.00
Sanctuary Garlic Breath Crumble 1g	Extract	1g	$30.00
Sanctuary Space Dust THCa Micro Diamonds 0.3g	Extract	0.3g	$40.00
Treeworks Rosin Wand 0.5g	Extract	0.5g	$50.00
Volcanna Banana Markers Baller Jar Sauce 4.2g	Extract	4.2g	$100.00
Volcanna Banana Markers Baller Jar Sauce 4.2g	Extract	4.2g	$100.00
Volcanna Banana Markers Baller Jar Sauce 4.2g	Extract	4.2g	$100.00
Volcanna Banana Markers Sauce 1g	Extract	1g	$30.00
Volcanna Banana Markers Sauce 1g	Extract	1g	$30.00
Volcanna Black Maple Sauce 1g	Extract	1g	$30.00
Volcanna Black Maple Sauce 1g	Extract	1g	$30.00
Volcanna Black Maple Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Butterscotch Monsoon Baller Jar Sauce 4g	Extract	4g	$90.00

Volcanna Coke Ritz Baller Jar Crumble 4.2g	Extract	4.2g	$100.00
Volcanna Dolato 41 Crumble 1g	Extract	1g	$30.00
Volcanna Exit 87 Sauce 1g	Extract	1g	$30.00
Volcanna Frosted Jungle Sauce 1g	Extract	1g	$30.00
Volcanna Ginger Tea Sauce 1g	Extract	1g	$30.00
Volcanna Holy Grail Baller Jar Crumble 4g	Extract	4g	$100.00
Volcanna Lemon Meringue Crumble 1g	Extract	1g	$30.00
Volcanna Mac V2 Baller Jar Crumble 4.2g	Extract	4.2g	$100.00
Volcanna Mac V2 Baller Jar Crumble 4.2g	Extract	4.2g	$100.00
Volcanna Mac V2 Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Margot Baller Jar Sauce 4g	Extract	4g	$100.00
Volcanna Margot Sauce 1g	Extract	1g	$30.00
Volcanna Oishii Sauce 1g	Extract	1g	$30.00
Volcanna Oishii Sauce 1g	Extract	1g	$30.00
Volcanna Puro Loco Sauce 1g	Extract	1g	$30.00
Volcanna Purple Eclipse Baller Jar Sauce 4.2g	Extract	4.2g	$100.00
Volcanna Sour Diesel Bx4 Sauce 1g	Extract	1g	$30.00
Volcanna Space Center Baller Jar Crumble 4g	Extract	4g	$90.00
Volcanna Space Center Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Space Center Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Space Center Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Space Center Shatter 0.5g	Extract	0.5g	$20.00
Volcanna Space Center Shatter 0.5g	Extract	0.5g	$20.00
Volcanna TK43 Baller Jar Crumble 4g	Extract	4g	$100.00
Volcanna TK43 Baller Jar Crumble 4g	Extract	4g	$100.00
Volcanna Unicorn Meat Crumble 1g	Extract	1g	$30.00
Volcanna Zmints 11 Sauce 1g	Extract	1g	$30.00
Volcanna Zmints 11 Sauce 1g	Extract	1g	$30.00
At Ease Alpha Runtz - Whole Buds 3.5g	Flower	3.5g	$30.00
At Ease Alpha Runtz - Whole Buds 3.5g	Flower	3.5g	$30.00
At Ease Devil Driver - Whole Buds 3.5g	Flower	3.5g	$30.00
At Ease Devil Driver - Whole Buds 3.5g	Flower	3.5g	$30.00
At Ease NF1 3.5G Flower Whole Buds 3.5g	Flower	3.5g	$30.00

Harbor House Collective Big Dank Lato 3.5g	Flower	3.5g	$35.00
Harbor House Collective Black Maple 3.5g	Flower	3.5g	$30.00
Harbor House Collective Coal Creek Kush 3.5g	Flower	3.5g	$25.00
Harbor House Collective Runtz 3.5g	Flower	3.5g	$30.00
Harbor House Collective Superboof 3.5g	Flower	3.5g	$30.00
High Ledges Butterstuff Premium 3.5g	Flower	3.5g	$44.00
High Ledges Butterstuff Premium 3.5g	Flower	3.5g	$44.00
High Ledges Butterwolf Premium 3.5g	Flower	3.5g	$44.00
High Ledges Butterwolf Premium 3.5g	Flower	3.5g	$44.00
High Ledges Cap Junky Premium 3.5g	Flower	3.5g	$44.00
High Ledges Cap Junky Premium 3.5g	Flower	3.5g	$44.00
High Ledges Watermellon Zkittlez Premium 3.5g	Flower	3.5g	$44.00
Northeast Alternatives Dosidos | Smalls 3.5g	Flower	3.5g	$20.00
Northeast Alternatives Dosidos | Smalls 3.5g	Flower	3.5g	$20.00
Northeast Alternatives Hooch | Smalls 3.5g	Flower	3.5g	$30.00
Northeast Alternatives Hooch | Smalls 3.5g	Flower	3.5g	$30.00
Northeast Alternatives Street Tartz | Smalls 3.5g	Flower	3.5g	$25.00
Northeast Alternatives Street Tartz | Smalls 3.5g	Flower	3.5g	$25.00
Northeast Alternatives Tropicana Cherry | Smalls SAMPLE	Flower	3.5g	$0.01
Northeast Alternatives White 99 | Smalls 3.5g	Flower	3.5g	$25.00
Northeast Alternatives White 99 | Smalls 3.5g	Flower	3.5g	$25.00
Northeast Alternatives Zweet Insanity SAMPLE	Flower	3.5g	$0.01
Rhelm MD Hollistics General Zod | Reserve Flower Premium 3.5g	Flower	3.5g	$65.00
Rhelm MD Hollistics Glue #4 | Reserve Flower Premium 3.5g	Flower	3.5g	$65.00
Rhelm MD Hollistics Long Beach OG | Reserve Flower Premium 3.5g	Flower	3.5g	$65.00
Sanctuary 3 Gorillas Whole Buds 28g	Flower	28g	$115.00
Sanctuary 54 Coffinz Whole Buds 28g	Flower	28g	$125.00
Sanctuary 54 Coffinz Whole Buds 28g	Flower	28g	$125.00
Sanctuary Burnt Orange Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Coke Ritz Mini Bombs 28g	Flower	28g	$90.00
Sanctuary Coke Ritz Mini Bombs 28g	Flower	28g	$90.00
Sanctuary Cryo-Cured - Headmount Cryo-Cured Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Cryo-Cured - London Mints 11 Cryo-Cured Whole Buds 3.5g	Flower	3.5g	$35.00

Sanctuary Dreamwave Whole Buds 3.5g	Flower	3.5g	$30.00
Sanctuary Dulce De Papaya Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Froot Cocktail Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Frosted Jungle Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Frosted Jungle Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Ginger Tea Whole Buds 28g	Flower	28g	$125.00
Sanctuary Ginger Tea Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Inferno OG Whole Buds 28g	Flower	28g	$115.00
Sanctuary Killer Bee Whole Buds 28g	Flower	28g	$115.00
Sanctuary Killer Bee Whole Buds 28g	Flower	28g	$115.00
Sanctuary Killer Bees Whole Buds 3.5g	Flower	3.5g	$25.00
Sanctuary Mango Chem Whole Buds 1g	Flower	1g	$12.00
Sanctuary Margot Mini Bombs 28g	Flower	28g	$90.00
Sanctuary Margot Whole Buds 28g	Flower	28g	$90.00
Sanctuary Margot Whole Buds 28g	Flower	28g	$90.00
Sanctuary Margot Whole Buds 28g	Flower	28g	$90.00
Sanctuary Medicinals Rainbow Belts 3.0 Ground Flower 14g	Flower	14g	$45.00
Sanctuary Medicinals Ztan Lee Whole Buds 3.5g	Flower	3.5g	$30.00
Sanctuary Medicinals Ztan Lee Whole Buds 3.5g	Flower	3.5g	$30.00
Sanctuary Medicinals, Inc. Shake - Cinnamon Sour Ground Flower 14g	Flower	14g	$45.00
Sanctuary Oishii Whole Buds 28g	Flower	28g	$125.00
Sanctuary Rainbow Belts 3.0 Whole Buds 28g	Flower	28g	$125.00
Sanctuary Sour Diesel Bx4 Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Super Sauce Whole Buds 1g	Flower	1g	$12.00
Sanctuary Zebra Cake Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Zebra Cake Whole Buds 3.5g	Flower	3.5g	$35.00
Sanctuary Zmints 11 Whole Buds 3.5g	Flower	3.5g	$30.00
Sanctuary Zmints 11 Whole Buds 3.5g	Flower	3.5g	$30.00
Your Highness Berry Blizzard 3.5g	Flower	3.5g	$40.00
Your Highness Bluephoria 3.5g	Flower	3.5g	$40.00
Your Highness Gelonade 3.5g	Flower	3.5g	$40.00
Your Highness Lemon Jam 3.5g	Flower	3.5g	$40.00
Your Highness Lipsmackerz 3.5g	Flower	3.5g	$40.00

Your Highness Syrup (A.K.A. Rainbow Runtz) 3.5g	Flower	3.5g	$40.00
Cali Blaze Cinnamon Churro | Infused 3.5g	Infused Flower	3.5g	$28.00
Cali Blaze Dragon Fruit | Infused Preground 3.5g	Infused Flower	3.5g	$28.00
DCC Passion Orange Guava | Snowballs 3.5g	Infused Flower	3.5g	$50.00
DCC Purple Punch | Snowballs 1g	Infused Flower	1g	$20.00
DCC Purple Punch | Snowballs 1g	Infused Flower	1g	$20.00
DCC Purple Punch | Snowballs 3.5g	Infused Flower	3.5g	$50.00
DCC Purple Punch | Snowballs 3.5g	Infused Flower	3.5g	$50.00
DCC Super Sour Diesel | Snowballs 1g	Infused Flower	1g	$20.00
DCC Super Sour Diesel | Snowballs 1g	Infused Flower	1g	$20.00
DCC Super Sour Diesel | Snowballs 3.5g	Infused Flower	3.5g	$50.00
Offbrand Grapefruit Romulan | Infused Preground 3.5g	Infused Flower	3.5g	$35.00
Sanctuary GASteroids Headmount 1g	Infused Flower	1g	$12.00
Sanctuary Medicinals GASteroids 54 Coffinz 1g	Infused Flower	1g	$13.00
Beantown Greentown Dr. 24/7 Sativa | 2pk 0.5g	Infused Pre-Roll	0.5g	$12.00
Beantown Greentown Dr. Fire Indica | 2pk. 0.5g	Infused Pre-Roll	0.5g	$12.00
Beantown Greentown Dr. Kind Combo Pack 0.5g	Infused Pre-Roll	0.5g	$12.00
Cali Blaze Banana Cream Pie | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Banana Cream Pie | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Blueberry | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Cherry Pie | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Cinnamon Churro | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Cinnamon Churro | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Cotton Candy | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Dragon Fruit | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Dragon Fruit | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Fruit Punch | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Fruit Punch | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Fruit Punch | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Fruit Punch | Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$11.00
Cali Blaze Key Lime Pie | Tarantula Infused Preroll 1g	Infused Pre-Roll	1g	$10.00
Cali Blaze Mango | Tarantula Infused Preroll 1g	Infused Pre-Roll	1g	$10.00
Cali Blaze Mojito | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00

Cali Blaze Mojito | Tarantula Infused Preroll 1g	Infused Pre-Roll	1g	$10.00
Cali Blaze Passion Fruit | Tarantula Infused Preroll 1g	Infused Pre-Roll	1g	$10.00
Cali Blaze Pina Colada | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Pina Colada | Tarantula Infused Preroll 1g	Infused Pre-Roll	1g	$10.00
Cali Blaze Strawberry Lemonade | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
Cali Blaze Watermelon | Donut Infused Preroll 1.2g	Infused Pre-Roll	1.2g	$12.00
CNA Freedom Flares - Acapulco Gold Infused Pre-Roll Single | 1g	Infused Pre-Roll	1g	$20.00
CNA Freedom Flares - Acapulco Gold Infused Pre-Roll Single | 1g	Infused Pre-Roll	1g	$20.00
DCC Lemon-Lime | 2Pk Infused Prerolls 0.5g	Infused Pre-Roll	0.5g	$10.00
DCC Tangie Sunrise | 2Pk Infused Prerolls 0.5g	Infused Pre-Roll	0.5g	$10.00
Four20 Bahama Mama 1g	Infused Pre-Roll	1g	$12.00
GOAT Tangie | Infused Prerolls 2pk 0.6g	Infused Pre-Roll	0.6g	$18.00
GOAT Tropical Trainwreck | Infused Prerolls 2pk 0.6g	Infused Pre-Roll	0.6g	$18.00
GOAT Tropical Trainwreck | Infused Prerolls 2pk 0.6g	Infused Pre-Roll	0.6g	$18.00
High Ledges Butterstuff | Bubble Hash Infused Preroll 1g	Infused Pre-Roll	1g	$20.00
High Ledges Butterstuff | Bubble Hash Infused Preroll 1g	Infused Pre-Roll	1g	$20.00
Live From The Lab The Headliner - Indica Blend Infused Pre-Rolls 5 Pack | 5	Infused Pre-Roll	1g	$80.00
Live From The Lab The Headliner - Indica Blend Infused Pre-Rolls Single | 1	Infused Pre-Roll	1g	$20.00
Live From The Lab The Headliner - Indica Blend Infused Pre-Rolls Single | 1	Infused Pre-Roll	1g	$20.00
Live From The Lab The Headliner - Sativa Blend Infused Pre-Rolls 5 Pack | 5	Infused Pre-Roll	1g	$80.00
Live From The Lab The Headliner - Sativa Blend Infused Pre-Rolls Single | 1	Infused Pre-Roll	1g	$20.00
Live From The Lab The Opener - Sativa Blend Infused Pre-Rolls 5 Pack | 5g	Infused Pre-Roll	1g	$60.00
Live From The Lab The Opener - Sativa Blend Infused Pre-Rolls 5 Pack | 5g	Infused Pre-Roll	1g	$60.00
Packs Baja Blaster | Glass Cone Joint 1g	Infused Pre-Roll	1g	$20.00
Packs Legend OG 2.5g	Infused Pre-Roll	2.5g	$50.00
Packs Lemon Gumdrop 2.5g	Infused Pre-Roll	2.5g	$50.00
Packs Peach Bellini | Glass Cone Joint 1g	Infused Pre-Roll	1g	$20.00
Packs Peach Bellini | Glass Cone Joint 1g	Infused Pre-Roll	1g	$20.00
Packs Truffle Pop 2.5g	Infused Pre-Roll	2.5g	$50.00
Packs Unicorn Sherbert | Heavies 2.5g	Infused Pre-Roll	2.5g	$50.00
Sanctuary Indica Blend One Hit Wonder Chillum Single | 0.5g	Infused Pre-Roll	0.5g	$10.00
At Ease Lazar 115 #2 Pre-Roll Single | 1g	Pre-Roll	1g	$8.00
At Ease Truffle Pops Pre-Roll Single | 1g	Pre-Roll	1g	$8.00

Cali Blaze Space Center Pre-Roll 1g	Pre-Roll	1g	$1.00
Cali Blaze Space Center Pre-Roll 1g	Pre-Roll	1g	$1.00
Cali Blaze Space Center Pre-Roll 1g	Pre-Roll	1g	$1.00
Cali Blaze Space Center Pre-Roll 1g	Pre-Roll	1g	$1.00
Cali Blaze Space Center Pre-Roll 1g	Pre-Roll	1g	$1.00
Harbor House Collective Black Maple 0.5g	Pre-Roll	0.5g	$5.00
Harbor House Collective Black Maple 0.5g	Pre-Roll	0.5g	$5.00
Harbor House Collective Cap Junky 0.5g	Pre-Roll	0.5g	$5.50
Harbor House Collective Cap Junky 0.5g	Pre-Roll	0.5g	$5.50
Harbor House Collective Superboof Pre-Roll 1g	Pre-Roll	1g	$10.00
High Ledges Blue Zushi Pre-Roll 1g	Pre-Roll	1g	$11.00
High Ledges Butterstuff Pre-Roll 1g	Pre-Roll	1g	$11.00
High Ledges Butterwolf Pre-Roll 1g	Pre-Roll	1g	$11.00
Northeast Alternatives Canal Street Runtz | Valorem Pre-Roll 1g	Pre-Roll	1g	$7.00
Northeast Alternatives Sour Tsunami | 1:1 CBD:THC | Valorem Pre-Roll 1g	Pre-Roll	1g	$7.00
Northeast Alternatives Superboof | Valorem Pre-Roll 1g	Pre-Roll	1g	$7.00
Northeast Alternatives Superboof | Valorem Pre-Roll 1g	Pre-Roll	1g	$7.00
Rhelm MD Hollistics A Silver Haze | Hemp Wrapped Blunt 1g	Pre-Roll	1g	$18.00
Rhelm MD Hollistics A Silver Haze | K3 - 3 Pack 1g	Pre-Roll	1g	$18.00
Rhelm MD Hollistics General Zod OG | K3 - 3 Pack 0.3g	Pre-Roll	0.3g	$18.00
Rhelm MD Hollistics Glue #4 | K3 - 3 Pack 0.3g	Pre-Roll	0.3g	$18.00
Rhelm MD Hollistics Long Beach OG | K3 - 3 Pack 0.3g	Pre-Roll	0.3g	$18.00
Rhelm MD Hollistics Tangerine OG | Hemp Wrapped Blunt 1g	Pre-Roll	1g	$18.00
Rhelm MD Hollistics Tangerine OG | K3 - 3 Pack 0.3g	Pre-Roll	0.3g	$18.00
Root & Bloom Angry Ginger Pre-Roll 1g	Pre-Roll	1g	$10.00
Root & Bloom Gelato Punch Pre-Roll 1g	Pre-Roll	1g	$10.00
Root & Bloom Lemonhead Delight Pre-Roll 1g	Pre-Roll	1g	$10.00
Root & Bloom Lemonhead Delight Pre-Roll 1g	Pre-Roll	1g	$10.00
Root & Bloom Northern Lights Pre-Roll 1g	Pre-Roll	1g	$10.00
Root & Bloom Wedding Cake Pre-Roll 1g	Pre-Roll	1g	$10.00
Sanctuary Black Maple Pre-Roll Single | 1g	Pre-Roll	1g	$8.00
Sanctuary Ginger Tea Pre-Roll 1g	Pre-Roll	1g	$8.00
Sanctuary Medicinals Killer Bees Pre-Roll 1g	Pre-Roll	1g	$8.00

Sanctuary Medicinals Killer Bees Preroll 5 Pack 5 Pack | 2.5g	Pre-Roll	0.5g	$18.00
Sanctuary Oblivion Haze Pre-Roll 0.5g	Pre-Roll	0.5g	$4.00
Sanctuary Oblivion Haze Pre-Roll 0.5g	Pre-Roll	0.5g	$4.00
Sanctuary Space Center Pre-Roll 0.5g	Pre-Roll	0.5g	$4.00
Sanctuary Space Center Pre-Roll 0.5g	Pre-Roll	0.5g	$4.00
Sanctuary Space Center Pre-Roll Single | 1g	Pre-Roll	1g	$8.00
Your Highness Gelonade 1g	Pre-Roll	1g	$10.00
Your Highness Lemon Jam sample prj	Pre-Roll	1g	$0.01
Your Highness Syrup (A.K.A. Rainbow Runtz) 1g	Pre-Roll	1g	$10.00
Good Feels Good Vibes | Cherry Limeade Syrup 1000mg	Tincture	1000mg	$70.00
Good Feels Good Vibes | Pink Lemonade Syrup 1000mg	Tincture	1000mg	$70.00
Good Feels Good Vibes | Unflavored Syrup 1000mg	Tincture	1000mg	$70.00
Sanctuary CBD Full Spectrum Tincture 30mL | 300mg	Tincture	300mg	$35.00
Sanctuary Cinnamint Spray 3mL | 100mg	Tincture	100mg	$25.00
Sanctuary Sativa Full Spectrum Tincture 30mL | 300mg	Tincture	300mg	$35.00
Sanctuary Sativa Full Spectrum Tincture 30mL | 300mg	Tincture	300mg	$35.00
Treeworks Daily Drops (Extra Strength) Tincture 1000mg	Tincture	1000mg	$70.00
Treeworks Dream Tincture 300mg	Tincture	300mg	$50.00
Treeworks Jungle Drops Tincture 200mg	Tincture	200mg	$60.00
Treeworks Pet Tincture 200mg	Tincture	200mg	$50.00
Treeworks Rocket Drops Tincture 600mg	Tincture	600mg	$60.00
Sanctuary Extra Strength Smokenol Transdermal Gel 1oz	Topical	1oz	$45.00
Sanctuary Extra Strength Smokenol Transdermal Gel 2oz | 200mg	Topical	200mg	$65.00
Sanctuary Extra Strength Smokenol Transdermal Gel 3g	Topical	3g	$7.50
Sanctuary Extra Strength Smokenol Transdermal Gel 3g	Topical	3g	$7.50
Cali Blaze Cinnamon Churro | Live Resin Disposable 1g	Vape	1g	$25.00
Cali Blaze Tropical Smoothie | Live Resin Disposable 1g	Vape	1g	$25.00
Dime Industries Banana Punch Disposable 2g	Vape	2g	$70.00
Dime Industries Berry White Disposable 2g	Vape	2g	$70.00
Dime Industries Blackberry OG Disposable 2g	Vape	2g	$70.00
Dime Industries Cantaloupe Dream Disposable 2g	Vape	2g	$70.00
Dime Industries Forbidden Apple Disposable 2g	Vape	2g	$70.00
Dime Industries Guavalicious Disposable 2g	Vape	2g	$70.00

Dime Industries Red Plum Disposable 2g	Vape	2g	$70.00
Dime Industries Watermelon Kush Disposable 2g	Vape	2g	$70.00
Liquid Shatter Banana Bread Liquid Shatter Cartridge 0.5g	Vape	0.5g	$20.00
Liquid Shatter Banana Markers Liquid Shatter Cartridge 0.5g	Vape	0.5g	$20.00
Liquid Shatter Space Center Liquid Shatter Cartridge 0.5g	Vape	0.5g	$20.00
Liquid Shatter Unicorn Meat Liquid Shatter Cartridge B-Stock	Vape	0.5g	$0.01
Liquid Shatter Zebra Cake Liquid Shatter Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - Banana Runtz Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - La Kush Cake Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - La Kush Cake Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - La Kush Cake Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - La Kush Cake Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - Lemon Cookies Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - Lemon Cookies Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - NYC Diesel Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - OG Kush Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - OG Kush Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - Tropical Storm Cartridge 0.5g	Vape	0.5g	$20.00
Live From The Lab The Roadie - Tropical Storm Cartridge 0.5g	Vape	0.5g	$20.00
Offbrand Mango Kush Disposable 1g	Vape	1g	$25.00
Offbrand Mega Volt | 2pk Cartridge 2g	Vape	2g	$40.00
Offbrand Tigers Blood Disposable 1g	Vape	1g	$25.00
ROVE Cherry Gelato | Live Resin Diamond Ready to Use 1g	Vape	1g	$60.00
ROVE Grandaddy Purp | Live Resin Diamonds Reload Cartridge 1g	Vape	1g	$56.00
ROVE Maui Wowie | Live Resin Diamonds Reload Cartridge 1g	Vape	1g	$56.00
ROVE Northern Lights | Live Resin Diamond Ready to Use 1g	Vape	1g	$60.00
ROVE Northern Lights | Live Resin Diamonds Reload Cartridge 1g	Vape	1g	$56.00
ROVE Orange Crush | Live Resin Diamonds Reload Cartridge 1g	Vape	1g	$56.00
ROVE Skywalker OG | Live Resin Diamond Ready to Use 1g	Vape	1g	$60.00
ROVE Watermelon Burst | Live Resin Diamond Ready to Use 1g	Vape	1g	$60.00
Sanctuary Medicinals Berry Haze Disposable 1g	Vape	1g	$45.00
Sanctuary Medicinals Berry Haze Disposable 1g	Vape	1g	$45.00
Sanctuary Medicinals Strawberry Bliss Disposable 1g	Vape	1g	$45.00

The TANK Caribbean Punch Disposable 1g	Vape	1g	$45.00
The TANK Coquito Disposable 1g	Vape	1g	$45.00
The TANK Super Lemon Haze - The Classics - Disposable 1g	Vape	1g	$45.00

Deezle Cannabis LLC

Annual Community Meeting Statement

1351 Beacon Street, Brookline, MA

In accordance with the Town of Brookline's marijuana licensing renewal checklist, Deezle Cannabis LLC submits this statement regarding its Annual Community Meeting obligations.

Deezle confirms that no Annual Community Meeting was held during the most recent licensing period. During this period, Deezle was in the process of transitioning ownership and working toward full operational compliance with the Town and the Cannabis Control Commission. As a result, community engagement activities were focused on familiarization with the neighborhood, dialogue with abutters, and responding to Town staff requests rather than hosting a formal public session.

As Deezle enters the next licensing period, the company remains committed to:

- engaging openly and proactively with Brookline residents,
- maintaining clear communication channels with abutters and neighborhood groups,
- participating constructively in Brookline's civic and community-oriented approach to cannabis oversight, and
- hosting a formal Annual Community Meeting on schedule going forward, consistent with the Town's expectations.

Deezle looks forward to strengthening its relationship with the surrounding community and contributing positively to the Beacon Street corridor.

Deezle Cannabis LLC

Floor Plan Narrative

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Floor Plan Narrative in accordance with the Town of Brookline's marijuana licensing renewal checklist. The plans illustrate the layout of the customer-facing spaces, secure areas, and circulation paths throughout the premises.

1. Maximum Occupancy

The maximum occupancy of the premises is **93 persons**, as reflected in the architectural documentation and consistent with allowable life-safety capacity for the building.

2. ID Checkpoint and Customer Entry

As shown on Page 1 and Page 3 of the floor plan set, customers enter through the main entrance on Beacon Street, immediately encountering the ID check-in area (labeled "1").
This check-in location is positioned:

- directly adjacent to the main entrance,
- staffed at all times, and
- within clear line-of-sight from both POS areas and surveillance coverage.

No customer may proceed to the sales floor without ID verification.

3. Customer Circulation and Sales Floor Layout

The primary customer circulation pattern follows the central corridor from the ID checkpoint into the main sales floor, which includes multiple POS stations arranged to the right side of the customer path (as shown on Page 3).

The layout supports:

- predictable flow,
- separation of browsing and checkout areas,
- minimal congestion, and
- clear visibility for staff and security cameras.

The angled front retail area and adjacent corridor guide customers naturally toward the POS area and then toward the exit.

4. **Entrances, Exits, and Egress Paths**

The plans show:

- Main Customer Entrance on Beacon Street (Page 1 / Page 3)
- Emergency Exit / Secondary Egress positioned toward the rear of the sales floor
- Rear Staff Entrance and Delivery Entrance via the Webster Street alley (Page 6–7)

All egress points are unobstructed and consistent with fire code requirements.

5. **Points of Sale (POS)**

The floor plan reflects multiple POS counters located in the central and right-hand portion of the sales floor (Page 3).

These POS stations are arranged to:

- maintain visibility from staff areas,
- ensure customer flow remains orderly,
- distribute customers efficiently across the retail floor, and
- keep activity away from limited-access doors.

Mobile POS units can be deployed for peak periods but are not shown on the static plan.

6. **Limited-Access Areas**

The plans clearly identify several limited-access zones, including:

- Back-of-house storage rooms (labeled “4” on Page 1 and Page 3),
- The secure vault area (Page 2 / Page 4),
- Employee/service corridors located behind the retail floor, and
- The rear loading area accessed from Webster Street.

These areas are accessible only to registered agents and remain locked or access-controlled at all times.

7. **Basement / Lower-Level Spaces**

The second-level/basement plans (Page 2 and Page 4) show additional staff-only spaces and secured rooms associated with storage and operations.

These areas are not customer-accessible and support back-of-house functions only.

8. **Security Visibility and Camera Coverage**

The Floor Plans document illustrates the location of interior camera points (Page 3) which provide full visibility of:

- the entrance and ID checkpoint,
- the main sales floor,
- POS stations,
- limited-access entrances, and
- interior circulation routes.

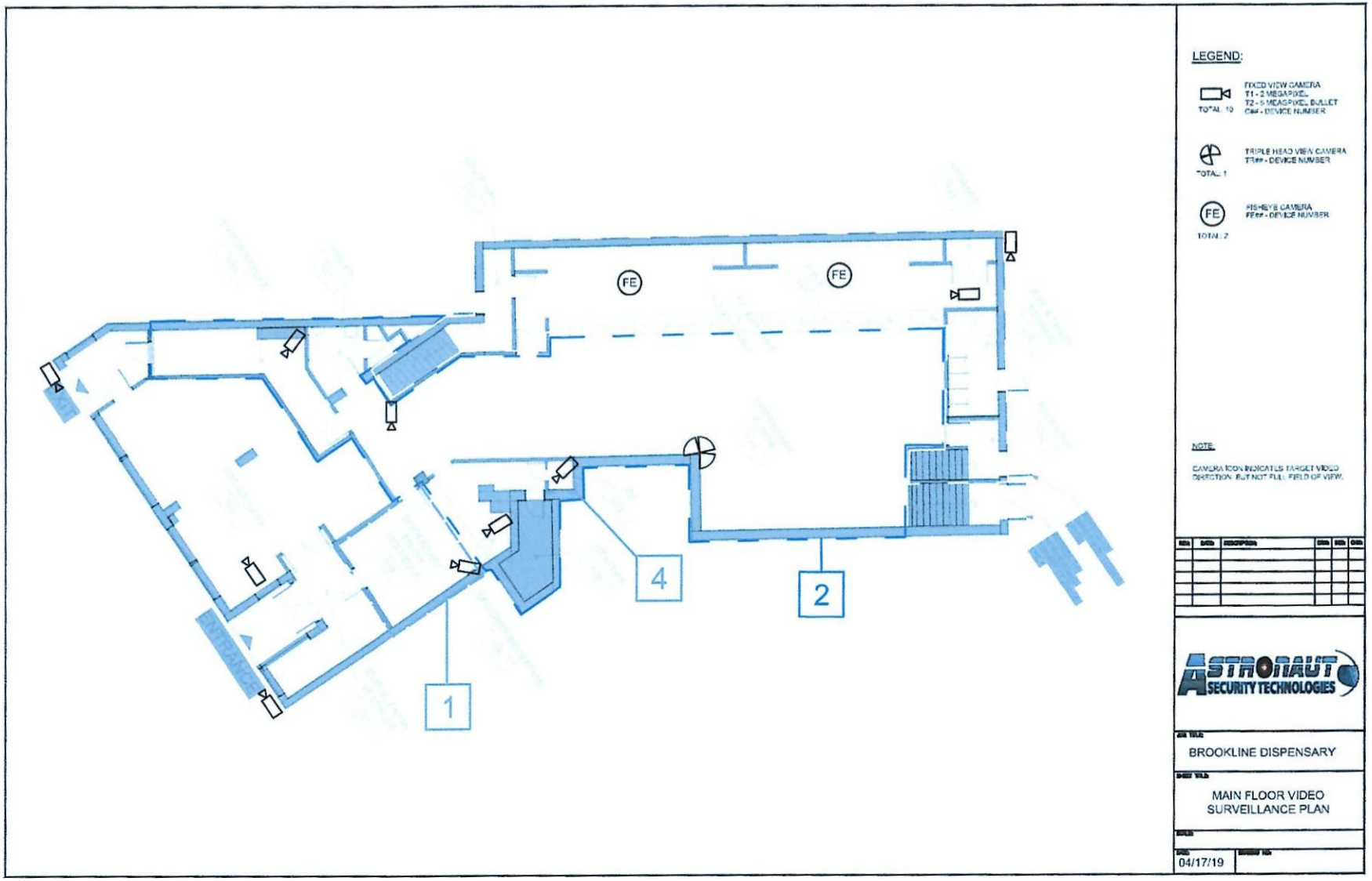
These placements align with the requirements of 935 CMR 500.110 and the Town of Brookline's expectations for comprehensive coverage.

