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Inventory of Town and City Archives of Massachusetts

Prepared by
The Historical Records Survey
Division of Professional and Service Projects
Work Projects Administration

No. 11. Norfolk County
VOL. IV. BROOKLINE

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The Historical Records Survey
Boston, Massachusetts
1940

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INVENTORY OF THE TOWN AND CITY ARCHIVES

OF MASSACHUSETTS

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The Historical Records Survey
Division of Professional and Service Projects
Work Projects Administration

No. 11. Norfolk County

Vol. IV. BROOKLINE

Sponsored by Town of Brookline

* * * * *

The Historical Records Survey
Boston, Massachusetts
1940

The Historical Records Survey Program

Sargent B. Child,	National Director
Carl J. Wennerblad,	State Supervisor

Division of Professional and Service Projects

Florence Kerr,	Assistant Commissioner
Robert Y. Phillips,	Regional Supervisor
Harold G. Dunney,	State Director

WORK PROJECTS ADMINISTRATION

F.C. Harrington,	Commissioner
John J. McDonough,	Regional Director
Denis W. Delaney,	State Administrator

PREFACE

By authority of a Presidential Letter, the Historical Records Survey was established in January, 1936, under the national direction of Dr. Luther H. Evans, as a federally sponsored project of the Works Progress Administration (now the Work Projects Administration). Since federal sponsorship ceased on August 31, 1939, the sponsorship of the Massachusetts unit of the survey has been undertaken by Frederic W. Cook, Secretary of the Commonwealth.

The purpose of the project is to survey, preserve and render accessible historical source materials of all kinds. Its work has fallen naturally into the following main divisions: public records, private manuscripts, church records, early American imprints, historical portraits and newspapers. Practically all historical material falls under one or another of these divisions. In bringing this material under control certain techniques have been found practicable, depending on the nature of the subject matter, and using variously the methods of the inventory, the guide, the calendar, the check list or the index in the publication of the result. For public records, church records and portraits, the method of the inventory has worked best; for historical manuscripts, the guide or, in rare cases where the material was of unusual importance, the calendar; for imprints, the check list; for newspapers and court records, the index; and so on.

The actual work of gathering information concerning historical materials at their place of storage or custody has in most cases been preceded by a most necessary and, for both the custodian and posterity, important task, that of putting records in order; of cleaning, dusting, refiling, and treating them; and, in short, doing everything possible to ensure their preservation. This function of the project, often performed by its workers under almost indescribable conditions of dust, filth, dampness, poor ventilation, and even vermin may well be regarded by future generations as a most important contribution of the survey.

Scarcely less important, however, are the editorial processes to which all field information must be subjected before publication. Here gaps and inadequacies are spotted, inconsistencies reconciled, and order brought out of chaos. In the field of public records it has been found necessary not only to sketch briefly the history of the county or town and its government but also to preface the inventory of each subordinate office or institution with an outline of its development, based upon its own records or upon statutory or other sources. In the inventories of church records, similarly, the preparation of the history of each church constitutes a task equally arduous with that of locating and listing its records. In Massachusetts two broader works have also been undertaken. The general historical background, statutory origin and functioning of county, city, or town offices have been studied with a view to providing satisfactory accounts of the development of county and municipal government generally. These latter undertakings are now happily nearing completion.

Preface

In the field of county records the surveys of eight of the fourteen counties of Massachusetts are nearing completion. In that of municipal records, approximately sixty of 350 cities and towns have been covered to date including several of the more populous. Editorial work is now also proceeding on six of an estimated ten volumes of the inventory of the records of the city of Boston. Some 200 manuscript depositories, large and small, have been surveyed and a preliminary guide to them published. An inventory of the records of Universalist churches in Massachusetts will soon be published, and field work is being carried on in other denominations, particularly in the Unitarian, Congregational, Baptist, and Jewish bodies. A catalogue of portraits painted before 1825 in Massachusetts has been published and editorial work is proceeding on similar listings for the other New England states and New York State. A listing of the publications of the Massachusetts unit of the survey follows at the end of this volume.

The inventory of the town archives of Brookline is important for several reasons. By the standard of total property valuations Brookline is one of the wealthiest communities in the United States which still retains the town form of government. Its annual budgets have equalled or exceeded those of several state governments. Although wholly urban, Brookline has succeeded in modifying successfully, while retaining in essence, a form of local government, which, despite its name, is better suited to smaller rural communities. Finally, in seeking to adapt the democratic processes of town government to a community of more than 50,000 population, Brookline is an outstanding example of the successful application of the principle of the limited town meeting.

The inventory of records was taken in the field chiefly by Dr. Simon Perin. The editing of the field forms was done by George Weiner and Lawrence Lehane under the direction of Morris I. Wartow, editorial supervisor of the survey. Assistance in the analysis of the town records was provided by Andrew E. Benander, Hollis R. Goode, Frank Halperin, Charles Cannon and Raymond P. McMahon. Research in the state archives relating to Brookline has been done by Joseph Ray Wyckoff. The inventory of the manuscript collections relating to Brookline owned by the Brookline Public Library and the Brookline Historical Society (the latter collection in the custody of the library) was made by Mrs. Edith Richards. The sketches of the history and government of Brookline and of each town office were prepared by Miss Catherine Wakefield, formerly director of the survey in Maine and recently a supervisor on the Massachusetts staff. To Miss Wakefield's scholarly research are due the accuracy and completeness of these sketches. The volume has received final scrutiny in the Washington office of the survey which is directed by Dr. Luther H. Evans. The index was prepared by Charles N. Haskell and Leon Ryther; the covers, maps and charts by William Rabinowitz. The technical work of publication was under the direction of Ralph H. Kahn.

The Historical Records Survey is indebted to the town officials of Brookline, especially to the WPA coordinator, Mr. W. D. Kerr, and to Miss Louisa N. Hooper, Librarian of the Brookline Public Library. It also wishes to express

its debt to the Secretary of the Commonwealth, Frederic W. Cook who has, by his sponsorship made this publication possible.

Carl J. Wennerblad
State Supervisor
Historical Records Survey

FOREWORD

The Inventory of the Town and City Archives of Massachusetts is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Work Projects Administration. The publication herewith presented, an inventory of the Archives of Brookline in Norfolk County, is volume IV of number 11 of the Massachusetts series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by town officials, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalogue for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records--they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and city inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single town, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Professional and Service Projects, of which Mrs. Florence Kerr, Assistant Commissioner, is in charge.

F. C. Harrington
Commissioner of Work Projects

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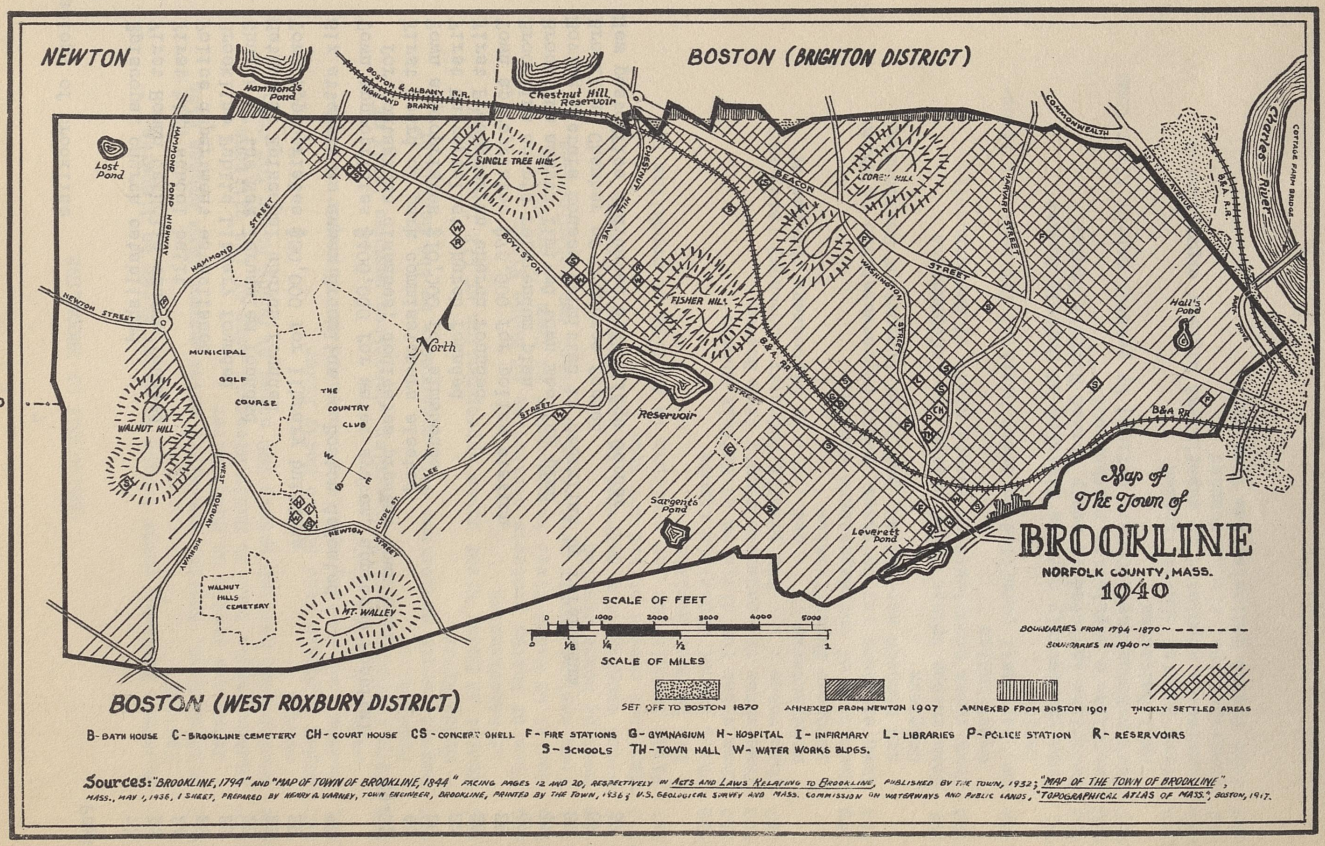
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B- Bath House C- Brookline Cemetery CH- Court House CS- Concrete Shell F- Fire Stations G- Gymnasium H- Hospital I- Infirmary L- Libraries P- Police Station R- Reservoirs S- Schools TH- Town Hall W- Water Works Bldgs.

Sources: "Brookline, 1794" and "Map of Town of Brookline, 1849" facing pages 12 and 20, respectively in *Acts and Laws Relating to Brookline*, published by the Town, 1932; "Map of the Town of Brookline", Mass., May 1, 1936, 1 sheet, prepared by Henry A. Varney, Town Engineer, Brookline, Printed by the Town, 1936; U.S. Geological Survey and Mass. Commission on Waterways and Public Lands, "Topographical Atlas of Mass.", Boston, 1917.

PART A BROOKLINE AND ITS RECORDS SYSTEM

Historical Sketch

The historical and governmental evolution of Brookline have an especial significance for students of Massachusetts towns. For Brookline, which was first settled in the mid-seventeenth century, and had its own government by the 1680's, has become the wealthiest and most populous town in the Commonwealth.[1] Although its town hall is less than four miles from Boston's city hall and the town itself is surrounded on all sides by cities (it has been called a town within a city), it has insisted on preserving its town government. The problem of adapting the town meeting system to a community of more than 50,000, answering the increased requirements of a modern municipal corporation and protecting still the self-governmental rights of the inhabitants is one which Brookline has met successfully. It was the first town in Massachusetts to adopt the representative town meeting, an adaptation of the pure form which twenty-seven other Massachusetts towns have accepted since Brookline's experiment in 1915.

Until November 13, 1705, when the Massachusetts general court set it off as a separate town, Brookline was included in the town of Boston as an outlying section called Muddy River.[2] The earliest reference to this region is in the entry of August 1632 in Governor Winthrop's Journal that "Notice being given of ten Sagamores and many Indians assembled at Muddy River, the Governor sent Capt. C--- with twenty musketeers to discover &c. but at Roxbury they herd they were broke up".[3] Once again in 1639 Winthrop referred to Muddy River when he described an apparition seen there as "a great light in the night . . . when it stood still it flamed up . . . when it ran it was contracted into the shape of a swine. . . ."[4] Meanwhile Wood in his New England Prospects had observed in 1633: "The inhabitants of this place (Boston) for their enlargement, have taken to themselves Farmehouses, in a place called Muddy-river, two miles from Their Towne; where is good ground, large timber, and store of Marshland, and Medow. In this place they keepe their Swine and other Cattle in the Summer, whilst the

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1. Once admittedly the wealthiest town in the United States Brookline is now rivalled for this position by Greenwich, Connecticut. See footnote 4, p. 33

2. Massachusetts General Court, The Acts and Resolves, Public and Private, of the Province of Massachusetts Bay, 1692-1780, 21 vols., Boston, 1869-1922, XXI, p. 737. Hereafter cited as Province Acts and Resolves.

3. John Winthrop, Journal of the Transactions and Occurences with Settlement of Massachusetts and the Other New-England Colonies, From the Year 1630 to 1644, Hartford, 1790, pp. 42-43. A History of Brookline of unknown authorship, published by the Brookline Press in 1906, asserts that the first dwelling in Muddy River was that of Griffin Craft, occupied in 1630.

4. Winthrop, op. cit., p. 172

Corne is on the ground at Boston, and bring them to the towne in Winter."[1] The Boston town meeting records in 1634 mention "the young cattle and cows keeper at Muddy River".[2] But none of these references implies a permanent settlement at Muddy River, and indeed as late as 1663 John Josselyn, an English traveler in Boston, described the place in language suspiciously like Wood's, a generation earlier, as pasture land primarily: "Two miles from the town, at a place called Muddy-River, the Inhabitants have Farms, to which belong rich arable grounds, and meadows where they keep their Cattle in the Summer, and bring them to Boston in the Winter. . . ."[3]

As early as 1635, however, the town of Boston had begun to vote lands at Muddy River to certain of its citizens, not only to "our teacher Mr. John Cotton", and elders of the church, but also to "the poorer sort of inhabitants, such as . . . have no cattle. . . ."[4] That some settlement of the region was in process by 1639 is indicated in the Boston town meeting vote of December that year setting out "500 acres at Muddy River for perpetual commonage to the inhabitants there and the town of Boston".[5] On December 7, 1641, the last Muddy River grant is entered in the Boston records.[6]

The first road through Muddy River must have been built by the summer of 1640, for the general court then ordered the towns of Boston, Roxbury, Dorchester, Watertown, and Cambridge to share in the "charge of Muddy River bridge, being £15 3s. 6d."[7] In 1640, too, the town of Boston appointed two men "to lay out the Highways at Muddy River towards Cambridge."[8]

In March 1651/2 a constable to keep the peace and collect the taxes at Muddy River exclusively was first chosen by the Boston meeting; and, by 1668, when the whole Boston tax was £770,13s., Muddy River's taxes, first separately listed, were assessed at £20, 5s.[9] These developments indicate

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1. William Wood, Wood's New England's Prospect, published 1634 at London by Tho. Coates for John Bellamie; reprinted by the Prince Society, Boston, John Wilson and Son, 1865, pp. 42-43

2. Town of Brookline, Muddy River and Brookline Records, 1634-1838, (place of publication not indicated), J.E. Farwell and Co., printers, 1875, p. 9. See entry 44. Hereafter cited as Muddy River Records.

3. John Josselyn, An Account of Two Voyages to New-England, Made During the Years 1638-1663, Boston, 1865, pp. 125-126.

4. Muddy River Records, p. 13

5. Ibid., p. 26

6. Ibid., p. 31

7. Massachusetts General Court, Records of the Governor and Company of the Massachusetts Bay in New England, 1628-1686, N.B. Shurtleff ed., 5 vols. in 6, Boston, 1853-1854, I, p. 383. Hereafter cited as Mass. Col. Rec.

8. Muddy River Records, p. 27

9. Ibid., pp. 32, 43

that the owners of the Muddy River pastures were by this time coming actually to live on their lands. By 1686 the community was large enough (with a population of about fifty[1]) and independent enough to petition the general court for "Liberty to Erect a School", with the result that the court ordered:

> That henceforth the Hamlet of Muddy River be free from Town Rates to the Town of Boston they Maintaining their own highwaies and Poor and other Publick charges arising, amongst themselves; and that within one Year next coming they Raise a SchoolHouse. . . . As also maintain an able Reading and Writeing Master there; from after this Day and that the Inhabitants Annually meet to Choose Three Men to Manage their Affaires.[2]

But Muddy River was not long to retain its new status, for in May 1690 the Boston town meeting voted in express contradiction of the general court "that Muddy river Inhabitants are not discharged from Bostone to be a hamlet by themselves, but stand related to Bostone as they were before the year 1686."[3] And so it was that the Muddy River inhabitants began petitioning the general court again to be a hamlet separate from Boston. In 1700 they gave as their reason "the remotiness of their scituation, which renders them uncapable of - enjoying equall benefit and advantage with other of the Inhabitants, of Publick Schooles for the Instruction of their Children, relife of their Poor, & repaireing of their Highways."[4] Again, in 1704, the hamlet, "being grown to a greater Number of good settled Inhabitants", was refused the right "to have Selectmen and all other rights belonging to a Township."[5] Muddy River's final petition, however, signed by thirty-two inhabitants, was favorably considered when the general court ordered on November 13, 1705, "That the Praier of this Petition be Granted and the Powers and Priviledges of a Township be Given to the Inhabitants of the Land commonly known by the name of Muddy River, The Town to be called Brookline. . . ."[6]

Muddy River took its new name from the farm called Brookline owned by Judge Sewall, the distinguished Massachusetts chief justice and father

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1. Town of Brookline, Proceedings at the Dedication of the Town Hall, Brookline, February 22, 1873, Brookline, 1873, p. 41. Hereafter cited as Dedication of the Town Hall, 1873
2. Massachusetts Archives, 417 vols. in 418, mss., vol. CXIII, p. 381
3. Muddy River Records, p. 58
4. Massachusetts Archives, vol. CXIII, p. 382
5. Ibid., p. 383
6. Province Acts and Resolves, XX, p. 737

of Samuel Sewall, Brookline's first town clerk.[1] The farm had been called Brookline from the fact that a brook running through it marked the boundary either between its meadow and swampland or between it and a neighboring farm.[2] The town was so called to honor the farm's owner.