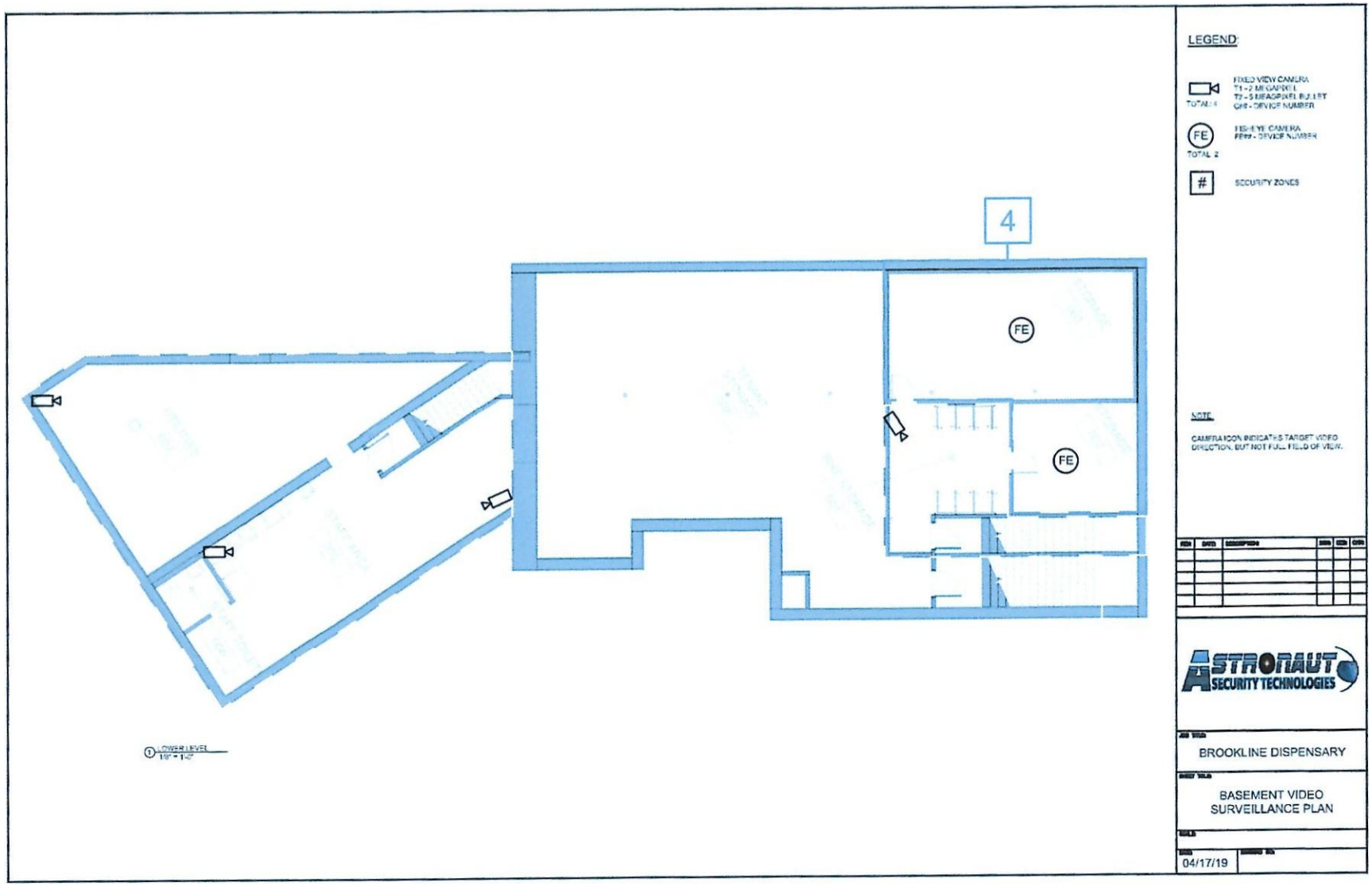
9. **Summary**

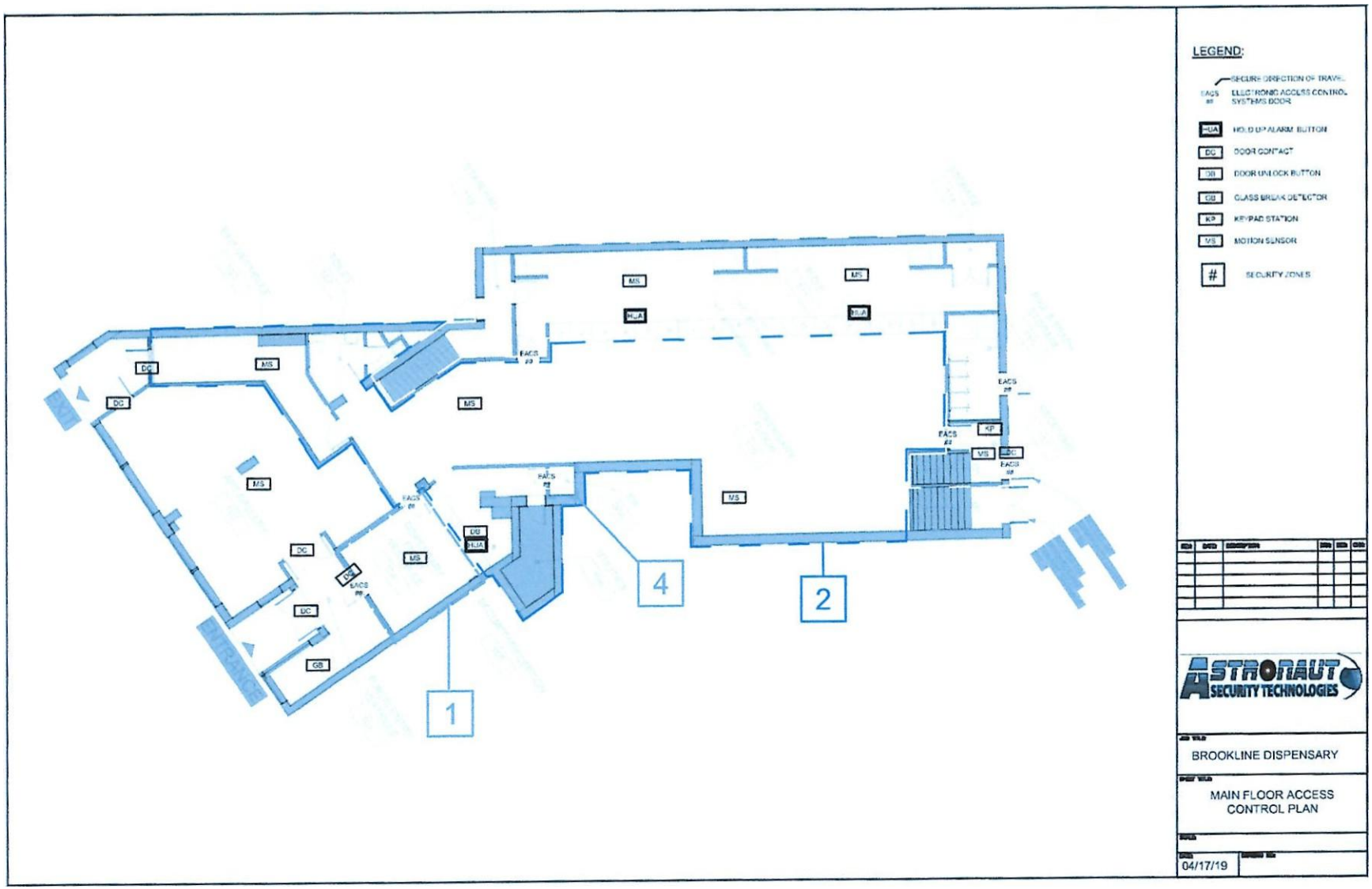
The floor plan reflects a clear and compliant operational layout, ensuring:

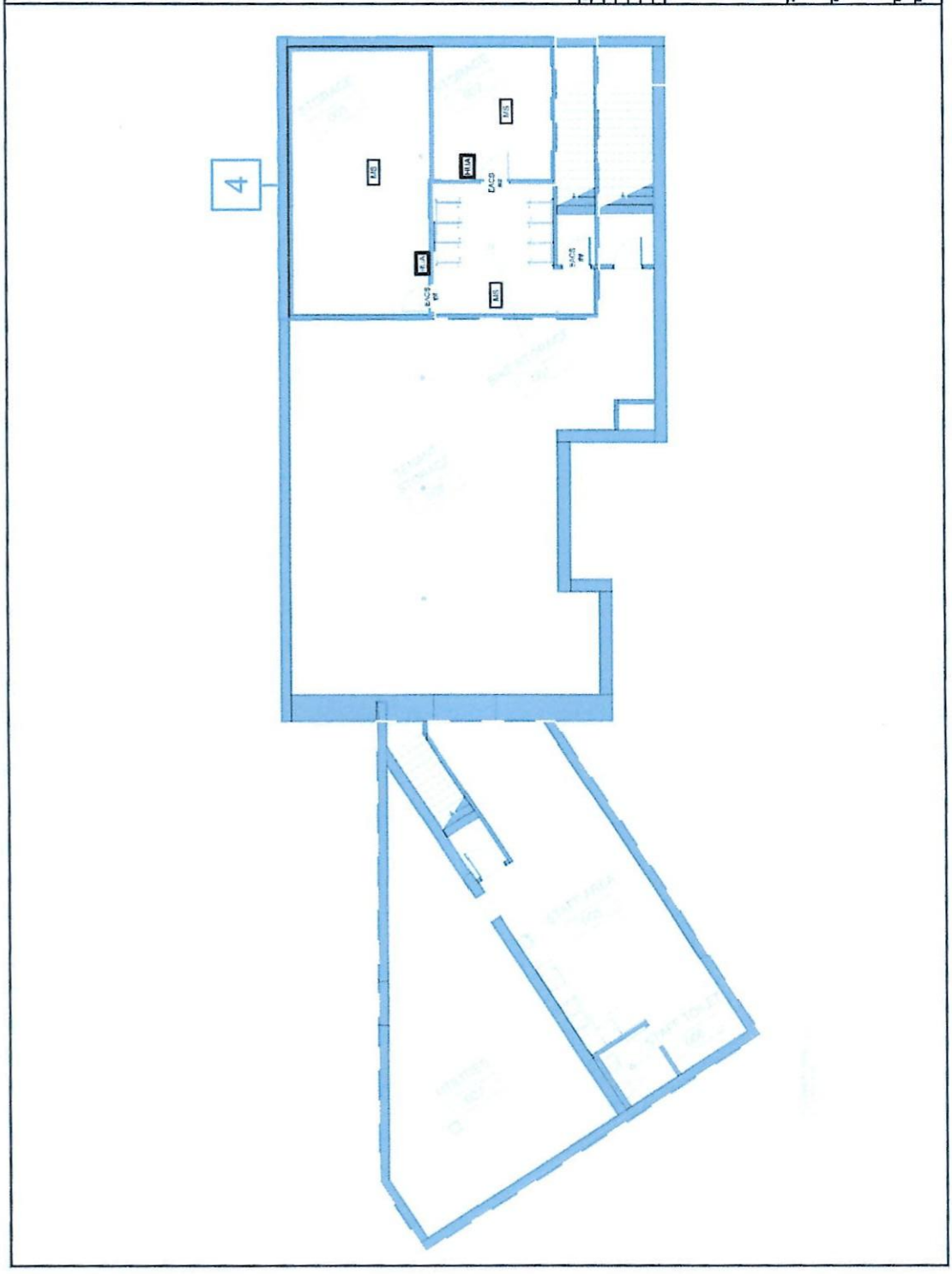
- controlled entry and ID verification,
- orderly customer movement,
- strong security visibility,
- safe egress routes, and
- clear separation of public and limited-access areas.

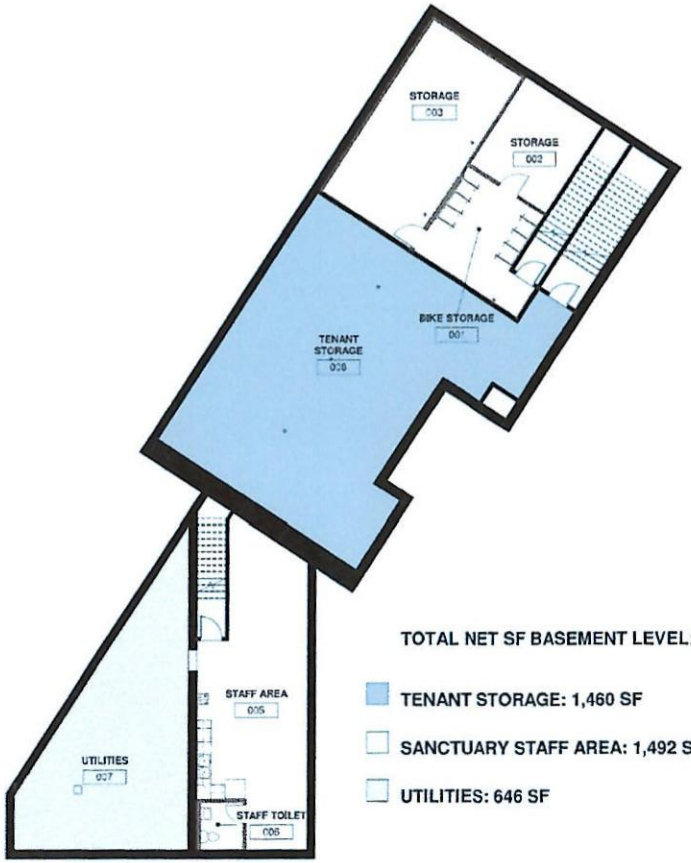
Deezle's layout supports safe, efficient operations in a pedestrian-oriented environment consistent with the character and expectations of Brookline.


LEGEND:
FIXED VIEW CAMERA
T1 - 2 MEGAPIXEL
T2 - 5 MEGAPIXEL BULLET
CAM - DEVICE NUMBER
TOTAL: 10
TRIPLE HEAD VIEW CAMERA
TRPP - DEVICE NUMBER
TOTAL: 1
FISHEYE CAMERA
FEPP - DEVICE NUMBER
TOTAL: 2
NOTE:
CAMERA ICON INDICATES TARGET VIDEO DIRECTION, BUT NOT FULL FIELD OF VIEW.
FE
FE
1
2
4
ASTRONAUT SECURITY TECHNOLOGIES
BROOKLINE DISPENSARY
MAIN FLOOR VIDEO SURVEILLANCE PLAN
04/17/19


4
FE
FE
LEGEND:
FIXED VIEW CAMERA
T1 - 2 MEGAPIXEL
T2 - 5 MEGAPIXEL BULLET
QH - DEVICE NUMBER
FE
TOTAL 2
FISH-EYE CAMERA
FE## - DEVICE NUMBER
#
SECURITY ZONES
NOTE
CAMERA ICON INDICATES TARGET VIDEO DIRECTION, BUT NOT FULL FIELD OF VIEW.
ASTRONAUT SECURITY TECHNOLOGIES
BROOKLINE DISPENSARY
BASEMENT VIDEO SURVEILLANCE PLAN
04/17/19


LEGEND:
SECURE DIRECTION OF TRAVEL
EACS ELECTRONIC ACCESS CONTROL SYSTEMS DOOR
HUA HOLD UP ALARM BUTTON
DC DOOR CONTACT
DB DOOR UNLOCK BUTTON
GB GLASS BREAK DETECTOR
KP KEYPAD STATION
MS MOTION SENSOR
SECURITY ZONES
1
2
4
ASTRONAUT SECURITY TECHNOLOGIES
BROOKLINE DISPENSARY
MAIN FLOOR ACCESS CONTROL PLAN
04/17/19

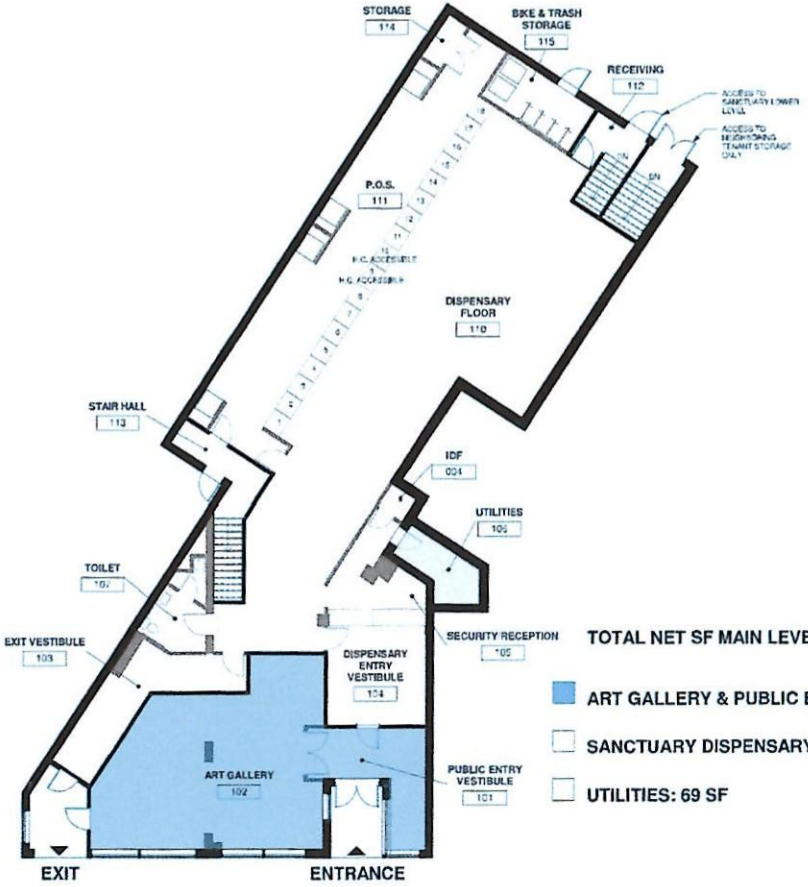

4
MB
MB
MB
MB
MB
EACH
EACH
EACH



① LOWER LEVEL
1/8" = 1'-0"

TOTAL NET SF BASEMENT LEVEL: 3,598 SF

- TENANT STORAGE: 1,460 SF
- SANCTUARY STAFF AREA: 1,492 SF
- UTILITIES: 646 SF



② MAIN LEVEL
1/8" = 1'-0"

TOTAL NET SF MAIN LEVEL: 4,239 SF

- ART GALLERY & PUBLIC ENTRY: 864 SF
- SANCTUARY DISPENSARY: 3,265 SF
- UTILITIES: 69 SF

CAVENEY
architectural collaborative, inc.
128 WARREN ST ■ LOWELL, MA 01852
978 - 770 - 0515

SANCTUARY MEDICINALS, INC.

BROOKLINE DISPENSARY

1351 BEACON ST

SPECIAL PERMIT

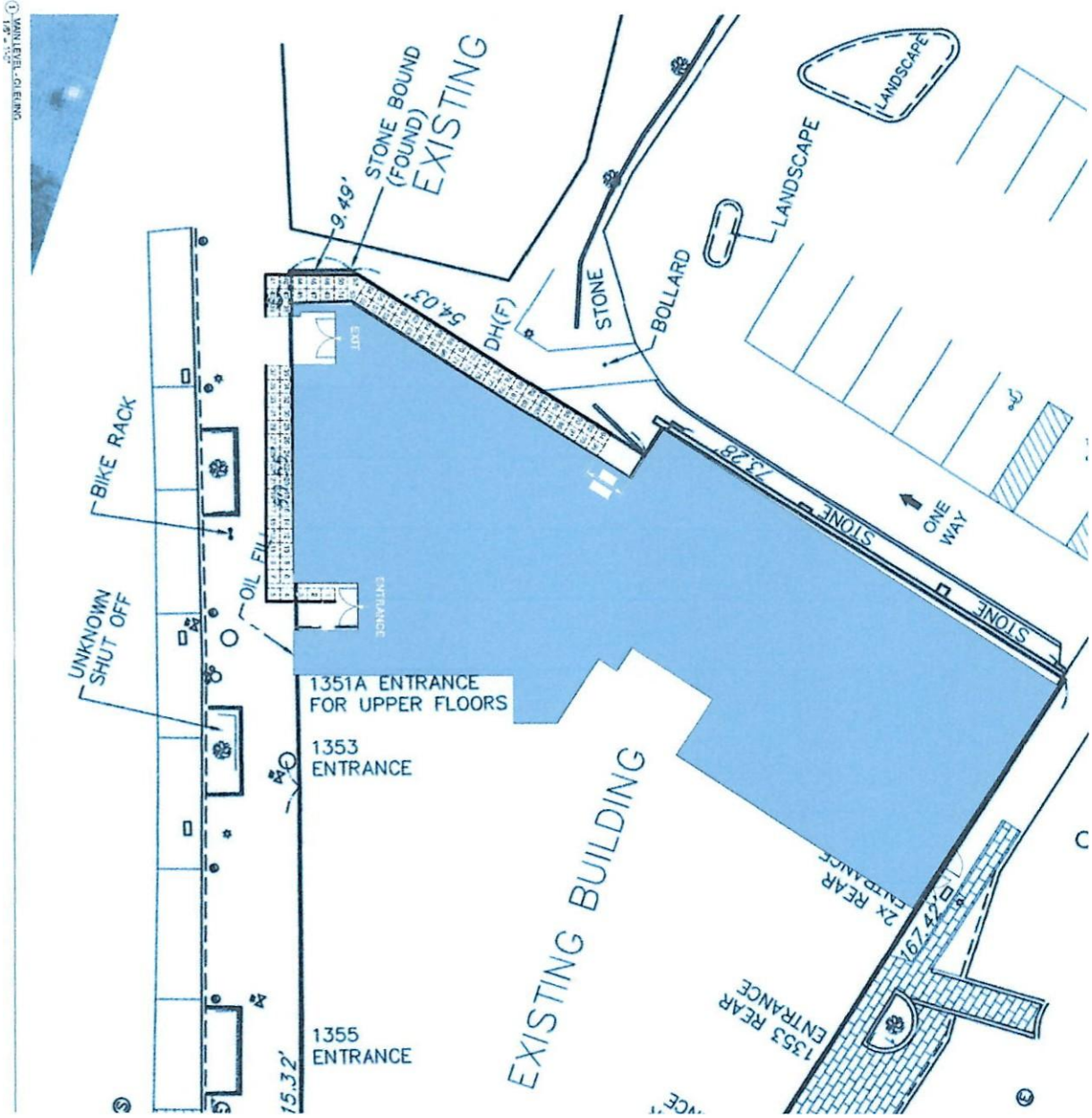
PROJ. NO. 1808-3
DATE 04.19.19
DRAWN BY M. CASSEY

REVISIONS

NO.	DATE	NOTES

FLOOR PLANS

A6.3

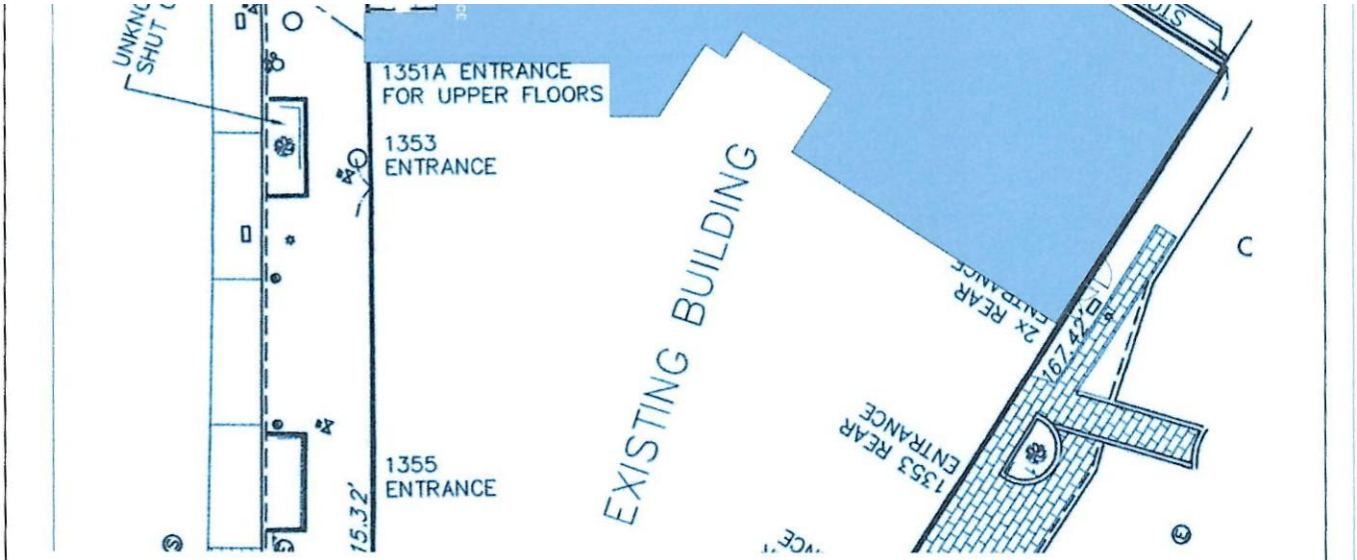


APPROXIMATE EXTERIOR QUEUING CAPACITY IS 95 PEOPLE @ 4.5 S.F. PER PERSON.

SANCTUARY MEDICINALS, INC.

CAVENEY
architcctural collaborative. inc.

QUEUING PLAN				BROOKLINE DISPENSARY 'as' 'FAC"Ur.r		• 128 WARREN ST ■ LOWELL, MA 01852 info@caveneyarch.com 978 - 770 - 0516



APPROXIMATE EXTERIOR QUEUING CAPACITY
IS 95 PEOPLE @ 4.5 S.F. PER PERSON.

90

QUEUING PLAN A6.0		SPECIAL PERMIT	SANCTUARY MEDICINALS, INC. BROOKLINE DISPENSARY 1391 BEACON ST		CAVENEY architectural collaborative, inc. 128 WARREN ST ■ LOWELL, MA 01852 info@caveneyarch.com 978 - 770 - 0516

Deezle Cannabis LLC

Parking and Satellite Parking Statement

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Parking and Satellite Parking Statement pursuant to the Town of Brookline's marijuana licensing renewal checklist. The following reflects current operations and the transportation patterns characteristic of this portion of Beacon Street.

1. **Customer Parking**

Deezle does not provide customer parking, and customer vehicle demand has not emerged as part of day-to-day operations. The business sits within one of Brookline's most transit- and pedestrian-oriented corridors, where residents and visitors typically arrive by:

- MBTA Green Line (C Branch),
- walking from surrounding neighborhoods,
- bicycling, or
- short-hop rideshare trips.

In practice, customer visits have been fully supported by these modes, consistent with the Town's longstanding goals of reducing vehicle dependency and supporting multimodal access along Beacon Street.

2. **Employee Parking**

No employee parking is required or used. Deezle's workforce relies on the transportation options that Brookline's urban environment makes possible:

- a majority walk to work,
- several commute by bicycle or e-bike,
- others rely on the Green Line or bus connections.

Early in operations, Deezle secured a nearby parking lot as a precaution, but discontinued it once it became clear that staff commuting patterns were overwhelmingly non-vehicular. This reinforces that the establishment does not contribute to parking demand on nearby residential or commercial streets.

3. Satellite Parking

Deezle does not use any satellite parking facilities.
No off-site lots, garages, or reserved spaces are contracted or required for customers or employees.

4. Delivery and Loading Practices

Deezle manages deliveries in a manner consistent with Brookline's preference for minimizing curbside conflicts:

- All deliveries occur at the **rear of the building**, accessed via the Webster Street alley.
- No loading activity occurs on Beacon Street, preserving pedestrian safety and protecting limited curb space for general public use.
- Delivery scheduling avoids peak travel times and reduces the likelihood of queueing conflicts.

This approach is consistent with the Town's efforts to maintain predictable traffic patterns and safe pedestrian movement along the corridor.

5. Summary

Deezle's operations generate **no meaningful parking demand**, rely almost entirely on transit, walking, and biking, and maintain a loading pattern that avoids Beacon Street entirely. These practices align directly with Brookline's transportation priorities and ensure compatibility with adjacent residential and commercial uses.

Deezle Cannabis LLC

Neighborhood Courtesy & Mitigation Plan

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Neighborhood Courtesy & Mitigation Plan pursuant to the Town of Brookline's marijuana licensing requirements. This plan reflects Deezle's commitment to operating as a considerate, low-impact, and community-minded business within a dense, mixed-use corridor that depends on safe sidewalks, predictable activity, and strong neighborhood relations.

1. Respect for the Pedestrian Environment

Beacon Street is one of Brookline's most active pedestrian corridors. Deezle incorporates procedures that protect foot traffic and ensure a safe, unobstructed sidewalk at all times:

- A minimum four-foot pedestrian path is maintained along the storefront and the passageway toward Webster Street.
- Any temporary queuing equipment is deployed only when needed and removed promptly when no longer in use.
- Staff are assigned during high-volume periods to monitor the sidewalk, answer questions, and ensure that the frontage remains orderly and accessible for all users.

These measures support the walkability and public space standards that the Town places at the center of its planning efforts.

2. Minimizing Noise and Exterior Disruption

Deezle works to maintain a calm and predictable exterior presence:

- No exterior music, amplified sound, or promotional audio is used.
- Staff monitor exterior activity during busy times and discreetly address any conduct that could disturb nearby residences or businesses.
- Loitering is not permitted, and customers are encouraged to move on promptly after completing their purchases.
- Public consumption is prohibited and addressed immediately if/when observed.

These efforts help keep the immediate area comfortable for neighbors, passersby, and adjacent storefronts.

3. Cleanliness and Exterior Maintenance

Deezle maintains a regular schedule of exterior checks to ensure the storefront and surrounding sidewalk remain clean and welcoming:

- Staff remove litter or debris along the frontage and the adjacent passageway throughout the day.
- All trash and recycling are stored securely indoors and collected in accordance with building and town requirements.
- Cleaning is conducted using simple, low-impact tools to minimize noise and avoid disruption to nearby residents and businesses.

The goal is to contribute positively to the appearance and maintenance of the block.

4. Snow and Ice Management

Winter conditions present safety challenges for pedestrians. Deezle is committed to:

- Clearing snow and ice from the frontage and passageway promptly following accumulation.
- Maintaining a safe, unobstructed walking path during operating hours.
- Applying ice melt products responsibly to avoid both slip hazards and excessive runoff.

These steps help ensure safe access for customers, neighbors, and commuters.

5. Queue Management and Crowd Mitigation

Deezle's Customer Demand Management Plan incorporates measures to prevent congestion and maintain a well-managed queue when necessary:

- Online ordering and appointment options help distribute customer visits throughout the day.
- When on-site queuing occurs, it is organized along the passageway rather than the Beacon Street frontage to minimize sidewalk crowding.
- Customers may leave the line and return when notified, reducing sidewalk density during peak demand.
- Staff ensure queues do not obstruct entrances, crosswalks, or neighboring properties.

These practices keep exterior activity orderly and compatible with the neighborhood's rhythms.

6. Lighting and Evening Courtesy

Exterior lighting is maintained at a level appropriate for safety while avoiding excessive brightness or spillover onto nearby residences. Staff periodically monitor lighting to ensure that it supports security needs without contributing to light pollution or discomfort.

7. Coordination With Neighbors and Town Staff

Deezle takes a proactive approach to communication:

- Staff remain available to respond to concerns from abutters, neighboring businesses, or Town staff.
- Management is committed to meeting with Brookline departments as needed to address community feedback.
- Any concerns raised by residents or staff are documented internally and reviewed for operational adjustments.

This approach reflects a commitment to being an accessible and responsive member of the community.

8. Continuous Improvement

Deezle recognizes that expectations can evolve and that neighborhood conditions fluctuate throughout the year. The company will review and refine this plan as necessary—based on feedback, operational experience, and seasonal needs—to remain aligned with Brookline's standards for responsible commercial behavior.

Deezle Cannabis LLC

Diversity Plan Implementation Summary

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this Diversity Plan Implementation Summary pursuant to the Town of Brookline's marijuana licensing renewal requirements. This report reflects the steps taken to implement Deezle's documented Diversity Plan and the company's ongoing efforts to build a workforce and vendor network that align with Brookline's values of equity, representation, accessibility, and inclusion.

Deezle's Diversity Plan (submitted previously and referenced throughout this report) emphasizes inclusive hiring, advancement opportunities, culturally competent training, and engagement with diverse-owned vendors. The Plan focuses on promoting equity among minorities, women, veterans, people with disabilities, and individuals of all gender identities and sexual orientations. It also stresses the importance of ensuring customers "see themselves in the makeup of Deezle's employees."

This summary describes the progress made during the most recent licensing period.

1. Workforce Recruitment and Hiring

During the most recent period, Deezle hired five new employees across frontline and supervisory roles. Recruitment and sourcing followed the principles outlined in the Diversity Plan, including:

- Broad-based job postings designed to reach diverse applicants;
- Use of platforms such as ZipRecruiter, which the Plan identifies as a tool for reaching more than 100 career sites and diverse recruitment channels;
- A focus on inclusive and accessible job descriptions;
- Encouragement of employee referrals from individuals of diverse backgrounds;
- Outreach and applicant engagement informed by the Plan's strategies to connect with organizations serving minorities, women, LGBTQ+ individuals, veterans, and persons with disabilities.

Demographic data collection is underway through voluntary self-identification. Because many hires are recent, final demographic reporting will be included in the next renewal period, consistent with the Plan's measurement and tracking goals.

2. Training and Development

All new hires completed orientation covering:

- Deezle's Equal Employment Opportunity and Reasonable Accommodation policies;
- Zero-tolerance harassment and discrimination policies;
- Diversity awareness content consistent with the Plan's requirement that all employees undergo diversity training at orientation and periodically thereafter;
- Cultural competency expectations tied to customer-facing roles.

Training will continue on an ongoing basis in accordance with the Diversity Plan's commitment to sustained, progressive development rather than one-time instruction.

3. Advancement, Retention, and Workplace Culture

In line with the Diversity Plan's commitment to equal access to advancement, career counseling, and growth opportunities, Deezle:

- Communicated open roles internally;
- Provided opportunities for cross-training and development;
- Ensured that advancement discussions included all staff, including recent hires;
- Reinforced expectations around respectful workplace culture and open communication.

These steps reflect the Plan's emphasis on "clearly-defined job descriptions," equitable opportunities, and support for long-term career development.

4. Vendor and Supplier Outreach

Deezle's Diversity Plan commits to engaging vendors, contractors, and service providers owned by minorities, women, veterans, LGBTQ+ individuals, and persons with disabilities, with a goal of maintaining diverse vendor spending at or above 20% of related expenses.

During this early operational period, Deezle:

- Identified potential diverse-owned vendors for future procurement;
- Begun evaluating local, small-business service providers who align with the Diversity Plan's values;
- Initiated discussions for future partnerships as operations scale.

Full vendor tracking will be implemented in the next licensing period, consistent with the Plan's audit and reporting requirements.

5. Internal Governance and Progress Tracking

Deezle's Diversity Plan establishes a Diversity Committee responsible for program development, monitoring, and internal reporting.

During the most recent period:

- Management conducted onboarding-level dissemination of Diversity Plan expectations;
- Training and HR staff ensured that zero-tolerance policies and anti-discrimination standards were incorporated into orientation and personnel materials;
- Internal processes were prepared for more detailed tracking once additional staff and managers join the team.

The Committee's more detailed audit functions (employment analysis, vendor spend reporting, quarterly progress evaluation) will begin fully once the operational and staffing base is stabilized in the next period, consistent with the Plan's staged implementation framework.

6. Summary of Progress and Next Steps

Deezle made measurable progress implementing the early-stage components of its Diversity Plan during the most recent period:

- Five new hires onboarded using inclusive recruitment methods
- Orientation-level diversity training completed
- Early vendor outreach initiated
- Internal structures for future demographic reporting established
- Communication of zero-tolerance policies reinforced workplace culture
- Accessibility, representation, and community-aligned values emphasized in staffing

Over the next licensing period, Deezle will:

- Complete demographic tracking and voluntary workforce reporting
- Formalize vendor outreach and establish diverse-spend metrics
- Expand recruitment pipelines to better reach underrepresented groups
- Implement quarterly progress evaluations as outlined in the Plan

- Prepare a comprehensive diversity audit consistent with the Plan's measurement provisions

Deezle remains committed to meaningful, ongoing implementation of its Diversity Plan and to advancing a workforce and vendor network that reflects Brookline's values and the community it serves.

Diversity Plan

Deezle Cannabis believes in creating and sustaining a robust policy of inclusivity and diversity. Deezle recognizes that diversity in the workforce is key to the integrity of a company's commitment to its community. Deezle is dedicated to a diverse culture with a commitment to equal employment opportunity for all individuals.

Deezle's diversity plan is to promote equity among minorities, women, veterans, people with disabilities, and people of all gender identities and sexual orientation. Deezle will make every effort to employ and advance in employment qualified and diverse people at all levels within the company.

Deezle's sustaining a robust policy of inclusivity and diversity because Deezle recognizes that diversity in the workforce is key to the integrity of a company's commitment to the community where it is established, Coupled with that vision, Deezle also wants to ensure that its customers see themselves in the makeup of Deezle's employees.

Deezle's comprehensive diversity empowerment plan is a pillar of its purpose-driven company, To better serve Deezle's customers, Deezle aims to create an environment where personal race, military service, sexual orientation, and heritage are utilized, celebrated, and valued. Deezle's diversity initiatives and are designed to attract, develop, and advance the most talented individuals regardless of their race, sexual orientation, religion, age, gender, disability status, or any other dimension of diversity.

Diversity Recruitment and Sourcing

Deezle will establish and maintain an inclusive and diverse workforce to serve its customers through innovative corporate recruitment of underrepresented and minority communities. Sanctuary has developed strategic corporate initiatives to ensure a diverse and qualified staff stands ready to serve Deezle customers' needs, 'These strategic corporate initiatives include:

- Hosting career fairs in underrepresented and minority communities; o Provide cultural training on cultural and recognizing unconscious bias; and ● Using suppliers who are also committed to diversity and inclusion.

Deezle's recruitment efforts are to maintain a steady flow of qualified diverse applicants and includes the following steps:

- Developing relationships with organizations serving minorities, women, people of all gender identities and sexual orientations, veterans, and persons with for employment referrals;
- Providing briefings to representatives from recruitment sources concerning current and future job openings;

- Encouraging employees from diverse groups to refer applicants for employment;
- Participating in career day programs and encouraging Sanctuary's diverse employees to participate whenever possible;
- Establishing recruitment efforts at higher learning institutions, and institu60ns with special programs that reach diverse people;
- Developing relationships with community childcare, housing, transportation, and other programs desiB1ed to improve employment opportunities for diverse persons;
- Ensuring that job openings are sent to community partners; and
- Utilizing Zip Recruiter to reach over 100 online career and job websites, as well as social media.

Employee Retention. Training and Development

Deezle will offer promotions, career counseling, and training to provide all employees with equal opportunity for growth and to decrease turnover. Deezle will ensure that all employees are given equal opportunities for promotion by communicating opportunities, training programs, and clearly-defined job descriptions. Deezle will ensure that all employees receive equal opportunity for career counseling, counsel employees on advancement opportunities, and provide training programs to assist them in career development. Deezle will insult managers and supervisors to refer employees seeking career counseling to the Human Manager.

Deezle's diversity awareness training emphasizes Deezle's zero-tolerance commitment of harassment and discrimination and Deezle's st'ict adherence to take corrective action should any issues, concerns, or complaints arise. All Deezle's employees are required to complete the diversity awareness training program during employee orientation. Training will begin immediately upon hiring, and all new employees will be required to participate in an orientation program that will introduce and stress the importance of the Diversity Plan.

Upon completion of the orientation program, new hires will be equipped to describe, discuss, and implement the Diversity Plan. Following successful completion of the general orientation program, employees will undergo additional diversity training that will be tailored to the employee's specific job function. All employees will also be required to undergo ongoing diversity training to ensure knowledge of newly determined best practices and policies and continued familiarity and compliance with the Diversity Plan.

Awareness of Diversity Plan goals and Deezle's efforts to create an open culture with zero tolerance for discrimination, harassment, or retaliation, is crucial to Sanctuary's success. Management, staff, associates, vendors, contractors, and the general public all benefit from being informed of the Diversity Plan objectives and procedures. Dissemination of nformation of the Diversity Plan includes the following:

- Inclusion of Deezle's Equal Employment Opportunity and Reasonable Accommodation statement in the Employee Handbook;

- Inclusion of Deezle's zero-tolerance policies for harassment, discrimination, bullying, and other actions which oppose Sanctuary's goal for a diverse workforce; ● Posing's in suitable areas for employee cummunity
- Diversity training programs for all employees;
- Quarterly progress evaluation meetings with appropriate personnel; and
- Formal presentations made to management and employees on diversity initiatives.

Strategic Partnerships. Suppliers and Vendors

Deezle will partner with local organizations focused on inclusion and opportunity for minorities, women, veterans, groups concerned with persons with disabilities, and people of all gender identities and sexual orientation.

Deezle will promote diversity and support the local economy through purchasing goods and services from vendors, contractors, and professional service providers that are owned and operated by individuals that have cultural and ethnically diverse characteristics. In selecting potential contractors, subcontractors, vendors and suppliers, Deezle will first contract with small and diverse businesses. Deezle's goal is to maintain diverse organization, vendor, and contactor spending at or above 20% of total related expenses.

External communication efforts that align with Deezle's Diversity Plan will include:

Advertising in employment and business sections of appropriate types of media;

- Participating in employment and business notification programs; and
- Distribution of literature to organizations actively supportive of minorities, women, disabled persons, the LGBTQ community, and veterans.

Measuring Progress

Deezle has established a Diversity Committee (the "Committee") to assist the executive management team with the implementation and growth of the Diversity Plan. The initial members of the Committee were selected based on their diverse status and their personal commitments to diversity. Additional members of the Committee may be added at the discretion of Deezle's executive management team.

The Committee will be responsible for:

- Developing Equal Employment Opportunity (EEO) statements, policies, programs, and internal and external communication procedures in support of the goals of the Diversity Plan;
- Assisting in the identification of problematic areas for EEO, including receiving, reviewing, and resolving any complaints of discrimination or other non-compliance with regards to equal opportunity and fair of all employees; Assisting management in arriving at solutions to problems regarding issues of diversity and inclusion;

- Designing and implementing internal reporting systems that measure the effectiveness of programs designed to support a company culture that fosters diversity,
- Keeping the company informed of equal opportunity progress through quarterly reports;
- Reviewing the Diversity Plan with management at all levels of Deezle to ensure that the Diversity Plan is understood; and
- Auditing Deezle's internal and external job postings to ensure information is in compliance with Deezle's diversity policies and procedures.

The CEO at Deezle will be responsible for auditing the Diversity Plana The audit report setting forth the Company's performance in fulfilling the goals of the Plan will contain:

- Employment data, including information on minority, women, disabled, and veteran representation in the workforce in all job classifications; average salary ranges; recruitment and training information (all job categories); and retention and outreach efforts; o The total number and value of all contracts and/or subsectors awarded for goods and services;
- An identification of each subcontract actually awarded to a member of a diverse group and the actual value of such subcontract.
- A comprehensive description of all efforts made by Deezle to monitor and enforce the Diversity Plan: information diverse group investment, equity ownership, and other ownership or employment opportunities initiated or promoted by Deezle;
- Other information deemed necessary or desirable by the Commission to ensure compliance with the rules and regulations governing marijuana establishments in Massachusetts; and
- When available, a workforce report including the following information for each job category at Deezle:
  - The total number of persons employed
  - 'The total number of men employed
  - The total number of women employed o The total number of veterans o The total number of service-disabled veterans o The total number of members of each racial minority employed

Deezle Cannabis LLC

Police and Town Staff Requests Statement

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this statement pursuant to the Town of Brookline's marijuana licensing checklist requirement to identify any changes or conditions requested by the Brookline Police Department or Town staff during the most recent licensing period.

1. Requests From the Brookline Police Department

During the most recent period, the Brookline Police Department requested that Deezle:

- Post an up-to-date manager list inside the store, including names and phone numbers for responsible on-site personnel.

Deezle fully complied with this request. The manager list was posted promptly in the designated area accessible to law enforcement and Town personnel and will be updated as staffing changes occur.

No additional requests, modifications, or operational directives were issued by the Brookline Police Department during this period.

2. Requests From Town Staff

Town staff communicated a single expectation:

- That Deezle submit all required documentation for licensing compliance by the deadline associated with the temporary two-week operating authorization.

Deezle has prepared and is submitting all required materials as part of this renewal packet and has coordinated with the Licensing Division throughout the preparation process.

No other operational, procedural, or policy changes were requested by Town staff.

3. Ongoing Coordination

Deezle remains committed to maintaining open communication with both the Brookline Police Department and Town departments. The company will continue to respond promptly to any future requests or adjustments needed to support public safety, neighborhood compatibility, and regulatory compliance.

Deezle Cannabis LLC

Violations and Corrective Action Memo

1351 Beacon Street, Brookline, MA

Deezle Cannabis LLC submits this statement pursuant to the Town of Brookline's marijuana licensing renewal checklist, which requires licensees to identify any violations, breaches, health inspection findings, or Cannabis Control Commission (CCC) citations received during the most recent licensing period, and to describe corrective actions taken.

1. Unauthorized Operation Notice – Town of Brookline (November 19, 2025)

On November 19, 2025, the Town of Brookline Licensing Division issued a notice identifying that Deezle had engaged in limited operational activity prior to the completion of all required municipal licensing steps.

The Town, in consultation with the First Assistant Town Counsel, granted Deezle a two-week temporary operating authorization, contingent upon the company submitting all required materials by December 1, 2025.

2. Corrective Actions Taken by Deezle

Deezle took immediate steps to correct the issue and ensure full alignment with the Town's expectations:

- Ceased all non-authorized activity except what the Town expressly allowed during the temporary operating window.
- Engaged directly with Town staff to clarify outstanding items and timelines.
- Retained outside regulatory guidance to organize, prepare, and submit all required documents.
- Compiled and submitted all materials listed in Brookline's licensing renewal checklist, including operational plans, policy statements, and site-specific documentation.
- Implemented internal compliance protocols to ensure that all future municipal filings, hearings, and licensing steps are completed on schedule and with appropriate representation present.
- Maintained open communication with Town staff throughout the corrective period to ensure transparency and responsiveness.

3. Additional Violations, Breaches, or Citations

Deezle confirms the following:

- No other violations were issued by the Town of Brookline during this licensing period.
- No CCC citations or notices of deficiency were received.
- No health inspection issues or sanitation breaches occurred.
- No security breaches or reportable incidents took place under 935 CMR 500.110.

This notice from the Town represents the only compliance-related issue within the period reviewed.

4. Ongoing Commitment to Compliance

Deezle takes its regulatory obligations seriously and has implemented procedural safeguards to ensure that:

- all future submissions to the Town and the CCC are timely,
- operational activity remains fully within the scope of issued authorizations,
- communication with municipal departments continues proactively,
- and any future concerns raised by Town staff or the Brookline Police Department are addressed promptly and thoroughly.

Deezle values its opportunity to operate in Brookline and remains committed to meeting the Town's expectations for responsible, well-managed, community-focused cannabis retail operations.

ADDITIONAL MATERIALS AND EXHIBITS

DEEZLE

Deezle Cannabis, LLC

Agent Handbook

INTRODUCTORY POLICIES **4**
INTRODUCTION TO HANDBOOK **4**
1. CODE OF ETHICS **5**
2. TEAM VALUES **5**
SECTION I – FEDERAL, STATE AND LOCAL REGULATIONS **6**
Americans with Disabilities Act (ADA) 6
Employment Eligibility 7
Equal Employment Opportunity 7
Family Medical Leave Act (FMLA) 7
PAID FAMILY MEDICAL LEAVE 9
Parental Leave 11
Section 125 Plan 12
Workers' Compensation 12
SECTION II – PERSONNEL POLICIES **12**
Agent Registration 12
DEEZLE CANNABIS' ATTENDANCE POLICY 13
AUTHORIZED ABSENCES 13
UNAUTHORIZED ABSENCES 14
NOTIFYING YOUR MANAGER OF A NON-PREAPPROVED AUTHORIZED ABSENCE 14
REPORTING THE ABSENCE 14
PERSONAL TIME OFF (PTO) 14
PERSONAL TIME OFF (PTO) 14
PAID SICK LEAVE (PSL) 15
OCCURENCES COUNT (OC) SYSTEM 16
All Hands on Deck (AHOD) Dates 17
PAID & UNPAID BREAKS 18
⚠ Sexual Content Advisory 20
Ownership of Intellectual Property 20
Disclosure to New Hire and existing Employees 21
Assignment to Deezle Cannabis, LLC 21

Release of Deezle Cannabis, LLC 21
DRESS CODE 21
CULTIVATION SITE 22
DISPENSARY AND EVENT ATTIRE 22
ID and ACCESS CARDS 22
Drug, Alcohol and Weapon Free Workplace 23
Workplace Violence 23
Whistleblower Policy 24
Employment On An At-Will Basis 24
Employment Classifications 24
Agent Privacy 26
Anti-Harassment Policy and Complaint Procedure 27
Definition of Sexual Harassment 27
Complaints of Harassment 28
Harassment Investigation 28
Disciplinary Action 29
State and Federal Remedies 29
Dating in the workplace 29
We define unacceptable behavior as any action that: 29
Examples of unacceptable behavior for employees are: 30
Dating Managers: 30
Occupational Safety Program 30
Agent/Personnel Records 31
SECTION III - SALARY ADMINISTRATION 32
Overtime Policy 32
Pay Procedures 32
Direct Deposit 33
SECTION IV – BENEFITS 33
Insurance 33
Holidays 33
Exempt Employees (salaried) 33
Non-Exempt Employees (hourly) 34
CHANGING DEPARTMENTS WITHIN DEEZLE CANNABIS, LLC 35
Leaves of Absence: 35
Small Necessities Leave Act: 36
Agent 's Certification 37
SECTION V – RESIGNATION AND TERMINATION 38
Resignation and Termination Policies 38
Exit Interview 38
AGENT ACKNOWLEDGEMENT FORM 39

DEEZLE

INTRODUCTORY POLICIES

Deezle Cannabis, LLC is a for-profit organization dedicated to providing the highest quality medicine, service, education and experience to qualified Massachusetts medical marijuana patients. We are a compassionate group who believe that this goal can only be accomplished through a caring, trusting, and knowledgeable approach focused on a patient's specific medical condition and financial availability..

INTRODUCTION TO HANDBOOK

IT IS OUR PLEASURE TO ISSUE A COPY OF OUR AGENT HANDBOOK CONTAINING INFORMATION THAT WILL ASSIST IN ANSWERING YOUR QUESTIONS REGARDING OUR POLICIES AND BENEFITS. PLEASE DO NOT HESITATE TO REQUEST CLARIFICATION ON ANY ITEM WHICH YOU DO NOT UNDERSTAND. THE COMPANY RESERVES THE RIGHT TO AND MAY ADD, ALTER OR AMEND THE POLICIES AND PROVISIONS CONTAINED IN THIS HANDBOOK, EXCEPT FOR THE AT-WILL PROVISION, AT ANY TIME, AT ITS DISCRETION WITH OR WITHOUT NOTICE. AS CHANGES OCCUR, WE WILL LET YOU KNOW IN WRITING OF SUCH CHANGES. CURRENT COPIES OF THIS HANDBOOK CAN BE FOUND VIA JOTFORM LINK AND ALSO IS KEPT IN YOUR EMPLOYEE NAVIGATOR ACCOUNTS ACCESSIBLE TO YOU AT ANY TIME.

THIS HANDBOOK HAS BEEN WRITTEN TO PROVIDE GUIDANCE AND TO HELP YOU KNOW MORE ABOUT THE COMPANY. BRIEF OUTLINES OF THE BENEFITS, SALARY PLAN, RULES AND REGULATIONS, AND POLICIES ARE CONTAINED FOR REVIEW.

THIS HANDBOOK IS NOT A CONTRACT. THE BENEFITS, POLICIES AND PROCEDURES OUTLINED IN THIS HANDBOOK ARE SUBJECT TO CHANGE AT ANY TIME, AT THE SOLE DISCRETION OF THE COMPANY.
THIS HANDBOOK DOES NOT MAKE ANY ENFORCEABLE PROMISES OR GUARANTEES. NOT WITHSTANDING ANY STATEMENTS MADE IN THIS HANDBOOK OR ANY EMPLOYMENT-RELATED DISCUSSION, IT IS UNDERSTOOD THAT ALL AGENTS AT THE COMPANY ARE EMPLOYED ON AN AT-WILL BASIS AND MAY RESIGN OR BE TERMINATED AT ANY TIME.

ALL EMPLOYEES ARE OBLIGED TO FOLLOW OUR CODE OF ETHICS (signed at hire) AT ALL TIMES.

1. CODE OF ETHICS

Our mission at Deezle Cannabis, LLC is to provide high-quality, safe cannabis products to our patients and customers, while upholding the highest standards of integrity, sustainability, and compassion. We are dedicated to producing exceptional cannabis products through precise cultivation and delivering a consistent and reliable experience to our patients, customers and employees. We strive to create a welcoming and inclusive environment, while driving innovation in the cannabis industry and promoting responsible and sustainable practices. We are committed to being a trusted and respected member of the cannabis community.

Quality: We are dedicated to producing and delivering the highest quality cannabis products, experience and care to our patients, customers, and employees.

Compassion: We are committed to providing compassionate care to our patients, customers, employees, with empathy and kindness at the core of our interactions.

Integrity: We operate with unwavering integrity, maintaining ethical conduct in all our business practices.

Sustainability: We are environmentally conscious and strive to implement sustainable practices throughout our operations, from cultivation to packaging, in order to minimize our ecological impact and promote responsible stewardship of the environment.

Inclusivity: We embrace diversity and inclusivity, fostering a culture that is welcoming, respectful, and inclusive of all individuals, regardless of race, ethnicity, gender, sexual orientation, religion, age, disability, or any other class protected by federal, state, or local law.

Innovation: We are committed to driving innovation in the cannabis industry, through research, development, and continuous improvement of our processes, products, and services, to provide cutting-edge solutions that meet the evolving needs of our customers and the market.

2. TEAM VALUES

Honesty
Support
Knowledge
Teamwork
Patience
Communication
Understand that everyone is human
Pride
Accountability
Consistency
Trust
Inclusive
Kindness
Respect
Efficiency
Continuous Improvement/Passion
Solution-Oriented

SECTION I – FEDERAL, STATE AND LOCAL REGULATIONS

Americans with Disabilities Act (ADA)

Deezle Cannabis, LLC is committed to complying fully with the Americans with Disabilities Act (ADA) and ensuring equal opportunity in employment for qualified persons with disabilities. All employment practices and activities are conducted on a non-discriminatory basis.

Deezle Cannabis, LLC will make a reasonable accommodation available for all agents qualifying under the ADA and/or any applicable local laws, where their disability affects the performance of job functions and where the individual is otherwise qualified to safely perform the essential functions of the job, provided that Deezle Cannabis, LLC has notice of the disability and that the accommodation does not impose an undue hardship on Deezle Cannabis, LLC's business operations. All employment decisions are based on the merits of the situation in accordance with defined criteria, not the disability of the individual.
Qualified individuals with disabilities are entitled to equal pay and other forms of compensation (or changes in compensation) as well as in job assignments, classifications, organizational structures, and position description.

If an employee feels they need an accommodation for a disability, notify Human Resources. The request should include the following information: (1) A description of the requested accommodation; (2) The reason for the requested accommodation; and (3) How the requested accommodation will assist them in performing the essential functions of their job. Deezle Cannabis, LLC makes determinations concerning accommodation requests on a case-by-case basis and relies on fact specific inquiries to determine if it will provide reasonable accommodation.

Deezle Cannabis, LLC is also committed to not discriminating against any qualified applicants because they are related to or associated with a person with a disability. Deezle Cannabis, LLC will follow any state or local law that provides individuals with disabilities greater protection than the ADA. Deezle Cannabis, LLC prohibits retaliation against employees who request a disability accommodation or who participate in an approved accommodation. An employee who violates this anti-retaliation provision may be subject to discipline, up to and including termination.

This policy is neither exhaustive nor exclusive. Deezle Cannabis, LLC is committed to taking all other actions necessary to ensure equal employment opportunity for persons with disabilities in accordance with the ADA and all other applicable federal, state, and local laws.

Employment Eligibility

Deezle Cannabis, LLC complies with all federal and state immigration laws and regulations and is committed to providing a workplace free from discrimination, including discrimination based on national origin or citizenship status. To meet these obligations, Deezle Cannabis, LLC will verify employment eligibility of all new hires and re-verify such eligibility as required by law.

All new agents must complete and sign Section One of Federal Form I-9 at the time of hire. Deezle Cannabis, LLC will furnish new agents with this form. Agents are required to provide

Deezle Cannabis, LLC with documentation of identity and employment eligibility within 3 business days after their employment starts. Deezle Cannabis, LLC will only accept identity and employment eligibility documents as listed on Form I-9 that appear to be genuine (e.g. United States passport; birth certificate, etc.). Please note that payroll cannot begin until Form I-9 is completed and submitted to Deezle Cannabis, LLC.

Equal Employment Opportunity

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Deezle Cannabis, LLC will be based on merit, qualifications, and abilities. Deezle Cannabis, LLC does not discriminate in employment opportunities or practices on the basis of race, sex, color, age, national origin, ancestry, sexual orientation, handicap, disability, genetic information, pregnancy, marital status, gender identity/expression, religion, creed, veteran's status, national guard or reserve unit obligations or other class protected under federal, state, or local law.

This policy governs all aspects of employment, including selection, job assignments, compensation, discipline, termination, and access to benefits and training.

Any agents/cultivation associates with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their manager. Agents/Cultivation associates can raise concerns and make reports without fear of reprisal or retaliation. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

Family Medical Leave Act (FMLA)

Deezle Cannabis, LLC provides family leaves of absence with and without pay to eligible agents The Family and Medical Leave Act (FMLA) provides unpaid, job-protected leave for eligible agents who wish to take time off from work duties (to fulfill family obligations relating directly to childbirth, adoption, or placement of a foster child; or to care for a child, spouse, or parent with a serious health condition. A serious health condition means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility; or continuing treatment by a healthcare provider).

Agents can be entitled to a total of twelve (12) workweeks of unpaid leave during each twelve (12) month period, measured backward from the date of the employee's first leave for the following qualifying reasons:

1. Birth, adoption or placement of a foster child;
    a. Agents must take leave within twelve (12) months following the birth, adoption, or placement.
    b. If both spouses are agents at Deezle Cannabis, LLC, then they will be entitled to a combined total of twelve (12) weeks of leave for this event.
2. For a serious health condition of the agent or a qualifying family member (i.e., spouse, parent, son, or daughter); and
    a. A "serious health condition" is an illness, injury, impairment, or physical or mental condition that involves either in-patient care or continuing treatment by a health care provider
3. To care for a covered service member with a serious injury or illness (employee's spouse, child, parent, or next of kin), for any qualifying exigency arising out of the fact that an agent's family member is on active military duty or call to covered active duty status.
    a. Agents will be eligible for up to twenty-six (26) weeks of unpaid military caregiver

leave during a single twelve (12) month period if they are a spouse, son, daughter, parent, or next of kin (nearest blood relative) of a servicemember who has suffered a serious illness or injury while on active duty in the Armed Services, including the National Guard or reserves, and who is undergoing medical treatment or therapy for, or recuperating from, that injury or illness.

Agents in the following employment classifications are eligible to request family leave as described in this policy:

All agents who have worked for Deezle Cannabis, LLC for at least 12 months and at least 1,250 hours in the 12 months prior to the leave request.

Eligible agents must provide Deezle Cannabis, LLC with notice of their need for leave, enough facts to alert Deezle Cannabis, LLC that they may be eligible for FMLA, and the anticipated timing and duration of the leave. If the need for FMLA is foreseeable, then agents should make requests for family leave to Human Resources at least 30 days in advance of foreseeable events and as soon as possible for unforeseeable events. Deezle Cannabis, LLC will then inform employees requesting leave whether they are eligible for FMLA.

Agents requesting FMLA related to the serious health condition of himself/herself, a child, spouse, or parent may be required to submit a health care provider's statement verifying the need for a family leave to provide care, its beginning and expected ending dates, and the estimated time required. Failure to comply with these documentation requests may result in delay, denial, or termination of leave.

Family and medical leave under this policy will run concurrently with other medical leaves such as workers' compensation and short-term disability. If the agent is eligible for paid leave under another applicable leave policy of Deezle Cannabis, LLC, including leave under the Massachusetts Paid Family and Medical leave Program and Paid time off (PTO), and is not receiving temporary disability or workers' compensation payments, the agent will be required to exhaust their paid leave before taking unpaid family and medical leave. Agents will also not accrue additional vacation and sick time during this leave.

Subject to the terms, conditions, and limitations of the applicable plans, Deezle Cannabis, LLC will continue to provide health insurance benefits for the full period of the approved family leave. Other benefits will be maintained by Deezle Cannabis, LLC under the same conditions as for active agents/cultivation associates. So that an agent's return to work can be properly scheduled, an agent on family leave is requested to provide Deezle Cannabis, LLC with at least two weeks advance notice of the date the agent intends to return to work. When family leave ends, provided the agent has complied with the above requirements, set forth in this Section, the agent will be reinstated to the same position, if it is available, or to an equivalent position for which the agent is qualified. If an agent fails to return to work on the agreed upon return date, Deezle Cannabis, LLC will assume that the agent has resigned.

PAID FAMILY MEDICAL LEAVE

Deezle Cannabis, LLC provides paid time off to eligible employees who qualify for Paid Family and Medical Leave (PFML) benefits under Massachusetts law. PFML benefits are funded through a state tax.

To be eligible for PFML, agents must work in Massachusetts and meet the financial eligibility requirements for unemployment benefits under Massachusetts law at the time of their requested

leave and established by the Massachusetts Department of Family and Medical Leave (DFML), or have been unemployed for twenty-six (26) weeks or fewer.

PFML may be taken for the following reasons:

1. The birth of a child, adoption of a child, or foster care placement of a child with you (Family Leave);
2. To care for their own serious health condition (Medical Leave);
3. To care for a family member with a serious health condition (Family Leave);
4. To care for a family member who is a covered service member with a serious health condition (Family Leave); or
5. For a qualifying exigency related to a family member who is on active duty or has been notified of an impending call or order to active duty in the armed forces (Family Leave).

Eligible agents may take up to twenty-six (26) total weeks of family and medical leave. Individually, the law provides:

- Up to twelve (12) weeks of paid family leave within a year for the birth, adoption, or foster care placement of a child; to care for a family member with a serious health condition; or because of a qualifying exigency arising out of the fact that a family member is on active duty or has been notified of an impending call to active duty in the armed forces.
- Up to twenty (20) weeks of paid medical leave in a leave year for a serious health condition that causes agents to be unable to perform the functions of their position.
- Up to twenty-six (26) weeks of paid family leave in a leave year to care for a family member who is a covered service member undergoing medical treatment or otherwise addressing the consequences of a serious health condition relating to the family member's military service.

For purposes of this policy, the leave year is the consecutive fifty-two (52) week period beginning on the Sunday immediately before the first day that you take family or medical leave.

If medically necessary, agents may take PFML intermittently or on a reduced schedule basis:

- To care for their own, a family member's, or a covered service member's serious health condition.
- Because of a qualifying exigency related to their family member who is on active duty or has been notified of an impending call or order to active duty.

If leave is taken for the birth, adoption, or placement of a child, they may only take leave intermittently or on a reduced schedule basis if they and Deezle Cannabis, LLC agree.

PFML may also be taken in increments of one (1) hour, however, agents may not apply for benefits associated with intermittent leave until they have at least seven (7) hours of accumulated leave time. If they are on intermittent or reduced leave and would like to switch to a continuous leave, agents will need to begin a new paid leave application.

PFML will run concurrently with any leave taken for the same qualifying reasons listed above,

including leave for which agents may be eligible under the federal Family and Medical Leave Act (FMLA) and the Massachusetts Parental Leave Act (MPLA).

Where the need for leave is foreseeable at least 30 days in advance, agents must provide at least 30 days' written notice. If the need for leave is not foreseeable at least 30 days in advance, you

must give notice as soon as practical under the circumstances.

In addition, if agents are seeking intermittent or reduced schedule leave that is foreseeable due to a planned medical treatment, they must consult with Deezle Cannabis, LLC in advance of their application for benefits and make a reasonable effort to schedule treatment so as to not unduly disrupt the Deezle Cannabis, LLC's operations, subject to the approval of their health care provider.

Failure to provide appropriate notice may result in the delay or denial of leave, where consistent with Massachusetts law.

When agents notify Deezle Cannabis, LLC of their need for leave, they must provide the following information: (1) the anticipated start date of leave; (2) the anticipated length of the leave; (3) the expected date of return from leave; (4) Whether they will need intermittent or reduced leave; and (5) if they need intermittent or reduced leave schedule, the expected frequency of leave and expected duration of each instance of leave.

To obtain PFML benefits, Deezle Cannabis, LLC prior to filing their application for benefits with the DFML.

The DFML will accept an application up to 60 days prior to the anticipated leave start date. All applications must be supported by a certification showing that the leave is for a qualifying reason. Applications and other forms are available from the DFML by contacting them at (833) 344-7365 or on their website - https://www.mass.gov/info-details/paid-family-and-medical-leave-pfml overview-and-benefits#-how-can-i-apply-for-paid-leave-massachusetts-benefits - or may be obtained from the appropriate person or department. Agents should be notified by the DFML of the approval or denial of their application within 14 calendar days.

If agents take leave because of their own serious health condition (except if they are taking intermittent leave), agents are required to provide medical certification that they are fit to resume work. They will not be permitted to resume work until certification is provided.

Deezle Cannabis, LLC will maintain and pay for agents' health coverage at the same level and under the same conditions as coverage would have been provided if they had not taken PFML.

Upon return from covered PFML, agents will be reinstated to their previous position or to an equivalent position with the same status, pay, employment benefits, length-of-service credit and seniority credit as of the date of leave. However, Deezle Cannabis, LLC reserves the right to deny reinstatement if other employees of equal length of service credit and status in the same or equivalent positions have been laid off due to economic conditions or other changes in operating conditions affecting employment during the period of leave.

An agent's weekly PFML benefits are calculated and provided by the Family and Employment Security Trust Fund. No family or medical leave benefits are payable during the first seven (7) calendar days of an approved initial claim for benefits, and this initial waiting period will count against the total available period of leave in a benefit year. Where the approved claim involves

leave on an intermittent or reduced leave schedule, the wait period will be seven (7) consecutive calendar days, not the total accumulation of seven (7) days of leave.

While on PFML, agents do not accrue PTO or sick leave, and are not eligible to receive pay for holidays occurring during their absence. Their regular accrual schedule will begin after they return to work. However, if they reach an anniversary milestone during their PFML, then they will still receive that supplement.

Agents may use their accrued paid leave, such as vacation, paid sick leave, or other paid time off to supplement their PFML benefits. Agents may use their accrued paid leave in combination with their PFML benefits to receive up to 100% of wage replacement.

Deezle Cannabis, LLC will not retaliate against employees who request or take PFML in accordance with this policy.

Parental Leave

An eligible agent who is unable to work as a result of pregnancy or a pregnancy-related disability will be entitled to unpaid, job-protected leave upon the same terms and conditions as employees who are similar in their ability or inability to work. An eligible agent may also be entitled to leave due to parental responsibilities.

To be eligible for leave under this policy, the agent must have completed three (3) months of full time employment prior to taking the leave.

An agent may take leave under this policy for the following reasons:

1. Birth or care for a newborn child;
2. Placement with the agent of a child for adoption or foster care;
3. Pregnancy-related medical appointments;
4. Medical complication or disability related to an agent's pregnancy that affects the agent's ability to work
5. Participation in school activities directly related to the educational advancement of the agent's child(ren)
6. Accompanying the agent's child(ren) to routine medical or dental appointments

Eligible agents will be entitled to up to eight (8) weeks of unpaid leave per qualifying circumstance. Where both parents are employees of Deezle Cannabis, LLC, the agents will be entitled to up to eight (8) weeks of leave in total per qualifying circumstance.

Agents seeking leave under this policy must provide advance notice to Deezle Cannabis, LLC two (2) weeks prior when the need for leave is foreseeable and notice is practicable. When the need for leave is not foreseeable, the employee must provide notice to Deezle Cannabis, LLC as soon as practicable.

To the extent permissible by law, leave provided pursuant to this policy will run concurrently with all other qualifying forms of leave; however, employees will not be required to use multiple forms of paid, employer-provided leave for the same leave period.

Section 125 Plan

As required under Section 125 of the Internal Revenue Code, Deezle Cannabis, LLC offers a Section 125 program to all eligible agents. Participation in the program allows agents to contribute pre-tax dollars to pay their health insurance premiums. Thus, eligible agents do not pay federal and state income tax or social security tax on dollars deducted from their pay to cover health insurance premiums. Participation in the program is voluntary.

Workers' Compensation

Deezle Cannabis, LLC agents are covered by the Massachusetts Workers' Compensation Act that provides financial compensation and the payment of certain medical expenses to workers for certain injuries sustained or illnesses arising from their employment. In the event an agent is injured, they may be eligible to receive weekly workers' compensation wage-replacement benefits. Deezle Cannabis, LLC bears the full cost of this program. Agents must immediately report all injuries or illnesses, regardless of severity to their manager. Deezle Cannabis, LLC management will work with the injured agent to complete the injury report no later than 72 hours after the injury occurs. Agents may not use group health plans for injuries or illnesses covered under the Workers' Compensation Act. Further, agents may not use accrued leave while they are receiving wage-replacement benefits under workers' compensation. Deezle Cannabis, LLC works closely with its workers' compensation insurer to investigate any suspected fraudulent workers' compensation claims. As a result, Deezle Cannabis, LLC reserves the right to prosecute any agent who files a fraudulent claim or engages in other workers' compensation fraud.

SECTION II – PERSONNEL POLICIES

Agent Registration

All Deezle Cannabis, LLC agents are required to complete the Cannabis Control Commission (CCC) issued paperwork in order to register with the Medical Use of Marijuana (MMJ) Online CCC System and obtain a registration card. Agent registration cards are valid for (1) year from the date of issue and must be renewed in order to be employed by Deezle Cannabis, LLC. Changes to information (e.g. address, name change, etc.) must be reported to the CCC within five (5) business days.

In addition, all Deezle Cannabis, LLC agents are required to submit to a CORI report at the time of employment and every (1) year with coinciding with CCC renewals and at anytime at Deezle Cannabis, LLC's discretion. Signing the CORI release form at hire and every (1) year is also agreeing to such procedure. On-going employment is subject to the agent's ability to meet agent registration requirements set forth by

the CCC and Deezle Cannabis, LLC CORI policies. CORI reports will be kept separately from the agent's personnel record.

DEEZLE CANNABIS' ATTENDANCE POLICY

Regular and punctual attendance is a required and essential function of each team member's job. To provide premier products and service, we need to be both punctual and present for all scheduled shifts.

We understand that you may have to miss work on occasion. When possible, schedule time-off in advance to help your colleagues and the company continue to deliver outstanding products and service. This policy applies to all hourly employees.

Inability to report to work as scheduled may lead to disciplinary action, up to and including termination of employment, for violation of an attendance policy and/or job abandonment.

AUTHORIZED ABSENCES

Employees' absences or tardiness may be authorized or approved by Deezle Cannabis, LLC for, including but not limited to, the following reasons:

- Approved requests to use Paid Time Off (PTO) that are made 10 or more days in advance as defined and expanded upon later in this section;
- Use of Paid Sick Leave (PSL) as defined later in this section;
- Approved Leave of Absence as defined in Section IV of this handbook;
- Approved bereavement leave as defined in Section IV of this handbook;
- Providing and/or obtaining childcare in response to emergency school/childcare closure (due to inclement weather, loss of power, loss of heating, loss of water or other unexpected closure);
- Approved Jury Duty leave as defined in Section IV of this handbook;
- National Disaster and Public Evacuation (ex. flood, hurricane, tornado, etc.) preventing the employee from traveling to Deezle Cannabis, LLC's facilities;
- Deezle Cannabis, LLC's closure as a result of inclement weather, natural disaster, or a state of emergency;
- Participation in legal proceedings, including leave provided for responding to domestic violence as defined in Section IV of this handbook;
- Military Leave; or
- Others as applicable by law.

UNAUTHORIZED ABSENCES

If you are absent from a scheduled shift, arrive late for a scheduled shift, or leave early from a scheduled shift that is not considered authorized by Deezle Cannabis, LLC or approved by your manager you will receive an unauthorized absence Occurrence Count (OC).
An unauthorized absence may also occur from arriving late or leaving early as well as missing an entire scheduled shift (unless authorized by a manager). Each shift missed, arriving late, and leaving early will count as a separate unauthorized absence. Time off work or arriving late due to dress code violation will also count as an OC (this includes having your required badges and access cards).

NOTIFYING YOUR MANAGER OF A NON-PREAPPROVED AUTHORIZED ABSENCE

When it is not practicable to provide Deezle Cannabis, LLC with notice of your absence or late arrival, you should make every effort to report an absence or late arrival no less than 2 hours prior to the scheduled start of your shift (3 hours is required for dispensary team members). If you need to leave work before the end of your shift, you must notify your Keyholder or Assistant General Manager and/or General Manager (if a Keyholder is not on site) as soon as possible before you leave. Failure to provide this notice may result in disciplinary action, up to and including termination. Only in the event of a medical emergency or natural disaster or a call to military duty, may you have someone else report the reason for your absence or tardiness on your behalf, and only when you are physically incapable of providing the notice yourself.

REPORTING THE ABSENCE

Non-preapproved emergency absences or late arrivals must be reported by phone call, and email to the Keyholders Team. Failure to report the absence or late arrival in this way will be counted as a No Call/No Show and an OC. Simply reporting a late arrival or absence does not mean that it will be approved or authorized. For dispensary team members it is required that efforts are made to find your own coverage for call outs and use of PTO prior to the absence being approved.

PERSONAL TIME OFF (PTO)

Deezle Cannabis, LLC provides paid time off for vacation time, rest, and relaxation from work. Full-time regular employees accrue PTO based on their years of service or their agreement at the time of employment. Employees begin accruing PTO starting on their date of hire. The following table shows the annual and per pay period vacation accrual rates.

PERSONAL TIME OFF (PTO)

Deezle Cannabis, LLC provides paid vacation time for rest and relaxation from work. Full-time regular employees accrue vacation days based on their years of service or their agreement at the time of employment. The following table shows the annual and per pay period vacation accrual rates.

Vacation Accrual Chart

Years of Service	Annual Hours of Vacation	Per Pay Period Accrual	Max Accrual
Hire Date through 1st Anniversary	40 Hours	0.77 Hours	40 Hours
1st Anniversary through 5th Anniversary	80 Hours	1.54 Hours	80 Hours
5th Anniversary and After	120 Hours	2.31 Hours	120 Hours

Vacation days must be scheduled as far in advance as possible, and no less than 10 days before the date of PTO. This request must be approved by your immediate supervisor. Deezle Cannabis, LLC will grant requests when possible while taking business needs into consideration. You are not required to take all of your vacation days at once, but Deezle Cannabis, LLC encourages you to take at least one full week of vacation per year for rest and relaxation.

Employees will be allowed to carry over any amount of accrued, unused PTO hours into the next year.

Employees will not accrue PTO during unpaid leaves of absence, or other periods of unpaid absences, unless PTO accrual is required by applicable federal, state, or local law.

PAID SICK LEAVE (PSL)

Deezle Cannabis, LLC, in compliance with Massachusetts General Law, provides paid sick leave to all of its employees. Employees accrue sick leave on a prorated basis at the rate of 1 hour of sick leave for every 30 hours worked. Employees begin to accrue PSL on their first day of employment but may not begin using it until after they have been employed with Deezle Cannabis, LLC for ninety (90) calendar days. Instead, in the first ninety (90) days employees may be eligible for unpaid sick leave. After the first ninety (90) days, an employee may use their PSL as soon as it accrues in hourly increments. Deezle Cannabis, LLC allows employees to accrue a max of 40 hours of PSL per year. Employees will not accrue any PSL beyond 40 hours until the employee uses some of their unused PSL. Employees will not lose accrued PSL from year to year.