Brookline's boundaries were not defined in the incorporating act, an omission which by 1825 had given rise to "doubts and difficulties" between Brookline and the City of Boston; the general court in February of that year established the Boston-Brookline boundary.[3] The first recorded survey of the town made in May 1780, found that "the Said Town Contains Four Thousand four hundred and Sixteen Acres in the whole".[4] In 1844 a small section of Roxbury, south of Brookline, was annexed to Brookline,[5] increasing its area from 4568 acres to 4695 acres.[6] Yet so irregular was the boundary between Roxbury and Brookline apparently, that Dr. John Pierce, speaking at the opening of the town hall in 1845 said: "As the boundary between Brookline and Roxbury is now constituted, it is somewhat amusing that, on entering the Brookline Avenue, toward the main dam, within a few rods, we pass alternately into Roxbury and Brookline eight times".[7] In 1872 and again in 1890 this boundary line underwent minor revisions.[8] The Brookline-Newton boundary was not fixed by Massachusetts law until 1907, and the boundaries between Brookline and Watertown and Cambridge appear never to have been defined by the general court.[9] The town is today bounded on the east by Boston, on the south by Boston and Newton, on the west by Brighton (a section of Boston), and on the north by Cambridge. Its total area is 6.6 square miles.[10]

Brookline had, as early as 1726, voted "by a great majority" for the division of Suffolk County.[11] Again in 1733 the Brookline town meeting

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1. John Pierce, An Address at the Opening of the Town Hall in Brookline, 14 October, 1845, Boston, 1846, p. 35, Appendix, (XI)
2. The conflicting views are, respectively, those of Curtis, (op. cit., pp. 61,62) and of Pierce (op. cit., p. 63)
3. Massachusetts General Court, Laws of the Commonwealth of Massachusetts, Passed at the General Sessions of the General Court, Beginning May, 1822, and Ending February, 1825, Boston, 1825, January Session 1825, ch. 90. The session laws are hereafter cited as follows: 1780-1838, as Laws; 1839-1915, as Acts; 1915-1919, as General Acts or Special Acts; 1919 to date, as Acts. Resolves of the General Court are cited as Resolves throughout.
4. Muddy River Records, p. 329
5. Acts, 1844, ch. 38
6. Town of Brookline, Acts and Laws Relating to Brookline Together with the Town By-Laws, Brookline, 1932, maps facing pp. 6, 20. Hereafter cited Brookline Acts and Laws
7. Pierce, op. cit.
8. Acts, 1872, ch. 267; ibid., 1890, ch. 359
9. Ibid., 1907, ch. 249; cf. also Brookline Acts and Laws, index under "Boundary Lines", p. 370
10. Massachusetts Bureau of Statistics, The Decennial Census, 1915, Boston, 1918, p. 84. Hereafter cited Massachusetts Decennial Census
11. Muddy River Records, p. 129

had voted "to Joyn with the Country Towns of this County to be made into a separate County from Boston."[1] When, however, the question began to be agitated in earnest in 1791, Brookline took an opposite view. After voting unanimously in the negative on the proposition of a division of Suffolk County at the meeting of December 27, 1791, a committee of three was chosen to draw up formal objections.[2] The report of this committee presented at the meeting of January 3, 1792 is interesting because it anticipates most of the arguments heard against county government today:

> 1st That it is the Opinion of this Town that the Division of a Commonwealth into small Counties is Impolitick & attended with Disadvantages Greater than the Inconveniences it is meant to Remedy
>
> 2ly That the Division of the County of Suffolk would be a president to Divide Other Counties in the Commonwealth which may perhaps have as great a claim to a Division.
>
> 3ly That by the Division of a County an Additional number Houses to transact Business in. will be Required therefore if a Commonwealth is Divided into Small Counties, the whole Expense of Such Commonwealth, for the judicatory Department will be Proportionably Increased.
>
> 4ly That the Division of a County Requires an Additional number of Officers and the Business of a County being Divided with said County, the Annual amount of Fees to the Officers will be proportionably Lesened.
>
> for these Reasons it will be Difficult to obtain a Sufficient number of Men of Ability and Integrity to fill the Offices of Judges & Justices and they will Improve less by Experience, Consequently Business will not be transacted in the Courts of Justice so much to the Honour of the Commonwealth nor judiciously for the benefit of the Inhabitants.-- And the annual amount of the fees of Office being insufficient for the support of the Officers, they must necessarily attend to some other Business and of Course Inattention and Nonattendance will take place in the Several Offices to the Great Injury of the Inhabitants
>
> 5ly That if a new County is Created out of the County of Suffolk the remaining part of the County will be burthened with an Additional Weight of Taxes & Service Greatly to their Injury[3]

Added objections, too lengthy to be quoted here, emphasized that other towns in Suffolk were located farther from Boston than the towns favoring

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1. Muddy River Records, p. 140
2. Ibid., p. 380
3. Ibid., pp. 381, 382

the separation. The excessive cost of housing criminals in the Boston jails due to the delay in holding trials there, could be met, Brookline argued, by "the Institution of Courts to try those Criminals at Short periods." Finally the argument of the "great Delays and Expences by the trial of Causes merely Maritime & that their Disputes in Law are submitted . . . to Men, totally unacquainted with the affairs of Inland Towns will apply with Equal force to Every other Country Town in the County & therefore if the County is Divided upon this principal the Division ought to be at the Boundary line betwixt Boston and the County."[1]

The act of the general court passed on March 26, 1793 setting apart "all the territory of the County of Suffolk not comprehended within the towns of Boston & Chelsea from and after the twentieth day of June next . . ." as the County of Norfolk, practically met this condition. On the following September 11th the Brookline meeting declined to send a delegate to a meeting of the delegates of the other towns of Norfolk County at Dedham "to Collect the Sentiments of the People of the County." Five days later the town voted to petition the general court for reunion with Suffolk. The petition recited that, although Brookline had been induced "by the Union of all the Country Towns, to join with them in a Petition to be Annexed to the County of Norfolk", yet since several of them, including the town of Roxbury were petitioning for reunion with Suffolk, "by which Brookline will be entirely Separate from every part of the County of Norfolk", Brookline prayed that her petition might be granted on condition theirs was.[2] No action was taken by the legislature on any of these petitions and there is no further reference to the matter in the Brookline records. It is interesting to note, however, that subsequent annexations to Boston and Suffolk County of the towns of Brighton and Roxbury have in fact left Brookline surrounded by Suffolk County and entirely isolated geographically from Norfolk of which it remains a constituent part. When in 1870 and on five other separate occasions Boston sought to annex Brookline, the town resisted the attempt.

When Muddy River was first separated from Boston in 1686, it was enjoined by the general court to raise a schoolhouse within one year and to maintain a "Reading and Writeing Master". Within one month the inhabitants had voted £12 for the annual salary of its schoolmaster with the further provision that "the Remainder necessary to support the charges of the Master be laid equally upon the scholars heads save any persons that are poore be abated in part or in whole."[3] But it was not until 1711 that Brookline, unassisted by Boston, raised its first schoolhouses. In March of that year the meeting voted:

> . . .That there be Liberty Granted to Erect Two School houses at there own Charge that improve them. Also that they

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1. Muddy River Records, p. 382
2. Ibid., pp. 397-399
3. Ibid., p. 86

> maintain a good School dame half the year at each house. That the Town allow the charge for a Master one qr at one School house and the other quarter at the other. To teach, to write and Cypher.[1]

Two years later, a third school was provided in the south district of the town.[2] In 1723, the town voted that each of the three district schools be locally supported - "that all the people that live in each prescint both their polls & estates shall pay to the school in the prescint where they live".[3] It is because school finances and general administration were thereafter supervised and recorded by districts that the development of the town's schools can be traced only fragmentarily in the town meeting records during the next hundred years. From the first £12 in 1687, annual appropriations for schools increased to a peak of £40 in 1727, 1728, and 1730; the £15 appropriation in 1732 is the last annual school appropriation separately voted in the town meetings of the eighteenth century.[4] In 1746, a special appropriation of £100 was voted to pay for a new school building, and again in 1824 and 1833 appropriations of $600 and $800 were raised for two other buildings replacing earlier ones.[5] By 1834, when the first detailed school report appears in the town records, Brookline had four schools operating in its three districts; there were 183 pupils and 5 teachers.[6] It is interesting to observe that a salary of $2 50 per week was recommended for all teachers.[7] In the year following, the first estimate of the annual school expenditures for the ensuing year allowed $1050 for education generally and $200 additionally for fuel, repairs, and other incidentals.[8]

It was required in Brookline's act of incorporation that the community build a meetinghouse and "Obtain an Able Orthodox (that is, Congregational) Minister" within three years; but in 1709 we find the new town petitioning for an extension of time, "by reason ye publick Taxes are Extraordinary Great we have not been able to goe throu yt soe good and desireable work in ye building of us a Meetinghouse. . . ."[9] Once again in 1710 the selectmen petitioned for an extension of time, because of "Our proportion to the Extraordinary charge of this Province . . . We being but new beginners, and the Charges . . . (of the meetinghouse) like to be very Considerable. . . .[10]

The 1713 March town meeting appointed a committee to find the exact

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1. Muddy River Records, p. 96
2. Ibid., p. 100
3. Ibid., p. 122
4. Ibid., pp. 86-139, passim
5. Ibid., pp. 160, 161, 554, 593
6. Ibid., pp. 610-611
7. Idem
8. Ibid., p. 630
9. Massachusetts Archives, vol. XI, p. 305b
10. Ibid., p. 366

center of the town as a site for the meetinghouse, and the December meeting of the same year voted the building "should be of the same Demensions with the Meeting-House in the South-west part of Roxbury."[1] In 1714, after voting £115 toward their building, the town in May petitioned to be excused from sending its representative to the general court, ironically enough in the light of the town's later development "upon the Acc't of their Building a Meeting House and the Great charges thereof for such a Poor Little Town. . . .[2] The next spring an additional £100 was appropriated to complete the building, and in October the records refer to the dinner provided "att the Raising of the meeting House."[3]

The house thus built and paid for by town appropriation served the community for nearly a century as a town meeting building and as a church. On the 26th of October, 1717, the congregation was first gathered by the Rev. Ebenezer Thayer of the Second Church in Roxbury, and its first members were 17 men and 22 women.[4] Until November 1833, the town and the parish were one; the community voted in town meeting on the choice of ministers, on the rate of their settlements and annual salaries; in interims between settled preachers they authorized the selectmen to provide temporary preachers. The last town election of a preacher was in 1796 when the Rev. John Pierce, later to be one of Brookline's ablest historians as well as a beloved minister, was unanimously chosen in town meeting and voted a salary of $400 and 16 cords of wood annually.[5] In April 1834, following the passage of Article XI amending the state constitution, the town and parish became separate units and the town deeded to the parish in fee simple the meetinghouse and the land on which it stood.[6]

Support of the town's poor was not a heavy drain on Brookline during the eighteenth century. The selectmen clothed and fed those inhabitants who could not care for themselves, or the town voted to repay expenditures made by townspeople to whom was entrusted the care of helpless individuals. The earliest record apparently for the support of poor is the 1718 vote that "Thomas Woodward sen'r have ten shilling paid him by the Town for entertaining Kathn. Horton."[7] In 1723 the town allowed "widow Hill ye negro woman two pounds ten shill to be disposed of in cloathing by ye select men."[8] The town in 1736 made clear a policy of refusing to support an individual with relatives capable of caring for him.[9] No separate

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1. Muddy River Records, pp. 99, 100
2. Ibid., p. 101
3. Ibid., pp. 103, 104
4. F. Harriet Woods, Historical Sketches of Brookline, Mass., Boston, 1874, p. 240
5. Muddy River Records, p. 414
6. Ibid., p. 598
7. Ibid., p. 112
8. Ibid., p. 124
9. Ibid., p. 144

funds for the support of the poor were voted during the eighteenth century, so that the proportion of this cost in relation to other expenses of town government cannot be gauged. The first indication that the general appropriations annually voted were to include the support of poor is in the 1743 vote of £130 "to defray the Charges of the poor and Schools for the Ensuing year besides Other Charges."[1] In 1768 the records first indicate that Brookline was using a method commonly practised in other Massachusetts towns, not only in this period but for another hundred years: being without an almshouse, the town was boarding out its paupers (including those insane) to "any Person or Persons that will Keep them Cheepest." A record of this same year shows that Mr. Nehemiah Davis was allowed five shillings per week to pay for the keep of the widow Bowing.[2] Further mention of the support of paupers occurs only once in the eighteenth century when the March meeting of 1778 voted an extra allowance beyond that bargained "to those who kept and boarded the Poor the year past, on Account of the high prices of Provisions."[3]

The Massachusetts census records of 1784 list 110 polls in Brookline and of these only one supported by the town.[4] That the number of paupers in Brookline in the town's first century of municipal life was low and the cost of their support relatively small is further indicated in the selectmen's first recorded registration of paupers, made in 1836, listing only two persons supported in the year previous, one case being cared for at a cost to the town of 90 cents and the other at 42 cents each week.[5]

Nor did town highways present a problem out of the ordinary in Brookline's early years; for the town was compactly settled, its population was engaged almost universally in the one occupation of farming which principally required cart roads to the Boston market and to its own town center. Throughout the eighteenth century, taxes for town roads were separately assessed from other town taxes, and each taxpayer was expected to pay his road tax in labor on the roads of his own district under the supervision of a town-elected highway surveyor. At one of the meetings in 1706 it was voted "that the selectmen should proportion the labour of parsons (persons) and teams to repaire the High-wayes."[6] In March 1719/20 the town made specific a provision previously understood but not stated . . . "to mend ye Highways by working each man's proportion."[7] In 1751, the rate allowed for labor on roads was set at "forty shillings pr. Day for a Teame & Twenty shillings a Day for one hand old Tenor &

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1. Muddy River Records, p. 156
2. Ibid., pp. 220, 221
3. Ibid., p. 278
4. Joseph B. Felt, "Statistics of Population on Massachusetts", Collections of the American Statistical Association, Vol. I, Part II, Boston, 1845, p. 166. Hereafter cited as Am. Stat. Ass'n. Coll.
5. Muddy River Records, p. 616
6. Ibid., p. 90
7. Ibid., p. 115

To work Eight houres in a Day."[1] By 1831, the arrangement had changed only in the value set on labor which was in that year "One dollar for ten hours of labour of a Man with necessary tools and the same for a yoke of oxen cart & tools. . . ."[2]

Brookline's communal development in the eighteenth century was steady and remarkably unified. The town supported three schools in this entire period;[3] and at the close of the century the whole population, with the exception of one Baptist family attending church in Newton, supported and attended the one church in Brookline, the Congregational church whose establishment had been required in the town's incorporating act.[4] Writing of the economic activity of the community, Dr Pierce in 1845 recalled: "Till nearly the close of the last century, there was scarcely a mechanic in the Town. Its male inhabitants, with hardly an exception were cultivators of the soil. . . ."[5] The population list of Muddy River in 1687 showed exactly fifty names.[6] At the first Massachusetts Province census taken at the order of the general court in 1765,[7] Brookline showed 53 houses, 53 families, 190 persons under 16 years of age, 130 persons over that age, and a total population of 320.[8] At the time the next census was taken in the province in 1776, Brookline's white population had increased to 502.[9] The first United States census in 1790 showed a decrease to 484;[10] by 1796 when Dr Pierce settled in Brookline he found exactly 72 houses and 72 families;[11] and at the turn of the century in 1800 the population was 605.[12]

Racially, the community was overwhelmingly Anglo-Saxon; the names of the heads of families as they are listed in the 1790 census are all of English derivation - White, Jackson, Gardiner, Corey occurring most fre-

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1. Muddy River Records, p. 171
2. Ibid., p. 590
3. Ibid., pp. 100-593, passim
4. Pierce, op. cit., p. 7
5. Ibid., p. 23
6. Dedication of the Town Hall, 1873, p. 41
7. Province Acts and Resolves, 1765, January Session, ch. 28; cf. also the notes on this act, IV, pp. 790-792
8. Am. Stat. Assn. Coll., Vol. I, Part II, p. 48
9. Ibid., p. 158
10. United States, Bureau of the Census, Heads of Families at the First Census of the United States Taken in the Year 1790, Massachusetts, Washington, 1908, p. 10. Hereafter cited as U.S. Census, 1790
11. Pierce, op. cit., p. 7
12. United States, Department of State, Return of the Whole Number of Persons Within the United States, According to "An Act providing for the second census or enumeration of the inhabitants of the United States," Passed February the 28th, One Thousand Eight Hundred. Washington, 1802, p. 14. Hereafter cited as U.S. Census, 1800

quently.[1] The record of March 5, 1721/22, defining one highway district as "that parte of the Town from the negros to cam bridge line" is of special significance as an indication that the community at this time included at least one Negro who was apparently not a servant in a white household but an independent settler.[2] In 1755 there were 17 Negro slaves in Brookline, an indication of the wealth as well as the racial character of the community at this time;[3] in 1790 there were no slaves listed, and of the 484 total population there were only 13 not of the white race [4] Massachusetts public opinion had always been opposed to slavery: the colony's attitude was expressed in the 1641 order "that there shall never be any bond-slavery, villenage or captivitie amongst us; unless it be lawfull captives . . . and such strangers as willingly sell themselves, or are solde to us."[5] This position was made much more emphatic in 1780 in the first article of the state constitution which declared all men free and equal and which was intended "to establish the liberation of the negroes on a general principle, and so it was understood by the people at large.[6] This principle was finally made explicit in 1788 in the general court's uncompromising "Act to Prevent the Slave Trade."[7] Against the background of such a tradition, Brookline's part in the Civil War is not surprising. According to the final report of the Massachusetts Adjutant General, the town furnished 750 men including 34 commissioned officers, 135 men more than her quota. Town expenditures for war supplies and services amounted to more than $136,000.[8]

Indications of the economic growth of the town in the eighteenth century are few and sporadic, but significant. The first tax assessed on Muddy River's inhabitants by the Boston assessors was in 1668 for £20, 5s.[9] By 1675 this tax had increased to £70.[10] County and town taxes in 1709 were £115;[11] in 1755 a special province tax of £100, 16s., new tenor was assessed.[12] It is interesting to learn from the inventory of carriages taken in 1757 for the province tax on carriages that Brookline listed no "coaches" or "chariots" but did show 17 chaises and 9 chairs.[13]

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1. U.S. Census, 1790, pp. 796-797
2. Muddy River Records, p. 120
3. Am. Stat. Ass'n Coll., Vol. I, Part II, p. 208
4. U.S. Census, 1790, p. 10
5. Massachusetts General Court, The Laws and Liberties of Massachusetts, Reprinted from the Copy of the 1648 Edition in the Henry E. Huntington Library, Cambridge, 1929, p. 4
6. Robert Rantoul, Negro Slavery in Massachusetts, Salem, 1887, p. 28
7. Laws, 1787, February Session, ch. 48
8. John Gould Curtis, History of the Town of Brookline, Massachusetts, Cambridge, 1933, p. 275
9. Muddy River Records, p. 43
10. Ibid., p. 49
11. Am. Stat. Ass'n Coll., vol. V, Part III, Boston, 1847, p. 302
12. Ibid., p. 393
13. Ibid., p. 348

The general appropriations which Brookline's meetings voted to support town expenditures show a steady increase in the eighteenth century, except in the hectic decade 1771-81 when the expenses of the Revolution and the depreciation of currency shot them to unprecedented heights. The town appropriations for general charges, usually including schools and support of ministry, were in the eighteenth century at ten-year intervals as follows:[1]

1710 - £10	1760 - £100[3]
1720 - £30	1770 - £90
1731[2] - £30	1780 - £61,800[4] (approximately)
1740 - £80	1790 - £250
1750 - £300	1800 - $1500