Employees may use PSL only for the following reasons:

- The employee or the employee's child, spouse, parent or parent of a spouse is sick with a physical or mental illness that requires home care, professional medical diagnosis, or care, or preventative medical care;
- the employee or the employee's child, spouse, parent, or parent of spouse has a routine medical appointment
- The employee has to address the effects of domestic violence committed against them or their child;
- Travel to and from an appointment, a pharmacy, or other location related to the purpose for which the time was taken; or
- As of November 21, 2024, an employee can use PSL to address the physical and mental health needs of the agent themselves or their spouse if they or their spouse experiences pregnancy loss or a failed assisted reproduction, adoption, or surrogacy.

Sick time cannot be used as an excuse to be late for work without advance notice of a proper use. An employee requesting to use PSL for a foreseeable reason must provide at least seven (7) days of advance notice to their supervisor. If this is not feasible, or the absence is not foreseeable, the employee or their designee (e.g., a spouse, adult family member, or other responsible party) must provide as much notice as is reasonable under the circumstances. If an employee is going to be absent on multiple days, the employee or designee must provide notice of the expected duration of the leave. If the employee does not know when the leave will end, the employee or designee must notify Deezle Cannabis, LLC on each day of the absence, unless the circumstances make such notice unreasonable.

Deezle Cannabis, LLC may require an employee to submit a doctor's note or other

documentation to support the use of PSL if the absence:

- Exceeds 24 consecutively scheduled work hours or three consecutive days on which the employee is scheduled to work;
- Occurs within two weeks before an employee's final scheduled day of work (except in the case of temporary employees); or
- Occurs after four unforeseeable and undocumented absences within a three-month period.
- Use of sick time for other purposes is not allowed and may result in an employee being disciplined.

Deezle Cannabis, LLC will not interfere with, restrain, or deny the exercise of any right provided under this policy. Deezle Cannabis, LLC will not retaliate against an employee because the employee takes PSL, opposes practices that the employee believes to be in violation of this policy and the law, or supports the exercise of rights of another employee under this policy.

OCCURENCES COUNT (OC) SYSTEM

Each unauthorized absence will result in an occurrence with the following Occurrence Count (OC) applied per the chart below.

- If you accrue 3 or more points during your probationary period (first 90-days), you will be subject to termination.
- If you accrue 4 or more points in a rolling 6-month period, you will be subject to suspension for 2 unpaid workdays (PTO ineligible). A PIP (Performance Improvement Plan) may also be put in place with HR.
- If you accrue 6 or more points in a rolling 6-month period, you will be subject to termination.

A properly reported absence will not result in an occurrence. Working extra hours does not undo an OC.

Event	Definition	OCs
Absent	You have a scheduled shift but do **not clock in and out** within the scheduled time.	1
Incomplete Shift	You miss **more than half your shift** without using an approved method to report your absence.	1
Absent on Deezle Cannabis AHOD Day	You have a scheduled shift on an **All Hands on Deck** (Deezle Cannabis, LLC AHOD) day and do **not clock in** within the scheduled start and end time.	2
No Call / No Show	You **fail to report** or **call in** an absence.	3*
Early In / Early Out	You clock in **10+ minutes earlier** than your shift start time, OR clock out **10+ minutes early** without prior approval.	0.5
Late In	You clock in **5+ minutes after** the start of your shift without prior approval.	0.5
Late to Department	You arrive at your department **5+ minutes after** the start of your shift without prior approval.	0.5

*** Additional occurrences may apply unless approved.**

All Hands on Deck (AHOD) Dates

The following dates are **required workdays** for employees scheduled to work.
Failure to work these days (or portions of the day) **without manager pre-approval** results in:

➡️ **2 OCs** per the policy above.

Retail Dates:

- **Store Anniversaries**
  - Brookline - August 30th
  - Patriots Day
  - Green Wednesday
  - Thanksgiving Eve
  - Black Friday
  - New Year's Eve
  - April 20th
  - Independence Day
  - July 10th

PAID & UNPAID BREAKS

MEAL-TIME BREAKS

In compliance with Massachusetts Law, a Meal Break is provided for employees who work more than 6 hours in a shift, as follows:

UNPAID 30-MINUTE BREAK

THE FOLLOWING POLICIES APPLY TO ALL NON-EXEMPT EMPLOYEES (hourly): The timing of your Meal-Time Break is established and communicated by your Keyholder or Manager. Breaks may not be extended beyond 30-minutes without written approval from your Manager. Employees must Clock-out and Clock-in (using Gusto Kiosk:Main, located in the basement level next to the Employee lounge) when taking their Unpaid Break and will not do any work during their unpaid break.
In the event an employee does not clock-out or clock-in for an Unpaid Break, their Managing Keyholder will make the time adjustment to their time-card to account for the required 30-minute unpaid break. Employees are not permitted to clock-in earlier than the 30 minute required break. Repeat offenders of not clocking-out or clocking-in, may face progressive discipline up to and including suspension or termination. **Employees must be clocked-in, signed-in and in their assigned zone within the allotted time (30 minutes).**

In the event any of the above is not adhered to, progressive discipline will apply as appropriate to our attendance and OC policy. Deezle Cannabis, LLC reserves the right to forgo progressive discipline and issue more severe discipline on a first offense based on the severity of the offense. Employees are permitted to leave the building/property for their unpaid break

PAID BREAKS

Neither Massachusetts nor Federal Law require an employer to provide paid rest time (a.k.a. paid breaks). However, Deezle Cannabis, LLC understands the need and value of the positive mental and physical impact of having periodic breaks. As such, Deezle Cannabis, LLC provides employees with the following extra breaks when they work the following shifts:

6-12 HOUR SHIFT*: ONE x 15-MINUTE PAID BREAK*

THE FOLLOWING POLICIES APPLY TO ALL NON-EXEMPT EMPLOYEES (hourly):
Timing of your PAID BREAKS are approved by your shift Keyholder or Manager.
Employees may leave the building. Team members must clock in and out for their paid break to document time tracking. The system will still pay you for this time used on your paid break.

In the event an employee does not return to their zone within the specified time (back in the room and signed-in within 15-minutes) the time beyond the allotted break time will be converted to unpaid time off and progressive discipline may be enforced via occurrence points.

SHIFT START TIMES

Employees are required to be clocked-in and be in proper attire based on Deezle Cannabis, LLC and department requirements and be at their assigned workstation (department) by the designated start time of their shift. Employees may clock in no more than ten minutes before the start of their shift to allow for uniform changes as applicable to the position. Timestamps (clocked-in time) must be no more than 10 minutes before a shift start time, and no more than 4 minutes after a shift start time. Keyholders are often required to be clocked-in and in position 15-minutes prior to the start of their team's shift. Timeclocks are in the break areas. Keyholders and Managers should manage clock-in and clock-out times to ensure they are at or near shift start and end times. In the event an employee does not clock-in, or clocks in late (after the scheduled start time), progressive discipline will be enforced via our attendance policy and occurrence point system and other progressive discipline to be determined by the Leadership team if necessary.

SHIFT END TIMES

Employees are required to clock out at the end of their shift. All duties and responsibilities are expected to be completed by the end of their assigned shift. On-time End Times are as important as on-time starts. Your Keyholder and/or Manager will ensure there is ample time for end of day clean up responsibilities within your scheduled shift time.
Your time-stamp (when you clocked-out) should not extend beyond your assigned shift end time without prior approval from your departmental manager. Leads are often clocked-out 15-minutes after the end of their team's shift to ensure all duties and functions are complete. In the event an employee does not clock-out, or clocks-out later than 5 minutes after the scheduled end to a shift without prior approval from their Manager, progressive discipline will be enforced via our

attendance and occurrence point system/policies.

Sexual Content Advisory

Please note that for select events/clients, a portion of Deezle Cannabis, LLC's business may involve the making, preparing, packaging, labeling and/or selling and distribution of products that display sexual content or sexual body parts.

Ownership of Intellectual Property

"Intellectual Property" means any and all of the following in any jurisdiction throughout the world:

a. Trademarks, system improvements, service marks and formulations including all applications and registrations, and the goodwill connected with the use of and symbolized by the foregoing,

b. Copyrights, including all applications and registrations related to the foregoing,

c. Trade secrets and confidential know-how,
d. Patents and patent applications,
e. Websites and internet domain name registrations, and

Other intellectual property and related proprietary rights, interests and protections (including all rights to sue and recover and retain damages, costs and attorneys' fees for past, present, and future infringement, and any other rights relating to any of the foregoing).

Deezle Cannabis, LLC retains ownership of all Intellectual Property created by and associated with Deezle Cannabis, LLC and for Deezle Cannabis, LLC's business. As a condition of employment, employees are required to protect Deezle Cannabis, LLC's intellectual property and to protect the confidentiality of Deezle Cannabis, LLC's trade secrets, proprietary information, and confidential commercially-sensitive information (i.e. financial or sales records/reports, patents, research, marketing or business strategies/plans, product development, customer lists, trademarks, etc.) related to Deezle Cannabis, LLC. Confidential and proprietary information is all information disclosed to or known by an employee because of employment with Deezle Cannabis, LLC that is not generally known to people outside Deezle Cannabis, LLC related to Deezle Cannabis, LLC. Access to this information should be limited to a "need to know" basis and should not be used for personal benefit, or disclosed or released without prior authorization from Deezle Cannabis, LLC.

If employees have information that leads them to suspect that employees are sharing such information in violation of this policy and/or competitors are obtaining such information, employees are required to inform their manager or Deezle Cannabis, LLC.

Violation of this policy may result in disciplinary action up to and including termination, and may subject the violator to civil liability, even if the employee does not actually benefit from the disclosed information.

Disclosure to New Hire and existing Employees

As a condition of employment, all New Hire(s) and existing Employees will promptly disclose to Deezle Cannabis any significant conceptions and ideas for inventions, improvements, formulations and valuable discoveries Employees conceive of or develops solely or jointly with another Person(s), during their term of employment with Deezle Cannabis, LLC with or without the use of Deezle Cannabis, LLC's property and within one year after its expiration or termination, that are directly related to Deezle Cannabis, LLC's business or activities or that Employees conceive as a result of his or her employment by Deezle Cannabis, LLC, and regardless whether subject to copyright or patentable and regardless of whether or not such ideas, inventions, formulations or improvements qualify as "work made for hire" (the " Employees Inventions").

Assignment to Deezle Cannabis, LLC

Employees will assign to Deezle Cannabis, LLC, and hereby assign to Deezle Cannabis, LLC, all his or her interests and rights in or to any Employees Inventions. Upon reasonable request from Deezle Cannabis, LLC, Employees will help execute any applications, assignments, or other instruments that Employees deem necessary to apply for and obtain Intellectual Property registrations from the United States Patent and Trademark Office, United States Copyright Office, FDA or any foreign equivalents or other certifying and licensing entity, for Employees Inventions.

Release of Deezle Cannabis, LLC

Employees will not assert any rights in connection with Employees Inventions against Deezle Cannabis, LLC or any third party affiliated or related to Deezle Cannabis, LLC. Furthermore, while employed by Deezle Cannabis, LLC and into perpetuity, Employees are prohibited from ever sharing, using, communicating, delivering or divulging, in any way whatsoever, Employees Inventions to any other party, nor may they use the Employees Invention for themselves without prior expressed written consent from the Owners.

DRESS CODE

Dress, grooming, and personal cleanliness standards contribute to the morale of all agents and the image Deezle Cannabis, LLC presents to patients and visitors. During hours of operation, agents are expected to present a clean, professional, and neat appearance and to dress according to the requirements of their positions (Deezle Cannabis branded tee shirt or hoodie).. Strong perfumes, oils and lotions are not permitted for use within Deezle Cannabis, LLC. Any questions may be submitted directly to HR and/or the Assistant General Manager.

DISPENSARY AND EVENT ATTIRE

Pants Options:

- Dark blue jeans
- Khakis
- Black jeans/slacks

Shoes

- Solid color (one color preferably)

Shirt/Tops

- Deezle Cannabis tee shirt or Deezle Cannabis sweater/sweatshirts

Hats

- Deezle Cannabis hats only

ID and ACCESS CARDS

Registered Agent ID: Deezle Cannabis, LLC pays the fees and provides each hire with their Registered Agent ID. Upon receiving your Registered Agent ID you are required to have it visible on your person anytime you are in the building or a store location for your workday.
In the event you arrive and you do not have your Registered Agent ID, you must obtain a visitors ID from the security or may be required to punch out and retrieve your Registered Agent ID. Notify your Keyholder and Manager immediately.. In the event of repeat violation, progressive discipline, up to and including termination, will be implemented.
In the event you have lost your Registered Agent ID you must notify your Keyholder and Manager immediately so that a replacement can be provided to you.

ACCESS CARD: Each employee will be issued an access card that is unique to them. This card grants access to the stores or cultivation site depending on your place of employment within Deezle Cannabis, LLC. You may not share your card with anyone or allow it to be used for someone else to enter the

building. If an Agent violates this policy, disciplinary action may be taken, up to and including termination.

Agent ID and Access Card Replacements: By signing this Handbook, you acknowledge that in the event one or both of your cards are lost and need to be replaced, the following fees will be applied to the Agent and must be paid prior to their return to work. (Agent ID: $100.00 and Access Card: $50.00)

Drug, Alcohol and Weapon Free Workplace

It is Deezle Cannabis, LLC's desire and intent to provide a drug-free, healthful, and safe workplace for all agents. To promote this goal, agents are required to report to work in appropriate mental and physical conditions to perform their jobs in an exemplary and professional manner. This policy is violated when agents engage in the use and/or possession of alcohol, marijuana, illegal drugs, and any other unlawful substance as classified under local, state, or federal laws and when they abuse alcohol, marijuana and unlawful substances. Thus, while on the premises of Deezle Cannabis, LLC and while conducting business-related activities off Deezle Cannabis, LLC premises, agents may not use, possess, distribute, sell or be under the influence of alcohol, marijuana, unlawful substances, and unauthorized controlled substances.
Working while engaged in the legal use of prescribed drugs and medical marijuana is allowed

only to the extent that the agent's ability to perform the essential functions of the job effectively and in a safe manner is not impaired and that other individuals in the workplace are not endangered. The agent should notify their keyholder and/or manager whenever the use of legal drugs for medical purposes may impair the agent's performance, safety, and/or judgment so that the appropriate accommodations can be made.

Any and all weapons, including firearms, are strictly prohibited on any and all Deezle Cannabis, LLC properties.

Violations of this policy may lead to disciplinary actions, up to and including immediate termination of employment, and/or required participation in a substance abuse rehabilitation or treatment program as a condition of continued employment. Such violations may also have legal consequences.

Workplace Violence

Deezle Cannabis, LLC does not tolerate acts of workplace violence committed by or against agents, visitors, or guests. Deezle Cannabis, LLC strictly prohibits agents from making threats or engaging in violent acts. Prohibited conduct includes, but is not limited to: (i) injuring another person physically, (ii) engaging in behavior that creates a reasonable fear of injury in another person, (iii) engaging in behavior that subjects another individual to extreme emotional distress, (iv) threatening to injure an individual or damage property and (v) committing acts motivated by, or related to sexual harassment or discrimination against a class protected by federal, state, or local law. In addition, the Company is sensitive to issues of domestic violence and the potential danger it poses to our agents and our workplace. Accordingly, the Company will not hesitate to contact the appropriate law enforcement authorities in the event of any threatening behavior or act of violence against agents, visitors or guests of the Company, and to initiate criminal prosecution, if appropriate. Agents are prohibited from carrying any guns, knives, or other items which could be considered weapons while on duty. In addition, Deezle Cannabis, LLC agents who hold a license to carry a concealed weapon are prohibited from carrying a weapon while on duty.

This is a zero-tolerance policy, meaning Deezle Cannabis, LLC disciplines or terminates every agent found to have violated this policy.

Whistleblower Policy

If an agent believes or has knowledge that an Deezle Cannabis, LLC agent is engaging in illegal activities while at work, including but not limited to diverting or stealing marijuana or marijuana products, falsifying records, stealing cash, or any other activity which jeopardizes Deezle Cannabis, LLC's assets or agents, they should immediately report the incident to the Owner(s), or if unavailable the Assistant General Manager and/or General Manager. Illegal activities by others with whom Deezle Cannabis, LLC has a relationship (including but not limited to vendors, independent contractors, patients, etc.) should also be reported.

The Owner(s) will lead the investigation, with assistance from the General Manager and/or Assistant General Manager and the agent's Manager, if necessary. Investigations will be completed as discreetly and confidentially as is determined to be practical. If it is determined that an agent engaged in illegal or prohibited activity, Deezle Cannabis, LLC will take appropriate disciplinary measures against the offending agent(s). Disciplinary measures include but are not limited to warnings, suspensions, and termination. Agents who report violations and/or cooperate with an investigation will not be subject to retaliation. The Owner(s) will inform the agent who made the complaint of the results of the investigation upon its completion.

It is imperative that all agents recognize and acknowledge that compliance with this policy is a condition of each agent's employment. Agents are encouraged to raise any questions and/or concerns about this policy with their manager or the Owner(s).

Employment On An At-Will Basis

All Agents of Deezle Cannabis, LLC, regardless of their classification or position, are employed on an at-will basis. This means that each agent's employment is terminable at the will of Deezle Cannabis, LLC or the agent at any time, for any reason, or no reason, and with or without notice.

Furthermore, nothing contained in the policies, procedures, handbooks, manuals, job descriptions, application for employment, or any other document of the company shall in any way create an express or implied contract of employment or an employment relationship other than an at-will basis.

Employment Classifications

The first three (3) months of employment at Deezle Cannabis, LLC for all agents are training period months. A Keyholder may recommend that a new agent 's employment be terminated at any time during the three (3) month training period if the overall evaluation of the person and the position warrants such action.

At the end of three (3) months the agent 's performance will be appraised. At this appraisal, the supervisor will inform the agent that the agent will become a regular agent; that the trial period is being extended, or that Deezle Cannabis, LLC no longer needs the agent's services.

For the sole purpose of determining the allowance of certain benefits, agents are classified as:

Regular Full-Time Agent – An agent who is scheduled to work 30 or more hours per week on a regular and continuous basis. Regular Full-Time agents are eligible for the following benefits:

i. Paid Time Off (PTO) & MA Paid Sick Leave (PSL)
ii. Holiday Time
iii. Health Insurance
iv. Bereavement Leave
v. Jury Duty Leave
vi. Any other leave permitted by law

Regular Part-Time Agent – An agent who is scheduled to work less than an average of 30 hours per week. Regular Part-Time agents may be eligible for the following benefits:

i. MA Paid Sick Leave (PSL)
ii. Holiday time (Please see Holiday requirements)
iii. Any other leave permitted by law

For payroll purposes agents will be classified as one of the following:

(i) Exempt Agents – Certain agents such as executive and administrative agents are paid on a salary basis for all hours worked each week. These agents are expected to work whatever hours are required to accomplish their duties, even if it exceeds the normal workweek. No overtime pay will be paid to exempt agents.
(ii) Non-Exempt Agents – All agents who are not identified as exempt agents are considered non exempt agents. Non-exempt agents are eligible for payment of overtime premium pay.

Electronic Communications

Deezle Cannabis, LLC uses various means of electronic communications in its normal course of business. The purpose of this policy is to describe Deezle Cannabis, LLC's general rules regarding use of electronic communications.

E-mail: Deezle Cannabis, LLC operates a corporate e-mail system through Google. As such, Deezle Cannabis, LLC's email system should primarily be used to discuss business related activities. Agents must use Deezle Cannabis, LLC's email system to create, send, receive, and store all work-related emails; they cannot use personal email accounts to create, send, receive, or store work related email.
Deezle Cannabis, LLC agents should not expect any privacy when using the corporate email system and are expected to abide by Deezle Cannabis, LLC's harassment policy and any other applicable policies when sending emails over the corporate email system.
Internet: Email and Internet communications are not private. Email and Internet access are valuable communication and research tools for conducting the Deezle Cannabis, LLC's business. Because Deezle Cannabis, LLC provides agents with these tools, agents and members of Deezle Cannabis, LLC do not have a reasonable expectation of privacy in email and Internet communications. Deezle Cannabis, LLC has the right to view and disclose all electronic communications including email and Internet access.Deezle Cannabis, LLC agents may not knowingly transmit, receive, or store any communication that; (i) is discriminatory, harassing, defamatory, or otherwise prohibited by federal law, (ii) appears derogatory and/or obscene to anyone, (iii) is a chain letter, joke, solicitation, offer to buy/sell goods, or other non-business

related material of frivolous or trivial nature, and/or (iv) reveals company trade secrets, confidential information regarding patients, or other information that could harm Deezle Cannabis, LLC or any of its affiliates.

Social Media: Agent use of social media (e.g. Facebook, Instagram, message boards, personal blogs, etc.) is prohibited during work time and through Deezle Cannabis, LLC owned and operated systems. Deezle Cannabis, LLC recognizes that agents may own various forms of electronic communications equipment (e.g. cell-phones, smart phones, etc.) that provide access to the internet and social media websites. Agents can only use personal electronic communications equipment and devices at the workplace according to Deezle Cannabis, LLC's electronic communications policy and other harassment policies in this handbook.

Agents who use social media should be mindful of their responsibilities towards Deezle Cannabis, LLC and fellow co-workers at all times. Once content is posted online, it is no longer under the author's control. Deezle Cannabis, LLC strives to maintain a professional work environment and considers harassment in all forms to be a serious offense in violation of Deezle Cannabis, LLC's harassment policy.

While engaged in social media, if you find negative information about Deezle Cannabis, LLC or any violations of the Deezle Cannabis, LLC social media policy by other employees, you are required to report it. Please do so by contacting the Marketing Director/Owner at kim@deezle cannabis.com. Reports will be treated confidentially.

Deezle Cannabis, LLC prohibits employees from posting negative reviews, comments, messages, or the like, to any social media platforms, including but not limited to Yelp, Reddit, WeedMaps, Facebook, SnapChat, Twitter, Instagram, LinkedIn.

Deezle Cannabis, LLC prohibits taking negative action against any employee for reporting a possible violation of any part of this Social Media Policy or cooperating in any investigation with respect to a potential policy violation. Any employee who retaliates against any employee for reporting a possible violation of this policy or for cooperating in any investigation will be subject to disciplinary action, up to and including termination.

Cell phones are not permitted in any work-related area. Taking pictures or videos of any work related areas are strictly prohibited.

Agents who violate Deezle Cannabis, LLC's electronic communications policy are subject to discipline, up to termination. Additionally, agents who use Deezle Cannabis, LLC's electronic communications systems for illegal or fraudulent purposes are subject to legal action by appropriate local, state and federal authorities.

Agent Privacy

In collecting, maintaining, and disclosing personnel information, Deezle Cannabis, LLC makes every effort to protect agents' privacy rights and interests and prevent inappropriate or unnecessary disclosures of information from any worker's file or record. Deezle Cannabis, LLC treats personal information about agents as confidential and respects the need for protecting each agent's privacy by enforcing secure information handling procedures on the part of all personnel whose job duties involve gathering, retaining, using, or releasing personal information about Deezle Cannabis, LLC agents.

On occasion, Deezle Cannabis, LLC must provide information from its personnel records and files to federal, state, and local government agencies in accordance with reporting requirements imposed by such agencies. In the event a government agency requests information beyond which it normally requires, Deezle Cannabis, LLC ordinarily advises the affected agents of the agency's request unless the request occurs in the course of an agency investigation or if an agency asks Deezle Cannabis, LLC to keep such a request confidential.

In response to an information request from an outside organization or individual, Deezle Cannabis, LLC normally verifies only the employment status and dates of employment for former or present agents. Deezle Cannabis, LLC does not provide any other information unless and until it receives a written request from the agent or former agent.

Anti-Harassment Policy and Complaint Procedure

Introduction:
It is the goal of Deezle Cannabis, LLC to promote a workplace that is free of harassment based on race, color, religion, creed, national origin, sex, age, ancestry, sexual orientation, genetics, pregnancy, marital status, gender identity/expression, disability, handicap, military obligations, veteran status, participation in discrimination complaint-related activities or any other category protected by law ("protected class status"). Harassment of agents occurring in the workplace or in other settings in which agents may find themselves in connection with their employment is unlawful and will not be tolerated by this organization. Further, any retaliation against an individual who has complained about harassment or retaliation against individuals for cooperating with an investigation of a harassment complaint is similarly unlawful and will not be tolerated. To achieve our goal of providing a workplace free from harassment, the conduct that is described in this policy will not be tolerated and we have provided a procedure by which inappropriate conduct will be dealt with, if encountered by agents.

We take allegations of harassment seriously. We will respond promptly to complaints of harassment and where it is determined that such inappropriate conduct has occurred, we will act promptly to eliminate the conduct and impose such corrective action as is necessary, including disciplinary action where appropriate.

Please note that while this policy sets forth our goals of promoting a workplace that is free of harassment, the policy is not designed or intended to limit our authority to discipline or take remedial action for workplace conduct which we deem unacceptable, regardless of whether that conduct satisfies the definition of sexual or other harassment.

Definition of Sexual Harassment

In Massachusetts, the legal definition for sexual harassment is this:

"Sexual harassment" means sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature when:

(a) submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment decisions; or,
(b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, humiliating or sexually offensive work environment.

Under these definitions, direct or implied requests by a supervisor for sexual favors in exchange for actual or promised job benefits such as favorable reviews, salary increases, promotions, increased benefits, or continued employment constitutes sexual harassment.

The legal definition of sexual harassment is broad and in addition to the above examples, other sexually oriented conduct, whether it is intended or not, that is unwelcome and has the effect of creating a workplace environment that is hostile, offensive, intimidating, or humiliating to

workers may also constitute sexual harassment.

While it is not possible to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct which if unwelcome, may constitute sexual harassment depending upon the totality of the circumstances including the severity of the conduct and its pervasiveness:

• Unwelcome sexual advances - whether they involve physical touching or not. • Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life, comment on an individual's body, comment about an individual's sexual activity, deficiencies, or prowess.

• Displaying sexually suggestive objects, pictures, cartoons;

Unwelcome leering, whistling, brushing against the body, sexual gestures, suggestive or insulting comments.

• Inquiries into one's sexual experiences.

• Discussion of one's sexual activities; and

• Dissemination in the workplace of sexually explicit voice mail, e-mail, graphics, downloaded material or websites.

All agents should take special note that, as stated above, retaliation against an individual who has complained about sexual harassment, and retaliation against individuals for cooperating with an investigation of a sexual harassment complaint is unlawful and will not be tolerated by this organization.

Complaints of Harassment

If any of our agents believes that he or she has been subjected to harassment, the agent has the right to file a complaint with our organization. This may be done in writing or orally. If you would like to file a complaint you may do so by contacting one of the following team members:

kim@deezlecannabis.com
508-331-6699

The Owner(s) are also available to discuss any concerns you may have and to provide information to you about our policy on harassment and our complaint process.

Harassment Investigation

When we receive the complaint, we will promptly investigate the allegation in a fair and expeditious manner. The investigation will be conducted in such a way as to maintain confidentiality to the extent practicable under the circumstances. Our investigation will include a private interview with the person filing the complaint and with witnesses. We will also interview the person alleged to have committed harassment. When we have completed our investigation, we will, to the extent appropriate, inform the person filing the complaint and the person alleged to have committed the conduct of the results of that investigation.
If it is determined that inappropriate conduct has occurred, we will act promptly to eliminate the offending conduct, and where it is appropriate we will also impose disciplinary action.

Disciplinary Action

If it is determined that inappropriate conduct has been committed by one of our agents, we will take such action as is appropriate under the circumstances. Such action may range from counseling to termination from employment and may include such other forms of disciplinary action as we deem appropriate under the circumstances.

State and Federal Remedies

In addition to the above, if you believe you have been subjected to unlawful harassment, you may file a formal complaint with either or both of the government agencies set forth below. Using our complaint process does not prohibit you from filing a complaint with these agencies. Each of the agencies has a short time period for filing a claim (EEOC and MCAD – 300 days).

1. The United States Equal Employment Opportunity Commission ("EEOC") 475 J.F.K. Federal Building
Government Center
Boston, MA 02203-0506
(617)-565-3200

2. The Massachusetts Commission Against Discrimination ("MCAD")
Boston Office:
One Ashburton Place --RM 601
Boston, MA 02108
(617) 727-3990

Springfield Office:
436 Dwight St., Suite 220
Springfield, MA 01103
(617) 739-2145

New Bedford Office:
800 Purchase Street, Room 501
New Bedford, MA 02740
(508) 990-2390

Dating in the workplace

When two employees are in a relationship with one another, they should behave appropriately in the workplace.

Examples of acceptable behavior for employees are:

Discussing their plans as a couple during breaks or lunch hours (with or without colleagues.)
Coming to and leaving from work together.

We define unacceptable behavior as any action that:

Offends any teammates
Disrupts or hinders the operations at Deezle Cannabis, LLC
Distracts employees from their duties

Decreases our employees' individual performance

Examples of unacceptable behavior for employees are:

Arguing in the workplace during or after working hours
Kissing or touching in front of colleagues (PDA)
Exchanging an excessive number of instant messages or calls unrelated to their work during working hours
Making their colleagues uncomfortable by talking or boasting about the relationship during working hours.

Employees who exhibit unacceptable behavior will face progressive discipline, up to and including termination in cases of repeated violations. Managers are responsible for determining appropriate penalties. Employees are also obliged to behave appropriately towards their colleagues who date each other. We prohibit victimization and hostility towards employees for any reason. This includes sexual jokes, gossip, and improper comments. Employees who witness these kinds of behavior should report it to Management.

Dating Managers:

Deezle Cannabis, LLC strictly prohibits Keyholders from dating employees who report to them. This restriction extends to every manager above an employee, regardless of team or department to facilitate moving or promoting employees. If this occurs, the Keyholder may face disciplinary action up to and including termination. This rule may be less strict in cases when managers enter into a consenting relationship with an employee from another team or department with no direct reporting. When/If this happens, Owner(s) must be informed as soon as possible. It's to their best interest not to conceal their relationship as they may provoke disciplinary action if and when they are discovered. Owner(s) will evaluate the situation and act accordingly. Employees will not face demotion, victimization, or loss of benefits if we have to transfer them to another team or department. The Keyholder may face disciplinary action, up to and including termination, depending on the circumstances.

Occupational Safety Program

Safety is a top priority at Deezle Cannabis, LLC. To assist in providing a safe and healthful work environment for agents, patients and visitors, Deezle Cannabis, LLC has established workplace safety programs. Deezle Cannabis, LLC provides information to agents about workplace safety and health issues through internal communication channels such as agent meetings, bulletin board postings, memos, or other written communications.

Each agent is expected to obey safety regulations and to exercise caution in all work activities. Agents must immediately report any unsafe conditions to the appropriate manager. Agents who engage in unsafe behavior, who cause hazardous or dangerous situations, or who fail to report, or, where appropriate, remedy such situations, may be subject to disciplinary action, up to and including termination.

In the case of accidents that result in injury, regardless of how insignificant the injury may appear, agents should immediately notify any member of the Deezle Cannabis, LLC leadership team. Such reports are necessary to comply with laws and initiate insurance and workers' compensation benefits procedures.

Patient Confidentiality

Deezle Cannabis, LLC is committed to providing our customers, patients and their caregivers with the best possible service. It is imperative that all issues regarding our patients are held in strict confidence.

(i) All agents agree that all files, lists and computer files belong to and are the sole and exclusive property of Deezle Cannabis, LLC. All information found in patient charts, files, lists, and computer files are confidential and constitute trade secrets of Deezle Cannabis, LLC. All agents further promise not to disclose any such information to any other person and shall not share such information other than in connection with their employment at Deezle Cannabis, LLC.

(ii) All personal data and medical notes are highly confidential and may not be communicated to anyone without the patient's written consent.

(iii) No patient records or other written materials are to be left on the counters or open on the computer screens where confidentiality could be compromised. (iv) Do not discuss a patient's illness with any staff member who does not need to know.

(v) Do not discuss the medical treatments or personal information of patients outside of Deezle Cannabis, LLC.

(vi) Loose talk that others overhear can be the basis for a defamation or invasion of privacy suit. Speak softly or privately with patients so that others do not overhear.

(vii) All agents must understand that the violation of a patient's privacy is supported for immediate termination and must sign a form pledging confidentiality of patient information. This signed form will become a part of the agent's personnel record.

(viii) (viii) Only release a copy of patient records when a patient submits a written request specifying whether a portion of or all of the records are needed. The request must show the date, to whom, and to where copy/copies are being sent and should be added to the patient's record immediately.

(ix) (ix) Do not remove or make copies of any patient records or of business records, reports or documents without express permission from management.

Upon termination, agents are required to return any property in their possession that belongs to Deezle Cannabis, LLC. Employment with Deezle Cannabis, LLC assumes an obligation to maintain confidentiality even after leaving Deezle Cannabis, LLC.

Because any violation of confidentiality could seriously injure Deezle Cannabis, LLC's reputation and effectiveness, any unauthorized disclosure of confidential information or divulging any information to anyone outside Deezle Cannabis, LLC concerning Deezle Cannabis, LLC or its patients is cause for immediate dismissal.

Agent/Personnel Records

As required by the CCC, Deezle Cannabis, LLC will maintain a personnel record for each dispensary agent/cultivation associate. Personnel records will be maintained by Deezle Cannabis, LLC for a minimum of 12 months after the agent's affiliation with Deezle Cannabis, LLC concludes. At a minimum, the personnel record will contain the following:

(i) Documents submitted to the DPH CCC for the purposes of obtaining/maintaining agent registration.

(ii) Documentation of verification of references.
(iii) Job description that details duties, authority, responsibilities, qualifications, and supervision.
(iv) Offer letter or employment contract.
(v) Documentation of all required training, including training regarding privacy and confidentiality requirements, and the signed statement of the agent indicating the date, time and place the training was received, the topics discussed and the name and title of the presenter(s).
(vi) A copy of the application that Deezle Cannabis, LLC submitted to the CCC on behalf of the prospective agent.
(vii) Documentation of periodic performance evaluations; and
(viii) A record of any disciplinary action taken.
Note: CORI reports will be maintained separately from an agent's personnel record.

SECTION III - SALARY ADMINISTRATION

Overtime Policy

Full-Time Exempt (salaried) Agents are not eligible for overtime. The nature of the job requires that one may work more than 40-hours per week as needed to get the job done.

Full-time non-exempt (hourly) Agents may occasionally be asked to work more than 40 hours in a given work week. Each work week is considered separately in computing overtime pay. Such overtime work, which is undertaken only when necessary, must be approved in advance by the agent's manager. The agent will be compensated for overtime hours worked at the rate of one and one-half times (1.5x) the agent's base rate of pay. Working unapproved overtime may be cause for disciplinary action.

Please note that PTO, closed holiday, or leave without pay hours occurring in a 40+ hour work week, do not count as hours worked for the purposes of calculating overtime. For example, if an hourly agent worked 40 hours during the week of Thanksgiving in addition to the 8 hours paid for the Thanksgiving holiday, the total hours paid would be 48 at regular time rather than 40 hours regular time plus 8 hours of overtime.

Pay Procedures

Deezle Cannabis, LLC agents are paid weekly, on Friday for one week shifts from Sunday to Saturday for work performed the prior week. If a regularly scheduled payday falls on a holiday, agents are paid on the last regular workday immediately preceding the holiday. Federal and state withholding taxes and Social Security taxes are deducted from every paycheck. Voluntary deductions for health care benefits, retirement plan deferrals, and the like can be made after an agent completes the necessary authorization forms. Deezle Cannabis, LLC deducts court-ordered garnishments for personal debts – such as child support – without the agent's prior authorization. Deductions for federal and state taxes can also be made by Deezle Cannabis, LLC without prior authorization.

Agents should report a lost or stolen paycheck to their manager immediately. Deezle Cannabis, LLC will issue a new paycheck to the agent after payment is stopped on the original check. However, if a check is lost through no fault of Deezle Cannabis, LLC and Deezle Cannabis, LLC is unable to stop payment on the check, Deezle Cannabis, LLC is not obligated to compensate the agent for the loss.

Direct Deposit

Deezle Cannabis, LLC requires all agents to participate in the Direct Deposit Program. A standardized procedure is used to verify account numbers and account types before an actual electronic transfer occurs. Agents will be asked to complete a direct deposit form and provide a cancelled check during new hire orientation. Agents will be able to view an online earnings statement each payday that includes the same information that would be included in a pay stub.

SECTION IV – BENEFITS

Insurance

Deezle Cannabis, LLC offers full-time agents the opportunity to participate in its group health insurance program. Agents can select an individual, individual + spouse, individual + child or family coverage. All full-time, benefit-eligible agents are eligible for health insurance beginning the 1st of the month after hire. Spousal coverage is only eligible for married agents. Proof of marriage and/or loss in coverages etc may be required to be sent to HR for verification of eligibility.

Holidays

Exempt Employees (salaried)

Exempt Employees are not eligible for Overtime, Holiday or Sunday Pay. They are eligible for the following paid holidays. Deezle Cannabis, LLC observes the following holidays, subject to the needs of the agent's department. See chart 1.1 for sample scenarios and detail.

- New Year's Day
- Christmas Day
- Thanksgiving Day

Holidays that fall on a Saturday or Sunday will be observed on a Friday or Monday, respectively (except for the Cultivation Department and Dispensaries when holiday observance is honored on the day of the actual holiday). Holidays occurring during an Agent's vacation period may (not) be taken on another day. If Christmas Day or New Year's Day occur during a work week, the Company will try to close earlier on the previous day. In addition, Deezle Cannabis, LLC will make a good faith effort to accommodate religious holidays upon request.

Non-Exempt Employees (hourly)

Non-Exempt Employees are eligible for Overtime and Holiday/Sunday Premium pay when worked. *While the state of Massachusetts requires we pay 1.2 x your hourly rate for Holiday Pay when worked, we at* D*eezle Cannabis, LLC value your time away from family on holidays and therefore pay 1.5 x your hourly rate for holidays worked as outlined below.*

Scenario	Full-Time Salaried	Full-Time Hourly	Part-Time Hourly
Don't Work a Holiday	No additional compensation	Paid **1× pay rate** (treated as if worked)	Paid **1× pay rate** (treated as if worked)
Work a Listed Holiday	Treated as if you worked (no extra pay)	**1.5× pay rate** for hours worked	**1.5× pay rate** for hours worked

Pre-approval from manager is required to work on a holiday (based on Managers discretion and scheduling needs)

HOLIDAY PAY RATES

Holiday Premium Pay Chart

Dispensaries Site

Holiday	Premium Pay	Requirements / Notes
New Year's Day		8 hrs pay
Martin Luther King Day	DNA	
President's Day	DNA	
Patriot's Day	DNA	
Memorial Day	DNA	
Juneteenth	DNA	
Independence Day	DNA	
Labor Day	DNA	
Indigenous People's Day	DNA	
Veteran's Day	DNA	
Thanksgiving Day	Closed	8 hours
Christmas Day	Closed	8hrs

CHANGING DEPARTMENTS WITHIN DEEZLE CANNABIS, LLC

Deezle Cannabis, LLC is committed to our team. We place an emphasis on leadership training and team building. We recognize the importance of advancement and personal and professional growth. To that end, we have the following steps in place for when a team member wants to change departments within the company.

People are hired for a specific role within Deezle Cannabis, LLC. A team member must serve within the role they were initially assigned, for no less than 180 days and receive two high mark reviews (90% or higher) in order for their manager to endorse a change in departments. At a team member's first 90-day review, an employee may inform their manager if they have an interest in moving to another department, and to which department. At no time should a team member meet about a role change with another department Manager without the consent of their Manager (Please note that a team member may approach Owner(s) without their manager's approval for any reason).

After the 180-day review, the team member's name will be added to the "Change of Department Wait List (CDWL) to move to another department. Switching departments is based on an interview with the Manager of the department to which you want to move into.

Managers will review the CDWL, interview the candidates in order of being added to the WL. Final decisions about changing departments are at the sole discretion of the Manager and not every team member will be invited to change departments. We encourage open communication between Managers and Team Members.

Leaves of Absence:

Bereavement Leave: Benefit-eligible agents are allowed up to 3 days of paid leave in the case of death in the agent's immediate family. Immediate family is defined to include parents, spouse, domestic partner, children, brothers and sisters, grandparents, grandchildren, mother-in-law or father-in-law. Regular full-time agents are entitled to up to one day paid leave in the case of death in the spouse's immediate family. Additional unpaid leave may be authorized by Deezle Cannabis, LLC. Bereavement Leave will not apply in the event the death in the family occurs when the agent is not scheduled to work, such as being on vacation or on an approved leave of absence.

Military Leave: Agents who are required to serve a period of time in a reserve component of the U.S. Armed Forces are allowed an unpaid leave of absence. All agents (except those with jobs that are for a brief, non-recurrent period with no reasonable expectation the job will continue indefinitely or for a significant period), regardless of length of service, are entitled to reserve duty leave. There will be no loss of seniority-based benefits during military leave.

Continuation of coverage under Deezle Cannabis, LLC’s health care plan during military leave depends on the length of the leave. For leaves of absence less than 31 days in duration, Deezle Cannabis, LLC will continue to pay its share of the health care premium contribution, and the employee will be responsible for his/her own share. For leaves of absence greater than 31 days, a covered agent may elect to continue health plan coverage at his/her own expense for a period of up to 24 months. For more information concerning health care coverage during leave, please see the Human Resources Department.

An agent requesting military leave must request the leave as soon as the need for leave becomes known. A copy of the orders to go to the reserves must accompany the request for the leave.

An eligible agent may also be able to take FMLA leave in connection with certain situations related to military service: (a) an eligible employee may take up to 26 weeks of leave during a single 12- month period to care for a covered family member who has suffered a qualifying injury or illness in the line of active duty in the Armed Forces; and (b) an eligible agent may take up to 12 weeks of leave during a 12-month period in connection with a 'qualifying exigency' arising out of a covered family member's active duty or call to active duty in the Armed Forces in support of a contingency plan.

Parental Leave: Full-time agents are eligible for eight (8) weeks of unpaid parental leave under the Massachusetts Parental Leave Statute. To be eligible, you must have completed Deezle Cannabis, LLC's initial trial period. You must provide at least two weeks' written notice of your date of departure and intention to return to work following the leave, or provide notice as soon as is practicable if the delay in notice is for reasons beyond your control.

Leave may be taken for the purpose of giving birth, for adopting a child under the age of eighteen (twenty-three if the child is mentally or physically disabled), for placement of a child under the age of eighteen (twenty-three if the child is mentally or physically disabled), or for the placement of a child pursuant to a court order. If two agents of Deezle Cannabis, LLC require leave to care for the same child, they are entitled to eight (8) weeks total parental leave between them.

Agents on Parental leave may, but are not required to, apply for unused PTO or sick time towards the leave period. Agents who wish to use unused PTO during all or part of the leave, may do so, and should submit the request in writing prior to taking the leave. However, no PTO will accrue during the leave. Health coverage will continue on the same basis as before the leave.

Upon returning to work, you will be restored to your position, or a similar one with the same status, pay, length of service credit and seniority as of the date of the leave, unless economic or business conditions during the leave period would have resulted in a lay-off had leave not been taken.

Agents on Parental leave may request unpaid leave in excess of the eight (8) weeks. However, you should be aware that you may not be entitled to the same reinstatement or benefits rights upon your return to work from more than eight (8) weeks leave.

Small Necessities Leave Act:

Agents who are eligible for leave under Deezle Cannabis, LLC's Family and Medical Leave Policy are also eligible for leave under the Massachusetts "Small Necessities Leave Act" (SNLA). During any twelve (12) month period, eligible agents may take up to twenty-four (24) hours of leave for the following reasons:

- To participate in school activities directly related to the educational advancement of your child, such as parent-teacher conferences or interviewing for a new school ("school" includes licensed day-care centers);

- To accompany your child to routine medical or dental appointments, such as check-ups or vaccinations; or
- To accompany an elderly relative to routine medical or dental appointments or other appointments for professional services related to the elder's care, such as interviewing at

nursing or group homes.

Where SNLA leave is foreseeable, you must provide at least seven (7) days advance written notice to the Deezle Cannabis, LLC. Where leave is not foreseeable, you must notify Deezle Cannabis, LLC as soon as practicable. You may be required to provide a certification (which can serve as notice), in the following form, for each period of leave taken pursuant to this policy:

Agent 's Certification

I certify that on _____ I will/did take _____ hour(s) of leave for the following purpose (check one):

a. To participate in school activities directly related to the educational advancement of my child

b. To accompany my child to a routine medical or dental appointment

c. To accompany an elderly relative to a routine medical or dental appointment or for an appointment for other professional services related to my relative's care

Agent 's Signature: _____ Date: _____

The available 24 hours of SNLA leave does not need to be taken all at once. Rather, leave may be taken intermittently, in minimum increments of one hour.
You are required to substitute accrued vacation time and/or sick leave towards SNLA leave. Once paid leave is used up, SNLA leave is unpaid.

Jury Duty: For time served on jury duty, Deezle Cannabis, LLC will pay agents the difference between their salary and any amount paid by the government, unless prohibited by law, up to a maximum of 3 days. If an agent is required to serve more than 3 days of jury duty, Deezle Cannabis, LLC will provide the agent with unpaid leave or the agent may use accrued PTO. Upon request, agents must provide Deezle Cannabis, LLC a copy of proof of service from the court in which they appeared. Family Medical Leave Act (FMLA): See Section II

SECTION V – RESIGNATION AND TERMINATION

Resignation and Termination Policies

Deezle Cannabis, LLC asks that agents who resign give at least 2 weeks' notice of intention to leave their job, and submit written notice stating reasons for resigning and the effective date. Deezle Cannabis, LLC reserves the right to immediately dismiss an agent who resigns, however, the agent will be paid during the notice period. An exit interview will be scheduled on or near the final day of employment.

Health insurance plans terminate on the last day of employment. Under federal law, resigning agents are entitled to participate in Deezle Cannabis, LLC's group health plan at their own expense for at least 18 months (see COBRA). Deezle Cannabis, LLC will issue a final paycheck, including payment for any unused PTO,on the next regular payday after resignation. Deezle Cannabis, LLC will notify the DPH no more than 1 business day after the agent's employment concludes.

Immediate termination of employment will occur if an agent is found to have diverted marijuana (law enforcement and DPH will be notified); or engaged in unsafe practices with regard to Deezle Cannabis, LLC's standard operating procedures (DPH will be notified). Agents who are terminated will receive a final paycheck, which includes any accrued PTO, at the time of termination.

Exit Interview

Agents who resign from Deezle Cannabis, LLC are asked to complete an exit interview with the Human Resource Manager, their manager or a member of the executive management team. The purpose of the exit interview is to give the agent the opportunity to explain what they liked and disliked about working at Deezle Cannabis, LLC and to gather suggestions for how Deezle Cannabis, LLC can improve policies and practices. Exit interviews are designed and intended to be constructive for both Deezle Cannabis, LLC and the agent. As a result, Deezle Cannabis, LLC does not share information or discriminate against agents who voluntarily share their opinions during exit interviews.

AGENT ACKNOWLEDGEMENT FORM

This Agent Handbook describes important information about Deezle Cannabis, LLC, and I understand that I should consult the Leadership team and/or Owner(s) regarding any questions not answered in the handbook. The policies described in this manual are not conditions of employment and the language is not intended to create a contract between you and Deezle Cannabis, LLC. I have entered my employment relationship with Deezle Cannabis, LLC voluntarily and acknowledge that I am an agent at will and there is no specified duration of employment. Accordingly, either I or Deezle Cannabis, LLC can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

Since the information, policies, and benefits described here are necessarily subject to change, I acknowledge that revisions to the handbook may occur, except Deezle Cannabis, LLC policy of employment-at-will. It is Deezle Cannabis, LLC's intent to communicate changes to this handbook through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only the Board of Deezle Cannabis, LLC acting in their official capacity on behalf of the group, have the authority to adopt any revisions to the policies in this handbook.

Furthermore, I acknowledge that this handbook is neither a contract of employment nor a legal document. I have received the handbook, and I understand that it is my responsibility to read and comply with the policies contained in this handbook, any policies referenced herein to which I have been provided access, and any revisions made to them.

Associate Name:_____

Associate Signature:_____

Date:_____

Cannabis Control Commission
COMMONWEALTH OF MASSACHUSETTS

September 17, 2025

Sanctuary Medicinals, Inc.
MR281950
jsidman@sanctuarymed.com

NOTICE: CHANGE OF NAME APPROVAL

WHY ARE YOU RECEIVING THIS NOTICE?

This letter provides notice that the Marijuana Establishment ("ME") and/or Medical Marijuana Treatment Center ("MTC") has been approved by the Commission to officially change its business name from Sanctuary Medicinals, Inc. to Deezle Cannabis LLC.

WHAT ARE YOUR NEXT STEPS?

The ME/MTC may now change its business name with the Massachusetts Secretary of the Commonwealth. Within 30 days from the date of this notice, the ME/MTC shall submit to the Commission a certificate of good standing from the Massachusetts Secretary of the Commonwealth, Articles of Organization, and Bylaws reflecting the new name of the ME/MTC. This information shall be sent to licensing@cccmass.com. Once the Commission has received and processed this information, a new license certificate will be issued to the licensee. Please note, license certificates will only contain the business name of the licensee and will not include the d/b/a name.

If your change of name involves only a d/b/a name, please note that your license record has been amended and no further action is required from the licensee.

Please be advised that the ME/MTC, within 30 days, should be in full compliance with Commission regulations pertaining to disclosing or displaying the business name on buildings and products. The ME/MTC is subject to inspection, at any time without prior notice, to ensure full compliance with 935 CMR 500.000 and 935 CMR 501.000. *935 CMR 500.301; 935 CMR 501.301.*

If you have any questions regarding this notice, please contact the Commission by email at licensing@cccmass.com.

Sincerely,
Olivia Koval
Olivia Koval

Director of Licensing

IMPORTANT! This document(s) contains important information that could impact your license application or license. It is critical that you understand the information in this document. Please have it translated immediately.

Spanish:

¡ATENCIÓN! Este documento incluye información importante que podría afectar su licencia o solicitud de licencia. Es fundamental que entienda la información en este documento. Por favor, traducir de inmediato.

Traditional Chinese:

重要信息！ 本文檔包含可能影響您的執照申請或執照的重要信息。 您理解本文檔中的信息這一點至關重要。 請立即找人翻譯此文件。

Haitian Creole:

ENPÒTAN! Dokiman sa a genyen enfòmasyon enpòtan ladan li ki te ka afekte demann ou pou lisans oswa lisans ou. Li kritik ou konprann enfòmasyon ki nan dokiman sa a. Tanpri fè yon moun tradwi li imedyatman.

Portuguese:

IMPORTANTE! Este(s) documento(s) contém informações importantes que podem afetar seu requerimento de licença ou licença. É fundamental que você compreenda as informações contidas nele(s). Obtenha a tradução imediatamente.

CV Creole:

É IMPORTANTI! Es dukumentu(s) ten informasons importantis ki podi afeta bu pididu di lisensa ou lisensa. É fundamental ki bu kompriendi informason nes dukumentu. Pur favor, traduzi imidiatamenti.

Vietnamese:

QUAN TRỌNG! (Các) tài liệu này có chứa thông tin quan trọng có thể ảnh hưởng đến đơn xin cấp giấy phép hoặc giấy phép của quý vị. Điều quan trọng là quý vị phải hiểu thông tin có trong tài liệu này. Hãy dịch nó ngay lập tức.

Yoruba:

Ó ṢE PÀTÀKÌ! Ìfitónilétí pàtàkì wà nínú (àwọn) ìwé yìí tí ó lè ní ipa lórí ìbéèrè fún ìwé àṣẹ tàbí ìwé àṣẹ rẹ. Ó ṣe kókó kí ìfitónilétí inú ìwé yìí yé ọ. Jọ̀wọ́ túmọ̀ rẹ̀ lójúkan náà.

French:

"**IMPORTANT !** Ce(s) document(s) contient des informations importantes qui pourraient avoir un impact sur votre demande de licence ou votre licence. Il est essentiel que vous compreniez les informations contenues dans ce document. Veuillez le faire traduire immédiatement."

Greek:
ΣΗΜΑΝΤΙΚΟ! Αυτό το έγγραφο περιέχει σημαντικές πληροφορίες που μπορεί να επηρεάσει την αίτηση έκδοσης άδειας ή την ίδια την άδεια. Είναι πολύ σημαντική η κατανόηση των πληροφοριών αυτού του εγγράφου. Παρακαλώ μεταφράστε το άμεσα!

Italian:

IMPORTANTE! Questo(i) documento(i) contiene informazioni importanti che potrebbero influenzare la tua richiesta di candidatura o licenza. È fondamentale che tu comprenda le informazioni contenute in

DEEZLE CANNABIS	Date	Standard Operating Procedure		
	05/01/2025	Storage of Marijuana		
Section		**Revision Number**	**Supersedes Date**	**Pages**
Retail Operations		1.0		1 of 2

1. Purpose

Deezle Cannabis (Deezle) is responsible for the proper storage of all marijuana and marijuana products. Deezle storage processes must comply with all legal security requirements. Deezle recognizes that marijuana must be stored under appropriate temperatures with conditions to preserve its identity, strength, quality, and purity. The storage of marijuana must be protected against physical, chemical, and microbial contamination.

All policies and procedures apply to all agents or individuals affiliated with Deezle, whether paid or unpaid.

2. Procedures

2.1. Storage Requirements.

1. Marijuana and marijuana products are stored in the vault.
2. Access to the Deezle vault is restricted only to individuals with approved access.
3. Marijuana and marijuana products for sale shall always be stored in the vault, except during business hours when the product may be moved to the sales floor.
4. The marijuana that could be out of the vault must be returned to the vault after business hours.
5. Deezle shall have separate areas for storage of marijuana that is outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached until such products are destroyed.
6. Deezle shall provide adequate lighting, ventilation, temperature, humidity, space, and equipment.
7. Deezle storage areas shall be maintained in a clean and orderly condition.
8. Deezle storage areas shall be free from infestation by insects, rodents, birds, and pests.

2.2. Deezle Security Requirements.

1. After receiving a final license, limited access areas shall be accessible only to specifically authorized personnel limited to include only the minimum number of employees essential for efficient operation.
2. Storing all finished marijuana products in a secure, locked safe or vault in such a manner as to prevent diversion, theft, and loss.
3. Keeping all safes, vaults, and any other equipment or areas used for storage, including before disposal, of marijuana or marijuana products, securely locked and protected from entry, except for the actual time required to remove or replace marijuana.
4. All storage areas within Deezle shall be kept securely locked and maintained in a clean, orderly condition.

5. Deezle ensures that all marijuana products are kept out of plain sight and are not visible from a public place outside of Deezle without binoculars, optical aids, or aircraft.

2.3. Deezle Vault.

1. The area is equipped with adequate lighting, ventilation, and space.
2. Climate-controlled and monitored twenty-four (24) hours a day for both security and environmental changes (temperature and humidity).
3. Shall be kept securely locked and maintained in a clean, orderly condition, kept free from infestation by insects, rodents, birds, and pests.
4. A separate area is designated for marijuana and marijuana product waste.
5. A separate area is also designated to store returned and quarantined products.

3. Related Documents

SOP Incident Report Process

SOP Inventory Audits

SOP Marijuana and Marijuana Products Waste Disposal

SOP Security and Alarm Systems

SOP Video Surveillance

4. References

935 CMR 500.000 Adult Use of Marijuana

Authorized by: Deezle Cannabis

1. **Purpose**

Deezle Cannabis (Deezle) shall implement sufficient security measures to deter the theft of marijuana and marijuana products. Security of the facility will prevent unauthorized entrance into areas containing marijuana and marijuana products.

All policies and procedures apply to all agents or individuals affiliated with Deezle, whether paid or unpaid.

2. **Procedures**

2.1. Monitoring.

1. After regular business hours, proper lighting will always be maintained, including in and around Deezle.
2. The lighting will include areas around the premises, entry and exit points, parking areas, and perimeter fence lines.
3. Foliage on the premises will be maintained not to allow persons to conceal themselves from sight.
4. The perimeter will be monitored 24-hours a day by a remote monitoring center and security agent(s).

2.2. Camera System for Video Surveillance.

1. As an essential component of our effort to prevent the theft or diversion of marijuana and assist the local law enforcement and or others with any relevant security investigation, Deezle has installed a state-of-the-art CCTV surveillance system in our facility.
2. The video surveillance system records all activity in high-quality images and high resolution capable of clearly revealing facial detail.
    a. Operate 24-hours a day, 365 days a year, without interruption.
    b. Provide a date and time stamp for every recorded frame.

3. The system will employ a combination of interior and exterior cameras, monitors, and motion detectors to provide comprehensive coverage of the facility.
4. Specifically, they will cover the entire interior of the marijuana establishment except for the restrooms.

5. They will also cover all building entrances and exits and all areas within five feet of the facility's exterior.

6. Cameras are installed outdoors in low light; interior areas will be 2.0 MP day/night cameras with f/1.8 Infrared lenses and .3 LUX minimal illumination. They offer exceptional image quality and superior sensitivity to low-light environments.
7. All cameras will be calibrated and focused on maximizing the quality of the recorded image.
8. Additional lighting will be installed if necessary to enhance picture clarity and brightness.
9. The indoor non-lowlight coverage will be provided by a combination of 1.3 Megapixel Infrared interior dome day/night cameras and 5 Megapixel 180-degree IP interior dome cameras with day/night; Infrared LED, Varifocal lenses, and progressive scan sensors.
    a. Cameras will be directed at all areas where marijuana is prepared, stored, handled, and sold.
    b. Camera placement can capture any person entering or exiting the establishment.
    c. Cameras will be angled to capture a clear and specific identification of any person entering/exiting the establishment or restricted area.
10. Lighting conditions will be appropriate for the area under surveillance.
11. All cameras will be encased in vandal-resistant, dust-resistant protective mounts.

2.3. Video Surveillance.

1. Video recordings will allow for exporting still images in an industry standard image format, including .jpg, .bmp, and .gif.
2. The exported video will have the ability to be archived in a proprietary format that ensures the video's authentication and guarantees that no alteration of the recorded image has taken place.
3. The exported video will also have the ability to be saved in an industry-standard file format that can be played on a standard computer operating system.
4. All recordings will be erased or destroyed before disposal.
5. Video surveillance cameras are in all areas that may contain marijuana or marijuana products, including all entry points and exits of the establishment, the perimeter of the building, and all parking lot areas.
6. Video cameras will produce clear, color, high-resolution photos (live or recorded), and images will include date/time frame recording that does not obscure the picture.

7. Twenty-four-hour recordings from all video cameras will be available for immediate viewing by the commission upon request.

8. These recordings will be retained for a minimum of (90) days and will not be destroyed or altered.
9. If the establishment is aware of a pending criminal, civil, or administrative investigation for which the recording may contain relevant information, the recordings will be retained as long as necessary.
10. All security equipment (cameras, alarms, etc.) will be kept in working order and subject to inspection and testing at intervals not to exceed (30) calendar days from the previous inspection.

2.4. Perimeter Controls and Controlled Access.

1. Individuals who are not engaged in an activity expressly permitted by CCC regulations are prohibited from the Company's premises.
2. All entry points and perimeter windows will be alarmed.
3. The perimeter will be monitored 24-hours a day by a remote monitoring center and security agent(s).
4. Access will be controlled by card proximity readers and monitored using cameras and an audio signaling device (buzzer system).

2.5. Security/Surveillance Rooms.

1. All security system equipment and recordings will be maintained in a secure location onsite that will remain locked to prevent theft, loss, destruction, and alterations.
2. Rooms designated for security equipment or records storage will not be used for other functions.
3. Access to the designated rooms will be limited to those agents essential to surveillance operations, law enforcement authorities, authorized security system service personnel, and the commission.
4. Upon request, a current list of authorized agents and service personnel with access to designated security rooms will be made available to the commission.

2.6. On-Site Video Monitoring and Management.

1. Authorized security personnel will be able to observe continuous real-time video feed from every camera in the facility.
2. The system lets the user playback live video should security personnel detect anything arousing suspicion.
3. The system software will enable management and other authorized staff to customize the monitor display to meet specific surveillance objectives.
4. The customizable technology enables the user to monitor by room, region, or camera angle.
5. It also allowed video and time-stamped stills to be exported and shared with relevant authorities in a security breach or suspicious event.
6. The office where the video surveillance system and monitors are located will be enclosed, locked, secure, and accessible only by authorized security personnel.

2.7. Surveillance Integration.

1. In optimal efficacy in our efforts to prevent theft, the establishment has designed the electronic access control system seamlessly integrated with our video surveillance technology.
2. This allows security personnel to match electronic door entry data with the relevant video footage on a single interface.
3. In addition, when an alarm is triggered, this seamless integration allows the user to compare past and present views of the location(s) in question.
4. This integration of video surveillance and access control systems allows for the simultaneous retrieval of information.
5. It can save critical time in a security breach or other incident.

2.8. Customizable Remote Video Monitoring.

1. This system includes software that allows video content, live and or recorded, to be remotely accessed by authorized personnel. Deezle will grant access to the Commission, State Police, and other relevant law enforcement officials that request access to video content that supports an investigation.
2. This can be done via the handset, tablet, or computer through a secure, web-based portal available 24/7.

3. If required, the system will allow the establishment of all relevant video footage and timestamped stills of at least D1 resolution.
4. The exported video will be archived in a proprietary format that ensures the video's authentication and guarantees no alteration of the recorded image.
5. The video will be saved for at least 90 days.
6. Customized dynamic mapping data, including electronic room access histories for any agent access card of interest, can also be exported and shared.

2.9. Storage of Recordings.

1. All security video recordings will be stored on a dedicated server and have a recorded image frame rate of 12 frames per second during an alarm or motion-based recording.
2. This secure digital storage solution is designed to store the volumes of data associated with 24/7, always-on High Definition security systems that employ the number of cameras required by our security plan.
3. Security recordings will be retained on our on-site dedicated server for a minimum of (90) days.
4. Our internal dedicated server will be redundant and fail-safe.

3. **Related Documents**

SOP Prevention and Detection of Diversion

SOP Security and Alarm Systems

4. **References**

935 CMR 500.000 Adult Use of Marijuana

JENNIFER PASTER
CHIEF OF POLICE

BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

To: Rachelle Morson
From: Lieutenant Brian Sutherland
Date: December 15, 2025
Re: New England Treatment Access (NETA) / 2026 License renewal

The Brookline Police Department has completed a review of New England Treatment Access Dispensary (NETA) located at 160 Boylston Street, application materials in support the renewal of a marijuana establishment license from the Town of Brookline to operate as an adult use marijuana retailer in town. At this time, the police department has no issues with New England Treatment Access to renew their license for 2026.

As part of the review, I compared materials with the applicable Code of Massachusetts regulations (935 CMR 500), Town of Brookline By-Laws and license conditions established by the Town of Brookline Select Board for marijuana businesses. Over the course of the year, I performed four unannounced inspections at NETA. Below are the dates that the inspections were done:

February 10, 2025
May 28, 2025
September 25, 2025
December 12, 2025

I was met by a manager/ assistant manager for all inspections and there were no issues with the inspections.

General Comments
The police department has responded to NETA's address of 160 Washington Street twenty-three times for calls for service. The location is a major intersection in the town. A review of the call review shows that some of the calls were unrelated to NETA. There were no calls that would be a concern with the 2026 renewal process. There were four calls that officers took reports on and each report is detailed below.

C#2025-2910 – Customer left wallet on counter and the next customer put the wallet in their pocket and left with it. Neta security was able to view security cameras and

Public Safety Building 350 Washington Street, Brookline, Massachusetts 02445
Telephone (617) 730-2249 ❖ Facsimile (617) 730-8454

assisted in identifying the person who stole the wallet. The person was banned from Neta and was summonsed into court for Larceny from a building.

C#2025-3335 – Lost property report, property was believed to have been lost across the street at 10 Brookline Place.

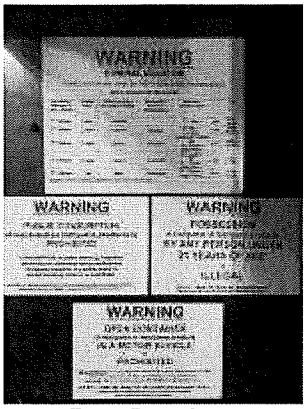
C#2025-6675 – Road rage incident that involved from parking cars on Boylston Street in front of Neta. During the dispute, one of the operators took out a knife. This resulted in an arrest and a charge of assault by means of a dangerous weapon. Neta security assisted with the viewing video footage of this incident and supplying the footage to the officer making the arrest.

C#2025-6986 – Two customers were waiting in line prior to Neta opening at 10 AM. One customer was the aggressor and a physical altercation happened. Neta security called the police immediately and assisted police with security footage and the description of the two people involved. The aggressor in the altercation fled the scene and was identified at a later time. One person is going to be charged with simple assault, assault and battery dangerous weapon and possession of a stun gun.

F/00012015	BK	12/11/2025	10:06	MEDICAL		MEDICAL
P/00051940	BK	12/11/2025	09:58	FIGHT IN PROG...		ASSIST RENDERED
P/00051382	BK	12/08/2025	07:21	PANIC ALARM		ACCIDENT ALARM
P/00051383	BK	12/08/2025	07:20	HOLD-UP ALARM		ACCIDENT ALARM
P/00049742	BK	11/25/2025	16:17	THREATS		ARREST/FEMALE
P/00049573	BK	11/24/2025	17:42	ERRATIC OPER...		NOTHING SHOWING
P/00047746	BK	11/11/2025	18:42	PANIC ALARM		ACCIDENT ALARM
P/00041583	BK	10/02/2025	12:16	CUSTOMER DIS...		SENT ON WAY
P/00036830	BK	09/01/2025	10:11	PAST ASSAULT		ASSIST RENDERED
P/00031357	BK	07/21/2025	13:53	TRAFFIC CRASH...		ASSIST RENDERED
P/00026938	BK	06/19/2025	19:40	PANIC ALARM		ACCIDENT ALARM
P/00026032	BK	06/14/2025	10:10	MALICIOUS DA...		FOR THE RECORD
P/00025058	BK	06/08/2025	17:00	THEFT		REPORT TAKEN
P/00021791	BK	05/20/2025	03:12	COMMERCIAL A...		FLTY-APP/SECURE
P/00021607	BK	05/18/2025	22:41	COMMERCIAL A...		FLTY-APP/SECURE
P/00021410	BK	05/17/2025	14:24	THEFT		REPORT TAKEN
F/00004511	BK	05/13/2025	13:18	MEDICAL		MEDICAL
P/00020754	BK	05/13/2025	13:18	MEDICAL		TRANSPORT HOSPITAL
P/00016017	BK	04/11/2025	22:09	COMMERCIAL A...		FLTY-APP/SECURE
P/00014162	BK	03/31/2025	10:38	VANDALISM		INVESTIGATION
F/00002748	BK	03/22/2025	13:14	TRAFFIC CRASH	LOT	CANCELLED \ IN-ROUTE
P/00012808	BK	03/22/2025	13:14	TRAFFIC CRASH	LOT	ASSIST RENDERED
P/00012730	BK	03/21/2025	22:12	COMMERCIAL A...		FLTY-APP/SECURE
P/00008937	BK	02/26/2025	13:13	PANIC ALARM		ACCIDENT ALARM
P/00002582	BK	01/17/2025	15:54	WELL-BEING CH...		ASSIST RENDERED

Qualifications and Training
I have reviewed NETA's "Qualifications and Training" section and find that they comply with 935 CMR 500.105(2) and Town By-Law Article 8.27.5(d).

Marketing and Advertising Requirements
NETA has posted signage after you walk in the door on the right regarding the Public Consumption of Marijuana: Article 8.38.2(1) Open Container Marijuana/Marijuana Products Motor Vehicle: Article 8.38.2(2).



Front Door Area

Security Plan
I have reviewed NETA's security plan and found it in compliance with 935 CMR 500,110 and Article 8.37.C(1-4).

Record Keeping Procedures
I have reviewed NETA's record keeping plan and found it in compliance with 935 CMR 500.105(7)(a) and Article 3.37.D(1-3). During inspections, I review the visitor log, on duty manager logs, security log, inventory audits and incident logs.

Dispensing Procedures/Restricting Access to 21+

I have observed NETA's security that requires a government form of identification. Security personnel will look at the ID and look at individual and the scan the ID card with handheld approved scanner to verify the persons age. Once verified they will allow the patron to enter the store. NETA is in compliance with 935 CMR 500.110(a).

Customer Demand Management
There have been no issues or concerns with customer demand management. There have been an increase of marijuana dispensaries opening up in the greater Boston area in the last few years. This has created more options for customers to purchase their marijuana products.

Hours of Operation

Hours of operation for medical are 10:00AM to 9:00PM (Monday thru Friday) and 9:00 AM to 9:00PM (Saturday & Sunday) and for Adult Use 10:00 AM to 9:00 PM (Monday thru Saturday) and 12:00 PM to 7:00 PM (Sunday)

Inventory Procedures
I reviewed NETA's inventory procedures and they are in compliance with 935 CMR 500.105(13-14).

Alarm System / Unauthorized Access Prevention / Video Monitoring
I reviewed NETA's alarm system policy section and in compliance with 935 CMR 500.105(13-14).

Storage of Marijuana
NETA's storage facility and in compliance with 935 CMR 500.105.11(a-e).

Respectfully submitted,

Lt. Brian Sutherland #18

BROOKLINE
SUSTAINABILITY & NATURAL RESOURCES

Alexandra Vecchio, S&NS
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2088

Memorandum

To: Select Board
From: Alexandra Vecchio, DPW Sustainability & Natural Resources Division Director
Date: December 16, 2025
Re: Climate Leaders Program Application
CC: Erin Chute, DPW Commissioner
Kevin Johnson, Deputy Commissioner of DPW Operations & Highway and Sanitation Director
Charles Carey, Town Administrator
Shelly Dein, DPW Sustainability & Natural Resources Division Deputy Director

---

The Town of Brookline's Department of Public Works (DPW) Sustainability & Natural Resources Division respectfully requests that the Select Board vote to approve and adopt the following materials to fulfill the requirements of the MA Department of Energy Resources (DOER) Climate Leader Communities program: 1) A Municipal Decarbonization Roadmap, and 2) A Fleet Management, Electrification, and Vehicle Replacement Policy. Certification as a Climate Leader Community for CY2026 will enable the Town access to significant grant funding opportunities and access to technical resources and support.

Brookline recently reaffirmed its commitment to achieving net zero greenhouse gas (GHG) emissions by 2050. In pursuit of the Town's goal, the Sustainability and Natural Resources Division strongly recommends applying to DOER's Climate Leader Communities Program. Certified Climate Leader Communities have access to tools, resources, and up to $1.15M in grant funding to support energy efficiency measures, heating and cooling projects, energy management services, and local energy generation on municipally owned property such as rooftop solar installation. Access to this grant funding is critical for Brookline to implement the goals, strategies and actions outlined in the 2025 Climate Action and Resiliency Plan, and achieve its local climate mitigation goals.

As you may recall, on August 19, 2025, the DPW Sustainability and Natural Resources Division presented to the Select Board on the Climate Leaders Program and its associated requirements. These requirements include:

1. Be a "Green Community" in good standing
2. Establish/Maintain a local committee to advise, coordinate, and/or lead clean energy and climate activities
3. Demonstrate a Municipal Decarbonization Commitment
4. Adopt the Specialized Stretch Energy Code
5. Develop a Municipal Decarbonization Roadmap
6. Adopt a Zero-Emission-Vehicle First Policy

At that time, staff shared with the Board the need to complete the two remaining application requirements before the end of the calendar year: a Municipal Decarbonization Roadmap and a Zero-Emission-Vehicle First Policy. Over the past four months, staff have worked to complete the remaining two application requirements with input from the Zero Emissions Advisory Board. These items are attached to this memo for the Select Board's review.

<u>Municipal Decarbonization Roadmap</u>

The attached Municipal Decarbonization Roadmap outlines strategies to eliminate GHG emissions from Brookline's municipal buildings and vehicle fleet by 2050. This guiding document was produced in collaboration with the consultant PowerOptions. Per the DOER's guidelines, twenty-two public buildings were formally analyzed in this roadmap, along with several strategies to decarbonize Brookline's facilities, including energy

Alexandra Vecchio, S&NS
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2088

efficiency, electrification, and on-site solar photovoltaics. The roadmap also analyzes 360 vehicles in Brookline's fleet to match each existing internal combustion engine vehicle with the best candidates for battery electric vehicles. **The Municipal Decarbonization Roadmap is intended for planning purposes only, and does not attempt to identify costs or funding sources.** To determine the feasibility of executing this roadmap and the associated costs, a technical assessment will be required. To maintain Climate Leader Communities certification status, the Town will need to update the roadmap every three years.