It is illuminating to find that Brookline's total valuation was $9,505.07 in 1790 and $12,257.63 in 1800.[5]

The unity of Brookline as a community in the eighteenth century is well illustrated in the attitude and activity of the town during the Revolution. In 1767 the town voted unanimously to "take all prudent and Legal Measures to promote Industry, Occonomy & Manufactures in this Province & in any of the British American Colonies and . . . to Discourage the Use of European Superfluities."[6] In 1772 the town's revolutionary spirit flamed up in a meeting of December 11th when it elected a standing committee to "correspond with Town of Boston & any other Towns on the Subject of our Present Difficulties." The committee was instructed specifically "to take under Consideration, the Violations & Infringments of the Rights of the Colonists & of this Province in particular. . . ."[7] The town reassembled within two weeks, and at an historic meeting on December 28th it stated its mind with great clarity and spirit. It voted, once again unanimously, that the violation of the "Rights of the Colonists, and

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1. Muddy River Records, pp. 96-436, passim
2. No general appropriation is recorded in 1730
3. This appropriation being in "new tenor", each pound had an actual value four times as great as the "old tenor" pound used through 1750; cf. Joseph B. Felt, An Historical Account of Massachusetts Currency, Boston, 1839, p. 128
4. This is in terms of the depreciated currency of the Revolution.
5. Joseph B. Felt, "Statistics of Taxation in Massachusetts, Including Valuation and Population", Am. Stat. Assn. Coll., vol. I, Part III, Boston, 1847, 569.
6. Muddy River Records, p. 218. Similar resolutions using almost identical language were passed by other towns in this period. The Brookline vote was on December 15, 1767. On March 7, 1768 the Braintree town meeting adopted a somewhat longer one of similar tenor. (Records of the Town of Braintree, Samuel A. Baxter, ed.; Randolph, Mass., Daniel H. Hunford, printer, 1868, p. 419.) When concerted action by the various towns on a current matter was desired the town of Boston would often send them copies of its resolutions. This probably accounts for the similarity in language.
7. Ibid., pp. 234, 235

this Province in particular as men as Chrystians, & as Subjects . . . are in the Opinion of this Town great Grievances which this People have for years past been burdened with", the principal affront being "The Raising a Revennue within this Province by an assumed Power in the Brittishe House of Commons, to give and grant our Money without our Consent . . . (a practice) so repugnant to the first Principles of a free Constitution and the obvious meaning & Spirit of the Royal Charter of this Province."[1] The Brookline selectmen in communicating the town resolutions to Boston wrote on January 4, 1776, "that this Town think themselves happy in being always ready to add their Mite to wards with-Standing any arbitrary despotick Measures that are or may be carried on to overthrow the Constitution and deprive us of all our invaluable Rights and Priviledges which are & ought to be as dear or dearer than Life it selfe."[2] Brookline chose two of its citizens in November 1773 "to git all the Intelligence from the Committee of Corrispondence of the Town of Boston Respecting the Landing & Sale of the East India Company's Tea";[3] and upon hearing the committee's report the town unanimously voted seven uncompromising resolutions denouncing the duty on tea as an unconstitutional tax, the American tea importers as enemies of their country, and the British Parliament as a body glaringly partial "in making one & the Same Act to operrate for the Ease & Convenience of a Few of the most opulent Subjects in Britain, on the one hand, and for the Oppressions of Millions of Freeborn & moast loyal Inhabitants of America, on the other."[4]

But the town was also capable of translating this type of protest into specific action. It was able to recognize the "common cause of our Country" and to cooperate vigorously with the other towns of the Province (as was demonstrated in the vote of July 29, 1774) "in every rational and Justifiable measure to recover and maintain our invaided rights . . . as may be Recommended by the General Congress."[5] By September 1774 the town had chosen a committee to examine the state of the town's military preparations "in case of a Suden attack from our Enemies";[6] at the end of the same month it elected representatives to the Salem and Concord assemblies;[7] in November it voted on the question "wheither the Town Approve of the Measures that are come into by the Continental Congress and will abide by the same, and it past in the Affermative Unanimously", and at the same time it directed the tax collector to pay the remainder of the province tax to the independently chosen receiver general of the colony.[8] By January 1776 Brookline was raising men to reinforce the Continental Army, an activity which strenuously occupied the town for another six years to

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1. Muddy River Records, pp. 236-237
2. Ibid., p. 239
3. Ibid., p. 242
4. Ibid., p. 243
5. Ibid., p. 247
6. Ibid., p. 248
7. Ibid., p. 249
8. Ibid., p. 250

come.[1] One more vote of this period which is of especial interest is that passed on May 20, 1776, when the town, anticipating the historic declaration of July 4th, voted "that if the Hon. Congress Should, for the Safety of the American Colonies, Declare them Independant of the Kingdom of Great Briton, that we Sd Inhabitants will Solemnly Engage with our Lives and fortune to Support them in the measure."[2] The town meetings of years following afford continual evidence of the tirelessness of Brookline's support of the government, and not until March 1784 did the town recognize that the struggle was over when it voted "that the Towns Stock of Powder be Sold, and that the Selectmen be Directed . . . to Sell the Same."[3]

When the new Commonwealth of Massachusetts faced the problem of setting up an independent government, it was supported by Brookline. In May 1777, the town voted not to "give their Assent that the Representatives and Councill should form a Constitution but Recommend that a Convention should be appointed by the People for that express Purpose, and that only, as soon as practicable."[4] Vigilant to preserve the liberty of Massachusetts' citizens, Brookline voters one year later "unanimously and absolutely" rejected the first state constitution framed in Massachusetts, or in America. Their reasons were ". . . that it is essential . . . that a full and express declaration of the Rights of the people, be made a part thereof, and that the Powers of Rulers Should be accurately defined and properly Limited; that as the Form Proposed is almost totally deficient in those respects . . . it ought therefore to be rejected. . . ."[5] The constitution was rejected in the state at large by a vote of 9972 to 2083,[6] so that a second constitution had to be drafted. This second draft was submitted to the people in March 1780; it was generally approved in Brookline at the meeting of May 15th and 16th, 1790;[7] and, being duly ratified by the state at large, became the official constitution of Massachusetts as a commonwealth.

The history of Brookline in the nineteenth and twentieth centuries is the history of a town developing so swiftly that the yearly milestones can scarcely be noted in a sketch of this length, and progress is most clearly evaluated by comparing decennial statistics. In 1800, Brookline's population was 605, the total town appropriation for general charges (including the minister's salary) was $1500 and the total valuation was $12,257.63.[8] By contrast, in 1900, the population had multiplied 33 times to 19,935;[9]

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1. Muddy River Records, pp. 256-322, passim
2. Ibid., p. 258
3. Ibid., p. 334
4. Ibid., p. 266
5. Ibid., pp. 281-282
6. Curtis, op. cit., p. 172
7. Muddy River Records, pp. 291-293
8. Ibid., p. 436
9. United States Department of the Interior, Twelfth Census of the United States, Taken in the Year 1900, Washington, 1901, Population, I, Part I, p. 200. Hereafter cited as U.S. Census, 1900.

expenditures were nearly 1000 times greater, being $1,768,808;[1] and the valuation had increased 6360 times to $77,952,900.[2] Alfred D. Chandler has pointed out that for the year ending January 31, 1905, Brookline revenues and expenditures not only exceeded those of any other Massachusetts town but also exceeded those of any of the three New England states of Vermont, New Hampshire, or Rhode Island.[3] In 1932, Brookline's revenue and payments, although quite outdistanced by any New England state, approximated those of the State of Nevada.[4] With this tremendous increase in size and activity, Brookline's town records become increasingly detailed and at the same time increasingly impersonal, so that the reader, while gaining in statistical information about the town, tends to lose the warm, direct, though often haphazard contact with the community which the eighteenth century records afford him.

The remarkable unity (and orthodoxy) of Brookline as an eighteenth century community is evidenced in the relationship between the town and its church, a relationship which has been already discussed. In this entire period the one church in Brookline remained the original Congregational Church which had been first gathered in 1717. As late as 1796, according to Dr. Pierce, when there were seventy-two families in the town, "but a single family professed a different faith from the rest; and this worshipped with the Baptist church, in Newton."[5] But in 1828 the Baptists established a church in Brookline, and in the following six decades of the nineteenth century seven other denominations entered the town.[6] These were the Congregationalist in 1844,[7] the Episcopalian in 1849, the Roman Catholic in 1852, the Church of the New Jerusalem in 1857, the Methodist Episcopal in 1863, the Universalist in 1892, and the Presbyterian in 1894.[8]

In 1838 "Sallaries & expences of Town Officers", first reported as

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1. Town of Brookline, Annual Report of the Town Officers of Brookline, Massachusetts, 1846-1938, 65 vols., published annually by the town; report for year ending January 31, 1901, p. 3. See entry 2.

2. Idem.

3. Alfred D. Chandler, Local Self-Government: Elective Town Meetings for Large Towns, With a General Legislative Bill Therefor, and the Recent Charter of the City of Newport, Rhode Island, Based Thereon, Brookline, 1908, p. 21

4. United States Bureau of the Census, Financial Ststistics of State and Local Governments: 1932, Washington, 1935, pp. 810, 1123

5. Pierce, op. cit., p. 8

6. Curtis, op. cit., pp 214-216

7. The original church of Brookline, though Congregational at its establishment in 1717, was among those churches which in the first quarter of the nineteenth century preferred to call themselves Unitarian; cf. William Henry Lyon, The First Parish in Brookline, Brookline, 1898, pp. 31-32

8. Curtis, op. cit., pp. 214-216

one heading in the annual fiscal report, were $319.23;[1] in 1938 the cost of departmental salaries was nearly $1,030,000.[2] In the intervening years Brookline's municipal services had increased not only in the departments already established but in the creation of many new departments.

In this period, Brookline's school department showed a phenomenal development. Brookline maintained three public schools until 1834, when a fourth school was established; but as early as 1793 the town found it necessary to expand its school space by building a brick schoolhouse which was also used to hold town meetings while it remained standing.[3] A stone schoolhouse was completed and dedicated "by Prayer and Sacred Musick" January 1, 1825, and the second floor of this building was used likewise as a town hall.[4] It is a reflection either on the adequacy of Brookline's school supervision or on the carefulness of the census taker that the column headed "white persons over 20 years of age who cannot read or write" is not filled in for Brookline's census in 1840.[5] In 1843, the school committee reported with considerable satisfaction that the town's expenditure of $4.69 per scholar was exceeded in only nine towns of the Commonwealth. In 1846 Dr. Pierce observed that "by the Hon. Horace Mann's last Report, Brookline . . . raised the largest proportional sum for three hundred and nine towns in this Commonwealth."[6] In that year too the town established its first public high school in a room in the town hall which, according to Dr. Pierce, "was elegantly and conveniently fitted up for the High School; a respectable Library was procured; and since, through the agency of the Principal, five hundred dollars have been raised by subscription, and an elegant Philosophical Apparatus has been provided."[7] In 1856, the town voted $10,000 for Brookline's first high school building; this was only one part of the building program carried on in the decade 1850-60 when $59,000 was appropriated toward the building of six schools.[8]

Teachers' salaries also were gradually rising in these years. In 1847 the minimum salary was reported as $3 a week and the maximum $200 a

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1. Town of Brookline, Town Records of Brookline, Massachusetts, 1838-1871, 2 vols., Brookline, 1892; 1838-1857, p. 2. See entry 44. Hereafter cited as Brookline Records.
2. Annual Report, 1938, pp. 456-500
3. Muddy River Records, pp. 391-393
4. Ibid., p. 556
5. United States Department of State, Sixth Census or Enumeration of the Inhabitants of the United States, as Corrected at the Department of State, in 1840, Washington, 1841, p. 39
6. Brookline Records, 1838-1857, p. 78, and John Pierce, A Discourse Delivered in Brookline, at the Request of its Inhabitants, on 15 March, 1847, The Day which Completed Half a Century from his Ordination, Boston, 1847, p. 28
7. Pierce, op. cit., p. 34, Appendix (VII)
8. Curtis, op. cit., pp. 226-227

quarter.[1] In 1890 the minimum and maximum annual salaries were $300 and $2,600.[2] By 1910 the average annual salary was slightly over $953, although the amounts of individual salaries were not itemized even at that time and have not been since.[3] But perhaps the spectacular development of Brookline's school department can be most clearly outlined in the school statistics from the annual reports which are summarized in Table I below:

Table I: Brookline School Development, 1847-1937

Date	Annual School Expenditures	No. of School Buildings	No. of Pupils	No. of Teachers
1847[4]	$2,438.48			
1850[5]	3,545.25			
1860[6]	14,871.77			
1870[7]	29,800.13			
1880[8]	44,105.90	11	1,473	36
1890[9]	73,454.06	14	2,164	57
1900[10]	113,939.93		3,149	125
1910[11]	227,920.64	19	4,191	160
1920[12]	491,612.07	21	5,163	186
1930[13]	848,414.01	25	6,454	265
1937[14]	931,007.61[15]	21	6,744	250

1. Brookline Auditing Committee, Report of the Committee for Auditing the Accounts of the Treasurer of The Town of Brookline, for the Financial Year Ending February 1, 1847, (place and date of publication not indicated) pp. 2-5. Hereafter cited as Auditing Committee's Report
2. Annual Report, 1890, p. 231
3. Ibid., 1910, pp. 387-389
4. Auditing Committee's Report, 1847, pp. 2-5
5. Brookline Auditors, The Auditors' Report of the Receipts and Expenditures of the Town of Brookline, for the Financial Year Ending February 1, 1850, Boston, 1850, p. 12. Hereafter cited as Auditors' Report
6. Brookline Treasurer, The Treasurer's Report of the Receipts and Expenditures of the Town of Brookline for the Financial Year Ending February 1, 1860, Boston, 1860, p. 21. Hereafter cited as Treasurer's Report
7. Treasurer's Report, 1870, p. 29
8. Ibid., 1880, pp. 51-52
9. Annual Report, 1890, pp. 111-112
10. Ibid., 1900, pp. 383-385
11. Ibid., 1910, pp. 481-482
12. Ibid., 1920, pp. 467-468
13. Ibid., 1930, p. 119
14. Ibid., 1937, pp. 66-68
15. Brookline's school expenditures in this year exceeded those of the State of Vermont for the two years ending June 30, 1938 which were $916,760.28; cf. Biennial Report of the Treasurer to the General Assembly of the State of Vermont, Rutland, 1938, p. 107

In like manner expenditures for support of the town poor and the town roads increased. In 1847, the selectmen reported assisting 13 paupers in the course of the year at a total cost to the town of $955.57;[1] by 1937 the expenditures for relief were $418,777.01, and this amount was used to afford outdoor aid to 849 persons, and assistance to 41 dependent children and 383 old age assistance cases.[2] Until 1882, the town continued to board out 6 paupers as in the earliest days or to send them to state almshouses; but in that year the town appropriated $10,000 to build an almshouse where paupers were thereafter boarded.[3]

The cost of supporting the town poor in Brookline has increased not steadily but by sudden bounds. The greatest increase occurred in the decade 1870 to 1880. The great depression of 1873 partly explains the need for increased poor assistance and the selectmen in March of that year reported "We . . . have given relief to those persons who where in temporary need although the town was not strictly liable to furnish it. We have thought it more in accordance with humanity and even probably with true economy, to keep needy families together amid their relatives and friends than it would be to follow the strict letter of the law, and send them to a distant State Almshouse.[4] A second and significant reason for the permanent rise in cost of supporting poor is indicated in the report of 1875: "Owing to the lack of employment, and the inclemency of the season, the calls upon this department have been larger than usual. . . . By the act of the Legislature passed May 28, 1874 . . . the residence and taxation necessary to gain a settlement was reduced one-half; this very largely increases the number of those whom the town is liable to support, and as a matter of course will increase the expenses of this department in future."[5] A part of the explanation is in two state laws which have compelled all Massachusetts towns to assist certain groups not previously cared for under the general laws for support of poor. The general court's act of 1913 "To provide for Suitably Aiding Mothers With Dependent Children" required each town to pay two-thirds of the costs of aiding its own residents, requiring aid under the act, the remaining third being borne by the Commonwealth.[6] The Old Age Assistance Act of 1930 added another group of persons to those already eligible by law for assistance from local welfare boards,[7] and some considerable part of the increased expenditures for support of the poor between 1930 and 1937 must have gone to this new group.

Highways until 1834 were built and repaired by the taxpayers themselves laboring within fixed highway districts, under the direction of highway surveyors. In 1833 a special committee appointed to investigate town highways reported: "It is therefore manifest to your committee that the interests of

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1. Auditing Committee's Report, 1847, pp. 2-5
2. Annual Report, 1937, pp. 68, 132-134
3. Curtis, op. cit., p. 304
4. Brookline Selectmen, Report of the Board of Selectmen of the Town of Brookline, For Year Ending March, 1873, Boston, 1873, p. 4. Hereafter cited as Selectmen's Report.
5. Selectmen's Report, 1875, p. 36; cf. also Acts, 1874, ch. 274
6. Acts, 1913, ch. 763
7. Acts, 1930, ch. 402

this town requires a more vigorous attention to this subject, our roads not near so good as they ought to be . . . arising partly for the want of more Labour and partly from a misapplication of the Tax - Our present system has many defects - First the dividing of the Town into districts is seldom satisfactory . . . secondly the forced manner by which surveyors are appointed is often very repulsive to the incumbent as it imposes on him a task that he feels (as he frequently is) incompetent to perform, the consequence is that he is desirous of getting rid of the Business as soon as possible, he calls for the Labour and works out the tax in about two days leaving the road afterwards to take care of itself heavy rains afterward frequently fill the water courses, the water breaks over the road and washes in half an hour more than can be repaired without many days labour, the road thus gullied and the loose stones are left to stumble over till another year."[1] In November 1834, the town, mindful of these difficulties, voted that "in future our highway tax shall be received by the collector with other taxes, and that the Town appoint commissioners to superintend the expenditure of said tax throughout the town, that our highway district be discontinued after March next."[2] Again in 1865 the method of road construction was debated; the committee appointed advised the town to put its roads in the charge of a professional road builder and deplored the "practice in connection with our system of highways, (in which) it is the custom of every person either to pay his tax, or work it out, at his option. This custom derives its origin from the feudal system, and is a remnant of the personal service which the lord of the manor exacted of his vassals, one of the few relics of a barbarous age, which the spirit of our free institutions has not yet shaken off."[3] The town approved the report and voted thereafter "to place the roads under the charge of a road-maker of skill and experience."[4]

The total extent of public roads in Brookline has increased from slightly over 15 miles in 1844 to 71.19 miles in 1918 and 87.56 in 1937.[5] These three years are the only ones for which mileage statistics have been published by the town.

The fire and police departments both originated in the mid-nineteenth century in Brookline as the community outgrew its eighteenth century government. Fire-fighting in the seventeenth and eighteenth centuries had been undertaken by volunteer

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1. Muddy River Records, pp. 588-589
2. Ibid., p. 610
3. Brookline Road Committee, Report of a Committee on the Repairs of Roads, Brookline, 1865, Boston, 1865, p. 6
4. Brookline Records, 1858-1871, p. 270
5. E.F. Woodward, Roads &c. in The Town of Brookline (as surveyed in the year 1844), (place and date of publication not indicated), p. 11; Brookline Town Engineer, Report of the Town Engineer and the Superintendent of Streets and Sewers of Brookline Massachusetts for the Year Ending December 31, 1918, Boston, 1919, p. 41; and Public Ways and Building Lines in Brookline Massachusetts April 1, 1937, (place and date of publication not indicated), p. 29

social, rather than municipal, engine and hose companies.[1] It was not until 1871 that the town voted to elect a board of fire engineers in place of the fire wards customarily elected;[2] and it was in the same year that $14,000 was appropriated towards a house for a "steam fire engine and hook-and-ladder carriage";[3] an additional $7,000 was appropriated in January 1872 to complete the building.[4] In 1937 the town accountant gave the valuation of fire equipment, seven fire stations and one storage lot at $580,000, and the selectmen referred to 140 officers and employees of the department in recommending the departmental appropriation.[5]

The police department was not established until 1857 when an appropriation of $200 was earmarked for the police.[6] As late as 1772, however, the town "Voted to Provide Stocks for Said Town",[7] and in 1847 and 1851 the town had appropriated money to build a "Lock-up under the Town Hall".[8] In 1860 Brookline's selectmen somewhat apologetically defended the establishment of the police department in reporting "There has been but little occasion for the services of the police during the past year; yet we think it best to be provided for any emergency that may arise more especially on Saturday night and Sundays."[9] Brookline's first police station was authorized in 1898 when the town appropriated $75,000 for the building.[10] It is still in use and, with the land and equipment of the department, contributes to a total valuation for police department property of $146,137.[11]

The public library was established in 1857, in the same year as the police department, and is reported to have been the first established under the general statute of 1851, authorizing Massachusetts towns to appropriate funds for the establishment and maintenance of town libraries.[12] The first appropriation of $934 for founding the Brookline library, $1 for each taxable poll, and the additional appropriation of $233 for maintaining the library the ensuing year were the maximum sums which could legally be appropriated for the purpose.[13] When the library was opened in a room on the first floor of the old town house in December 1857, it contained 900 volumes.[14] In December 1867 the town appropriate

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1. For two entertaining accounts of early firefighting organizations, cf. Woods, op. cit., pp. 135-140, and Curtis, op. cit., pp. 238-245
2. Brookline Records, 1858-1871, p. 472
3. Ibid., 1858-71, p. 483
4. Town of Brookline, Town Records of Brookline, Massachusetts, 1872-1884, Boston, 1888, p. 4. See entry 44. Hereafter cited as Brookline Records, 1872-1884
5. Annual Report, 1937, pp. 74, 463
6. Brookline Records, 1838-1857, p. 564
7. Muddy River Records, p. 233
8. Brookline Records, 1838-1857, pp. 238, 355
9. Treasurer's Report, 1860, p. 28
10. Curtis, op. cit., p. 292
11. Annual Report, 1937, p. 463
12. Brookline Records, 1838-1857, pp. 558, 562
13. Woods, op. cit., p. 129
14. Idem.

$30,000 for the erection of a library building, and the following year 10,000 volumes were removed to the new building.[1] A new public library building was completed and dedicated in 1910 on the site of the previous building and cost approximately $244,000.[2] In 1937, the library contained 163,037 volumes and had an annual circulation of 437,511 volumes or 8.41 per capita. Its total property was valued at $490,062.[3]

In April 1717 Brookline appointed seven men to "be a committee to procure a burying place for the use of sd town if it can be obtained", and in November the same year the committee reported "they had agreed with Samuel Clark Jun r for half an acre of his land near the meeting house for eight pounds to be paid by the town for sd half Acre of land Also Agreed with sd Clark that he should have the herbage of sd land provided he maintain the front fence against it".[4] Until the latter part of the 19th century, nothing was added to this property. But in 1880 Brookline began to acquire new lands and to establish its modern park system by voting to establish the office of park commissioners; and in 1882 the town accepted the commissioners' recommendation that land lying within the town limits be gradually acquired for parks and be financed by an immediate $40,000 bond issue.[5] By 1937 the town had acquired 36 public parks and playgrounds whose total value was set at $2,651,780.[6]

The water supply system was also developed in the latter half of the nineteenth century as an outgrowth of general agitation for publicly-owned water supply for municipal firefighting and domestic uses. In 1871 the town elected a committee "To consider the subject of supplying the town with pure water"; and in 1873 the first board of water commissioners was chosen, $400,000 was appropriated for construction along certain streets, and the commissioners were authorized to "contract for the necessary distribution pipes and the laying thereof."[7] From that beginning, the water service has increased until in 1937 the town pumped 1,654,761,025 gallons of water through the 120.79 miles of water mains in use. The town operates two pumping stations and has constructed two reservoirs. The total value of the water department property currently is $2,124,712.[8]

With a growing awareness of municipal responsibility for services originally left to private initiative, Brookline established a public health service in the

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1. Brookline Records, 1858-1871, p. 340; Curtis op. cit., p. 232
2. Town of Brookline, Dedication of the Public Library Building, Cambridge, 1911, p. 12
3. Annual Report, 1937, pp. 125, 463
4. Muddy River Records, pp. 109, 110
5. Brookline Records, 1872-1884, pp. 535, 642-643
6. Annual Report, 1937, pp. 464-465
7. Brookline Records, 1858-1871, p. 496; ibid., 1872-1884, pp. 93, 128-129
8. Annual Report, 1937, pp. 260-261, 464

mid-nineteenth century. It is interesting to observe how different Brookline's attitude toward such service was in the eighteenth and nineteenth centuries. In June 1721 only two months after introduction of the practice in England, Dr. Zabdiel Boylston, a native and town officer of Brookline, introduced inoculation for smallpox in America by inoculating his own son.[1] He had learned by a letter from Cotton Mather in England of Lady Mary Montagu's discovery of the practice in Turkey. But even though Boston in 1721 was being ravaged by a smallpox epidemic, local prejudice against the new discovery was so great that Dr. Boylston's house was surrounded and stoned, an attempt was made to bomb it, and he himself had to stay in hiding for some time to escape hanging.[2] The complete reversal of public opinion by the end of the century is reflected in 1788 in the town meeting vote "that Doct'r Aspinwall may erect a Hospital on his own Farm; for the purpose of inoculating with the Smallpox. . . ."[3] At a special town meeting held in February 1873, the town approved the thirteenth warrant article "to . . . establish a hospital for persons having a disease dangerous to the public health . . . and confirm the action of the Selectmen as a Board of Health in providing a hospital for persons sick with the smallpox."[4] Three years later the first separate board of health was elected; two of its members were physicians.[5] Currently the board of health supervises services which employ four doctors, two dentists, one veterinary, and four nurses; it maintains a contagious hospital, a dental dispensary, and a tuberculosis dispensary; it affords laboratory services and various types of inspection services for tenements, for schools, and for milk, provisions, and animals.[6] In 1937, Brookline spent $113,948.51 for the protection of public health.[7]

The expansion of Brookline's municipal activities and the rapid increase in her population in the nineteenth century resulted in the building by the town, one after another, of three town halls and the outgrowing of all but the last. A small stone building was dedicated January 1, 1825, but shortly thereafter turned over to the use of the

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1. Francis R. Packard, History of Medicine in the United States, 2 vols., New York, 1931; I, pp. 75-76. Curtis states that Dr. Boylston first inoculated himself and two slaves. Curtis, op. cit., p. 112
2. Pierce, op. cit., p. 38, Appendix (XXIV); Curtis, op. cit., pp. 112, 113. Lest it should be thought that opposition to inoculation was confined to the ignorant public of the day, it would be well to remember that even Benjamin Franklin asserted at this time that, when death resulted from inoculation, it was nothing less than murder. Curtis, idem.
3. Muddy River Records, pp. 362-363
4. Brookline Records, 1872-1884, p. 69
5. Ibid., p. 320
6. Annual Report, 1937, pp. 180-235, passim
7. Ibid., p. 67

high school.[1] In October 1845, John Pierce dedicated the then magnificent new town hall which had cost $6,357.32 exclusive of land.[2] The third town hall, still in use, was built at a cost of $150,000 and dedicated February 22, 1873.[3]

John Gould Curtis in his recent history of Brookline has summarized his discussion of municipal expansion with these paragraphs:

> The protective services which began with a single constable, mainly concerned with the collection of taxes, have been enlarged into a variety of departments. A police department, efficiently organized by a capable head, has been maintained and improved to the point where it is probably as effective as any such organization can be in the face of modern conditions. The companies of men who ran with the fire engine and met for chowder suppers have given place to a fire department with a notable record for competent performances. Services that were not dreamed of in the days of Muddy River have become necessary with the last step of the frontier, for a program for safeguarding public health became inevitable with the growth of the town.
>
> Planning, particularly as it relates to parks, the layout of the community, and the types of buildings which may be constructed and the uses to which they may be put, is a matter seldom recognized until it is almost too late. In Brookline, however, foresighted citizens anticipated the needs of the future and undertook, often in the face of uncomprehending opposition, to insure provision for them. A careful program of planning has been evolved; the provision of parks and playgrounds and a golf course, and the protection and replacement of shade trees have all been taken into consideration.[4]

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1. Muddy River Records, p. 556
2. Brookline Records, 1838-1857, p.172
3. Dedication of The Town Hall, 1873, p. 58
4. Curtis, op. cit., pp. 535-536

How far Brookline's municipal activities have been expanded in the past century can be gauged roughly from the annual departmental expenditures as these are traced in Table II, below:

Table II: Brookline's Departmental Expenditures, 1847-1937

Year	Support of Poor	Highways	Fire Protection	Police	Library
1847[1]	$ 995.57	$ 1,091.12	$ 417.20		
1850[2]	823.10	1,223.27	934.83		
1860[3]	679.74	6,847.30	64.44	$ 104.08	$ 480.00
1870[4]	715.77	27,472.80	3,267.20	3,066.10	3,000.00
1880[5]	7,414.41	19,939.05	8,793.38	12,694.93	5,200.00
1890[6]	8,056.03	43,250.76	15,860.09	27,890.47	7,500.00
1900[7]	10,893.84	84,408.60	51,954.15	51,420.99	14,000.00
1910[8]	8,772.89	191,456.32	104,770.97	87,568.74	23,499.99
1920[9]	33,327.46	383,190.62	170,472.00	195,595.28	51,999.33
1930[10]	79,130.74	561,844.39	332,818.79	302,533.11	70,448.58
1937[11]	418,777.01	315,506.03	358,384.57	320,594.92	74,265.38

Year	Parks and Cemeteries	Water Supply	Public Health	Total Town Expenditures*
1847[1]				$ 9,335.14
1850[2]				10,997.14
1860[3]	$ 128.45			66,709.96
1870[4]	98.50			242,084.91
1880[5]	157.50	$11,861.73	$ 991.25	433,437.61
1890[6]	9,041.40**	30,454.41	5,592.37	748,112.75
1900[7]	23,501.81	57,310.19	23,889.09	1,481,316.84
1910[8]	42,882.42	60,409.72	59,741.85	2,013,779.66
1920[9]	110,662.25	123,674.17	187,999.83	3,040,250.33
1930[10]	126,383.19	254,637.19	116,966.12	5,540,514.21
1937[11]	150,103.36***	294,058.12	113,948.51	5,535,997.27

*Including expenditures for school department, town officers' salaries and other miscellaneous items not here separately itemized.

**Including $2,661.50, special appropriation for park construction.

***Including expenditures for recreational facilities.

1. Auditing Committee's Report, 1847, pp. 2-5
2. Brookline Auditors, The Auditors' Report of the Receipts and Expenditures of the Town of Brookline, for the Financial Year Ending February 1, 1850 Boston, 1850, p. 12. Hereafter cited as Auditors' Report
3. Brookline Treasurer, The Treasurer's Report of the Receipts and Expenditures of the Town of Brookline for the Financial Year Ending February 1, 1860, p. 21. Hereafter cited as Treasurer's Report
4. Treasurer's Report, 1870, p. 29
5. Ibid., 1880, pp. 51-52
6. Annual Report, 1890, pp. 111-112
7. Ibid., 1900, pp. 383-385
8. Ibid., 1910, pp. 481-482
9. Ibid., 1920, pp. 467-468
10. Ibid., 1930, p. 119
11. Ibid., 1937, pp. 66-68

In wealth and population, Brookline has shown a spectacular development since 1800. By 1915, Brookline had not only become the most populous town in the state but its population density of 5,054.7 per square mile was the greatest in Norfolk County and was exceeded only in eight cities (no towns) of the Commonwealth.[1] By 1935 Brookline's population density had increased to approximately 7,472 per square mile. The 1935 state census showed Brookline's population at 50,319, a figure surpassed by only 15 of the 39 cities in Massachusetts.[2] Between 1800 and 1937 Brookline's real and personal property has increased in value from $12,257.63 to $161,169,700.00;[3] and the town was for several years before 1931 "the wealthiest community under that form of government in the world."[4]

The decennial census figures for Brookline in Table III, besides showing when the greatest population increases have occurred, indicate for certain years the racial and economic character of the community as well.

Table III: Brookline's Population, 1800-1870

Year	Total Pop.	Aliens	Free Colored	Whites	Persons engaged in				
					Agric.	Commerce	Mf'g.	Misc	*Prof
1800[5]	605								
1810[6]	784								
1820[7]	900	17	3		215	12	30		
1830[8]	1,043	20	1						
1840[9]	1,365				325	40	47**	1	19
1850[10]	2,516		5	2,511					
1860[11]	5,164		3	5,161					
1870[12]	6,650***		23	6,627					

*Professions. **Persons engaged in manufacturing and trades. ***4,357 native and 2,293 foreign born.

1. Massachusetts Decennial Census, 1915, p. 84
2. Ibid., 1935, pp. 5-7
3. Am. Stat. Ass'n Coll., vol. I, Part III, p. 569, and Commonwealth of Massachusetts, Department of Corporations and Taxation, Public Document No. 19, Part I: Aggregates of Polls, Property, Taxes, Etc., as Assessed January 1, 1937, p. 39
4. Curtis op. cit., p. 326. In 1931, however, the town of Greenwich, Connecticut with a jump in its property valuation from $121,844,143 in 1930 to $192,385,940 in 1931 captured Brookline's title as the "world's wealthiest town"; cf. Town of Greenwich Connecticut 1935 Budget and Related Subjects, (place and date of publication not indicated) p. 44
5. U.S. Census, 1800, p. 14
6. U.S. Dept. of State, A Census of the United States For 1810, (place and date of publication not indicated) p. 12
7. U.S. Dept. of State, Census For 1820, Washington, 1821, p. 7
8. U.S. Dept. of State, Fifth Census; or Enumeration of the Inhabitants of the United States 1830, Washington, 1832, p. 19
9. U.S. Census, 1840, p. 19
10. U.S. Dept. of Interior, The Seventh Census of the United States: 1850, Washington, 1853, p. 52
11. U.S. Dept. of Interior, Population of the United States in 1860, Washington, 1864, p. 224
12. U.S. Dept. of Interior, The Statistics of the Population of the United States, Embracing the Tables of Race, Nationality, Sex, Selected Ages, and Occupations, Washington, 1872, p. 167

From 1870 to 1930 the population of Brookline has reflected the steady growth of metropolitan Boston, being 8,057 in 1880; 12,103 in 1890; 19,935 in 1900; 27,792 in 1910; 37,748 in 1920; 47,490 in 1930; and 50,319 in 1935.[1]

With so great an increase in population, it is not surprising to find an increase in the town's wealth, but Brookline's wealth has increased far beyond normal expectation. In 1937 the total town valuation of $161,169,700 was exceeded by no Massachusetts town and only five of the thirty-nine Massachusetts cities. At the same time Brookline's tax rate of $23.50 was lower than that of all the cities and all but twenty-two of the towns.[2] In the last seventy-five years, while Brookline's population has increased ten times, the town's property value has increased approximately fifteen times and her tax rate has increased less than four times. The principal factor in Brookline's increased wealth as a community appears to be not expanding industry or growing value of commercial products but the rapidly increasing values of real estate favorably affected by Boston's economic development as a New England market and distribution center. The total value of real estate per acre of land taxed in Brookline has increased from approximately $1,189 in 1861 to $46,910 in 1937.

Table IV: Aggregates of Polls, Property, and Taxes Assessed in Brookline[3]

Year	No. of Polls	Value of Personal Estate	Value of Real Estate	Total Value Real and Personal Estate	Tax Rate per $1000 Valuation	No. of Persons Assessed	Total Tax[4]
1861	1,176	$5,901,000	$5,009,100	$10,910,100	$6.50		$ 72,679
1870	1,415	10,567,200	8,381,100	18,948,300	7.50		144,942
1880	1,961	9,261,300	13,608,400	22,869,700	12.00		278,358
1890	3,368	16,510,100	29,927,000	46,437,100	9.00	4,104	425,395
1900	5,630	23,499,800	54,453,100	77,952,900	10.20	7,825	806,380
1910	7,486	40,971,100	67,663,000	108,634,000	12.50	10,750	1,372,897
1920	8,684	12,895,800	90,140,600	103,636,400	17.30	19,057	1,836,329
1930	13,097	16,687,900	153,617,200	170,305,100	19.90	*17,108	3,415,265
1937	13,380	14,012,900	147,156,800	161,169,700	23.50	*14,314	3,814,247

Year	No. of Dwellings	Acres of Land Taxed	No. of Horses	No. of Cows	No. of Neat Cattle	No. of Swine
1861	673	4,212	509	308		
1870	876	4,010	629	347		
1880	1,190	3,771	714	354		
1890	1,628	3,802	1,305	538		
1900	3,076	3,629	1,592	384		
1910	3,777	3,412	958	137	3	81
1920	4,749	3,332	212	59	7	15
1930	5,864	3,182	123	56	1	10
1937	6,480	3,137	49	31	3	14

*No. of persons assessed on property only.

1. United States census publications, 1880-1930, inclusive; Massachusetts Decennial Census, 1935. For complete citations, see list of sources at end of volume.