On November 19, 2025, the Zero Emissions Advisory Board (ZEAB) unanimously voted to recommend the Select Board approve the Decarbonization Roadmap, and submit it as part of the Climate Leaders Communities application.

Zero-Emission-Vehicle First Policy

The Climate Leaders Program requires that municipalities adopt a policy that prioritizes the acquisition of zero-emission vehicles over vehicles powered primarily by internal combustion engines utilizing fossil fuels. The Town's existing Fleet Management, Electrification, and Vehicle Replacement Policy has been modified to fulfill the requirements of a Zero-Emission-Vehicle First Policy, as specified by DOER. The proposed policy changes have been shared and reviewed with all Department Heads, including the DPW Highway, Sanitation and Fleet Maintenance Director, School Superintendent, Building Commissioner, Police Chief, and Fire Chief. As the Town is currently prioritizing the acquisition of zero-emission vehicles wherever practicable, the proposed policy modifications are not anticipated to significantly impact current operations.

Recommendation

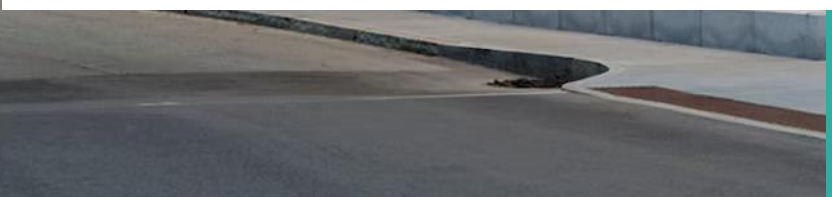
The DPW Sustainability & Natural Resources Division respectfully requests that the Select Board vote to approve and adopt the Municipal Decarbonization Roadmap, and modified Fleet Management, Electrification, and Vehicle Replacement Policy. If adopted by both the Select Board and School Committee prior to December 31, 2025, the Town will be eligible to apply for certification as a Climate Leader Community for CY2026.



Climate Leaders Municipal Decarbonization Roadmap

Prepared for: The Town of Brookline, MA

November 2025



Introduction

In 2021, the Commonwealth of Massachusetts amended the state's signature climate law with *An Act Creating a Next Generation Roadmap for Massachusetts Climate Policy*, also known as the 2021 Climate Law.[1,2] The 2021 Climate Law requires the Secretary of the Executive Office of Energy and the Environment (Secretary) to set statewide greenhouse gas (GHG) emissions limits and set sector-specific emissions sublimits that are to be met every five years. These limits require GHG emissions to be at least thirty-three percent below 1990 levels in 2025, and fifty percent below 1990 levels in 2030.

In accordance with An Act Relative to Green Communities, the Climate Leader Community certification has also provided a framework for municipalities to reach the Secretary's set limits. To become a certified Climate Leader, a municipality must 1) commit to eliminating on-site fossil fuel use by the municipality (for municipally owned assets) by 2050 and, 2) develop a roadmap for decarbonizing municipal operations. The roadmap will focus on eliminating the use of fossil fuels by municipal buildings and vehicles, and will use a "Zero Over Time" approach as suggested in Table 1.[3,4] PowerOptions developed this Climate Leaders Municipal Decarbonization Roadmap for the Town of Brookline as the second action for certification.

The roadmap is intended to function as a guideline for the Town. It is intended for planning purposes only, and does not attempt to identify costs or funding sources. To determine the feasibility of executing this roadmap and the associated costs, a technical assessment will be required.

Table 1. Suggested Emission Reduction Timeline, as provided in roadmap guidance document, established by DOER. [4]

Targets	2022	2027	2030	2040	2050
Emissions reductions from onsite fossil fuels	0%	-20%	-35%	-60%	-100%
Zero emission vehicles (ZEVs) in light-duty fleet adoption	0%	5%	20%	75%	100%
Zero emission vehicles (ZEVs) in heavy-duty fleet adoption	0%	0%	20%	50%	100%
Energy Use Intensity reduction	0%	-20%	-25%	-25%	-30%
Total Emissions Reduction Goals (% of 2022 emissions)	0%	>15%	>35%	>65%	>95%

[1] Global Warming Solutions Act, 2008, https://malegislature.gov/Laws/SessionLaws/Acts/2008/Chapter298
[2] 2021 Climate Law, https://malegislature.gov/Laws/SessionLaws/Acts/2021/Chapter8
[3] Green Communities 2.0
[4] Climate Leaders Municipal Decarbonization Commitment and Roadmap Guidance

Baseline Emissions

Since becoming a Green Community in 2011, the Town of Brookline, Massachusetts (Brookline) has received over $1 million in funding to complete energy conservation projects focused on building efficiency, weatherization, lighting upgrades, heat pump installation, electric vehicles (EV), and EV charging stations. In the roadmap's baseline year, Fiscal Year 2022, Brookline's municipal operations (municipal and school buildings, lighting, and the Town's municipal and school fleets), emitted 11,215 metric tons of carbon dioxide equivalent (MT CO_2e) (Table 2). To become a certified Climate Leader, Brookline will move forward with planned and ongoing projects aimed at reducing energy consumption and GHG emissions and strive to implement the measures outlined in the following roadmap.

Per the DOER's guidelines, the twenty-two buildings formally analyzed in this roadmap, contributed 85 percent of the Town's building-related emissions in Fiscal year 2022. These buildings were analyzed for efficiency and decarbonization opportunities, using the "zero over time" approach. Though this approach is not required of all Town buildings, it is assumed that the rest of Brookline's Town building portfolio will also be decarbonized as equipment, roofs, or other systems need to be retrofitted or replaced. The buildings that are excluded from the formal roadmap process are listed in Table 4, and though included in the emissions projections, the "zero over time" approach is not outlined or described for them here.

This roadmap evaluates the following strategies to decarbonize Brookline's facilities: energy efficiency, electrification (fuel-switching away from fossil fuel equipment to electric alternatives), and on-site solar photovoltaics. The roadmap also analyzes 360 vehicles in Brookline's fleet to match each existing internal combustion engine (ICE) vehicle with the best candidates for battery electric vehicles (BEV). A combination of in-house economic models, a virtual energy audit, solar software, and data provided by the Town, were used to produce this roadmap. Because this roadmap focuses on reducing on-site fossil fuel usage, the results of the solar assessment are provided only in the Appendix Table 6.

BASELINE YEAR
Fiscal Year 2022

BUILDINGS

- 22 Buildings in analysis
  - Total 723,261 ft^2
- FY2022 Usage:
  - 12,110 MWh electricity
  - 90,800 MMBTU natural gas
  - 7,755 MT CO_2e

VEHICLES

- Included in analysis
  - 215 LDV
  - 84 MDV
  - 61 HDV
- Excluded from analysis
  - 31 electric vehicles
- FY2022 Fleet Usage:
  - 134,550 gallons of gasoline
  - 38,010 gallons of diesel
  - 75 MWh electricity
  - 1,584 MT CO_2e

DRAFT

Table 2. Town of Brookline's municipal GHG Emissions, Fiscal Year 2022, grouped by Town buildings, school buildings, and vehicles. As reported in MassEnergyInsight (MEI).

Department and Facility Name	Fiscal Year 2022 Emissions (MT CO_2e)			
	Electricity	Fossil Fuels	Total	Percent of Total
School Department	**2,165**	**4,251**	**6,416**	**57.21%**
Brookline High School	530	1,005	1,535	13.69%
Runkle School	169	438	607	5.41%
Pierce K-8 School	149	431	580	5.17%
Edith C Baker K-8 School	140	392	532	4.74%
Ridley K-8 School (formerly Devotion)	286	232	518	4.61%
Michael Driscoll K-8 School	81	373	454	4.05%
Lawrence K-8 School	152	249	401	3.58%
Phys Ed (Tappan Gym)	133	204	337	3.00%
Old Lincoln School	92	243	336	2.99%
William H Lincoln K-8 School	138	193	331	2.95%
Hayes K-8 School	89	217	306	2.73%
Unified Arts Building	149	111	260	2.32%
22 Tappan	50	95	146	1.30%
Baldwin School	6	69	75	0.67%
Vehicles	**18**	**1,565**	**1,584**	**14.12%**
Police Unleaded Vehicles	-	347	347	3.09%
Highway Diesel Vehicles	-	249	249	2.22%
Sanitation Vehicles	-	245	245	2.18%
Highway Unleaded Vehicles	-	195	195	1.74%
Park Unleaded Vehicles	-	190	190	1.69%
Park Diesel Vehicles	-	72	72	0.65%
Fire Unleaded Vehicles	-	72	72	0.64%
Water Diesel Vehicles	-	54	54	0.48%
Building Unleaded & Electric Vehicles	-	48	48	0.42%
Fire Diesel Vehicles	-	37	37	0.33%
School Unleaded Vehicles	-	24	24	0.21%
Public EV Charging Stations	18	-	18	0.16%
Recreation Unleaded Vehicles	-	12	12	0.10%
COA Unleaded Vehicles	-	10	10	0.09%
Engineering Unleaded Vehicles	-	7	7	0.06%
Pool Cars	-	3	3	0.03%
Police Diesel Vehicles	-	1	1	0.01%
Department of Public Works	**637**	**359**	**995**	**8.87%**
Muni Service Center	122	216	338	3.02%
Streetlights	315	-	315	2.81%
Water	24	104	127	1.13%
Traffic	123	-	123	1.09%
Larz Anderson	-	35	35	0.31%
Park Streetlights	29	-	29	0.26%
Sanitation	20	-	20	0.18%
Park & Forestry	0	4	4	0.03%
Singletree	3	-	3	0.03%
Cemetery	1	-	1	0.01%

DRAFT

Recreation	**199**	**343**	**542**	**4.83%**
Swimming Pool	61	166	227	2.03%
Skating Rink	66	17	84	0.75%
The Lynch Center	16	53	68	0.61%
Golf Course	18	41	59	0.53%
Soule Rec	19	39	58	0.52%
Eliot	12	26	38	0.34%
Clinton Path	6	-	6	0.06%
Amory	0	-	0	0.00%
Town Buildings	**207**	**248**	**455**	**4.06%**
Town Hall	181	104	285	2.54%
Fisher Ave Building	21	104	125	1.12%
Hyslop Building	2	28	31	0.27%
Carpenter Shop	2	10	11	0.10%
Electric Shop	1	1	2	0.02%
7 Warren St.	0	-	0	0.00%
Library	**227**	**191**	**419**	**3.73%**
Main Library	165	132	297	2.65%
Coolidge Corner	32	39	71	0.64%
Putterham	30	20	50	0.45%
Fire	**91**	**237**	**328**	**2.93%**
Station 1	20	85	105	0.93%
Station 6	25	36	61	0.54%
Station 5	20	41	61	0.54%
Station 4	14	44	58	0.52%
Station 7	13	32	44	0.39%
Police	**169**	**154**	**323**	**2.88%**
Public Safety	169	154	323	2.88%
Summit	0	-	0	0.00%
COA	**43**	**43**	**86**	**0.77%**
Senior Center	43	43	86	0.77%
Health Department	**33**	**34**	**67**	**0.60%**
Health Building	33	34	67	0.60%
Total	**3,790**	**7,426**	**11,215**	**100%**

DRAFT

Table 3. The Town of Brookline's GHG Emissions from buildings formally outlined in this roadmap's "zero over time" approach. As reported in MEI.

Facility Name	Fiscal Year 2022 Emissions (MT CO_2e)			
	Electricity	Fossil Fuels	Total	Percent of Total
Brookline High School	530	1,005	1,535	19.79%
Runkle School K-8	169	438	607	7.82%
Pierce K-8 (demolition site)	149	431	580	7.48%
Baker School K-8	140	392	532	6.86%
Ridley School K-8	286	232	518	6.67%
Lawrence School K-8	152	249	400	5.16%
Municipal Service Center	122	216	338	4.36%
Phys Ed (Tappan Gym)	133	204	337	4.34%
Old Lincoln School	92	243	335	4.32%
William H Lincoln School K-8	138	193	330	4.26%
Public Safety	168	154	322	4.15%
Hayes School K-8	89	217	306	3.95%
Main Library	165	132	297	3.83%
Town Hall	181	104	285	3.67%
Unified Arts Building	149	111	260	3.35%
Swimming Pool	61	166	227	2.93%
22 Tappan - BHS campus	50	95	145	1.87%
Water Department Garage	23	104	127	1.64%
Senior Center	43	43	86	1.10%
Coolidge Corner Library	32	39	71	0.92%
Health Building	32	34	67	0.86%
Putterham Library	30	20	50	0.64%
Total	**2,933**	**4,822**	**7,755**	**100%**

*Table 4. Brookline's other buildings **not** formally outlined in this roadmap's "zero over time" approach. As reported in MEI.*

Facility Name	Fiscal Year 2022 Emissions (MT CO_2e)		
	Electricity	Fossil Fuels	Total
Michael Driscoll K-8 School	81	373	454
Fisher Ave Building	21	104	125
Station 1	20	85	105
Skating Rink	66	17	84
Baldwin School	6	69	75
The Lynch Center	16	53	68
Station 6	25	36	61
Station 5	20	41	61
Golf Course	18	41	59
Station 4	14	44	58
Soule Rec	19	39	58
Station 7	13	32	44
Eliot	12	26	38
Larz Anderson	-	35	35
Hyslop Building	2	28	31
Carpenter Shop	2	10	11
Park Lamp; Forestry	0	4	4
Electric Shop	1	1	2
7 Warren St.	0	-	0
Total	**336**	**1,038**	**1,373**

DRAFT

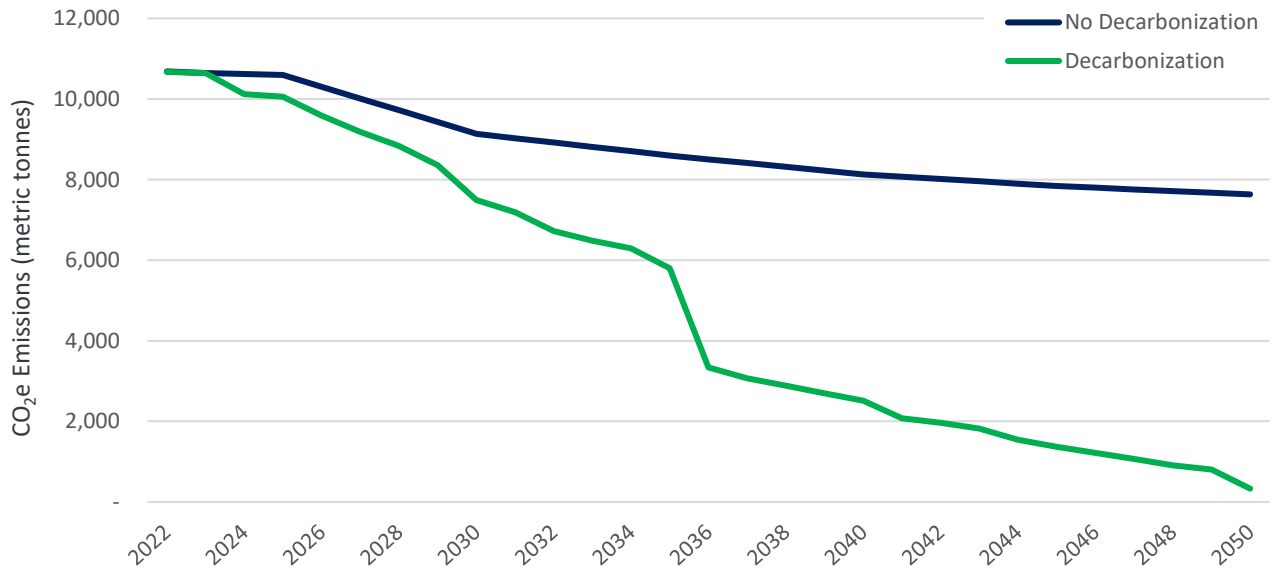
Summary of Findings

The projected reductions associated with decarbonizing Brookline's facilities and vehicles are summarized in Table 5 and Figure 1 below. In comparison to Fiscal Year 2022, the Town could see: a 100 percent reduction in on-site fossil fuel usage at all Town buildings; 100 percent of ICE vehicles converted to ZEVs; a 48 percent reduction in the Town buildings' EUI; and a total emissions reduction of 97 percent.[5] The total emissions reduction includes all Town buildings and fleet vehicles.

Table 5. Projected emissions reductions as a result of decarbonizing the Town of Brookline's buildings and vehicles, including those that are not formally presented in the "zero over time" approach.

Decarbonization Roadmap Projections	2022 (baseline)	2027	2030	2040	2050
Emissions reductions from onsite fossil fuels	0%	16%	28%	85%	100%
Zero emission vehicles (ZEVs) in light-duty fleet adoption	0%	3%	14%	70%	100%
Zero emission vehicles (ZEVs) in heavy-duty fleet adoption	0%	0%	0%	0%	100%
Energy Use Intensity reduction	0%	5%	13%	46%	48%
Total Emissions Reduction Goals (% of 2022 emissions)	0%	13%	30%	76%	97%

Figure 1. CO_2e emissions by scenario, showing percent reduction as compared to FY2022 emissions (2022-2050) for all 41 facilities and 391 fleet vehicles. The "No Decarbonization" scenario accounts for reductions in the New England electric grid's emissions from the increasing use of renewables to generate electricity (Table 8).



[5] **Table 5** is inclusive of all 41 Town buildings. Aside from the Driscoll School, is assumed that the other 19 buildings will be electrified sometime after 2040. **Table 5** is also inclusive of all Town vehicles, including the 30+ EVs that were adopted between FY22 and FY24.



Decarbonization Plans for High Impact Buildings



Buildings Background

Twenty-two municipal and school buildings, which accounted for 85 percent (7,775 MT CO_2e) of total Town municipal and school building emissions in Fiscal Year 2022, were included in the "zero over time" analysis. Ten of those twenty-two buildings contributed 68 percent of emissions, and are referred to as the Town's "High Impact Buildings" (Table 3): the Brookline High School (19.8%); Runkle School K-8 (7.8%); Pierce K-8 School (7.5%); Baker School K-8 (6.9%); Ridley School K-8 (6.7%); Lawrence School K-8 (5.16%); Municipal Service Center (4.36%). The Tappan Gym (4.3%), Unified Arts Building (3.3%), and Kirrane Swimming Pool (2.9%) were also included in the high impact building analysis because they share a natural gas meter with the Brookline High School. Focusing efforts on these high impact facilities will reduce overall emissions and contribute significantly to the Town's overall projected emissions reductions.[6]

Between Fiscal Year 2022 and Fiscal Year 2024, the Town's building-related electricity consumption decreased by 6.8 percent, and natural gas consumption decreased by 9.7 percent. This significant decrease is primarily due to the electrification of the Driscoll School (Figure 2), and operational and efficiency changes associated with a series of energy conservation measures and sustainability capital related projects. The Town will continue to explore efficiency opportunities at all municipal and school buildings.

The Town has completed, is currently undertaking, and is planning several major electrification projects. The new all-electric Driscoll School became operational in September 2023 and, as of November that year, no longer uses natural gas for heating. The school is also in the process of installing a 200-kW solar array. In addition, construction is underway on a fully electric Pierce School, which is expected to include a 332.9-kW solar array. Both schools utilize, or will utilize, heat pumps for heating and cooling. The projected increase in electricity consumption associated with the Pierce School has been incorporated into the GHG forecast presented in this analysis. Lastly, the Town is preparing to begin electrifying its fire stations, starting with Fire Station #4, which has secured funding and is expected to break ground soon.

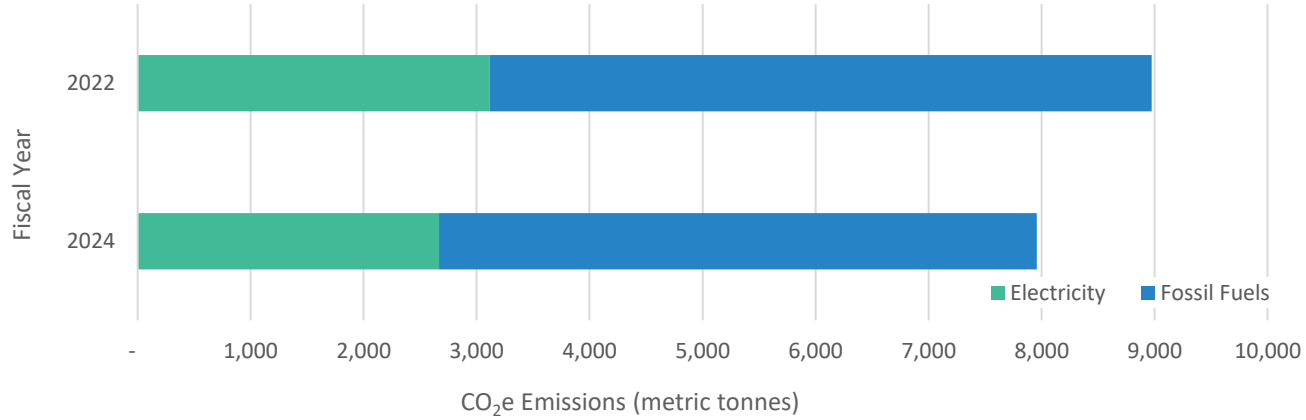
In 2023, the Town also completed an *Electrification Study for Brookline Town Hall, Health Center, and Senior Center*. The study concluded that electrification is feasible at all three facilities without the need of further energy efficiency measures or for major service upgrades, utilizing air-source heat pump central plants or rooftop units (RTUs). Although the report did not quantify the anticipated GHG reductions, it is expected that the Town will implement these recommendations in the near to mid-

[6] Though GHG reductions from on-site solar are not included in emissions projections, an indicative solar assessment was completed at each building analyzed. The projected system sizes are listed for each high impact building, and in Table 5 of the Appendix.

term. In addition, the Town will continue to prioritize energy conservation measures at these buildings to further reduce emissions within the same timeframe.

Municipal school buildings continue to be some of the highest consumers of energy for most communities. In addition to Green Communities and Climate Leaders, there are multiple funding opportunities available to support electrification projects. Mass Save maintains programs designed to aid electrification efforts, and the Massachusetts School Building Authority (MSBA) currently has funding available for school buildings through their Green Repair Program.

Figure 2. The Town's GHG emissions from Fiscal Year 2022 and Fiscal Year 2024, as reported in MassEnergyInsight (MEI), inclusive of all Town buildings, including those that fell outside of the 80 percent and excluded from the "zero over time" analysis.



DRAFT

Brookline High School, Unified Arts Building, Kirrane Pool & Gym

The Brookline High School, Unified Arts Building (UAB), Kirrane Pool and Tappan Gym have a unique layout (Figure 12) and distribution of energy. Two natural gas meters serve all four buildings, with one feeding the high school, UAB, swimming pool and gym, and the other providing a small amount of gas to only the high school.

Building Characteristics – 4 Buildings

Square Footage: *530,066 ft^2*
FY2022 Emissions: *2,359 $MTCO_2e$*
FY2022 EUI: *76 $kBtu/ft^2$*
Existing Solar: *Yes, 2021/2022*
Primary Space Heating: *2000/2021, natural gas*
Primary Water Heating: *2000/2015/2021*, natural gas*

Proposed Strategy

Energy Efficiency: *2026-2029*
HVAC: *2036, GSHP*
Water Heating: *2036, GSHP*
** estimate*

Since the buildings are not sub-metered, estimates were made to determine the fossil fuel use at each location. These assumptions were made based on the known heating demands of these building use-types, and current billing structure utilized by the Town.
It was assumed that the Kirrane Pool consumes 75 percent of natural gas during the summer months (June – September), when the school buildings are unoccupied, and 11 percent of the natural gas during the school year (October – May). The remaining natural gas consumption was allocated to the high school, UAB and gym based off square footage. In addition, the swimming pool and gym share an electric meter. This consumption was also allocated based off square footage.

Together, these buildings emitted 2,359 $MTCO_2e$ in Fiscal Year 2022, and 63 percent of the buildings' emissions were from fossil fuel consumption. These four buildings were together responsible for 30 percent of the total GHG emissions from the twenty-two buildings included in this analysis. In addition, between Fiscal Year 2022 and Fiscal Year 2024, the fossil fuel consumption at these three buildings increased by nearly 50 percent. This increase is due, in part, to the new STEM wing at Brookline High School. During this time, the previous STEM wing was replaced with a new wing that is about 37,000 square feet larger than the original. Though the full reason for this increase is unknown, the path towards electrification and decarbonization remains the same. A preliminary virtual energy audit found there to be potential load-reduction potential through ventilation optimization, and targeted envelope and lighting improvements that could be completed prior to electrification.

Though presented separately, the four buildings may be electrified utilizing a single ground-source heat pump (GSHP) system that could meet both electrical, and heating, cooling and ventilation (HVAC) requirements. This installation may not need to occur in the near term since the existing nine boilers

have not yet reached their end of useful life. Though further studies are necessary, preliminary estimates predict that about 150-200 vertical wells would be required to meet the demands of the four buildings. The GSHP system could be used not only for space heating/cooling but also for domestic hot water heating. These systems are able to capture heat from the ground to efficiently produce hot water through dedicated water-to-water heat pumps or by recovering waste heat from the building's cooling operations. This approach can significantly reduce overall energy use and GHG emissions compared to conventional electric or gas-fired water heaters.

While the feasibility depends on site-specific factors, GSHP integration can be particularly effective in buildings such as these, with consistent hot water demand. Incorporating this capability into future electrification projects would further advance the Town's transition toward low-carbon, all-electric municipal operations. Together, the buildings could expect to see a 98 percent reduction in GHG emissions by 2050, should this decarbonization trajectory, or something similar, be implemented.

Figure 3. Estimated future building emissions based on proposed building electrification plans at the Brookline High School, UAB, Kirrane Swimming Pool, and Tappan Gym. Displayed at the (assumed) building level.

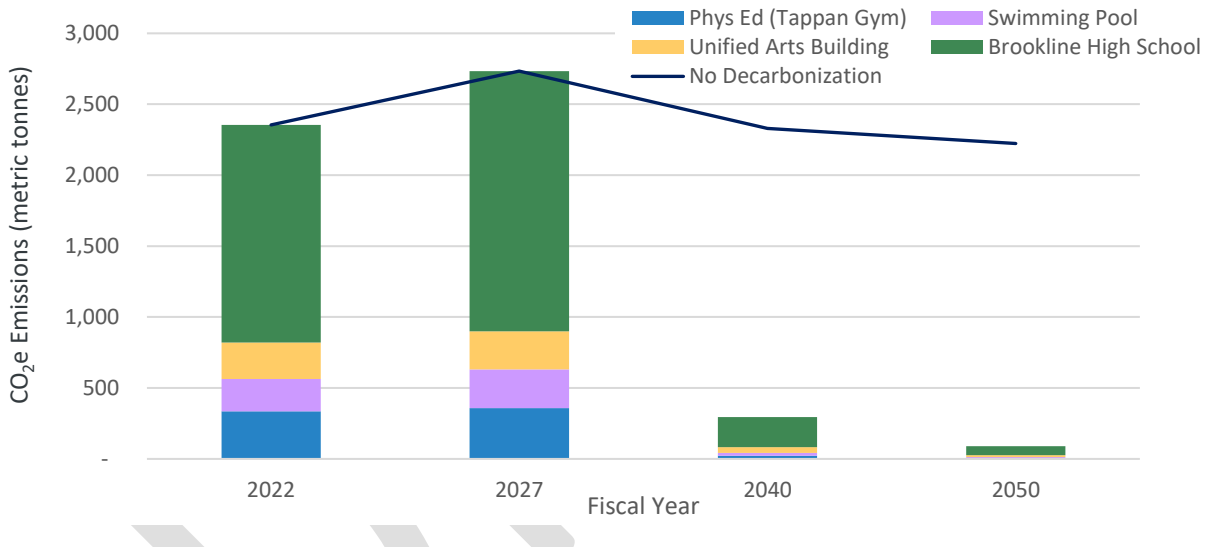
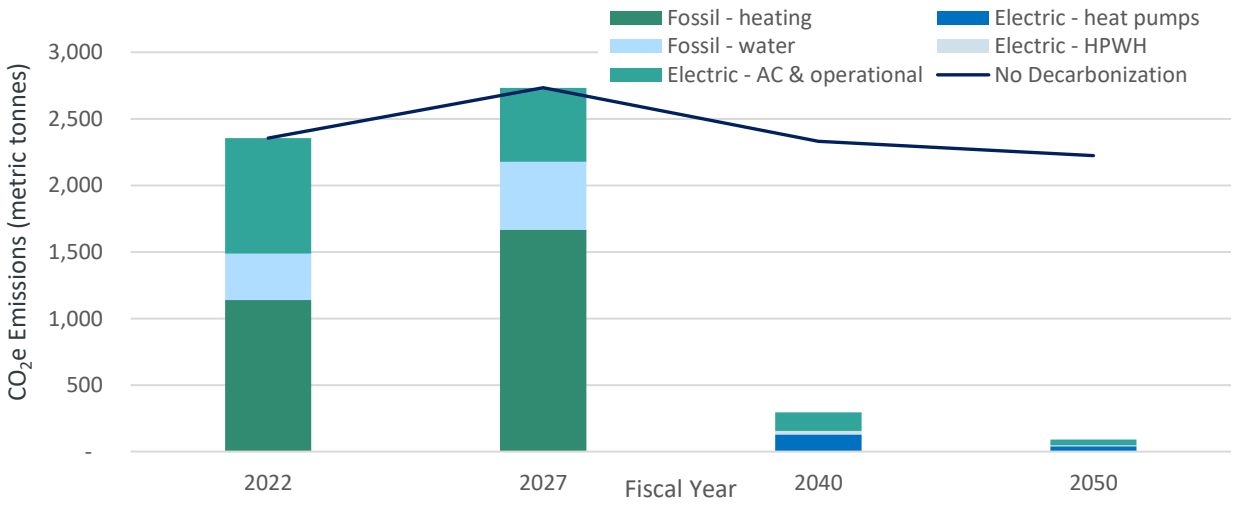


Figure 4. Estimated future building emissions based on proposed building electrification plans at the Brookline High School, UAB, Kirrane Swimming Pool, and Tappan Gym. Displayed by energy use category.



John D. Runkle School

The Runkle School emitted the fourth highest GHG emissions of the Town buildings in Fiscal Year 2022. Natural gas emissions were responsible for 74 percent of the building's total emissions, however, in Fiscal Year 2024, natural gas consumption decreased by 61 percent likely due, in part, to the installation of a new hot water heater.

Building Characteristics

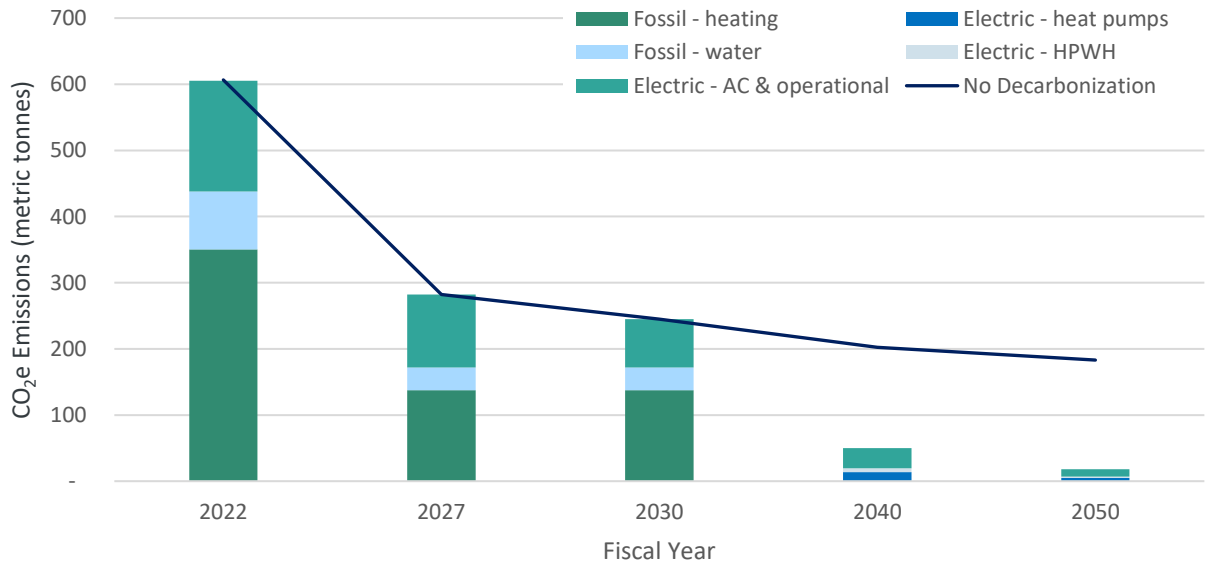
Square Footage: *107,468 ft²*
FY2022 Emissions: *607 $MTCO_2e$*
FY2022 EUI: *99 kBtu/ft²*
Existing Solar: *Yes, 2021*
Primary Space Heating: *2011, natural gas*
Primary Water Heating: *2022*, natural gas*

Proposed Strategy

Energy Efficiency: *2026-2029*
HVAC: *2035, VRF, or other heat pump*
Water Heating: *2042, HPWH*
** estimate*

In 2022, the school's EUI was 99 kBTU/ft², higher than most of the other school buildings. The natural gas equipment, installed around 2011, could be electrified in the mid-term, around 2035. VRFs could replace the existing natural gas boilers. The natural gas domestic hot water heater could also be electrified using a heat pump water heater in the long term. Both electrification projects would significantly reduce the school's annual emissions in the mid-long-term, and reduce the building's EUI.

Figure 5. Estimated future building emissions based on proposed building electrification plans at the Runkle School.



Baker School

The Baker Elementary School contributed 532 $MTCO_2e$ in Fiscal Year 2022. Though this emissions profile is lower than some of the other buildings, emissions are largely fossil fuel-driven, at 74 percent of total. This building, built in 1936, has dated heating, cooling, and ventilation (HVAC) equipment.

Building Characteristics

Square Footage: *120,838 ft^2*
FY2022 Emissions: *532 $MTCO_2e$*
FY2022 EUI: *77 $kBtu/ft^2$*
Existing Solar: *No*
Primary Space Heating: *1992, natural gas*
Primary Water Heating: *2014, natural gas*

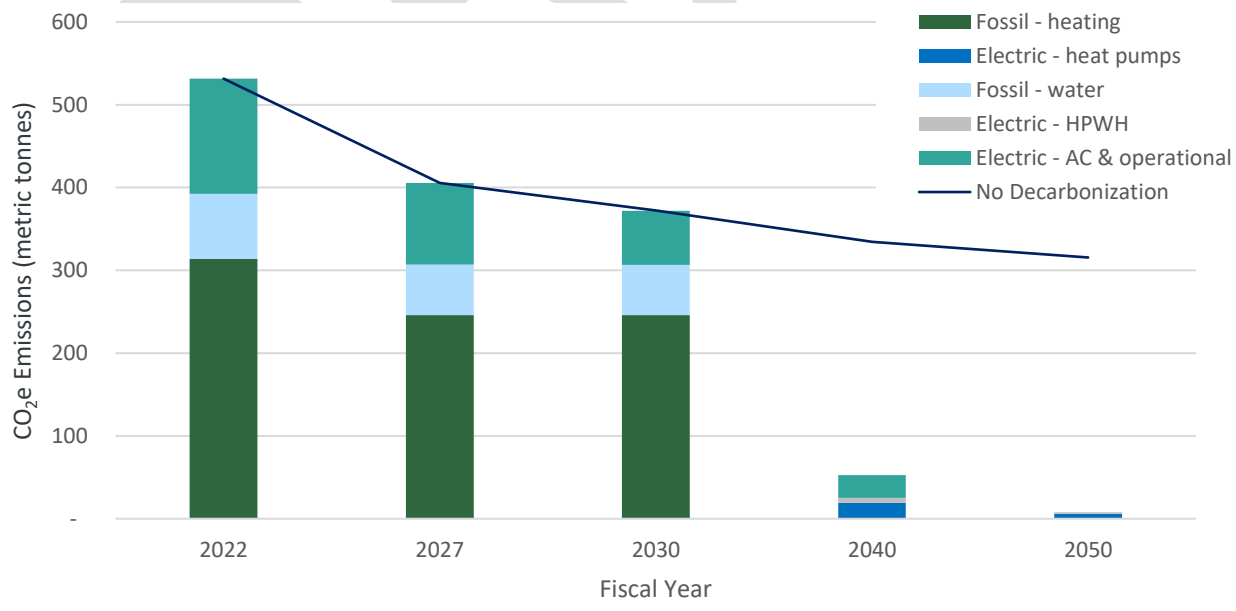
Proposed Strategy

To be determined after completion of feasibility study, but the new school building is expected to be fully electric sometime after 2030.