2. Massachusetts Department of Corporations and Taxation, Public Document, No. 19, Part 1, pp. 36-39

3. Valuations are at May 1st from 1861 through 1900, at April 1st from 1910 through 1930, and at January 1st in 1937. The figures are taken as follows: for 186 from Public Document No. 42; for 1870 from Public Document No. 36; for 1880 to 1937 from Public Document No. 19, all published by the commonwealth

4. From 1890 to 1937 includes overlayings

Economically, Brookline's life in the greater part of the nineteenth century depended on agriculture. The 1820 and 1840 United States census figures show that almost one quarter of the total population were farmers; in 1820 there were 215 persons engaged in agriculture, and only 30 in manufactures and 12 in commerce; in 1840 as compared with 325 persons in agriculture there were only 47 engaged in manufactures and trades, 40 in commerce, 19 in learned professions and engineering and one person engaged in navigation of the ocean.[1] A statistical account of Brookline's industry and products in 1845 reported the value of that year's products as $212,635.69, of which all but $21,345 worth of leather goods and products represented agricultural products. The principal crops were hay (1,789 tons worth $25,046.00), apples (15,913 barrels worth $19,891.25), milk (93,440 gallons worth $15,573.33), and potatoes (30,869 bushels worth $12,347.60). Vegetables and fruit grown for the market included beans, peas, cucumbers, beets, onions, parsnips, green corn, turnips, squashes, and grapes.[2] And yet, despite the preponderance of farmers in the community, Brookline's tradesmen and professional men in 1849 included ten "carpenters and builders", six physicians, three nurses, five boot and shoe makers, four painters and glaziers, four clergymen, four carriage builders, three "dealers in West India goods", three blacksmiths, two harness makers, two grain and meal dealers, and one "counsellor", one hair dresser, one cabinet maker, one apothecary, one "oyster dealer". There were also three livery stables, two tanneries and two "provisions stores", one public house, one real estate agency and one tinware manufactory.[3] A similar tabulation of Brookline occupations and establishments in 1938 would be too heterogeneous to be useful. The United States census studies of occupations in cities of 25,000 or more population has included Brookline only since 1910.

Table V: Brookline Occupational Statistics, 1910-30

	1910[4]	1920[5]	1930[6]
Population 10 years old and over	24,255	32,932	42,126
Gainful workers in all occupations	13,030	17,378	22,299
a. Agriculture, forestry, animal husbandry	219	245	278*
b. Extraction of minerals	12	9	10
c. Manufacturing and mechanical industries	2,000	2,620	2,734
d. Transportation	854	1,346	1,421**
e. Trade	2,233	3,363	4,901
f. Public service	298	383	508
g. Professional service	1,298	2,329	3,406
h. Domestic and personal service	5,110	5,045	6,093
i. Clerical occupations	934	2,038	2,928

*Persons employed in agriculture only. An additional 20 persons were reported engaged in forestry and fishing.

**Persons engaged in transportation and communication.

1. See Table III, p. 33
2. Pierce, op. cit., pp. 39-40, Appendix (XXVII)
3. George Adams, Environs of Boston, An Almanac and Business Directory, Boston, 1849, pp. 147-149
4. U.S. Census, 1910, IV, pp. 214, 216, 218
5. U.S. Census, 1920, IV, pp. 247, 249, 251
6. U.S. Census, 1930, IV, pp. 707-709

In the present decade, Brookline's manufacturing establishments are few and small, contributing little to the volume of Norfolk County business. In 1933 the town reported 13 manufacturing establishments with a total employment of 260, an annual pay roll of $189,524 and annual products valued at $845,828;[1] in 1937 only one firm in Brookline was listed as employing more than 100 wage earners.[2] From the United States census of business in 1935 an analysis of Brookline's retail and wholesale business establishments is presented in Table VI.

Table VI: Retail and Wholesale Establishments, 1935

	Retail[3]	Wholesale[4]
Number of establishments	394	15
Number of proprietors	259	10
Number of employees	2,357	208
Annual pay roll	$2,268,000	$359,000
Volume of sales	$19,004,000	$1,579,000

Food and auto stores were the most important part of the retail business, accounting for nearly half the number of establishments, and approximately 70% of the total sales. Brookline's 15 wholesale establishments accounted for one-fifth of the sales of wholesale houses in Norfolk County. In 1930, 22,299 of the total population of 47,490[5] were employed;[6] by comparison with figures already cited for employment in Brookline's local industries, it can be seen that the greater part of the working population are employed outside Brookline, presumably in metropolitan Boston.

Racially, the character of Brookline's population has undergone a considerable change since the opening of the nineteenth century. In 1820, 17 of the total population of 900 were alien; in 1915, 23,800 out of 33,490 were foreign born; and of the 17 countries whose natives were listed in the Brookline count, those most numerously represented were Ireland with 4,532, Canada with 2,251, and Great Britain with 1,104.[7]

An important factor in the recent development of Brookline has been the large scale construction of apartment houses. In 1913, 191 buildings in all were erected, including several apartment houses. Suspended temporarily during the

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1. Massachusetts Department of Labor and Industries, Division of Statistics, Census of Manufactures, 1933, (mimeographed volume), p. 2
2. Massachusetts Department of Labor and Industries, Division of Statistics, A List of Manufacturing Establishments Employing 100 Wage-Earners and Over, As of the Year 1937, (mimeographed volume) p. 8
3. United States Bureau of the Census, Census of Business: 1935, Retail Distribution, Washington, 1937, II, p. 187
4. United States Bureau of the Census, Census of Business: 1935, Wholesale Distribution, Washington, 1937, III, p. 120
5. This represented 75% of the males and 38.5% of the females 21 years of age and over.
6. Census, 1930, IV, p. 100
7. Massachusetts Decennial Census, 1915, p. 337

World War, construction was resumed in 1919, 1920 and 1921 when more than $3,000,000, $2,500,000 and $3,500,000, respectively, was expended for construction of all types of structures.[1] The movement for zoning and community planning which was necessary to restrict the building of stores, public garages and business establishments to specified areas, began in 1911.[2] The chief business areas are now Brookline Village, Coolidge Corner, and certain sections of Washington Street. In 1938 the Planning Board expressed the belief that a strong case of public necessity should be shown before any more land was rezoned for store purposes.[3] The organization of the Brookline Chamber of Commerce in 1931 is an indication of the growth of commercial interests.[4] Having long resisted the entry of moving picture houses into the town, the voters on November 4, 1930 reversed this policy.[5] A new $90,000 postoffice on Beacon Street near Coolidge Corner was dedicated on November 30, 1935.[6]

In the two and a half centuries since the first settlers near Muddy River petitioned for self-government, momentous physical changes have come to the community. The pastures and the forests have given way to closely settled blocks of residences, to busy shopping centers and parks, and scores of miles of paved roads. And yet, despite these outward differences, an original settler would probably recognize better in modern Brookline than in any other American community of the same size the political philosophy and patterns of government of his own era. For here the forms originally intended for the democratic government of a few score settlers clustered in the wilderness have been shaped to fit the same needs in a modern town of fifty thousand persons. With thoughtfulness and energy and devotion to those original principles of self-government, the inhabitants of Brookline have successfully adapted old bottles to a new wine.

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1. Curtis, op. cit., pp. 318, 319
2. See p. 48
3. Annual Reports, 1938, p. 167
4. Brookline Chronicle, Vol. 58, No. 5
5. Ibid., Vol. 57, No. 45
6. Ibid., Vol. 62, No. 49

CHART of TOWN GOVERNMENT ~ BROOKLINE ~ 1940.

SHOWING NAME OF OFFICE, NUMBER OF INCUMBENTS, TERM, AND DATE OF ORIGIN.

ELECTORATE

- MODERATOR — 1 YR. — 1713/4
- SELECTMEN (5) — 1 or 2 EA. YR. FOR 5 YRS. — 1686
- TOWN CLERK — 1 YR. — 1686
- ASSESSORS (3) — 1 EA. YR. FOR 3 YRS. — 1842
- TAX COLLECTOR — TREAS., EX-OFFICIO SINCE 1894 — 1711/2
- TREASURER — 3 YRS. — 1707/8
- TRUSTEES OF THE LIBRARY (12) — 4 EA. YR. FOR 3 YRS. — 1857
- BD. OF PUBLIC WELFARE (5) — SELECTMEN, EX-OFFICIO — 1846
- BOARD OF HEALTH (5) — SELECTMEN, EX-OFFICIO — 1876
- WATER BOARD (3) — 1 EA. YR. FOR 3 YRS. — 1871

- COMMITTEE OF 30 — 1 YR. — 1886
- REGISTRARS OF VOTERS (4) — 1 IS TOWN CLERK, EX-OFF. 1 EA. YR. FOR 3 YRS. — 1885
- WALNUT HILLS CEMETERY TRUSTEES (6) — 2 EA. YR. FOR 3 YRS. — 1840
- SCHOOL COMMITTEE (9) — 3 EA. YR. FOR 3 YRS. — 1722/3
- PARK COMMISSIONERS (3) — 1 EA. YR. FOR 3 YRS. — 1880
- PLANNING BOARD (5) — 1 YR. — 1911
- BOARD OF SURVEY (5) — SELECTMEN, EX-OFFICIO — 1924
- COMMITTEE ON PLANTING TREES (3) — 1 YR. — 1883
- CONSTABLES (5) — 1 YR — 1651/2
- HEALTH OFFICER — 1 YR. — 1876
- SUPT. OF WATER WORKS — 1 YR (BEFORE) — 1878

- POLICE CHIEF — 8 LIEUTS. 7 SERGS. 109 PATROLMEN 8 RESERVEMEN 3 OTHERS — INDEFINITE — 1876
- ELECTION OFFICERS (4) — 1 YR. — 1877
- SUPT. OF SCHOOLS — INDEFINITE TERM — 1872
- CHIEF MEDICAL INSP. OF SCHOOLS — INDEFINITE TERM — 1906
- SCHOOL NURSES (6) — INDEFINITE TERM — 1909
- SUPERVISOR OF ATTENDANCE — 1 YR. — 1854
- SUPT. OF FORESTRY DEPT. — 1 YR. — 1908
- PUB. HEALTH NURSES (2) — 1 YR. — 1916
- DIRECTOR OF BIOLOGICAL LAB. — INDEFINITE TERM — 1899
- DIRECTOR OF FLY & MOSQ. CONTROL — INDEFINITE TERM — 1909

- FIRE COMMISSIONER — 1 CHIEF 2 DEPUTY CHS. 9 CAPTS. 14 LIEUTS. 108 PVTS. 5 OTHERS — 3 YRS. — 1899
- TOWN ACCOUNTANT — 1 YR. — 1897
- RETIREMENT BOARD (3) — TREASURER, EX-OFFICIO 3 YRS. — 1933
- STATE AID AGENT — 1 YR. — 1938
- W.P.A. COORDINATOR — INDEFINITE TERM — 1937
- AGT. FOR BURIAL OF INDIGENT SOL. AND MAR. — 1 YR. — 1889
- SUPT. STS. AND SEWERS — 1 YR. — 1871
- GYM. AND BATH COMM. (3) — 1 YR — 1883
- SUPT. OF WIRES & LIGHTS — 1 YR. — 1895
- SUPT. OF FIRE ALARM & POLICE SIGNAL SYSTEM — 1 YR. — 1890

- PLAYGRND COMMISSION (5) — 1 YR. — 1911
- TOWN ENGINEER — 1 YR — 1872
- BUILDING COM'R. — CIVIL SERVICE — 1889
- BD. OF APPEAL (3) — 1 EA. YR. FOR 3 YRS. — 1912
- INSPECTOR OF PLUMBING — RECOMMENDED BY BLDG COM'R. CIVIL SERVICE — 1889
- MOTH CONTROL SUPT. — 1 YR. — 1910
- KEEPER OF THE LOCKUP — 1 YR. — 1881
- DOG OFFICER — 1 YR. — 1936
- FOREST WARDEN — 1 YR — 1909
- MED. DIR. OF BD. OF HEALTH HOSP. — INDEFINITE TERM — 1903
- TUBERCULOSIS DISPENSARY PHYS. — INDEFINITE TERM — 1912

- INSP. OF PETROLEUM — 1 YR. — 1904
- SEALER OF WTS. AND MEAS. — 1 YR. — 1718/9
- MEASURERS OF WOOD AND BARK (2) — 1 YR. — 1770
- WEIGHER OF HAY — 1 YR. — 1837
- SUPT. OF TOWN HALL — 1 YR. — 1852
- FUEL PURCH. AGENT — 1 YR. — 1910
- DENTAL CLINICIANS (2) — INDEFINITE TERM — 1915
- AGENT FOR INSP. OF MILK AND PROVISIONS — INDEFINITE TERM — 1880
- AGT. FOR INSP. OF ANIMALS — 1 YR. — 1893
- QUARANTINE INSP. — 1 YR. — 1893
- SANITARY AGENT — 1 YR. — 1893

- FENCE VIEWERS (2) — 1 YR. — 1635
- TOWN COUNSEL — 1 YR. — 1934
- SOL. RELIEF AGENT — 1 YR — 1938

ELECTIVE (10 Officers Serve 8 Offices)

APPOINTIVE (1 Officer Serves 2 Offices)

- TENEMENT HOUSE INSP. — 1 YR. — 1910
- EXAMINERS OF GAS FITTERS (3) — 1 YR. — 1899
- INSPECTOR OF GAS FITTINGS — INDEFINITE TERM — 1899

II. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

Governmental Organization

The history of Brookline's town government is peculiarly interesting because of the fact that the modern government represents only the most recent stage in an evolutionary process which has included four simpler patterns, each one a fairly distinct modification of the form preceding it.

In the earliest of these, from 1640 to 1669, the voters of Boston resident at Muddy River met with all other Boston voters at a general town meeting which elected, in addition to the general town officers, special officers for Muddy River.[1] The first such officers were fence viewers; later, constables, highway surveyors, a clerk of the market, and tythingmen were chosen. Schools and roads were still provided by the parent community, and Muddy River's voice in Boston affairs was determined by the number of its voters in proportion to the whole number of voters represented at the general meeting, a proportion it may be said, necessarily small. Toward the end of this earliest stage in the evolution of Brookline's self-government, Boston began to consider Muddy River as a separate unit for purposes of taxation. In 1662 when the Boston selectmen levied on Boston taxpayers a "country rate" of £96, payable in wheat or barley "att 4s. 6d. p. bushell, and peas att 3s. 6d. p. bushell, or if in monny rebating the fifth part thereof", they separately rated "Muddy River to the summe of £4. 1s. 6d. to be leuied as above sd. ye aboue mentioned raites Committed to the severall respective Constables."[2]

But Muddy River inhabitants were not for long satisfied with a general election of their own local officers, and consequently in March 1669 the Boston meeting voted them this concession:

> . . . yt the next yeare before the day of public election, the select men appoint the Inhabitants of Muddy river and Rumney Marsh to meete together & nominate constables & other officers proper for each place and the present constables bringe in their names to the next publique meeting on ye day of election there to be put to vote.[3]

This arrangement, the second stage in the evolutionary process, meant that Muddy River inhabitants were for the first time holding their own meetings to elect their own local officers while the Boston meeting confirmed the choice. This type of local meeting for village elections was held from 1669 to 1686.[4] In this period Muddy River's self-government did not extend beyond the freedom of choosing certain minor officers for the administration of local affairs; matters of town policy and town appropriations were still settled in the general meeting, and administration of town affairs, including taxation, was still the function of the town-elected selectmen.

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1. Muddy River Records, pp. 28-44, passim
2. Quoted in Curtis, p. 41, op. cit.
3. Muddy River Records, p. 44
4. Ibid., pp. 44-56, passim

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SHOWING NAME OF OFFICE, NUMBER OF INCUMBENTS, TERM, AND DATE OF ORIGIN.

The third stage of local self-government was attained in 1686 with the general court's order freeing Muddy River from contributing to the Boston town taxes, authorizing it to maintain its own highways and schools, charging it to support its own poor, and allowing its voters to meet annually "to choose three men to manage their affaires."[1] At this stage, although Muddy River remained politically a hamlet without the town privilege of representation at the general court, although it was geographically still an area within the corporate limits of Boston, subject to Boston for assessment and collection of "country" taxes, for police and military duty, Muddy River had nevertheless achieved a measure of political independence approximating autonomy. It was a governmental entity; its voters met together as a legislative body to vote their own taxes toward the support of local charges; they elected their own officers to administer appropriations and to act as the town's executive agents. Although in 1690 Boston voted to annul the general court's authorization of this government, it is not possible to tell how far or for how long the hamlet was affected, because of the break in the hamlet's meeting records between 1687 and 1697. The Boston records for these years do, however, include records of Muddy River elections approved by the Boston meeting, and in 1698 there is the further record of a Boston vote "that rumney Marsh and Muddi rever, Each place haue Liberty to Chuse an Assessor to set with the Selectmen, for the making of their Own Rates."[2]

Obviously impatient with such interference with the self-government approved for them by the general court, Muddy River, which had meantime continued to hold its own hamlet meetings, petitioned the general court in 1698, 1704, and 1705 for complete separation from Boston.[3] In 1705 their petition was finally granted, despite Boston's urgent objection: "We think it propper to lay before the Court the unreasinableness of their Demand, they having been hitherto supported by the town while they were not able themselves to defray their necessayr publick charges; . . . for the Inhabitants of Muddy River at such a time & being themselves now grown more oppulent and capable to be helpful to ye town, to be rent from us seems most unreasonable, & in them very ingrateful, & may be a bad example to others to endeavor the like, & to cutt the Town into such shreds as will best suit themselves without any due regard to ye public Interest. . . ."[4]

The stage of complete town government achieved in 1705 was to last in Brookline until 1915, and in that period the community was to test the elasticity of the town meeting pattern by a continuous expansion of population and an elaboration of municipal functions to meet not only new statutory requirements but also the demands of the community itself. At the establishment of its new government by vote of "the Inhabitants of Brookline on Munday March 4th 1705/6 legally warned", there were created nine town officers; those of constable, selectmen, town clerk, assessors, tithingmen, highway surveyors, fence viewers, overseers of the common lands, and haywards or field drivers.[5] The authority which the

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1. Massachusetts Archives, vol. CXIII, p. 381
2. Muddy River Records, p. 61
3. Curtis, op. cit., pp. 50-57
4. Massachusetts Archives, vol. CXIII, p. 384
5. This office was filled only once, being required by the section of the general court's incorporating order calling for the adjustment of claims to "all Common Lands belonging to the Town of Boston being within the bounds of the said Muddy River not disposed of or Allotted out."

town delegated to these officers it did by its own vote. There were no appointive officers and the authority of these elected ones was carefully circumscribed by province statutes. Furthermore, each of these town officers held office only until the next annual meeting of the town which had the power to fine or to dismiss a negligent officer. But with so direct a supervision of its public officers as the town was able to exercise through an alert town assembly, penalties were rarely necessary. The principal complication to a smooth-running government in Brookline in the early days was the difficulty in collecting fully the taxes assessed; by province law, delinquent collectors were liable to heavy fines, but Brookline more often than not discharged its harrassed collectors of the penalties and spurred them on to new activity by awarding bonuses for prompt collection or by such admonitions as that of 1753, "that the Select Men assest (assist) the Town Treasurer in stering up the Constable speedily to collect the Town Rate."[1]

Most of the actual business of administration in these years was carried out by the selectmen who, in the phrase of the first town meeting, were elected "to manage the affairs of this Town."[2] In the first years they must have taken complete charge of town finances, for there was no treasurer elected until 1707/8; and similarly before the establishment of school officials it was the selectmen who hired and fired teachers and who also often saw to the maintenance of school buildings.[3] By province statute and by occasional town vote in these years also the administration of public health measures and of relief of the town poor was another part of the selectmen's broad responsibilities, although the town meeting itself occasionally directed the selectmen in questions of immediate as well as general policy in both fields.[4]

But the energy and the compactness of town meeting in this first century and a half of Brookline's history meant that in fact the government of the town was in the hands of the voters themselves. They were not only raising their own taxes, they were also abating taxes too heavily or erroneously levied by the assessors.[5] They were electing their own representative to the general court, when they chose to stand the expense, and they were instructing him how to represent them in matters of policy concerning the town.[6] The force of the town meeting as a governmental instrument in times of emergency is illustrated throughout the Revolution when the voters themselves, assembled in their own general meeting, guided the town through a period of tremendous financial and governmental strain; the votes of this period show remarkable clarity of foresight, singleness of purpose, and directness and energy in action.[7]

At the end of its first century as a town, Brookline's government had changed

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1. Muddy River Records, pp. 91-92
2. Ibid., pp. 105-176, passim
3. Ibid., p. 92
4. Ibid., pp. 94, 130-131, 161
5. Ibid., pp. 86-247, passim
6. Ibid., pp. 95-610, passim, and including especially pp. 223, 235, 241, 249
7. Muddy River Records, pp. 247-326

in no significant detail. To be sure, the 1806 meeting filled nineteen offices by town election where the 1706 meeting had filled only nine. The new offices included three financial agencies: a treasurer, tax collector, and auditing committee; four offices of inspection: surveyors of wood and lumber, clerk of the market, sealer of leather, and the committee appointed to examine town ammunition stores; the pound keeper and hog reeves, who shared with the field drivers functions that originally had belonged to the field drivers alone; the fire wards, who assumed a protective function that had not been provided for in the original government; and the moderator whose election assured the orderly conduct of town meetings for deliberative purposes.[1] All these offices were filled for a one year term; but the town government in 1806 included two additional agencies not provided for at the 1806 meeting: a sealer of weights and measures, first elected in 1718/19, and a school committee established in 1722/23, both these offices being filled from time to time for an indefinite tenure.[2] There were as yet no appointive offices. The selectmen at this time were specifically elected to act as assessors also, and the town constable was still being elected to fill jointly the offices of constable and tax collector. Protection of property was left entirely in the hands of the constables and the fire wards, for there were as yet no police and no fire engineers; protection of public health and welfare of town paupers were left unofficially with the selectmen. There were still no town cemetery or park officers, no centralized supervision of road construction (which was administered in each highway district individually by district highway surveyors) no public library, no public water supply or sewerage systems to administer, and there was still no short or long term program for municipal planning. But the population of Brookline which had been less than 300 in 1705 had grown to only 605 by 1800.[3] With only poll taxpayers voting, that population was still small enough for the town meeting to be a truly deliberative and completely representative body.