The Town is planning to complete a feasibility study to explore the reconstruction of the Baker School. This study will evaluate design options, energy efficiency measures, and electrification strategies to support the Town's commitment to reducing GHG emissions and transitioning toward all-electric municipal buildings. While the specific start date of the feasibility study has not yet been determined, it is expected to take place within the next few years.

Though the Baker School remains listed as a high-impact building, no construction or major renovation work will begin until the feasibility study is completed, and a detailed implementation plan is in place. The results of the study will guide the timeline, budget, and design approach for the project to ensure that the new facility meets both the educational and sustainability needs of the community.

Figure 6. Estimated future building emissions based on proposed building electrification plans at the Baker School.



Ridley School

The Ridley School (K–8) is the fifth highest emitter in Brookline's municipal building portfolio, accounting for roughly 6% of total building emissions. The school's Fiscal Year 2022 emissions were 518 $MTCO_2e$, split between approximately 53 percent from electricity and 47 percent from fossil fuels.

The building's EUI is relatively low at 38 kBtu/ft². Because the school's emissions are more evenly divided between electricity and fossil fuel use than some of the other analyzed buildings, and HVAC equipment is fairly new (installed in 2021), an effective decarbonization plan may be to first target electrical end-use efficiency such as lighting, and ventilation.

Building Characteristics

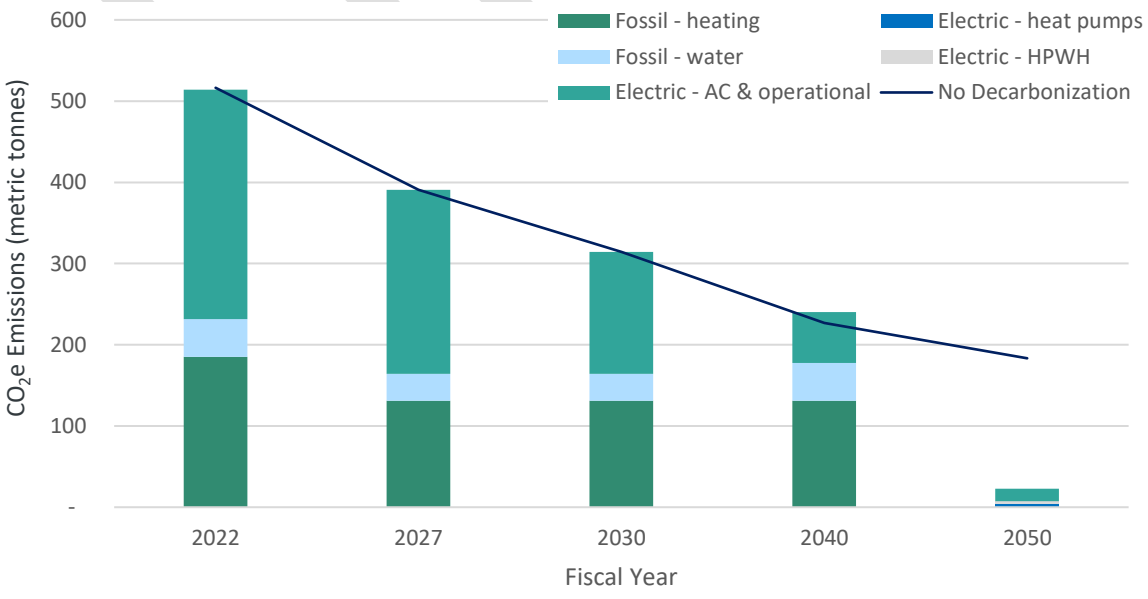
Square Footage: *222,087 ft^2*
FY2022 Emissions: *518 $MTCO_2e$*
FY2022 EUI: *38 kBtu/ft^2*
Existing Solar: *Yes, 2021*
Primary Space Heating: *2021, natural gas*
Primary Water Heating: *2021*, natural gas*

Proposed Strategy

Energy Efficiency: *2026-2029*
HVAC: *2041, GSHP, or other heat pump*
Domestic Water Heating: *2041, HPWH*
** estimate*

GSHPs could be used to electrify the existing boilers in the long-term. Though further studies are necessary, preliminary estimates predict that about 60-90 wells would be required to meet the demands of the school. Air source VRF heat pumps could also be considered at the school, if GSHPs are not feasible. The GSHPs could also be used for domestic water heating, but if GSHPs are not installed, domestic heat pump water heaters (HPWH) could be used to electrify the existing tanks

Figure 7. Estimated future building emissions based on proposed building efficiency and electrification plans at the Ridley School.



Lawrence School

The Lawrence School emitted 400 $MTCO_2e$, the ninth highest building-related emissions at the time. Natural gas emissions were responsible for 62 percent of the building's total emissions.

The school currently utilizes three forced hot water boilers to heat the building. This equipment, installed in 1991, has reached its projected end of life and may be electrified in the near term, around 2029. At that time VRF heat pumps may be considered to replace the existing boilers.

The domestic hot water heating tanks installed in 2016 may be replaced with domestic heat pump water heaters around the same time. In the near term, Brookline will also continue to explore options for energy efficiency at the school, to further reduce emissions.

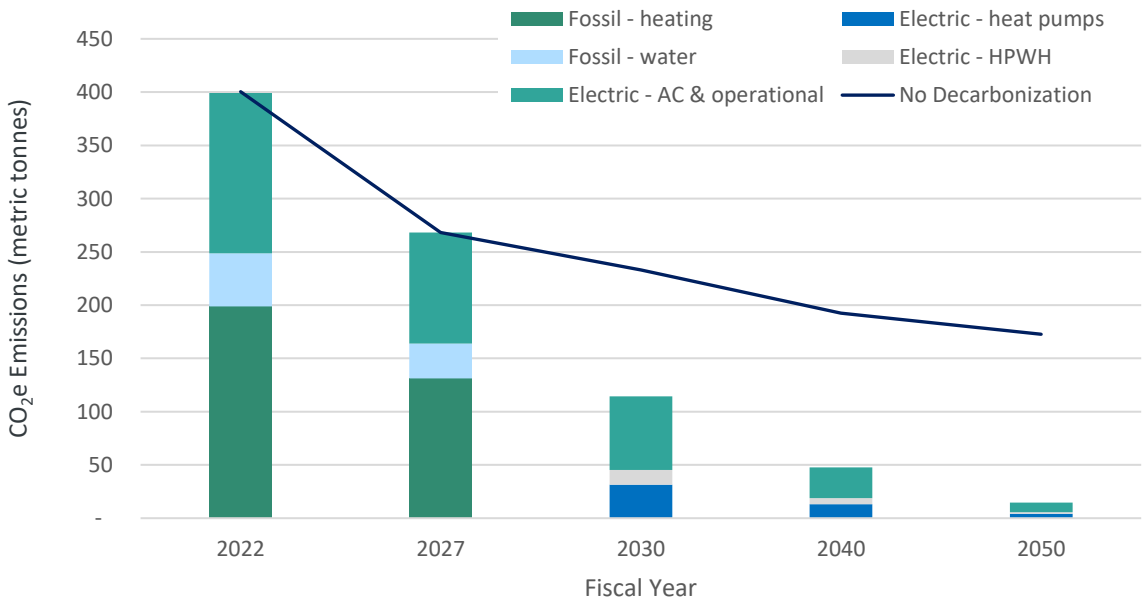
Building Characteristics

Square Footage: *106,420 ft^2*
FY2022 Emissions: *400 $MTCO_2e$*
FY2022 EUI: *64 $kBtu/ft^2$*
Existing Solar: *No*
Primary Space Heating: *1991, natural gas*
Primary Water Heating: *2016, natural gas*

Proposed Strategy

Energy Efficiency: *2026-2029*
HVAC: *2029, VRF, or other heat pump*
Water Heating: *2029, HPWH*
On-site Solar Potential: *150 kW*
** estimate*

Figure 8. Estimated future building emissions based on proposed building efficiency and electrification plans at the Lawrence School.



Municipal Service Center

The Municipal Service Center contributed 338 $MTCO_2e$ in Fiscal Year 2022. Though this building's GHG emissions were lower, fossil fuels still accounted for 64 percent of total building emissions.

VRF heat pumps could be used to electrify the existing three natural gas boilers installed in 1997. These boilers have reached their end of useful life and may be replaced as soon as the Town is able. The natural gas water heater could be replaced with a heat pump water heater around the same time

Though some energy conservation measures have been implemented at the building, optimizing building operations and temperature setpoints, adding or checking on economizers, and updating windows may further reduce emissions in the near term.

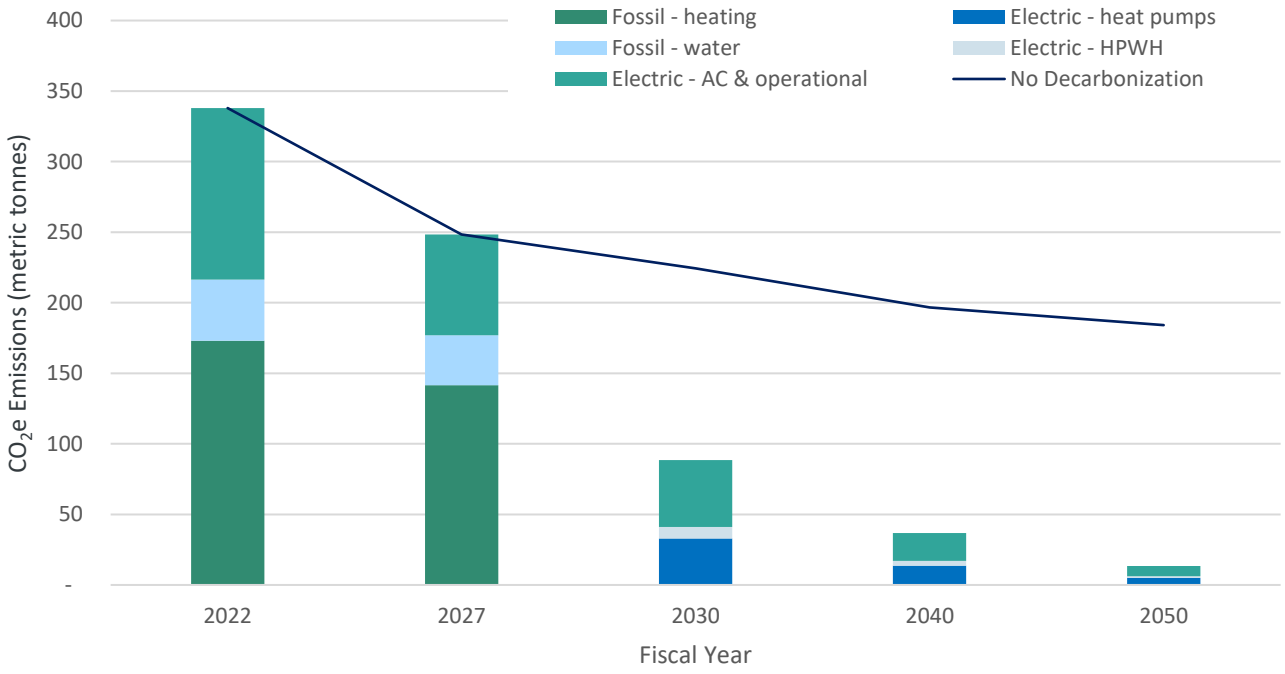
Building Characteristics

Square Footage: *63,253 ft^2*
FY2022 Emissions: *338 $MTCO_2e$*
FY2022 EUI: *92 $kBtu/ft^2$*
Existing Solar: *Yes, 2022*
Primary Space Heating: *1997, natural gas*
Primary Water Heating: *1997*, natural gas*

Proposed Strategy

Energy Efficiency: *2026-2029*
HVAC: *2030, VRF, or other heat pump*
Water Heating: *2030, HPWH*
** estimate*

Figure 9. Estimated future building emissions based on proposed building efficiency and electrification plans at the Municpal Service Center.





Fleet Vehicles



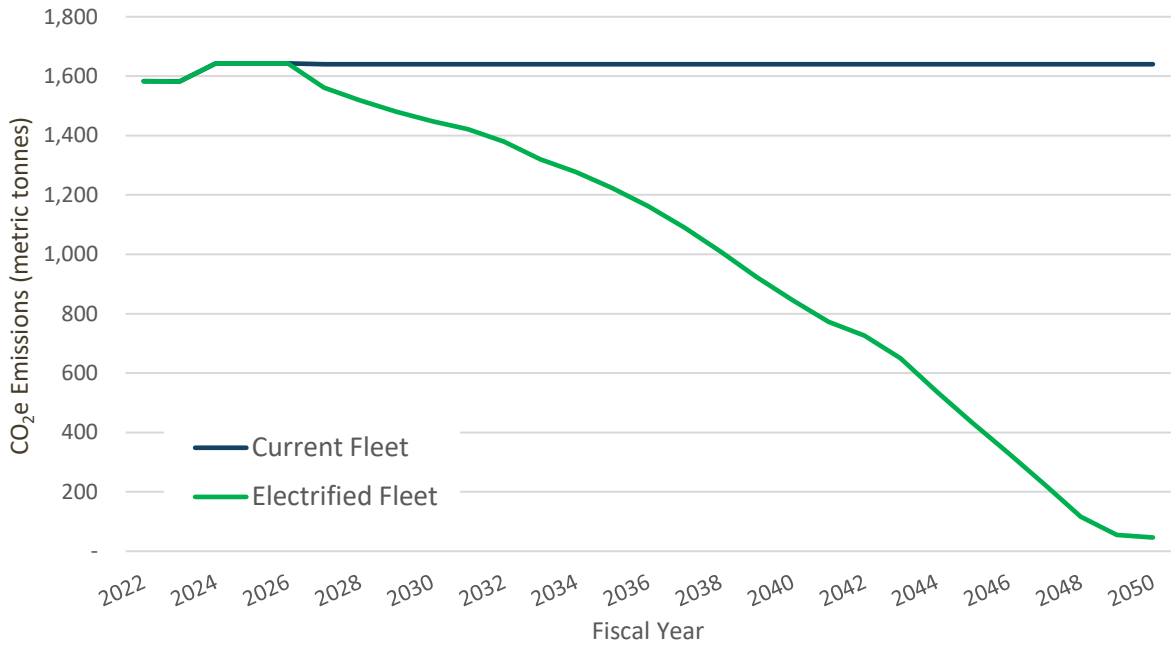
Vehicle Decarbonization

The Town of Brookline has adopted a Zero-Emission Vehicle (ZEV) First policy, which is required for Climate Leader designation.[7] This policy requires that municipal departments and divisions prioritize the purchase of ZEVs moving forward. The requirements are intended to eliminate the combustion of fossil fuels in fleets and support broader emissions reductions in the municipality. Though there are some exempt vehicle types and exceptions, a procurement timeline that replaces vehicles at their projected end-of-useful lives or when electric alternatives become available, can be followed to comply with the policy.

As a Climate Leader Community, the Town will continue work to convert the internal combustion engine (ICE) vehicles to battery electric vehicles (BEV), and to install EV charging stations at all municipal and school buildings. Brookline's analyzed fleet consists of 360 vehicles: 215 light-duty vehicles (LDV), 84 medium-duty vehicles (MDV), and 61 heavy-duty vehicles (HDV).[8] As of Fiscal Year 2024, Brookline had purchased 31 BEVs.[9]

In Fiscal Year 2022, municipal and school vehicles contributed 14 percent of emissions for the Town of Brookline. Converting the current fleet of ICE vehicles to BEV platforms could result in avoiding 16 thousand metric tons of CO_2e emissions cumulatively through 2050 (Figure 10).

Figure 10. CO_2e (metric tonnes) emissions from Brookline's vehicle fleet, by scenario, Fiscal Year 2022-2050.



[7] Climate Leaders Zero-Emission-First Vehicle Policy, https://www.mass.gov/doc/climate-leader-communities-zev-first-policy/download

[8] Alternative Fuels Data Center. "Vehicle Weight Classes & Categories." U.S. Department of Energy,https://afdc.energy.gov/data/10380.

[9] Existing electric vehicles were excluded from this analysis because the roadmap is specifically focused on transitioning the remaining ICE vehicles to zero-emission vehicles.

EV Procurement Timeline

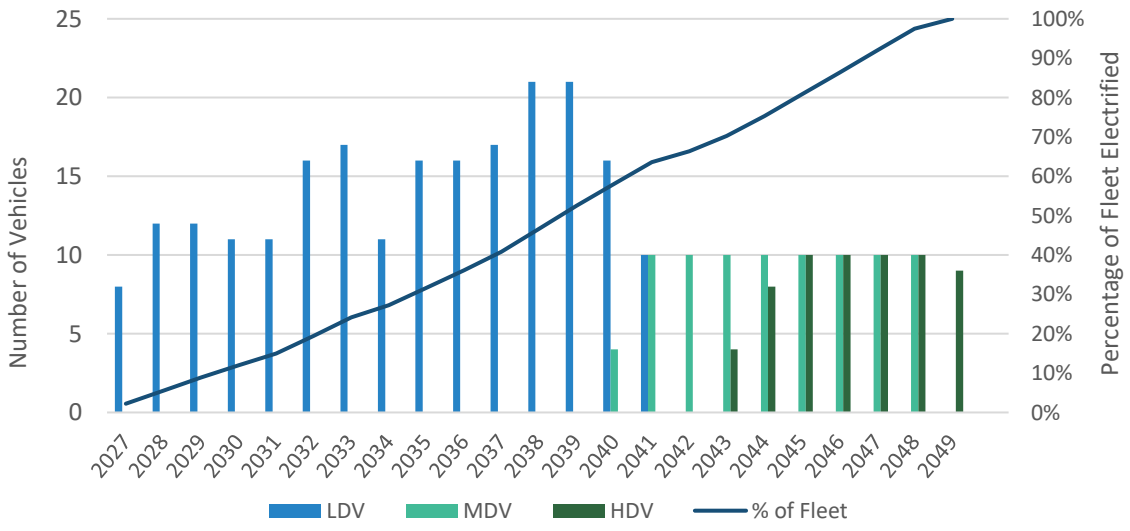
The procurement timeline is based on cost-effectiveness, annual budget considerations, and the remaining useful life of each vehicle in Brookline's existing fleet (Figure 11). The Appendix contains a detailed table that includes specific replacement years and EV model replacements for each existing vehicle. In Massachusetts, incentives for cleaner and more sustainable transportation solutions have become a cornerstone of the state's efforts to reduce emissions and promote a greener future. Though incentives can cover some costs, they do not cover all costs associated with electrifying vehicles. These assumptions are subject to change based on evolving factors such as market development and vehicle availability.

From 2026-2030, 43 light-duty vehicles may be converted to electric. These are primarily sedans and SUVs—all of which have mature EV market options that are cheaper and cleaner to operate than their gas/diesel alternatives. Strong state incentives make near-term purchase possible and recommended.

Between 2031-2040, another 162 light-, 4 medium-duty vehicles could be replaced. These vehicles comprise of heavy-duty trucks, transit vans, and pickup trucks. The medium- and heavy-duty market is in the early stages of development, and we anticipate significant advancements will lead to increased cost-effectiveness in the future.

In 2041-2050, the remaining 10 light-, 80 medium-, and 61 heavy-duty vehicles will be cost-competitive candidates for EV replacement. These vehicles comprise medium-duty trucks, F-350s and F-550s. Currently, electric alternatives for these vehicle types, particularly those with specialty features like mounted cranes and snowplows, are limited or non-existent. GM announced plans to launch EV heavy-duty trucks by 2035.

Figure 11. Vehicle replacement schedule by vehicle class (light-duty [LDV], medium-duty [MDV], and heavy-duty [HDV]).



DRAFT

Assumptions

Emissions Factors

- Emissions factors for fossil fuels are held constant throughout the roadmap and were derived from the EPA published factors.[10] Electricity emissions factors are sourced from Mass Energy Insight, and represent estimates based off the New England grid (Table 8).

Buildings

- *Energy Efficiency Recommendations and Savings:* The measures and associated savings outlined for buildings were derived through completion of a virtual energy audit of all buildings.[11]
- *Electrification Recommendations:* Existing equipment replacement year is determined by the current age of the system(s) and any planning currently underway. **The equipment ages listed in the high impact buildings and Appendix Table 6 are estimates at times due to limited data availability**. The type of heat pump equipment used for electrification is determined using the following data points provided by the community:
    - System age and capacity
    - Fuel type(s) used
    - Building square footage
    - Existing equipment type (i.e., boiler, furnace, RTU, etc.)

Fleet

- *Mileage Consideration:* Analysis incorporates average miles traveled to align recommendations with real-world usage patterns, unless otherwise provided by the Town.
- *Vehicle Replacement:* The year is determined by factors including:
    - *Expected Lifetime*: Vehicles typically have a lifespan of around 10 years. This expected lifetime helps to establish a baseline for when replacement becomes necessary.
    - *Market Availability*: Based on the availability of electric alternatives in the market, the recommendation is to wait until a specific model becomes available.
    - *Community Budgets*: The Town's proposed budget for vehicle replacement is considered when determining how many vehicles are replaced in each year of the procurement timeline.

DRAFT

[10] Greenhouse Gas Emissions Technical Reference

[11] This was a "desktop" audit. In-person, technical audits will be required to validate efficiency measures to implement.

Conclusion & Next Steps

This roadmap illustrates that the Town of Brookline can effectively meet the emissions reductions targets set by the Secretary and required for the Climate Leader Community certification. By 2050, the electrification measures outlined in this roadmap are estimated to reduce Brookline's GHG emissions by 97 percent, lowering the Town's Energy Use Intensity (EUI) by 48 percent compared to the 2022 baseline year.

To become a certified Climate Leader, Brookline will, in combination with ongoing GHG reduction efforts, strive to implement this Municipal Decarbonization Roadmap. The first step of implementation will need to include a more detailed energy audit of the Town's buildings, that highlights actionable recommendations and cost estimates.

To comply with Climate Leader guidelines, The Town's Deputy Director of Sustainability will serve as the lead for maintaining and updating the community's roadmap. This role will include coordinating with relevant departments, project managers, and external partners to track progress on ongoing and planned initiatives, assess emerging technologies, and incorporate updated building performance and emissions data. The Director will ensure that the roadmap remains a living document that reflects both completed milestones and new opportunities for emissions reduction and energy efficiency.

Although committed to decarbonization, Brookline does not yet have a consistent, known source of Town funding for feasibility studies, engineering scope, or cost estimate development to implement the roadmap recommendations. A combination of grant funding, utility incentives, and other funding will need to be identified and secured to proceed with decarbonization projects. At least every three years, the Deputy Director of Sustainability will facilitate a roadmap update process as required by the Climate Leaders Community program. This process will include reviewing progress against established goals, integrating results from completed electrification and energy conservation projects, and reassessing targets based on the latest GHG inventories, policy developments, and funding opportunities. The updated roadmap will be shared with Town leadership and the public to ensure continued transparency, accountability, and alignment with the Town's long-term sustainability objectives.



DRAFT

Appendix

Table 6. Possible decarbonization measures, by building.

Building	**Fiscal Year 2022 Emissions (MT CO_2e)**	**Building Square Footage**	**Sustainability Information** *Master Town Properties List with Sustainability Info*	**Space Heating**		**Domestic Water Heating**		**Solar PV Potential**	
				Existing (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (roof year)	**Installation** (installation year, size [kW])
Phys Ed (Tappan Gym)	337	80,000	*nothing noted*	2021, Natural Gas	2036, GSHP, or other heat pump	2021, Natural Gas	2036, GSHP	Existing, 2022	N/A
Swimming Pool	227	36,550	requires service upgrade	2021, Natural Gas	2036, GSHP, or other heat pump	2021, Natural Gas	2036, GSHP	Existing, 2007	N/A
Unified Arts Building	260	43,540	*nothing noted*	2021, Natural Gas	2036, GSHP, or other heat pump	2015, Natural Gas	2036, GSHP	2013/2025	2033, 37.83 kW
Brookline High School	1,535	369,976	some ductless splits	2000, Natural Gas	2036, GSHP, or other heat pump	2021, Natural Gas	2036, GSHP	Existing, 2021	N/A
Pierce K-8 (demolition site)	580	270,110	construction project - to be all electric	2000, Natural Gas	2026, ASHP, other heat pump	2000, Natural Gas	2026, HPWH	Under construction	2026, ~332.9 kW

Building	Fiscal Year 2022 Emissions (MT CO_2e)	Building Square Footage	Sustainability Information	Space Heating		Domestic Water Heating		Solar PV Potential	
			Master Town Properties List with Sustainability Info	**Existing** (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (roof year)	**Installation** (installation year, size [kW])
Main Library	297	70,780	would need service upgrade to electrify	1954, Natural Gas	2030, Ducted ASHP, or other heat pump	2012, Natural Gas	2030, HPWH	1993/2003/2014	2034, 60 kW
Town Hall	285	73,728	electrification proposal in place; no funding	2009, Natural Gas	2030, Ducted ASHP, or other heat pump	2009, Natural Gas	2030, HPWH	2008	2038, 15 kW
Baker School K-8	532	120,838	*Feasibility study being discussed*	1992, Natural Gas	tbd, GSHP, or other heat pump	2014, Natural Gas	tbd, GSHP or other HPWH	1992/2000	2028, 150 kW
Ridley School K-8	518	222,087	*nothing noted*	2021, Natural Gas	2041, GSHP, or other heat pump	2021, Natural Gas	2041, GSHP	Existing, 2021	N/A
William H Lincoln School K-8	330	92,227	ductless splits in half of school-should be completed summer of 2025	1993, Natural Gas	2031, Ductless ASHP, or other heat pump	2012, Natural Gas	2031, HPWH	1994	N/A
Lawrence School K-8	400	106,420	close to "hybrid"	1991, Natural Gas	2029, VRF, or other heat pump	2016, Natural Gas	2029, HPWH	1994/2004/2015	2035, 127 kW

Building	Fiscal Year 2022 Emissions (MT CO_2e)	Building Square Footage	Sustainability Information ***Master Town Properties List with Sustainability Info***	Space Heating		Domestic Water Heating		Solar PV Potential	
				Existing (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (roof year)	**Installation** (installation year, size [kW])
Runkle School K-8	607	107,468	*nothing noted*	2011, Natural Gas	2035, VRF, or other heat pump	2022, Natural Gas	2035, HPWH	Existing, 2021	N/A
Hayes School K-8	306	84,379	ductless splits installed - close to "hybrid" boilers used as back up	1960, Natural Gas	2035, Ductless ASHP, or other heat pump	2012, Natural Gas	2035, HPWH	1994/1998	2028, 146.6 kW
Old Lincoln School	335	87,380	"hybrid"	2021, Natural Gas	2036, VRF, or other heat pump	2021, Natural Gas	2036, HPWH	2011	N/A
22 Tappan - BHS campus	145	118,000	*nothing noted*	2021, Natural Gas	2041, GSHP, or other heat pump	2020, Natural Gas	2041, GSHP	2021	2045, 119.85 kW
Municipal Service Center	338	63,253	*nothing noted*	1997, Natural Gas	2030, VRF, or other heat pump	1997, Natural Gas	2030, HPWH	Existing, 2022	N/A
Public Safety	322	55,000	*nothing noted*	2001, Natural Gas	2036, VRF, or other heat pump	2014, Natural Gas	2036, HPWH	2002	2027, 28.1 kW

Building	Fiscal Year 2022 Emissions (MT CO_2e)	Building Square Footage	Sustainability Information ***Master Town Properties List with Sustainability Info***	Space Heating		Domestic Water Heating		Solar PV Potential	
				Existing (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (installation year, fuel type)	**Replacement** (installation year, heat pump type)	**Existing** (roof year)	**Installation** (installation year, size [kW])
Water Department Garage	127	15,605	*nothing noted*	2022, Natural Gas	2037, VRF, or other heat pump	2022, Natural Gas	2037, HPWH	2008	N/A
Senior Center	86	22,056	electrification proposal in place; no funding	2018, Natural Gas	2033, VRF, or other heat pump	2018, Natural Gas	2033, HPWH	2001	2027, 20.8 kW
Coolidge Corner Library	71	24,634	*nothing noted*	2004, Natural Gas	2030, Ducted ASHP, or other heat pump	2004, Natural Gas	2030, HPWH	2018	2038, 83.3 kW
Health Building	67	15,980	electrification proposal in place; no funding	2005, Natural Gas	2033, Ducted ASHP, or other heat pump	2017, Natural Gas	2033, HPWH	Existing, 2000	N/A
Putterham Library	50	9,425	*nothing noted*	2009, Natural Gas	2034, Ducted ASHP, or other heat pump	2009, Natural Gas	2034, HPWH	Existing, 1988/1999	N/A

Table 7. Vehicle by vehicle replacement schedule and savings estimates.

Suggested replacement schedule for each of the fleet's vehicles with the replacement year and the type of EV replacement. The table provides annual estimates for annual electric miles per gallon, and avoided greenhouse gas emissions.

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2027	Chevrolet	G-Series	2GCEG25Z1H4137533	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.4
2027	Ford	Ltd	2FABP43G9DBI3244A	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Ford	Ltd	2FABP43G9FX215526	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Ford	Ltd	2FABP43FXDB108597	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Ford	Ltd	2FABP43G0FX141879	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Ford	Crown Victoria	2FABP72GXHX180002	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Ford	Crown Victoria	2FABP72G0HX229952	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2027	Gmc	C/K Pickup	1GDGC34M4BV557774	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	3.8
2028	Ford	E-350	1FTJE34L4VHB76912	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2028	Ford	E-350	1FDHS34M2KHA51284	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.5
2028	Ford	Crown Victoria	2FALP71W6RX166127	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FALP71W7TX186345	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FACP72W7NX213433	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FALP71WXTX186324	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FACP71W2PX135986	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FABP72F9JX181557	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2028	Ford	Crown Victoria	2FACP72G5MX155992	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FABP72G0KX219364	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Crown Victoria	2FACP72G4MX156132	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2028	Ford	Explorer	1FMDU34X2RUC87003	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2029	Chevrolet	Astro Van	1GCDM19X62B116287	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2029	Ford	E-250	1FTNE24L2XHC17259	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2029	Ford	E-250	1FTNE24L5YHB23300	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2029	Ford	E-350	1FTSS34LX3HB35291	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2029	Ford	Crown Victoria	2FALP71W1VX189521	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2029	Ford	Crown Victoria	2FAFP71W51X191358	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2029	Toyota	Prius	JT2BK18U220067887	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2029	Ford	Taurus	1FAFP52U0WA261270	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2029	Ford	Taurus	1FAFP52S7WG268339	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2029	Ford	E-350	1FBNE31L7WHB13606	Transit_Van-Ford-E-Transit Cargo-Class 3	67	4.0
2029	Ford	E-350	1FBNE31L8YHB70884	Transit_Van-Ford-E-Transit Cargo-Class 3	67	4.0
2029	Ford	Taurus	1FAFP57U4WA267386	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.2
2030	Chevrolet	Express	1GCGG25V371254848	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.4
2030	Chevrolet	Express	1GCGG25V271107601	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.4
2030	Toyota	Prius	JTDKB20U673290304	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Toyota	Prius	JTDKB20U273290560	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Toyota	Prius	JTDKB20U853019032	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Toyota	Prius	JTDKB20U077603792	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Ford	Crown Victoria	2FAFP71W93X126418	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2030	Toyota	Prius	JT2BK12U830083764	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Toyota	Prius	JT2BK12U630080197	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2030	Chevrolet	Tahoe	1GNEK13V74J289723	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	5.2

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2030	Chevrolet	Express	1GAHG35UX71141182	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2031	Ford	E-250	1FTNE24L19DA04569	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2031	Chevrolet	Express	1GCHG35C681138683	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.4
2031	Toyota	Prius	JTDKB20U393487756	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Toyota	Prius	JTDKB20U093466234	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Toyota	Prius	JTDKB20U297850332	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Toyota	Prius	JTDKB20U597850809	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Toyota	Prius	JTDKB20U797849791	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Toyota	Prius	JTDKB20UX97850529	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2031	Harley-Davidson	Police Electra Glide	1HD1FMM159Y624791	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2031	Harley-Davidson	Police Electra Glide	1HD1FMM139Y632811	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2031	Chevrolet	Tahoe	1GNFK03079R272173	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	5.9
2032	Ford	F-350	2FTHF36G6DCA24373	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2032	Gmc	R Conventional	1GTGR24K5HS532601	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2032	Ford	F-150	1FTEF14H8SNA44103	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2032	Ford	F-150	1FTEF14H6SNA44097	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2032	Chevrolet	Gmt-400	2GCEC14H7K1193791	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2032	Ford	E-350	1FTSE3EL5CDA24032	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2032	Toyota	Prius	JTDKN3DU7C1540968	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU1A1267314	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU6A1268118	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU1C1480864	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU2A1268262	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU9C1476626	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Toyota	Prius	JTDKN3DU6C1480388	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2032	Ford	Fusion	3FAHP0HA2BR109550	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2032	Ford	Taurus	1FAHP2HW1AG104028	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2032	Ford	Transit Connect	NM0LS7BN9AT016834	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2033	Ford	F-250	1FTFF28L0VND28077	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2033	Ford	F-250	1FTNF21LX1EA52474	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2033	Ford	F-250	1FDNF21LX1ED14733	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2033	Chevrolet	Colorado	1GCDT196948147334	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2033	Chevrolet	Silverado	1GCHK24U03E273999	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2033	Ford	E-250	1FTNE2EL5DDA07823	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.0
2033	Ford	Transit Connect	NM0LS7E73E1135946	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2033	Chevrolet	Cruze	1G1PH5SB5E7413025	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2033	Ford	Fusion	3FADP0L34CR445824	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2033	Ford	Fusion	3FA6P0LU1ER245018	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2033	Ford	Taurus	1FAHP2H83EG107357	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2033	Ford	Explorer	1FM5K8D88EGA18335	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2033	Chevrolet	Express	1GB0G2BA1E1191561	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2033	Ford	Transit Connect	NM0LS6AN4DT126044	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2033	Ford	Transit Connect	NM0LS6AN6DT126045	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2033	Ford	Transit Connect	NM0LS6AN5DT175057	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2033	Ford	Transit Connect	NM0KS9BN8DT168471	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2034	Chevrolet	Silverado	1GBHK34U15E315285	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2034	Chevrolet	Silverado	1GCHK24U56E144483	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2034	Chevrolet	Colorado	1GCCS14E388159997	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2034	Chevrolet	Silverado	1GCHK24K78E109963	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2034	Chevrolet	Silverado	1GCHK24K58E109914	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2034	Ford	Transit	1FTYR1ZM8GKA10150	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2034	Ford	Transit Connect	NM0LS6E71F1184736	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2034	Ford	Fusion	3FA6P0LU4FR228506	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2034	Chevrolet	Sonic	1G1JA5SG6F4107587	Sedan-Chevrolet-Bolt-Class 1	134	2.7
2034	Ford	Taurus	1FAHP2H81FG184715	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2034	Ford	Taurus	1FAHP2H83FG106503	Sedan-Chevrolet-Bolt-Class 1	134	3.3