During the nineteenth century, however, the population was to increase more than thirty fold from the 605 of 1800 to 19,935 in 1900.[4] In that period thirty-eight new town officers (not all surviving till 1900) were to be added to the government, nearly all of them being appointive rather than elective. By 1900 the town government still included thirteen of the nineteen offices filled at the 1806 town meeting, all of them still elective. These were the moderator, selectmen, assessors, town clerk, treasurer, surveyors of wood and lumber, fence viewers, sealer of leather, field drivers and pound keeper, constable, collector, and auditing committee. The school committee was also still being elected, although by now it included nine members, three of whom were elected each year; and

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1. Muddy River Records, pp. 468-469. The dates of establishment of these offices were: treasurer, 1707/8; tax collector, 1741/42; auditing committee, 1720/21; surveyors of wood and lumber, 1770; clerk of the market, 1720/21; sealer of leather, 1714; committee to examine ammunition, 1801; pound keeper, 1717/18; hog reeve, 1720/21; fire wards, 1788; moderator, 1713/14. For details on the evolution of these offices, see the individual office sketches in this volume.
2. Cf. pp. 258, 125, respectively
3. Curtis, op. cit., p. 29; U.S. Census, 1800, p. 14
4. Idem and U. S. Census, 1900, p. 200

likewise the sealer of weights and measures continued to be chosen, by selectmen's appointment instead of town election after 1860. In 1900 the additional elective offices with their dates of origin included overseers of the poor, 1846; trustees of the public library, 1857; water board, 1873; trustees of the Walnut Hills Cemetery, 1875; board of health, 1876; park commissioners, 1880; and committee on planting trees, 1885. The appointive officers chosen by the selectmen included: superintendent of the town hall, 1852; fire engineers, superintendent of streets and sewers (whose work gradually superseded that of the highway surveyors), 1871; town engineer, 1872; police chief and officers, 1876; election officials, 1877; keeper of the lock-up, 1880; weigher of hay, 1881; registrars of voters, 1884; building inspector, superintendent of fire alarm and police signal system, 1889; agent for the burial of indigent soldiers and marines, 1892; superintendent of wires and lights, 1895; gymnasium and baths committee, 1896; town accountant, 1897; and fire commissioner, 1899. The board of health appointed the following officers: health officer, 1876; inspector of milk and provisions, 1880; inspector of animals, quarantine inspector, sanitary agent, 1893, board of examiners of plumbers, 1895; director of the bacteriological laboratory, board of examiners of gas fitters, and inspector of gas fittings, 1899. The school committee first appointed a superintendent of schools in 1872 and attendance officers from 1881 on. An inspector of plumbing, appointed by the building inspector, was first chosen in 1889. And appointed by the town meeting moderator annually from 1886 on was the committee of thirty which advised the town meeting on action to be taken on every article except those concerned with elections, in the town meeting warrant. There were therefore fifty-one offices in the government of 1900, only twenty of them being filled by election at the town meeting itself. Of the new offices, most were added to protect public health and safety of life or of property; there were, too, offices for new recreational or educational facilities provided by the town, and in the establishment of the committee of thirty and of the office of town engineer was a beginning towards town planning.

The question which by 1900 urgently needed solution was how a town of 20,000 inhabitants could continue to meet together and conduct its own government in the orderly, thoughtful, and truly democratic manner of the past. One complication to the solution of this already difficult problem was the energetic and continued campaign of Boston to annex Brookline to herself. The old struggle, discontinued in 1705, was renewed in 1870 when Brookline was notified of a bill then before the legislature "That small towns and parts of towns lying within six miles of the City Hall of the City of Boston, on the southerly side of Charles River, may be annexed and incorporated as a part of said city of Boston." Acting under the town's orders, the selectmen successfully opposed that bill. Again, in 1872 a petition to the general court from some of Brookline's own citizens for annexation to Boston was successfully resisted. In 1873 the general court actually passed an act to unite Boston and Brookline, subject to the approval of the voters of both municipalities, but again the action was defeated in Brookline by a vote of 707 to 299. In 1875 and 1876 two new legislative attempts to railroad through annexation were defeated. In the spring of 1879 a new petition for annexation was submitted to the general court by about 200 legal voters of Brookline, but the special town meeting of January 1880 again vetoed the suggestion, and this time

the matter was finally disposed of.[1]

The agitation for annexation to Boston had been restricted to the one decade 1870 to 1880. Summarizing Brookline's progress in that decade, Alfred D. Chandler has said:-

> That decade from 1870 to 1880 was one of violent fluctuations in the prudential affairs of Brookline. Its valuation then rose and fell by the millions as never before; in one year the expenditures trebled; the debt was increased six hundred per cent; for water, sewers, roads, and a new town hall, unexampled demands were made on the town's borrowing capacity; in five years, from 1870 to 1875, the interest account increased over one thousand per cent. Over a million dollars were spent on roads and sidewalks in the decade. . . .[2]

The construction initiated in that period was to pay for itself in the years to follow. Between 1880 and 1900 when the neighboring cities of Boston and Newton increased in assessed valuation 78% and 137% respectively, the town of Brookline's valuation increased 231%. In the same period Boston's debt doubled and Newton's quadrupled, while Brookline's dropped by $100,000. While the tax rates of both cities increased, Brookline's fell from $12.60 to $10.50 on the thousand. The most striking contrast, however, was in the legal borrowing capacities of the three municipalities which were, in 1900: Boston, $96,380; Newton $197,793; Brookline, $1,174,320.[3]

With the fight to resist annexation won, and with its extensive program of municipal construction completed, Brookline was able to turn its attention once again to the problem, becoming each year more serious, how to adapt the government so that the thousands of citizens of 1900 might be as fully represented as the scores of 1705. Under Massachusetts law, any town with a population of 12,000 might petition the legislature to become a city, and by 1900 Massachusetts had thirty-three such cities.[4] But city government was not a solution which Brookline was willing to accept. Mr. Chandler thus summarized the town's objections to a city charter:

> First: The introduction of state and national politics into municipal affairs. This occurs at once upon the adoption of a city charter; and it is recognized and encouraged by the Legislature which grants the charter.
>
> Second: A diminution of public spirit, the decline of which is fatal to municipal success.

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1. Alfred D. Chandler, Brookline, A Study in Town Government, reprinted from the New England Magazine, August Number, 1893, pp. 780-785
2. Ibid., p. 184
3. Alfred D. Chandler, Local Self-Government, p. 23
4. Massachusetts Secretary of State, Historical Data Relating to Counties, Cities and Towns in Massachusetts, Boston, 1920, pp. 5-73, passim

> Third: The election, sooner or later, of incompetent and unfaithful boards of officers.
>
> Fourth: The assumption by the State Legislature of direct control of local affairs, with a tendency to use municipal administration for political and partisan purposes.
>
> Fifth: A reason may be assigned as peculiar to Brookline. If a city charter were adopted by that town, it would incite anew the question of annexing Brookline to Boston, which question received its quietus for that town, as a town, . . . in 1880. To enlarge Boston, however, by annexing Brookline would only add to the difficulty of governing Boston, and would impair the advantages which independence now gives to Brookline. Brookline's supposed leavening influence on Boston by annexation, would be merely negligible; an influence of one ward against twenty-five.[1]

In 1899 the situation came to a head when the town meeting of November 9 was larger than the town hall could hold and a number of legal voters had to be excluded from that meeting. Petitions were circulated immediately after that meeting requesting that a town meeting be called to decide whether application should be made to the general court for an act to establish a town council, "to be limited in numbers, which shall have the powers now possessed by the town in town meeting . . . and which shall be a substitute for such town meeting." A special town meeting, held on December 18, 1899, decided to refer the whole question of the town council to a committee of twenty-five appointed by the moderator.[2]

The majority report of the committee was completed November 1, 1900, with the following observations and suggestions:

> Under the town system every voter is privileged to attend a town meeting, and by voice and vote advocate or oppose any measure of public concern. The town officials, while each has certain prerogatives, are responsible directly to the town and their duties and responsibilities are clearly defined by existing law.
>
> Each voter is the equal of his neighbor, and the possibility of undue political or other influence as affecting the public welfare is avoided. We believe that this system is still workable and can be maintained in the town of Brookline for some time to come.
>
> . . .
>
> Changes in the form of government should not be lightly made, nor until the necessity for the change is clearly demonstrated. Least of all should a representative form be substituted for a government by direct action of the people which has been tried

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1. Chandler, Local Self-Government, p. 39
2. Town of Brookline, Report of the Committee of Twenty-Five on Brookline Town Government, Brookline, 1900, pp. 2-3

> and proved for more than two hundred and fifty years, until it is clear that the people are for some reason unable or unwilling to manage their own affairs.
>
> There is still in this town a sufficient amount of public spirit to insure the proper conduct of town affairs. The only difficulty that has arisen in the conduct of town meetings . . . is due to the fact that the number of voters is so large that they cannot all be accommodated in the Town Hall.
>
> . . .
>
> . . . The Town Hall will accommodate between seven and eight hundred voters comfortably seated. This is about twenty per cent of the present number of registered voters. . . . The remaining eighty per cent, therefore, might be deprived of their rights of attending and participating in town meetings. . . . Rarely, however, is a town meeting attended by more than five hundred voters. The town meetings are duly and reasonably advertised. The subject-matter of the articles in the warrant to be acted upon are so thoroughly investigated and reported upon in the Selectmen's report, distributed previous to the meeting, that no action of the town is taken without ample notice to all voters, and it is the voter's option whether he participate personally in that meeting. By his absence he indicates his acquiescence in the decisions at which the meeting may arrive.[1]

The report included a bill providing that any vote passed at a town meeting to which seven hundred or more legal voters had been admitted should upon petition of one hundred voters be submitted to the town at large for ratification. The bill was enacted by the general court in March 1901 and was accepted by the town on March 19, 1902.[2]

The measure recommended by the majority of the committee was temporarily satisfactory, but it was a remedial measure which did not pretend to eliminate the causes of the difficulty and which could not hope even to remain an affective remedy for more than a few years. The report of the dissenting sub-committee recommending a representative town meeting was another matter; although it failed to carry the committee or to persuade the town, it actually offered the solution which the town was to adopt fifteen years later. Had the town accepted the sub-committee's report in 1900, it would have been the first town in America to adopt the representative meeting form, a pioneering honor which fell instead to Newport, Rhode Island in 1906.[3]

The sub-committee specifically disapproved the adoption of a city charter as a solution to the problem. They observed that "the right of every voter to

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1. Report of the Committee of Twenty-Five, p. 107.
2. Brookline Acts and Laws, pp. 96-97
3. John Fairfield Sly, Town Government in Massachusetts, Cambridge, 1930, p. 169

attend and to be heard is merely theoretical . . . and free discussion cannot be had for more than one-eighth of the voters, who have, under existing laws, a right to hear and be heard. These conditions invite men who wish to secure the passage or defeat of any particular measure to exert improper influences to secure attendance and action on the part of those who are friendly to them. . . . Another danger is found in the occasional meetings when no matters of great public interest or involving large appropriations are presented, and when the attendance is so small as to give control of the meeting to a very few citizens."[1] The sub-committee recommended that instead of delegating their town meeting rights to a self-chosen and probably partisan fraction of the town, the voters should choose their representatives and make them responsible for the careful consideration of all measures at all town meetings. The committee included a proposed act which provided for the town's division into ten precincts and the election of twenty-four town meeting members by the voters in each precinct, one third of the members being chosen each year for a three-year term. The town meeting of 240 members and certain town officers ex officio would act for the municipal corporation precisely as the general town meeting had in the past. A referendum clause protected the rights of the individual voters by providing that any vote of the limited town meeting "in favor of any proposition requiring an expenditure of fifty thousand dollars or more, (except for refunding or renewing, replacing or paying any portion of the town indebtedness, or for borrowing money in anticipation of taxes)" should not become operative until after seven days from the passage of the vote; within that seven day period a petition of one hundred voters, at least, from five different precincts, might be filed with the selectmen requiring them to submit the question within fourteen days to the town at large.[2]

The proposal of the sub-committee was considered and reconsidered by the town in the years that followed. Its most energetic advocate was Alfred D. Chandler who had actually first put forward the limited town meeting in 1897.[3] Another continuing argument in favor of the plan was the expansion of town population; in the first decade of the twentieth century, there was a 39% increase to 27,792.[4] Eventually, on April 3, 1915, the general court passed Chapter 250 of the special acts of that year providing for "Precinct Voting, Limited Town Meetings, Town Meeting Members, A Referendum and an Annual Moderator in the Town of Brookline." The act was accepted by an overwhelmingly favorable town vote at the general election of November 2, 1915,[5] and with that action Brookline entered the modern stage of its town government. The act differed only in minor detail from the act proposed in 1900 by the sub-committee of the committee of twenty-five. There were to be not less than eight nor more than twelve precincts (the selectmen actually established nine); from each precinct the legal voters were each year to elect nine representatives for a three year term; the meeting was to be composed of these members together with the members from Brookline in the

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1. Report of the Committee of Twenty-Five, p. 15
2. Ibid., pp. 19-21
3. Curtis, op. cit., pp. 322-326
4. See p. 34
5. Annual Report, 1915, p. 74

general court, the moderator, the town clerk, the selectmen, the treasurer, and the chairman of the assessors, the school committee, the library trustees, the cemetery trustees, the water board, the park commissioners, the planning board, the committee for planting trees, the gymnasium and baths committee, and the registrars of voters.[1] But all town meetings were to be held openly and, subject to limitations imposed by the meeting, any town voter might speak at any meeting.[2] The referendum clause provided that any meeting vote authorizing an expenditure of $25,000 could be referred to the entire town for vote on petition of twenty votes from each precinct; further the act specifically assured Brookline citizens of their constitutional right to hold general meetings, and it prohibited the limited town meeting from committing the town "to any proposition affecting its municipal existence or changing the form of its government, without action thereon by the qualified voters of the town at large. . . ."[3]

In 1921 the limited town meeting act was amended by the provision that once every five years the voting precincts be reviewed and if necessary revised "so as to maintain approximately an equal number of registered voters in each precinct."[4] No other amendments of the form have been necessary in Brookline, however, in the first quarter century of its operation.

Since 1910, meantime, the population has nearly doubled, and the property valuation has increased from 108 to 161 million dollars while the tax rate has increased only from $12.50 to $23.50.[5] And since 1900 twenty-one new agencies, all but two appointive, have been added to the town administration. The two elective offices, the boards of appeal and of survey were added in 1903 and 1924 respectively. One-third of the remaining agencies were appointed by the board of health: the board of health hospital director, 1901; director of fly and mosquito control, 1909; tuberculosis hospital physician, 1911; tenement house inspector, 1913; dental dispensary clinicians, 1915; and the public health nurses 1916. Ten new officers with widely varying functions were appointed by the selectmen: inspector of petroleum, 1903; state aid agent, 1904; forest warden, 1909; fuel purchasing agent, 1910; the planning board and the playground commission in 1911; moth control superintendent, 1914; retirement board, 1933; town counsel 1934; and dog officer, 1938. The school committee added to the school department a chief medical inspector of schools in 1906 and school nurses in 1909. And, finally, the tree planting committee appointed beginning in 1909 a superintendent of the forestry department. The active town offices in 1938 numbered 68, more than seven times as many officers as were chosen at the town's first meeting, of which 72% are appointive.[6] Nearly all these officers annually submit a printed report to the town, distributed to all voters before the annual meeting; the 1938 report made a volume of 528 pages. With such public scrutiny of the policies of

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1. Special Acts of 1915, ch. 250, secs. 1-3
2. Ibid., sec. 3
3. Ibid., secs. 8, 10
4. Acts of 1921, ch. 36, sec. 1
5. Cf. Table IV, p. 34
6. For citations on all these offices, see the individual office sketches in this inventory.

the town officials, the town has preserved what Alfred Chandler has called a cardinal principle of municipal safety: "compelling officials to accept that challenge and run the gauntlet of a town meeting."[1]

Under the representative town meeting, the cost of Brookline's expanded government has remained economical from the viewpoint of the taxpayer. From 1915 to 1938, the tax rate in the neighboring cities of Boston, Cambridge and Newton has risen as follows: Boston, from $18.00 to $41.40; Cambridge, from $23.00 to $41.00; Newton, from $18.50 to $30.20.[2] In Brookline in the same period it has increased only from $14.10 to $23.50.[3] The Brookline voters believe that some part of the explanation of the low cost of their government is the limited town meeting system which they have chosen in preference to a city government.

Records System

On the whole, the inventory of the town of Brookline shows a fairly complete and adequate record-keeping system. Of the 69 town departments now existing, 9 have no records, and 5 keep only minutes of meetings or annual reports. The records appear to be adequately indexed; especially worthy of mention in this respect is the selectmen's record, Miscellaneous (Records and) Correspondence, entry 36, and the records of the welfare department.

Several departments lack minutes of meetings altogether or show serious gaps in the continuity of this type of record. The office of assessors for example, which was combined with that of selectmen until 1842 (excepting an eight-year period), has kept no separate minutes of meetings since this date. The selectmen's office shows no records of this type until 1846, although the office was established in 1686. The records of the school committee contain minutes of meetings dating only since 1880, although the secretary of the committee has been required by law to keep such records since 1858. The minutes of the park commissioners are missing for the years 1896-1904.

The clerk's records of vital statistics (except records of marriages) show an unbroken continuity from 1634 to date, a fact worthy of mention, since these records antedate the establishment of the office of town clerk by over 50 years. On the other hand, property records, required by town bylaw to be kept by the clerk, begin as late as 1791.

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1. Chandler, Local Self-Government, p. 30
2. Massachusetts Department of Corporations and Taxation, Public Document No. 19, 1915, pp. 41-45, passim; ibid., part I, 1938, pp. 44-64, passim
3. Idem

HOUSING, CARE AND ACCESSIBILITY OF RECORDS

The central depository for Brookline is the Town Hall, a well-built, spacious structure which has not been thoroughly modernized. Many offices are not suitably appointed, but most of them are ample in size and the physical conditions and lighting are good.

With the exception of the "old records vault" in the basement of the hall, all town vaults are in excellent condition and are constructed of brick with fire-resistant doors. The old records vault in the basement is damp, resulting in the gradual accumulation of mold on all stored records. It is recommended that it be vacated and a new vault built in the center of the basement away from outside walls. Such a vault constructed of fire-proof brick and with a fire-resistant door should not exceed $1000 in cost, especially if WPA labor is used. The attic storeroom is spacious and well-lighted, but is unheated. A rearrangement of the records in this room would render them more usable.

With these exceptions, the records in the town hall are carefully kept, although not always under fire-proof conditions. In some instances safes and steel cabinets provide some degree of protection, but otherwise containers are wooden shelves, cabinets and desks. The building itself is not fire-proof and it is expected that a new building will be erected as soon as conditions permit. In general all the records are easily accessible. A summary of housing conditions in the town hall follows:

BROOKLINE TOWN HALL, 329 Washington Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Cl. Off., Rm. 1	1st fl.	25x30x25	18,750	No	Metal	Metal	Good	Good	Good	Good	Some	Cl., Fire Dept. (Sta. 2) Reg. of Voters

Cl. Va. Rm. 1	1st fl.	7x5x15	525	Partially	Metal	Metal	Good	Good	Good	Good	None	Cl., Bd. of Appeal, Cem. Tr., Fire Dept.
Treas. Off. Rm. 2	1st fl.	50x40x15	30,000	No	Metal	Metal	Good	Good	Good	Good	Ample	Treas., Tax Coll. Retirement Bd.
Treas. Va. Rm. 2	1st fl.	18x10x10	1,800	Yes	Metal	Metal	Good	Fair	Poor	Fair	None	Treas. Acct., Tax Coll.
Acct. Pvt. Off., Rm. 3	1st fl.	26x13x15	5,070	No	Metal	Metal	Good	Good	Good	Good	None	Acct.
Acct. Off. Rm. 5	1st fl.	26x16x15	6,240	No	Metal	Metal	Good	Good	Good	Good	Ample	Acct.
Sel. Main Off. Rm. 6	1st fl.	20x24x15	7,200	No	Wood Metal	Wood Metal	Good	Good	Good	Good	Ample	Sel., Pk. Comms., Bd. of Health, Bd. of Survey
Sel. Meeting Rm., Rm. 8	1st fl.	50x25x15	18,750	No	Wood	Wood	Good	Good	Good	Good	Ample	Sel.
Rm. off Rm. 6	1st fl.	24x8x15	2,880	No	Metal	Metal	Good	Good	Good	Good	Ample	Bd. of Health, Pk., Sel., Welfare

BROOKLINE TOWN HALL (CONT'D)

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Rm. 7	1st fl.	25x15x15	5,625	No	Metal	Metal	Good	Good	Good	Good	Ltd.	Supt. of Wires & Lights, Bldg. Dept. (Insp. of Gas Fittings), Bd. of Health, (Tenement House Insp.)
Water Dept. Off., Rm. 9	1st fl.	40x25x15	15,000	No	Metal & Wood	Metal & Wood	Good	Good	Good	Good	Ample	Water Dept.
Supt. Off.	1st fl.	11x13x15	2,145	No	Wood	Wood	Fair	Good	Good	Good	Ample	Supt. T.H.
Supt. Closet	1st fl.	15x3x6⅓	292⅓	Yes	Metal	Metal	None	Good	Good	Fair	Ample	Supt. T.H.
Assrs. Off. Rm. 11	1st fl.	50x35x15	26,250	No	Metal	Metal	Good	Good	Good	Good	Ample	Sel., Assrs.
Assrs. Va. Rm. 11	1st fl.	21x8x15	2,520	Yes	Metal	Metal	Good	Good	Good	Good	Ample	Moth Control Supt., Assrs.
Excise Tax Off.	1st fl.	20x10x15	3,000	No	Metal	Metal	Good	Good	Fair	Good	Ample	Assrs.
School Comm. Off.	1st fl.	25x20x15	7,500	No	Metal	Metal	Good	Good	Good	Good	Ample	School Comm.

School Supt. Off., Secy. Closet	1st fl.	7x2x15	210	No	Wood	Wood	None	Good	Good	Good	Ample	Supt. of Schools, T.H.
School Comm. Secy. Off.	1st fl.	8x9x15	1,080	No	Wood	Wood	Good	Good	Good	Good	Ample	School Comm. Supt. of Schools
School Comm. Bkkpr. Off.	1st fl.	8x9x15	1,080	No	Metal	Metal	Good	Good	Good	Good	Ample	School Comm. Supt. of Schools
Typist's Off. and Waiting Rm.	1st fl.	20x18x12	4,320	No	Metal	Metal	Good	Good	Good	Good	Ample	School Comm. Supt. of Schools
Supr. of Maintenance	1st fl.	15x10x12	1,800	No	Metal & Wood	Metal & Wood	Good	Good	Good	Good	Ample	School Comm. Supt. of Schools
Strm.	1st fl.	18x9x15	2,430	No	Metal	Metal	Good	Good	Good	Good	Ample	School Comm. Supt. of Schools
Rm. 14	1st fl.	16x24x12	4,608	No	Wood	Wood	Good	Good	Good	Good	Ample	Sealer of Wgts. & Meas., Meas. of Wood & Bark, Bd. of Health (Agt. for the Inspection of Milk and Provisions).
Bldg. Dept. Off., Rm. 21	2nd fl.	17x16x11	2,992	No	Wood & Metal	Wood & Metal	Good	Good	Good	Good	Ample	Bldg. Comm., Bd. of Health (Sanitary Agt.), Bldg. Dept. (Insp. of Plumbing)

BROOKLINE TOWN HALL (CONT'D)

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Va. in Rm. 21	2nd fl.	7x10x5	350	Yes	Metal	Metal	Good	Good	Fair	Fair	None	Bldg. Dept. (Insp. of Gasfitting, Examiners of Gasfitters, Insp. of Plumbing), Bldg. Comm.
Rm. 24	2nd fl.	20x18x12	4,320	No	Metal & Wood	Metal & Wood	Good	Good	Good	Good	Ample	Moth Control Supt., Forestry Dept., Comm. on Planting Trees
Eng. Off., Rm. 25	2nd fl.	37x26x14	13,468	No	Metal & Wood	Metal & Wood	Good	Good	Good	Good	Ample	Clerk, Eng.
Eng. Pvt. Off.	2nd fl.	19x10x14	2,660	No	Metal	Metal	Good	Good	Good	Good	Ample	Planning Bd., Eng.
Eng. Va., Rm. 25	2nd fl.	21x8x10	1,680	Partially	Metal	Metal	Good	Good	Fair	Fair	None	Assrs., Eng.
Highway Dept. Off., Rm. 26	2nd fl.	37x26x18	17,316	No	Metal	Metal	Good	Good	Good	Good	Ample	Supt. of Sts. & Sewers
Rm. off Rm. 26	2nd fl.	22x10x18	3,960	No	Metal	Metal	Good	Good	Good	Good	Ample	Highway
Record Rm.	2nd fl.	4x6x8	216	No								

Record Rm.	2nd fl.	4x6x9	216	No	Metal	Metal	Good	Good	Good	Good	Ltd.	Pub. Health Nurses, Bd. of Health (T.B. Disp.)
Disp. Off.	2nd fl.	18x10x9	1,620	No	Metal & Wood	Metal & Wood	Good	Good	Fair	Good	None	Bd. of Health (T.B. Disp.)
Exam. Rm.	2nd fl.	8x10x9	720	No	Metal	Metal	Good	Good	Good	Good	Ample	Bd. of Health (T.B. Disp.)
Rm. 11	3rd fl.	30x25x15	11,250	No	Wood	Wood	Poor	Good	Good	Good	Ample	Bd. of Health, Supt. of Sts. & Sewers, Water Dept., Sel., Welfare
Attic Rm.	Attic	200x50x10	100,000	No	Wood	Wood	Good	Fair	Fair	Fair	Ample	Eng.
Old Records Va.	Bsmt.	34x10x10	3,400	Yes	Metal	Metal	Good	Poor	Poor	Poor	None	Acct., Supt. of Wires & Lights, Welfare, Water Dept., Treas., Coll., Sealer of Wgts. & Meas., Supt. of Sts. & Sewers, Bd. of Health (Agt. for the Insp. of Milk & Provisions), Sinking Fund Comm.

BROOKLINE TOWN HALL (CONT'D)

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Rm. outside Old Records Va.	Bsmt.	40x20x10	8,000	Partially	Wood	Wood	Poor	Poor	Poor	Poor	Ample	Treas., Wire, Water, Highway, Police
Bldg. Dept. Va.	Bsmt.	10x8x9	720	Partially	Metal	Metal	Good	Fair	Good	Good	Ample	Bd. of Health, (Sanitary Agt.), Bldg. Comms. (Plumbing Insp.)
Cl. Va.	Bsmt.	20x10x8	1,600	Yes	Metal	Metal	Good	Good	Good	Good	Ample	Cl.

In the Brookline Courthouse are found the police department and some board of health offices. Three rooms and one vault on the first floor and a room and a vault in the basement are used by the police department. Both vaults are crowded and somewhat dusty but there is ample space for the storage of records in the basement room. A fire-resistant door to replace the wooden one of the basement room would contribute to the safekeeping of the records stored there. It is recommended that such a door be installed and as many records as possible placed there.

Four rooms and an attic storeroom in the building serve the health inspector and the bacteriologist. Although the bacteriologist's records are not very extensive, the equipment for preserving them is inadequate, both as to quantity and quality. The problem of space might be temporarily solved by resorting to the attic storeroom which is not crowded but is lacking in equipment. In neither case are the records protected from possible danger of fire. It is recommended that modern storage containers be installed.

The dental clinic records of the board of health are housed in the Pierce Primary School where there is sufficient space and equipment. The records are accessible and carefully arranged but are not protected against fire. It is recommended that steel containers be provided for them if possible. A summary of housing conditions in the courthouse is as follows:

BROOKLINE COURTHOUSE, 55 Prospect Street

DEPOSITORY	LOCA-TION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESIS-TANT	SHELV-ING	CON-TAIN.	LIGHT	PHYS. COND.	ACCESS-IBIL-ITY	AR-RANGE-MENT	FUT. CAP.	DEPARTMENTS USING
Main Rm.	1st fl.	30x18x15	8,100	No	Wood	Wood	Good	Good	Good	Good	Ample	Dog Off., Police Dept.
Chief's Off.	1st fl.	30x20x15	9,000	No	Metal	Metal	Good	Good	Good	Good	Ample	Police Dept.
Detective Bureau Off.	1st fl.	14x8x12	1,344	No	Metal	Metal	Good	Good	Good	Fair	None	Police Dept.
Va. Main Rm.	1st fl.	8x8x15	960	Yes	Metal	Metal	Good	Poor	Poor	Fair	None	Police Dept.
Va.	Bsmt.	8x8x12	768	Yes	Wood	Wood	None	Poor	Good	Good	Ample	Police Dept.
Bsmt. Rm.	Bsmt.	20x15x15	4,500	Par-tially	Wood	Wood	Good	Fair	Good	Good	Ample	Police Dept.
Health Insp. Off.	3rd fl.	16x12x10	1,920	No	Wood	Wood	Good	Good	Poor	Poor	None	Bd. of Health (Div. of Fly & Mosquito Control)
Bact. Off.	3rd fl.	16x8x10	1,280	No	Wood	Wood	Good	Good	Good	Fair	Ample	Bd. of Health (Div. of Fly & Mosquito Control)
Lab. Cl. Off.	3rd fl.	16x10x10	1,600	No	Metal & Wood	Metal & Wood	Good	Good	Good	Fair	None	Bd. of Health (Div. of Fly & Mosquito Control) (Bact. Lab.)

BROOKLINE COURTHOUSE (CONT'D)

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Bact. Lab.	3rd fl.	25x20x12	6,000	No	Wood	Wood	Good	Fair	Good	Fair	None	Bd. of Health (Bact. Lab.)
Attic	4th fl.	50x40x18	36,000	No	Wood	Wood	Good	Good	Good	Fair	Ample Ltd. equipment	Bd. of Health (Div. of Mosquito & Fly Control)

The Brookline Public Library is a modern, well-equipped building housing its own records as well as those of the public welfare department. Its rooms are all adequate in size, well ventilated and excellently lighted. All the records are easily accessible, but, with the exception of those in the librarian's office which are kept in a fire-resistant safe, are housed under conditions which guarantee little protection against possible destruction by fire.

The public welfare department occupies the right wing in the basement of the library building, consisting of a large main room with three small adjoining offices. The rooms are large enough for the storage of records, and those which are kept there are well arranged and easily available for reference. As is true of the upper floors of the building, however, there is danger of fire damage. A summary of housing conditions in the library building is as follows:

BROOKLINE PUBLIC LIBRARY, 361 Washington Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Librarian's Off.	1st fl.	16x14x24	5,376	No	Wood & Metal	Wood & Metal	Good	Good	Good	Good	Ample	Lib.

Children's Rm.	1st fl.	22x43x30	28,380	No	Wood	Wood	Poor	Good	Good	Good	Ample	Lib.
Delivery Rm.	1st fl.	77x32x30	73,920	No	Wood	Wood	Good	Good	Good	Good	Ample	Lib.
Pub. Welfare Off.	Bsmt.	45x40x20	36,000	No	Wood & Metal	Wood & Metal	Good	Good	Good	Good	Ample	Bd. of Pub. Welfare
Work Rm.	Bsmt.	73x22x15	24,090	No	Wood	Wood	Good	Good	Good	Good	Ample	Lib.

The records of the Brookline fire department are housed in seven fire stations. While some of these stations are old buildings, they all offer satisfactory physical conditions for the storage of records. They contain no fire-proof rooms or vaults, except the Signal Room Vault in Headquarters. This vault is large enough for present and future needs, but the lighting is poor. This is also true of the storeroom in Station No. 4 and the storage closet in Station No. 6. In Station No. 7 all the equipment for the storage of records is of metal with the exception of that in the patrol desk room; in all the other stations, except Station No. 2, it is of wood. It is recommended that all stations be equipped with modern, fire-resistant containers to protect the records. A summary of housing conditions in the fire stations is as follows:

FIRE STATION NO. 1, 140 Washington Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Patrol Desk Rm.	1st fl.	8x8x12	768	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Repair Shop	1st fl.	80x20x20	32,000	Partially	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.

FIRE STATION NO. 1 (CONT'D)

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Capt. Rm.	2nd fl.	18x10x12	2,160	Partially	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Deputies' Rm.	2nd fl.	18x10x12	2,160	Partially	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Stkrm.	2nd fl.	30x15x12	5,400	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Record Closet	2nd fl.	6x3x10	180	No	Wood	Wood	None	Fair	Good	Good	Ample	Fire Dept.
FIRE HDQRS. AND STATION NO. 2, 340 Washington Street												
Fire Chief's Off.	1st fl.	15x15x12	2,700	Partially	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.
Patrol Desk Rm.	1st fl.	8x8x12	768	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Signal Rm. Va.	1st fl.	15x15x12	2,700	Yes	Metal	Metal	Fair	Poor	Good	Good	Ample	Fire Dept., Forest Warden, Supt. of Fire Alarm and Police Signal System

FIRE HDQRS. AND STATION NO. 2 (CONT'D)

Comm. Off.	1st fl.	16x15x9	2,430	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.
Fire Prevention Rm.	1st fl.	14x14x15	2,940	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.
Secy. Off.	1st fl.	12x12x9	1,296	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.

FIRE STATION NO. 3, 92 Monmouth Street

Capt. Rm.	2nd fl.	15x12x10	1,800	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Firemen's Rm.	3rd fl.	25x20x10	5,000	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.

FIRE STATION NO. 4, 827 Boylston Street

Desk Rm.	1st fl.	8x8x12	768	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Capt. Off.	2nd fl.	14x12x8	1,344	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Strm.	3rd fl.	45x12x8	4,320	No	Wood	Wood	None	Fair	Good	Good	Ample	Fire Dept.

FIRE STATION NO. 5, 18 Devotion Street

Desk Rm.	1st fl.	12x6x12	864	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Capt. Off.	2nd fl.	10x8x12	960	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Strm.	2nd fl.	12x8x12	1,152	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.

FIRE STATION NO. 6, 500 Heath Street.

DEPOSITORY	LOCA-TION	DIMENSIONS L.xW.xH.	.CU. FT.	FIRE-RESIS-TANT	SHELV-ING	CON-TAIN.	LIGHT	PHYS. COND.	ACCESS-IBIL-ITY	AR-RANGE-MENT	FUT. CAP.	DEPARTMENTS USING
Desk, Ap-paratus Fl.	1st fl.	30x20x15	9,000	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Officers' Quarters	2nd fl.	18x14x8	2,016	No	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Storage Closet	2nd fl.	3x2x8	48	No	Wood	Wood	None	Fair	Good	Good	Ample	Fire Dept.
FIRE STATION NO. 7, 665 Washington Street												
Patrol Desk Rm.	1st fl.	8x8x12	768	Par-tially	Wood	Wood	Good	Good	Good	Good	Ample	Fire Dept.
Capt. Rm.	2nd fl.	12x18x16	3,456	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.
Lieut. Rm.	2nd fl.	12x18x16	3,456	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.
Storage Rm.	3rd fl.	45x45x30	60,750	No	Metal	Metal	Good	Good	Good	Good	Ample	Fire Dept.