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2035	Chevrolet	Silverado	1GCHK24K18E139301	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2035	Chevrolet	Colorado	1GCJTBDE3A8108225	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2035	Chevrolet	Colorado	1GCJTBFE2C8116266	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2035	Chevrolet	Silverado	1GC5KVBG7AZ251425	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2035	Chevrolet	Silverado	1GC0KVCG9BZ427403	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2035	Ford	Transit Connect	NM0LS7E75G1268209	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2035	Ford	Transit Connect	NM0LS7F7XH1309403	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2035	Ford	Transit Connect	NM0LS7E74H1302688	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2035	Ford	Transit Connect	NM0LS7F72H1309394	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2035	Ford	Transit Connect	NM0LS7E71G1268210	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2035	Toyota	Prius	JTDKBRFU5H3056124	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2035	Toyota	Prius	JTDKBRFU6G3008565	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2035	Harley-Davidson	Police Road King	1HD1FHM18GB640684	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2035	Chevrolet	Cruze Limited	1G1PC5SGXG7153704	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2035	Ford	Expedition	1FMJU1GT6GEF06312	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2035	Chevrolet	Express	1GAZGNFF8G1145909	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2036	Chevrolet	Silverado	1GCNCPEH6EZ381988	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2036	Chevrolet	Silverado	1GC2KXCG9DZ372393	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2036	Chevrolet	Silverado	1GC0KVCG0DZ358555	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2036	Ford	F-250	1FT7X2B64FEB82210	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2036	Chevrolet	Silverado	1GB0KUEG1FZ541249	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2036	Chevrolet	Silverado	1GCVKREC7FZ385133	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2036	Ford	Transit Connect	NM0LS7E7XJ1351299	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2036	Toyota	Prius	JTDKBRFU7J3082293	Sedan-Chevrolet-Bolt-Class 1	134	1.6
2036	Harley-Davidson	Police Road King	1HD1FHC18JB655520	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2036	Chevrolet	Cruze	1G1BC5SM6H7136643	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2036	Chevrolet	Cruze	1G1BC5SM9H7136913	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2036	Ford	Fusion	3FA6P0LU4HR344727	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2036	Ford	Explorer	1FM5K8AR0HGB55772	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2036	Ford	Explorer	1FM5K8AR7HGB55770	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2036	Ford	Explorer	1FM5K8D86HGA89635	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2036	Chevrolet	Express	1GAWGEFF4H1247616	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2037	Chevrolet	Silverado	1GC0KUE89FZ132551	Pickup-Ford-F150 Lightning-Class 1-3	67	5.6
2037	Chevrolet	Silverado	1GC0KUEG3FZ546125	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2037	Chevrolet	Silverado	1GC0KUEG5FZ545994	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2037	Chevrolet	Silverado	1GC0KUEG6FZ546023	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2037	Chevrolet	Silverado	1GC0KUEG4FZ547168	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2037	Chevrolet	Silverado	1GC0KUE8XFZ132543	Pickup-Ford-F150 Lightning-Class 1-3	67	5.6
2037	Chevrolet	Express	1GCWGAFG9K1147379	Transit_Van-Ford-E-Transit Cargo-Class 3	62	4.4
2037	Ford	Transit	1FTYE1ZM3KKA18838	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2037	Ford	Transit	1FTYR3XM9KKA63933	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2037	Ford	Transit	1FTYR1ZM7KKB53311	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2037	Ford	Transit Connect	NM0LS7E24K1424303	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2037	Dodge	Grand Caravan	2C7WDGBG8KR521433	Minivan-Chrysler-Pacifica PHEV-Class 1	110	4.2
2037	Ford	Fusion	3FA6P0LU2JR120071	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2037	Ford	Explorer	1FM5K8AR7JGA32203	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2037	Ford	Explorer	1FM5K8AR3JGA32201	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2037	Ford	Explorer	1FM5K8AR9JGA32204	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2037	Ford	Explorer	1FM5K8AR0JGA32205	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2038	Ford	F-150	1FTFX1EF0GFB03502	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2038	Chevrolet	Silverado	1GCVKREC2GZ346077	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2038	Chevrolet	Silverado	1GCNKNEC3HZ354912	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2038	Chevrolet	Silverado	1GC2KUEG6GZ130872	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2038	Chevrolet	Colorado	1GCGTBEN4J1308015	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2038	Chevrolet	Silverado	1GC2KVEG6HZ362251	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2038	Chevrolet	Silverado	1GC0KUEG7HZ325131	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2038	Ford	Transit	1FTBR1Y87LKA02089	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2038	Ford	Transit	1FTBW3X88LKB00571	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2038	Ford	Transit	1FTBR1Y83LKA02090	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2038	Ford	Transit Connect	NM0LS7E21L1466803	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2038	Ford	Transit Connect	NM0LS7E28L1453854	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2038	Chevrolet	Cruze	1G1BC5SM8K7106938	Police_Vehicle-Ford-Mustang Mach-E-Class 1	93	3.8
2038	Ford	Fusion	3FA6P0G71KR151706	Sedan-Chevrolet-Bolt-Class 1	134	3.3
2038	Ford	Escape	1FMCU9GD9KUA26909	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	2.9
2038	Ford	Escape	1FMCU9GD5KUA25675	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	2.9
2038	Ford	Explorer	1FM5K8ARXKGA11928	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2038	Ford	Explorer	1FM5K8AR8KGA11927	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2038	Ford	Explorer	1FM5K8AR8KGA11930	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2038	Ford	Explorer	1FM5K8AR3KGA11933	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2038	Ford	Explorer	1FM5K8AR1KGA11929	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Chevrolet	Colorado	1GCGTBEN7J1270764	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2039	Chevrolet	Silverado	1GCVKREC4JZ344614	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2039	Chevrolet	Silverado	2GCVKREC1J1100587	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2039	Chevrolet	Silverado	1GC0KUEG0JZ343282	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2039	Chevrolet	Silverado	1GC0KUEG0JZ350393	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2039	Chevrolet	Silverado	1GC2KUEG4JZ160637	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2039	Ford	F-250	1FD7X2B67KED31750	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2039	Harley-Davidson	Police Road King	1HD1FHP13LB606805	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2039	Ford	Explorer	1FMSK8DH2LGB30628	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW7LGA18150	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW6MNA00901	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW4LGA19966	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2039	Ford	Explorer	1FM5K8AW4LGA18154	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AWXMNA00903	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW0LGA71983	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW6LGA19967	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW0LGA18152	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8FW8MNA01170	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW0MNA00893	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW2LGA18153	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2039	Ford	Explorer	1FM5K8AW6LGA18155	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Chevrolet	Silverado	1GCRYDED2LZ321542	Pickup-Ford-F150 Lightning-Class 1-3	67	4.9
2040	Ford	F-350	2FDKF38F4SCA19742	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.6
2040	Ford	F-350	2FDKF38F2SCA19741	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.6
2040	Ford	F-350	2FDKF37H0SCA60999	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.0
2040	Chevrolet	C/K Pickup	1GBJC33M4FS155129	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.0
2040	Harley-Davidson	Police Road King	1HD1FHP18PB641202	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2040	Harley-Davidson	Police Road King	1HD1FHP1XPB641217	Police_Motorcycle-LiveWire-S2 Mulholland-	385	2.1
2040	Ford	F-150	1FTFW1P88PKD58634	Pickup-Ford-F150 Lightning-Class 1-3	67	4.0
2040	Ford	Explorer	1FM5K8AW3PNA09494	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW5PNA09223	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW8PNA09488	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW2NNA08835	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8FW1NNA10942	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW0NNA00846	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW8NNA00738	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AWXNNA00904	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW3NNA00873	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW7NNA00729	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2040	Ford	Explorer	1FM5K8AW1MNA00904	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2040	Ford	Explorer	1FM5K8AW1MNA04578	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	F-350	1FDWF37S2XEE02483	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.0
2041	Chevrolet	Silverado	1GBJK34K18E191765	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2041	Ford	E-450	1FDXE45F33HA93831	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	F-450	1FDXF47F5XEA90916	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	F-550	1FDAF56FXXED05123	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	F-550	1FDAF57YX7EB30369	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	3.6
2041	Ford	F-550	1FDAF57Y67EB31230	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	3.6
2041	Ford	F-650	3FRWF65H68V681328	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	F-Super Duty	1FDLF47F5SEA41996	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	Low Cab Forward	3FRML55Z38V691270	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2041	Ford	Explorer	1FM5K8AWXSGB13204	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW1SGB13754	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW4SGB13084	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW4SGB13571	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW0PNA09596	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW4PNA09374	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Explorer	1FM5K8AW6PNA09375	SUV-Chevrolet-Blazer 2LT-Class 1-3	97	3.8
2041	Ford	Transit	1FBAX2C81RKB09800	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2041	Ford	Transit	1FBAX2C85SKA02125	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2041	Ford	Transit	1FBAX9XG1RKA94578	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2042	Chevrolet	Silverado	1GB4KZCG9CF228903	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GB4KZCG1DF227634	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2042	Chevrolet	Silverado	1GB4KZCG0CF213948	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GB3KZCG7BZ413993	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GB4KZCGXDF227633	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GB3KZCG1BF252462	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GB3KZCGXDF227627	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2042	Chevrolet	Silverado	1GBJK74699F171088	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2042	Chevrolet	C5	1GBE5C3959F407488	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.7
2042	Ford	E-450	1FDFE4FS9CDB11148	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	3.6
2043	Chevrolet	Silverado	1GB3KYC81FF182695	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2043	Chevrolet	Silverado	1GB3KYC83FF179796	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2043	Chevrolet	Silverado	1GB3KYC85FZ510621	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2043	Chevrolet	Silverado	1GB3KYCG1FZ549746	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2043	Chevrolet	Silverado	1GB3KYCG7FZ547094	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2043	Chevrolet	Silverado	1GB4KYCGXFF656414	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2043	Chevrolet	Silverado	1GC3KZCG0DZ355014	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2043	Ford	F-550	1FDUF5HT6FEC59384	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2043	Ford	F-550	1FDUF5HT6FEC42567	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2043	International	Tr005	1HTKPSKK3EH016624	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	10.9
2043	Chevrolet	C7	1GBP7D1Y1JV115222	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2043	Chevrolet	C7	1GBP7D1Y5HV108008	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2043	Mack	Mc	1M2H144C2GM001189	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2043	Mack	Mc	1M2H144B4GM001203	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2044	Chevrolet	Silverado	1GB3KYC8XGF121802	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2044	Chevrolet	Silverado	1GB3KYCG0JZ310438	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2044	Chevrolet	Silverado	1GB3KYCG5HZ181445	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2044	Chevrolet	5500Xd	JALEEW165H7302527	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.7
2044	International	Ta005	1HTJSSKK2FH692283	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	10.9
2044	International	Ta005	1HTJSSKK8HH511545	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	10.9
2044	International	Ta005	1HTJSSKK9GH404227	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	10.9
2044	Ford	E-350	1FDEE3FS2FDA35041	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	3.6
2044	Ford	Transit	1FDES6PM9GKA93493	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2044	Ford	Transit	1FBVU4XG0GKA18473	Transit_Van-Ford-E-Transit Cargo-Class 3	62	3.3
2044	Pierce Manufacturing	Fixed Cab	4P1CA02S6SA000579	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2044	Pierce Manufacturing	Tilt Cab	4P1CT02D7NA000400	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2044	Chevrolet	C7	1GBM7H1J0LJ203475	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2044	Navistar	F-2674	1HTZVGBT1JH582205	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2044	Ford	L8000	1FDYK82E7SVA37181	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2044	Whitegmc	Wb	4V2JABMD1SR839984	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	6.6
2044	Whitegmc	Wb	4V2JABMD3SR839985	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	6.6
2044	Whitegmc	Wb	4V2JABMD8SR839982	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	6.6
2045	Chevrolet	Silverado	1GB3YSE72LF254497	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado	1GB3YSE76LF236634	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado	1GB4YSE75LF325891	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado	1GB4YSE74LF313599	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado	1GB3YSE76LF237296	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado	1GC5YLE79LF281948	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	Silverado Hd	1GB3KVCG2KF137815	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2045	Chevrolet	Silverado Hd	1GB3KVCG2KF147051	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2045	Chevrolet	5500Xd	JALEEW169J7300608	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.7
2045	Gm	Gm515	1HTKHPVK1KH388061	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2045	Sutphen	Custom	1S9A1BLD144003085	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2045	Sutphen	Custom	1S9A1BLD724003038	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2045	Sutphen	Custom	1S9A1BLD844003083	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2045	Pierce Manufacturing	Fixed Cab	4P1CA02S4WA000683	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2045	Chevrolet	C8	1GBP8J1C73F506937	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2045	Ford	L9511	1FDYZ92K8WVA33699	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2045	Ford	L9511	1FDYZ92K0WVA33700	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2045	Mack	Mr	1M2K195C11M018591	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2045	Mack	Mr	1M2K195C11M018378	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2045	Whitegmc	Wb	4V2JABMDXSR839983	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	6.6
2046	Chevrolet	Silverado	1GC5YLE7XLF181583	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Chevrolet	Silverado	1GC3YLE71LF203848	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Chevrolet	Silverado	1GC3YLE76LF195147	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Chevrolet	Silverado	1GC3YLE74LF302034	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Chevrolet	Silverado	1GC3YSE7XLF203387	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Chevrolet	Silverado Hd	1GC5YLE7XNF191873	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2046	Gm	Gm515	1HTKJPVK6LH639775	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2046	Gm	Gm515	1HTKJPVK3LH242363	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2046	Gm	Gm515	1HTKHPVK7LH389670	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2046	Gm	Gm515	1HTKJPVK9MH069837	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2046	E-One	Truck	4ENGAAA8161000565	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2046	E-One	Truck	4ENGAAA8461001774	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2046	Sterling Truck	Acterra	2FZACHBS04AM17513	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2046	Mack	Mr	1M2K189CX4M024186	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2046	Volvo Truck	Vhd	4V5KC9GF36N442703	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2046	Volvo Truck	Vhd	4V5KC9GF94N367602	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2046	Volvo Truck	Vhd	4V5K39GF56N442704	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2046	Volvo Truck	Vhd	4V5K39GF85N392492	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2046	Volvo Truck	Vhd	4V5K39EF28N489971	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2046	Volvo Truck	Vhd	4V5K39GFX5N392493	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2047	Chevrolet	Silverado Hd	1GB3YSEY8PF204654	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	5.0
2047	Chevrolet	Silverado Hd	1GB3YSE78PF245647	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2047	Chevrolet	Silverado Hd	1GC5YLE73NF243179	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2047	Chevrolet	Silverado Hd	1GC3YLE75PF231870	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2047	Chevrolet	Silverado Hd	1GC3YLE73PF257044	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2047	Chevrolet	Silverado Hd	1GC5YLE77NF236865	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2047	Ford	F-600	1FDFF6LT6NDA13915	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2047	Gm	Gm515	1HTKHPVK2PH736201	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2047	Gm	Gm515	1HTKHPVK6PH765409	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2047	Gm	Gm515	1HTKJPVM0PH387786	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2047	Pierce Manufacturing	Arrow Xt	4P1CA01H0AA010710	Fire_Truck-Pierce-Volterra-Class 8	9	5.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2047	Kovatch Mobile Equipment	Kovatch Mobile Equipment	1K9AF428XFN058830	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2047	Peterbilt	320	3BPZL7EX3EF249656	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2047	Autocar	C & Dc	1WBRECJD0BU092896	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2047	International	Ma035	1HTMKAAN3CJ420655	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2047	Mack	Mru (Terrapro)	1M2AV02C0BM007924	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2047	International	Sf637	1HTWNAZT9EH018670	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2047	Volvo Truck	Vhd	4V5K39EF19N285910	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2047	Volvo Truck	Vhd	4V5KC9DF5CN562552	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2047	Volvo Truck	Vhd	4V5K39EF08N489970	Heavy_Duty_Truck_8-Volvo-VNR Electric-Class 8	16	5.5
2048	Chevrolet	Silverado Hd	1GB4YSE72RF392859	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	Silverado Hd	1GB4YSE75RF392936	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	Silverado Hd	1GC3YLE74RF415894	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	Silverado Hd	1GC3YLE73RF417457	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	Silverado Hd	1GC3YLE71RF415917	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	Silverado Hd	1GC3YLE70RF322404	Pickup2-Chevrolet-Silverado EV-Class 1-3	67	4.4
2048	Chevrolet	5500Xd	JALEEW167R7309139	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	4.8
2048	Gm	Gm515	1HTKHPVK1RH228465	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2048	Gm	Gm515	1HTKHPVK3RH228466	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2048	Gm	Gm515	1HTKJPVM3PH693932	Heavy_Duty_Truck_7-Volvo-VNR Electric-Class 7	12	4.2
2048	Pierce Manufacturing	Aerial	4P1BCAGF2GA016311	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2048	Kovatch Mobile Equipment	Kovatch Mobile Equipment	1K9AF6M81GN058175	Fire_Truck-Pierce-Volterra-Class 8	9	5.8

Replace Year	Existing Vehicle Description			Electric Vehicle Description		
	Make	Model	VIN	Make-Model-Class	Miles per Gallon (eMPG)	Avoided MT CO_2e (annually)
2048	Kovatch Mobile Equipment	Kovatch Mobile Equipment	1K9AF4S86GN058227	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2048	Kovatch Mobile Equipment	Kovatch Mobile Equipment	1K9AF6M89JN058643	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2048	Peterbilt	348	2NP3HJ8X5HM414766	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2048	Peterbilt	520	3BPDL7EX0HF173425	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2048	Peterbilt	520	3BPDL7EX2HF173426	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2048	Mack	Gu (Granite)	1M2AX13C4HM038987	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2048	Mack	Mru (Terrapro)	1M2AV01C4JM001446	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2048	International	Sa525	3HAWDSTR0GL275154	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Kovatch Mobile Equipment	Kovatch Mobile Equipment	1K9AF4S81KN058807	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2049	Pierce Manufacturing	Pumper	4P1BAAFF8RA027498	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2049	Pierce Manufacturing	Pumper	4P1BAAFFXRA027499	Fire_Truck-Pierce-Volterra-Class 8	9	5.8
2049	Mack	Granite	1M2GR2GC4SM044204	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Mack	Granite	1M2GR1ACXMM001587	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Mack	Granite	1M2GR3GC7KM003085	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Mack	Granite	1M2GR2AC2LM001393	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Mack	Granite	1M2GR1AC1MM001588	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9
2049	Mack	Terrapro	1M2TE1ACXMM001082	Dump_Truck-Lion Electric-Dump Truck - Class 8	16	5.9

Figure 12. Photo depicting location of UAB, Kirrane Pool, and Tappan Gym.



DRAFT

Emissions Projections

Table 8. MT CO2e projections, provided by MA EEA in the CECP 2050.

CO2 Emissions per Unit (metric tons, MTe)	2022	2025 (projected)	2030 (projected)	2040 (projected)	2050 (projected)
Natural Gas (therms)	0.00531	0.00531	0.00531	0.00531	0.00531
Oil Savings (gallons)	0.01015	0.01015	0.01015	0.01015	0.01015
Gasoline (gallons)	0.00886	0.00886	0.00886	0.00886	0.00886
Diesel (gallons)	0.01015	0.01015	0.01015	0.01015	0.01015
Propane (gallons)	0.00576	0.00576	0.00576	0.00576	0.00576

Source: MA EEA

Table 9. Electricity Emissions Factors present and projected, listed in Mass Energy Insight.

Year Start	Year End	kilograms of CO2e/kWh
Jan-21	Dec-21	0.24350
Jan-22	Dec-22	0.24160
Jan-23	Dec-23	0.23970
Jan-24	Dec-24	0.23780
Jan-25	Dec-29	0.23590
Jan-30	Dec-34	0.12770
Jan-35	Dec-39	0.08760
Jan-40	Dec-44	0.05310
Jan-45	Dec-49	0.03170
Jan-50	TBD	0.01630

DRAFT

BROOKLINE
DEPARTMENT OF PUBLIC WORKS

Erin Chute,
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2156

Memorandum

To: Brookline Select Board
From: Alexandra Vecchio, Sustainability and Natural Resources Director
Kevin Johnson, Highway and Sanitation Director
Erin Chute, Commissioner of Public Works
Date: December 16, 2025
Cc: Shelly Dein, Sustainability Deputy Director
Katie Weatherseed, Sustainability Outreach and Program Manager
Charles Carey, Town Administrator
Mark Parece, Fleet Manager
Re: Fleet Management, Electrification, and Vehicle Replacement Policy

The Department of Public Works is responsible to optimize fleet procurement, maintenance and management for the Town of Brookline. The Department is responsible to write specifications for Town vehicles and equipment, lease vehicles for the Town, lead fleet optimization initiatives, record and register fleet vehicles, fuel, maintain and repair the Town's fleet, intake and decommission Town vehicles and electrify the fleet.

The Fleet Management and Vehicle Replacement Policy addresses fleet use, electrification, replacement schedules, and model standardization. The goal of this Policy is to schedule a systematic replacement of vehicles in order to minimize operating cost, reduce climate impacts, and maximize trade values, safety, reliability, efficiency, and work function. Standardized models are recommended for the purpose of controlling or reducing vehicle maintenance costs. It is the Town's goal to electrify the fleet and reduce reliance on fossil fuels. The Town shall make every effort to convert the fleet to electric while considering function, availability and cost.

Exemptions to the policy shall be approved by the Town Administrator or designee. Vehicles exempt from the procurement prioritization hierarchy outlined below include off-road vehicles, motorcycles, heavy-duty vehicles, and emergency vehicles (including police and fire vehicles). While exempt vehicles are not required to meet the zero-emission requirements, exempt vehicle purchases should prioritize the most fuel-efficient model available and consider fuel-reduction and emissions-reduction technology, such as diesel particle filters, selective catalytic reduction systems, exhaust gas recirculation, NOx adsorbers, oxidation catalysts, anti-idling devices, etc. Non-exempt vehicles require documentation if there are no suitable replacement electric vehicle that meets the operational needs of the Town.

Definitions:
a) Alternative fuel vehicle - A dedicated, flexible fuel, or dual-fuel vehicle designed to operate on at least one alternative fuel (such as electricity, biodiesel, propane, or natural gas) to reduce carbon emissions.

b) Battery electric vehicle – An electric vehicle that draws propulsion energy solely from an onboard electrical energy storage device during operation that is charged from an external source of electricity.

c) Fleet vehicles - On road vehicle assets owned or leased and operated by the Town.

d) Gross vehicle weight (GVW) - The operating weight of a vehicle, as specified by the manufacturer, including passenger and cargo loads.

e) Heavy duty vehicle – Vehicles having a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds. Examples include fire engines, ambulances, and some public works vehicles.

f) Hybrid electric vehicle – A vehicle powered by an internal combustion engine and a small electric motor that uses energy stored in a battery. Under light load, for instance during initial acceleration, only electricity is consumed. The vehicle is typically fueled with gasoline to operate the internal combustion engine, and the battery is charged through the engine and regenerative braking, not by plugging in.

Erin Chute,
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2156

g) Light-duty vehicle– A vehicle with a GVW of less than 8,500 pounds.

h) Plug-in hybrid electric vehicle – An electric vehicle with an on-board electrical energy storage device that can be recharged from an external source of electricity and that also has the capability to run on another fuel.

i) Zero emission vehicle (ZEV) – Zero emission vehicles include battery electric vehicles, plug-in hybrid electric vehicles, and fuel-cell electric vehicles; if the most recent definition of ZEVs per the Massachusetts Zero Emission Vehicle Commission diverges from this scope, the Commission definition shall take precedence.

1. The Town will divide its automotive fleet into categories based upon assignment, purpose and operational function. The categories shall include: administrative vehicles, pickup and utility trucks, service and passenger vans, inspection and survey vehicles, marked emergency service vehicles, un-marked emergency service vehicles, and motor pool vehicles.

   The categories shall be defined as indicated below and will include vehicle descriptions, life cycles, and model types. The vehicles shall be reviewed for replacement within the specified time period with consideration of maintenance costs, mileage, budget impact, and overall departmental needs.

   Vehicle procurement shall be prioritized as follows:

   1. Battery-electric vehicle (BEV) or fuel cell electric vehicle (FCEV)

   2. Plug-in hybrid vehicle (PHEV)

   3. Hybrid electric vehicle (HEV)

   4. Most fuel-efficient internal combustion or vehicle that runs on alternative fuels in accordance with the requirements of the Green Community Fuel Efficient Vehicle Policy

   When determining the most fuel-efficient vehicle for a given category, the Town will utilize the fuel efficiency limits contained in the most recent guidance for the Fuel-Efficient Vehicle Policy established by the Massachusetts Department of Energy Resources (DOER) Green Communities Division. The Department of Public Works, in conjunction with the Chief Procurement Officer shall support each Department to help determine the specifications of the standard model.

   A) Administrative Vehicles: The vehicles within this category are assigned to department heads and other administrative users where the primary function of the vehicle is as a means of transport in support of administrative functions. The term of replacement for this type of vehicle shall be seven (7) years.

   B) Pickup Trucks: The vehicles within this category are assigned to field personnel engaged in a variety of operations and maintenance functions. This category of equipment shall include four-wheel drive and two-wheel drive pickup trucks with a minimum replacement GVW of 8,600 pounds. The term of replacement for this class of vehicle shall be seven (7) years.

   C) Passenger and Cargo Vans / 11,000- 15,000 GVW Cabs and Chassis: The vehicles within this category are assigned to personnel engaged in a variety of municipal functions including Public Works maintenance, Fire Services maintenance, Public Facilities maintenance, School Department maintenance, and Recreation and School Department passenger transport. This category of vehicles shall include 8,800 GVW cargo vans, 8,800 GVW passenger vans, 8,800 GVW utility body trucks, and 11,000 to 15,000 GVW cabs and chassis with dump and utility bodies. The term of replacement for this class of vehicle shall be eight (8) years.

   D) Inspection/Survey Vehicles: The vehicles within this category are assigned to personnel engaged in inspection and/or survey-type work incorporating a combination of administrative and field work

Erin Chute,
Town Hall, 4th Floor
333 Washington St.
Brookline, MA 02245
617-730-2156

functions. The term of replacement for this class of vehicle will be seven (7) years. The standard model will be a small or mid-sized vehicle that may include a variety of types. The types of vehicles in this class include: hatchback sedans, station wagons, vans and minivans.

E) Marked Emergency Service Vehicles: The vehicles within this category are assigned to public safety personnel engaged in a variety of duties requiring a standard sized platform that will accommodate the installation and transportation of specialized equipment. These vehicles are assigned primarily to Police and Fire personnel. The vehicles within this category contain some combination of the following equipment as may be deemed appropriate by function: telecommunications equipment, audible and visual warning systems, mobile data terminals, fire suppression devices, electronic testing equipment, video surveillance equipment, traffic radar, basic and advanced medical equipment, emergency lighting, hand tools, hazmat gear, secondary clothing and footwear, access keys, Town plans and directories, traffic control equipment, and other equipment as may be required. The standard model vehicle for this category shall be either a full-size public safety type sedan or some other special purpose four-wheel drive utility type vehicle. The term of replacement for this class of vehicle shall be three (3) years.

F) Un-Marked or Semi-Marked Emergency Service Vehicles: The vehicles within this category are assigned primarily to Public Safety and Public Service personnel engaged in both administrative and field-related emergency service type functions. Vehicles assigned in this category support Law Enforcement, Fire Service, Public Works, Building Dept. and other Emergency Management functions that include severe weather emergencies, public or private infrastructure emergencies, and/or public utility failures. The term of replacement for these vehicles shall be five (5) years.

2. In an effort to standardize parts and to control maintenance costs, a standard model will be selected, based upon criteria determined by the Town's Commissioner of Public Works, or their designee, working in conjunction with the Chief Procurement Officer, and shall be purchased subject to the requirements of Massachusetts General Laws Chapter 30B.

3. In an effort to maximize replacement value, to reduce cost of vehicle maintenance, and to control the expansion of the fleet size, a specific replacement schedule will be maintained. No vehicles will be added to the Town's inventory or passed down to other staff without the approval of the Town Administrator's Office. Vehicles shall not be recycled from one municipal department to another unless the recycled replacement is more efficient than the vehicle it is replacing. In addition, when considering vehicle replacement, the function of the vehicle will be reviewed for potential replacement with a more fuel-efficient vehicle, including a zero-emission non-exempt vehicle.

4. The Town will maintain an annual vehicle inventory for all vehicles and a plan for replacing any vehicles with those that adhere to the electric-first hierarchy established by this policy. The Chief Procurement Officer in conjunction with the Town Administrator, or their designee, shall review all fleet purchase requests from each Department during the budget planning process and purchase all vehicles except those in the Fire Department.

DPWorks

Climate Leader Communities Program

Alexandra Vecchio, Sustainability & Natural Resources Director
Shelly Dein, Sustainability Deputy Director
December 16, 2025

BROOKLINE
MASSACHUSETTS

Program Overview

- Certification program announced in 2023 by the Massachusetts Department of Energy Resources (DOER)
- Builds upon the Green Communities Designation and Grant Program
- Provides a framework for meeting goals outlined in the Massachusetts Clean Energy and Climate Plan
- 28 Certified Climate Leader Communities designated throughout 2025



Program Offerings

- Certified Climate Leader Communities (CLC) have access to tools, resources, and **up to $1.15M** in grant funding to support:
  - Energy efficiency measures; heating and cooling projects
  - Energy management services
  - Local energy generation on municipally owned property (i.e. solar)
- CLC dollars are critical to Brookline meeting our climate goals

Program Requirements

Requirement	Status
1. Be a “Green Community” in Good Standing	✓ Complete
2. Establish/Maintain a Local Committee to Advise, Coordinate, and/or Lead Clean Energy & Climate Activities	✓ Complete
3. Demonstrate a Municipal Decarbonization Commitment	✓ Complete
4. Develop a Municipal Decarbonization Roadmap	❑ Requires SB Adoption
5. Adopt a Zero-Emission-Vehicle First Policy	❑ Requires SB Adoption
6. Adopt the Specialized Stretch Energy Code	✓ Complete

DPWorks

Zero-Emission-Vehicle First Policy

- Policy that prioritizes the acquisition of zero-emission vehicles over vehicles powered by internal combustion engines that utilize fossil fuels where feasible
- Emergency response vehicles are exempt from this policy
- Draft Policy has been shared/reviewed with all Department Heads
- Policy will have minimal impacts to current operations
- Town currently prioritizes acquisition of zero-emission vehicles where practicable

EV & Hybrid Fleet Overview

- Brookline fleet includes ~390 vehicles (not including Fire Trucks)
- In 2022 – 1 fully electric vehicle in our fleet
- Today – 34 fully electric vehicles in our fleet
- Currently, ~30% of vehicles viable for electrification are all electric

	# of EVs in Fleet	# of Hybrid Vehicles in Fleet
Light-Duty Vehicles	25	45
Medium-Duty Vehicles	8	0
Heavy-Duty Vehicles	1	0

DPWorks

Municipal Decarbonization Roadmap

- Outlines strategies to eliminate GHG emissions from Brookline's municipal buildings and vehicle fleet by 2050
- Produced in collaboration with our consultant (grant funded) & Building Department
- Roadmap includes:
  - Formal assessment of 22 public buildings & strategies to decarbonize
  - Analysis of 360 Town-owned internal combustion engine vehicles to identify best candidates for electric replacements
- Does not attempt to identify costs or funding sources (intended for planning purposes only)

Public Buildings Emission Analysis (FY22)

(Listed from Greatest Emissions to Least)

Building	Total Emissions (MT CO_2e)
1. Brookline High School	1,535
2. Runkle School	607
3. Pierce School	580
4. Baker School	532
5. Ridley School	518
6. Lawrence School	400
7. Municipal Service Center	338
8. Tappan Gym	337
9. Old Lincoln School	335
10. William H Lincoln School	330
11. Public Safety	322

Building	Total Emissions (MT CO_2e)
12. Hayes School	306
13. Brookline Village Library	297
14. Town Hall	285
15. Unified Arts Building	260
16. Swimming Pool	227
17. 22 Tappan	145
18. Water Department Garage	127
19. Senior Center	86
20. Coolidge Corner Library	71
21. Public Health Building	67
22. Putterham Library	50
Additional Municipal Buildings*	1,373
TOTAL	**9,128**

DPWorks

** 19 buildings were not individually analyzed as part of this planning effort*

Municipal Decarbonization Roadmap Findings

Decarbonization Roadmap Projections	2022 (baseline)	2027	2030	2040	2050
Emissions reductions from onsite fossil fuels	0%	16%	28%	85%	100%
Zero emission vehicles (ZEVs) in light-duty fleet adoption	0%	13%	24%	80%	100%
Zero emission vehicles (ZEVs) in heavy-duty fleet adoption	0%	0%	0%	0%	100%
Energy Use Intensity reduction	0%	5%	13%	46%	48%
Total Emissions Reduction Goals (% of 2022 emissions)	0%	13%	30%	76%	97%

DPWorks

Actions Requested/Next Steps

Next Steps:

- Present to School Committee and request they vote to adopt the Roadmap and Policy
- Submit Climate Leader Communities Program application by December 31, 2025

The DPW respectfully requests that the Select Board vote to approve and adopt the Municipal Decarbonization Roadmap, and Fleet Management, Electrification, and Vehicle Replacement Policy.

Brookline, MA

Preservation Commission

Board Roster

David Jack

2nd Term Sep 01, 2023 - Aug 31, 2026

Appointing Authority Select Board

Elton Elprin

2nd Term Sep 01, 2023 - Sep 01, 2026

Appointing Authority Select Board

Peter Kleiner

3rd Term Sep 02, 2024 - Aug 31, 2027

Appointing Authority Select Board

Brooke Richard

1st Term Oct 08, 2024 - Sep 01, 2027

Appointing Authority Select Board

Elizabeth J Armstrong

3rd Term Mar 05, 2025 - May 31, 2028

Appointing Authority Select Board
Position Chair

Arisa Boit

2nd Term Jun 10, 2025 - Aug 31, 2028

Appointing Authority Select Board

David King

3rd Term Jul 15, 2025 - Aug 31, 2028

Appointing Authority Select Board
Position Vice Chair

Bruce A Ehrlich

1st Term Aug 19, 2025 - Aug 31, 2028

Position Alternate member

Vacancy

Appointing Authority Select Board
Position Alternate member

Vacancy

Appointing Authority Select Board
Position Alternate member

Vacancy

Appointing Authority Select Board
Position Alternate member

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Jason (First Name) | D (Middle Initial) | Bowers (Last Name)

[redacted] (Email Address)

[redacted] (Home Address)

brookline (City) | MA (State) | 02445 (Postal Code)

What Precinct do you live in (if known)?

☑ Precinct 6

[redacted] (Primary Phone)

Which Boards would you like to apply for?

Building Commission: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

I've worked with Annum Architects (formerly Ann Beha Architects) for 20 years. Our work is primarily educational, civic and cultural buildings. I am familiar with Chapter 149 construction in MA and have recently completed a new firestation for the City of Boston. Our work focuses on the intersection of heritage building and new contemporary construction and frequently involves transforming historic buildings for new purposes.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

none specifially other than working to make sure the town has great bui

Are you involved in any other Town activities? If so, describe.

no

Do you have time constraints that would limit your ability to attend one to two meetings a month?

none out side of those typical to a parent with a 3rd grader

[redacted]
Upload a Resume

Demographics

Ethnicity

☑ Caucasian/Non-Hispanic

Gender

☑ Male

[redacted]
Date of Birth

Application Form

Translation Available

Profile

Select whether your application is for reappointment or a new application: *

☑ New Application

Jean (First Name) | L (Middle Initial) | Woy (Last Name)

[redacted] (Email Address)

[redacted] (Home Address)

BROOKLINE (City) | MA (State) | 02446 (Postal Code)

What Precinct do you live in (if known)?

☑ Precinct 3

Which Boards would you like to apply for?

Preservation Commission: Submitted

Do you have an existing contract with the Town?

○ Yes ◉ No

Interests & Experiences

If New Applicant, what type of experience can you offer this/these Board(s) & Commission(s)? / If Applicant for Reappointment, list your accomplishments on this Board/Commission during your most recent term.

New Applicant. I have worked with the Preservation Commission in the past on Local Historic District Study Reports (especially the Olmsted-Richardson LHD), as a writer and editor. I have a Ph.D. in history and worked for many years for Houghton Mifflin Company as an acquiring editor and development editor, almost entirely on college history textbooks.

If New Applicant, what type of issue(s) would you like to see this/these Board(s) & Commission(s) address? / If Applicant for Reappointment, what are your future goals on this Board/Commission should you be reappointed?

The Preservation Commission is responsible, among other things, for balancing the recognition and preservation of the town's heritage with the needs of homeowners for updating or renovating their homes. I would be available to do research or editing on this issue as well as any others as needed.

Are you involved in any other Town activities? If so, describe.

I am on the Board of the Brookline Historical Society.

Do you have time constraints that would limit your ability to attend one to two meetings a month?

No constraints, I could attend meetings in person or electronically.

Demographics

Ethnicity

☑ Caucasian/Non-Hispanic

Gender

☑ Female

[redacted]
Date of Birth