The school records of Brookline are housed in the high school and the ten elementary schools. In all schools, except the Edith C. Baker, the Heath and the William H. Lincoln, each principal has, in addition to his office depositories, a storeroom elsewhere in the building. The records of the Pierce Primary School are housed in the Pierce Grammar School. In all cases space and equipment are adequate and for the most part the records are well kept and easily accessible. A summary of housing conditions in the schoolhouses is as follows:

BROOKLINE HIGH SCHOOL, 115 Greenough Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUR. CAP.	DEPARTMENTS USING
Headmaster's Secy. Off.	2nd fl.	16x12x10	1,920	Partially	Metal	Metal	Good	Good	Good	Good	Ample	School Dept.
Headmaster's Va.	2nd fl.	14x8x10	1,120	Partially	Metal	Metal	Good	Good	Good	Good	Ample	School Dept.
Transfer Rm.	2nd fl.	22x13x15	4,290	Partially	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.
Nurse's Rm.	2nd fl.	20x10x10	2,000	Partially	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse
Rm. 104, New Unit												School Dept. (Super. of Attendance)
PIERCE GRAMMAR AND PIERCE PRIMARY SCHOOL, 50 School Street												
Prin. Off.	1st fl.	10x10x12	2,548	No	Metal	Metal	Good	Good	Good	Good	Ample	School Dept. (Pierce Grammar & Pierce Primary rec.)
Storage Rm.	3rd fl.	21x14x15	4,410	No	Wood	Wood	Good	Good	Good	Good	Ample	School Nurse, School Dept. (Pierce Grammar & Pierce Primary rec.)
Dental Clinic	1st fl.	30x11x13	4,290	No	Wood	Wood	Good	Good	Good	Good	Ample	Bd. of Health (Dental Clinic)

JOHN D. RUNKLE SCHOOL, 50 Druce Street

DEPOSITORY	LOCA-TION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESIS-TANT	SHELV-ING	CON-TAIN.	LIGHT	PHYS. COND.	ACCESS-IBIL-ITY	AR-RANGE-MENT	FUT. CAP.	DEPARTMENTS USING
Prin. Off.	1st fl.	15x15x15	3,375	No	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.
Nurse's Off.	1st fl.	14x13x15	2,730	No	Wood	Wood	Good	Good	Good	Good	Ample	School Nurse
Stkrm.	2nd fl.	12x7x15	1,260	No	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.
SEWALL SCHOOL, 279 Cypress Street												
Prin. Off.	2nd fl.	34x24x12	9,792	No	Wood	Wood	Good	Good	Good	Good	Ample	School Nurse, School Dept.
Storage Rm.	2nd fl.	9x7x12	756	No	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.
LAWRENCE SCHOOL, 27 Francis Street												
Prin. Off.	2nd fl.	16x24x12	4,608	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse, School Dept.
Va. off Prin. Off.	2nd fl.	8x5x12	480	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Dept.
GEORGE S. BALDWIN SCHOOL, 490 Heath Street												
Clinic Rm.	1st fl.	13x9x15	1,755	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Dept.

GEORGE S. BALDWIN SCHOOL (CONT'D)

Storage Rm.	1st fl.	8x5x15	600	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Dept.
EDITH C. BAKER SCHOOL, 205 Beverly Road												
Prin. Off.	2nd fl.	24x16x10	3,840	Par-tially	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.
Nurse's Rm.	2nd fl.	18x16x10	2,880	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse, School Dept.
HEATH SCHOOL, 121 Reservoir Road												
Prin. Off.	1st fl.	15x9x15	2,025	No	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse, School Dept.
WILLIAM H. LINCOLN SCHOOL, 194 Boylston Street												
Prin. Off.	2nd fl.	11x10x15	1,650	Par-tially	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse, School Dept.
MICHAEL DRISCOLL SCHOOL, 64 Westbourne Terrace												
Prin. Off.	2nd fl.	10x10x12	1,200	No	Metal	Metal	Good	Good	Good	Good	Ample	School Nurse, School Dept.
Stkrm.	2nd fl.	20x7x12	1,680	No	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.

EDWARD DEVOTION SCHOOL, 345 Harvard Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Prin. Off.	2nd fl.	18x12x12	2,592	No	Wood	Wood	Good	Good	Good	Good	Ample	School Nurse, School Dept.
Storage Rm.	1st fl.	17x11x12	2,244	No	Wood	Wood	Good	Good	Good	Good	Ample	School Dept.

Four separate buildings, two in Brookline and two in West Roxbury, house such records of the water department as are not kept in the Town Hall. These buildings are all of first class construction, and although the equipment for the storage of records is not fire-proof, the fire hazard is very slight. The records in the Filtration Plant are of a temporary nature and are kept there only from day to day. All the depositories are satisfactory as to physical conditions and most of the records are carefully assembled and well kept. The one exception to these generally good conditions is the storeroom in the Low Service Station. Records here are kept in very poor order and it is recommended that they be systematically arranged. With this improvement, all the records will be readily accessible. A summary of housing conditions in the buildings of the water department follows:

HIGH SERVICE STATION, 311 Newton Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Off.	1st fl.	49x40x30	48,000	Partially	Wood	Wood	Good	Good	Good	Good	Ample	Water Dept.

NEW WORK SHOP, 100 Pearl Street

Va.	2nd fl.	14x5x12	840	Yes	Wood	Wood	Good	Good	Good	Good	Ample	Water Dept.

FILTRATION PLANT, Gardner Street, West Roxbury

Watchman's Off.	2nd fl.	10x8x9	720	Par-tially	Wood	Wood	Good	Good	Good	Good	Ample	Water Dept.

LOW SERVICE STATION, 260 Gardner Street, West Roxbury

Off.	1st fl.	12x12x60	8,640	Par-tially	Wood & Metal	Wood & Metal	Good	Good	Good	Good	Ample	Water Dept.

The records of the Board of Health Hospital and Contagious Hospital are few in number as they are kept for a limited time only. They are housed in two rooms in two separate but closely connected buildings. One room is a doctor's office and the other is a storeroom. The records are well kept in steel file cabinets and are easily accessible. A summary of housing conditions in the Board of Health Hospital and Contagious Hospital is as follows:

BOARD OF HEALTH HOSPITAL, 285-315 Newton Street

DEPOSITORY	LOCA-TION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESIS-TANT	SHELV-ING	CON-TAIN.	LIGHT	PHYS. COND.	ACCESS-IBIL-ITY	AR-RANGE-MENT	FUT. CAP.	DEPARTMENTS USING
Strm.	1st fl.	15x8x15	1,800	No	Wood	Wood	Good	Good	Good	Good	Ample	Bd. of Health
Dr. Off.	1st fl.	13x7x10	910	No	Metal	Metal	Good	Good	Good	Good	Ample	Bd. of Health

The records of the trustees of the Walnut Hills Cemetery are kept in a small safe in the office of the superintendent. Although the safe is crowded, the few records are well arranged and accessible. A summary of housing conditions in the Administration Bldg., Walnut Hills Cemetery, is as follows:

ADMINISTRATION BLDG., WALNUT HILLS CEMETERY, 96 Grove Street

Supt. Off.	1st fl.	15x8x25	3,000	No	Metal	Metal	Good	Good	Good	Good	Ample	Cem. Tr.

The records of the Playground Commission and of the Gymnasium and Baths Committee are housed satisfactorily in a modern building which offers ample space for future storage of records. The main records are kept in a steel safe, the others on wooden shelves. They are carefully arranged, readily accessible and reasonably secure from danger by fire. A summary of housing conditions in the Municipal Gymnasium and Baths is as follows:

MUNICIPAL GYMNASIUM AND BATHS, 60 Tappan Street

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Main Off.	1st fl.	25x25x15	9,375	Partially	Metal	Metal	Good	Good	Good	Good	Ample	Playground Comm., Gym. and Baths Comm.
Strm.	1st fl.	25x8x25	5,000	No	Wood	Wood	Good	Good	Good	Good	Ample	Gym. and Baths Comm., Playground Comm.

A safe in the office of the superintendent of the Municipal Golf Club is adequate for the storage of the few records of this recently organized club, which falls under the supervision of the Park Department. A summary of housing conditions in the Municipal Golf Club is as follows:

MUNICIPAL GOLF CLUB, 1281 West Roxbury Parkway

DEPOSITORY	LOCATION	DIMENSIONS L.xW.xH.	CU. FT.	FIRE-RESISTANT	SHELVING	CONTAIN.	LIGHT	PHYS. COND.	ACCESSIBILITY	ARRANGEMENT	FUT. CAP.	DEPARTMENTS USING
Supt. Off.	1st fl.	8x8x12	768	No	Metal	Metal	Good	Good	Good	Good	Ample	Park Dept.

ABBREVIATIONS, SYMBOLS AND EXPLANATORY NOTES

Abbreviations and Foreign Terms

acct.	accountant('s)
alph.	alphabetical(ly)
approx.	approximate(ly)
arr.	arranged (arrangement)
assrs.	assessors
bdl(s).	bundle(s)
bldg.	building
bkkp.	bookkeeper
bsmt.	basement
capt.	captain('s)
cf.	refer to
ch.	chapter
chron.	chronological(ly)
cl.	clerk('s)
comms.	commissioners
comm.	committee
Cth.	Courthouse
dept.	department
discont.	discontinued
Dr.	Doctor
eng.	engineer('s)
env.	envelope
estab.	established
et seq.	and the following
fl.	floor
Hdqrs.	Headquarters
Hist.	Historical
hdw.	handwritten
ibid.	same reference
idem	the same
insp.	inspector('s)
lab.	laboratory
Lib.	Library
Lieut.	Lieutenant
Mass.	Massachusetts
ms(s).	manuscript(s)
no.	number
off.	office
op. cit.	work cited
p., pp.	page, pages
passim	scattered throughout
prin.	principal
ptd.	printed
pub.	public
rd.	road
sec.	section
secy.	secretary('s)
sel.	selectmen('s)
Soc.	Society
st.	street
strm.	storeroom
supt.	superintendent('s)
T.H.	Town Hall
treas.	treasurer
va.	vault
vol(s).	volume(s)
WPA	Work Projects Administration

Symbols

x	by
--	continues to date
'	feet
''	inches
...	denotes ommission in quoted matter
	equivalent to

Inventory Arrangement

The city and town offices are arranged in the order of their importance from a functional viewpoint, with related offices grouped together. Records within an office are classified by subject. Within each subject classification entries are listed in the order of their importance and, for records considered of equal importance, a chronological sequence is used.

Titles

Exact titles of records are shown in upper case without parentheses. The contents of untitled records are indicated by assigning titles to them. Titles

of this kind are shown in upper case enclosed by parentheses. When an exact title does not adequately describe the true nature of the record, such information is inserted in the title line but in lower case and enclosed within parentheses. The current or most recent title of a record is used as the entry title, and any variation of title within the record series is noted.

Labeling

The numbering, lettering or other markings on a record are shown in parentheses following the quantity.

Cross References

Cross references are made in each entry to records of the same series found in other entries. References to similar records are embodied in a separate line immediately following the entry. References below subject headings are made to other related record series suggested by the headings or subheadings. Where no comment is made regarding prior or subsequent records, it is to be presumed that none were found.

Indexing

If there is no index to a record, the fact is stated in the entry. If no mention is made of the absence of an index, it is either contained in the entry or in a separate entry, immediately following it, if possible.

Dimensions

Except where otherwise indicated, dimensions of volumes, file boxes, or maps are shown in inches; dimensions of volumes in the order of length along binding edge, width, and thickness; dimensions of file cases, boxes and drawers in the order of height, width and depth.

Location

The location noted is that of the date of the final field check of the inventory, approximately four months prior to publication. Many records, especially current ones, are in constant use by officials, and subject to frequent transfer from office to vault or from vault to office. Shifts from one vault to another also occur, but less frequently. The Historical Records Survey cannot guarantee that the record will be found in the location noted, but merely that the record was found there at the date of the inventory field check.

Condition of Records

If no comment is made regarding the condition of records, it may be assumed to be satisfactory.

PART B TOWN OFFICERS AND THEIR RECORDS

I SELECTMEN[1]

Acting upon the petition of the inhabitants of Muddy River, the Massachusetts General Court in 1686 ordered the organization of the Hamlet of Muddy River and required that from that time on "The Inhabitants Annually meet to Choose Three Men to Manage their Affairs."[2] Accordingly, the election of these officers occurred at the first hamlet meeting, January 19, 1686/87, and except for the years 1687/88-1695/96 when there were no hamlet records, three men were elected annually during the hamlet's existence.[3] The title "selectmen" was first specifically used for the office in the meeting of May 28, 1697.[4] At the first meeting of the newly incorporated town in March 1705/6, five selectmen were elected.[5] The number of selectmen elected has alternated between three and five since that time; for the greater part of the time in the years 1705/6-1857 three men were chosen; since 1858 the number has been five.[6] Until 1931, the term of office of the selectmen was one year; at a special meeting of November 25, 1930, however the town voted to elect at the next annual meeting one selectman for one year, two for two years and two for three years and thereafter to elect one or two of the five selectmen each year for a three year term.[7] The selectmen have served, either by specific election or ex officio, in various offices held concurrently with their own office: as overseers of the poor (now board of public welfare), as highway surveyors, and as board of health;[8] also in all but eight years before 1842, when the two offices became separate, the selectmen and assessors' offices were one.[9]

In addition to the many responsibilities imposed on the selectmen by general statute, there are various duties additionally imposed in Brookline town meeting votes and special acts relating to the town specifically. In 1851, the town voted that "the books of the Selectmen and Treasurer be kept in future in such a manner as to show at any moment the precise portion of each appropriation which has been expended, and the amount which remains subject to draft. And in no case shall the Selectmen draw any orders beyond the appropriation, unless obliged to do so by circumstances beyond their control."[10] In 1867 the selectmen were authorized to lay such sewers and drains through lands of any persons or corporations "as they shall adjudge to be necesssary for the public conveniences on the public health" and to divert water therefor

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1. For the statutory origin and duties of this office, see Work Projects Administration, Historical Records Survey, Town and City Government in Massachusetts, Boston, 1940

2. Massachusetts Archives, Vol CXIII, p 38
3. Muddy River Records, pp 86-90
4. Ibid., p 87
5. Ibid., p 92
6. Brookline Records, 1858-1871, p 3
7. Brookline Acts and Laws, p 113, Annual Report, 1930, p 105
8. Muddy River Records, p 616, Brookline Records, 1858-1871 pp 3, 269, for further information on these offices, see the individual sketches
9. Muddy River Records, pp 92 et seq., Brookline Records, 1838-1857, p 38
10. Ibid., p 354

from brooks into any necessary new channels [1] In 1887 they were authorized to provide for surface drainage by widening or altering courses of brooks and natural streams running through the town [2] In 1915 the selectmen were made responsible for establishing the voting precincts; since each precinct was to be equally represented at the limited town meeting by 27 meeting members locally elected, the responsibility for establishing and revising precinct bounds was a serious one [3] The town bylaws require the selectmen to "examine into the subject and be prepared to inform the town" on any appropriations to be requested at town meetings [4] Further, in reference to the annual town report, the selectmen are required to contract for their printing and to prepare and print therein in the annual report "a table of estimates of all annual appropriations proposed to be made at the annual meeting" [5] The information required in their own report is specified rigidly.

> what (county & town ways & sewers) have been laid out and constructed, what have been altered, what damages have been assessed and paid, what claims are outstanding, and what claims are in suit against the town. It shall also state what ways or sewers that have been ordered, laid out, or accepted, remain to be constructed It shall especially give full reports in regard to all suits against the town, with all the circumstances relating thereto. It shall also contain a detailed statement of the repairs made upon public buildings [6]

Article V of Brookline's bylaws, relating to selectmen only, gives the office "a general supervision over all matters affecting the interests or welfare of the town"; it allows them to settle any claims or suits against the town (acting upon advice of counsel when the amount to be paid exceeds one thousand dollars); and it authorizes them to appear before any committee of the legislature, or board, or commission, to protect the interests of the town but it specifically prohibits them from committing the town to any course of action [7]

The town officers who, by town bylaws, are appointed by the selectmen are the accountant, the town engineer, the superintendent of wires and lights, the gymnasium and baths committee, the chief of police and personnel of the police department [8]

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1. Acts 1867, ch 67, sec 1
2. Acts 1887, ch 99, sec 1
3. Special Acts 1915, ch 250, sec 1
4. Brookline Acts and Laws, p. 163
5. Ibid., pp. 164-165
6. Idem
7. Ibid., pp. 166-167
8. Ibid., pp. 168-187, passim

Except where otherwise noted, all records are in the selectmen's main office, room 6, Town Hall, 329 Washington Street. In addition to the following records, see entry 63 for approval of construction plans 1827--; entry 193 for authorization of town notes 1911-31; entry 216 for approval of pay roll vouchers 1936--; entry 230 for approval of construction contracts 1899--; entry 605 for orders for land taking 1926--.

Minutes and Reports
(See also entry 359)

1. SELECTMEN'S RECORDS (Minutes of Meetings), 1846--. 25 vols. Recommendations for and classification of annual and special appropriations for each town department; estimate of state, county, town taxes; statement of town debt, list of appointed town officers, grant of pole and other permits. Also contains: (Record of Public Hearings), 1913--, entry 22; (Record of Applications for Grants of) Miscellaneous Licenses, 1898--, entry 13. Arr. by date of meeting. No index. Hdw. to 1905, typed thereafter. 500 pp. 14½ x 9½ x 2.

2. ANNUAL REPORT OF THE TOWN OFFICERS, 1846--. 65 vols. (dated). Title varies slightly.
Contains reports of town departments and committees, and other town records as described in entries 3,29,91,93,124,140,168,179,202,237,246,251,330,345, 357,369,399,400,402,403,413,422,434,439,449,463,465,466,470,474,487,518,519, 566,568,575,576,585,592,641,645,671,674,676,680,689,691,696,726,795,801,950, 953-955. Arr. by subject. 1846-81, no index; 1882-- indexed alph. by subject. Ptd. 500 pp. 9 x 5 x 1½. Brookline Pub. Lib.

3. (ANNUAL REPORT OF SELECTMEN), 1856--. In Annual Report of the Town Officers, entry 2.
Narrative report of findings, recommendations, including statistical tables, relating to the following departments and subjects:

i. Aid to poor, 1856-77: Total number of persons supported or aided; amount of appropriation, expenditure. 1876-77 includes name of pauper; type, cause of aid.

ii. Building construction and repair: Location, description, cost of town building. 1881 includes list of town buildings, showing name, location, description, value of building; value of land; 1897-- includes amount of recommended appropriation.

iii. Claims and suits against the town, 1875-- intermittently: Name of plaintiff, court; judicial disposition, amount of award.

iv. Contracts for public works construction, 1884-1924: Name of contractor, type of construction; specifications, amount of contract.

v. Fire department:

a. Record of fires, showing name of property owner, amount of loss; total number of fires, 1858-72.

b. Amount of appropriation for previous year; amount, purpose of appropriation for ensuing year, 1900--.

(ANNUAL REPORT OF SELECTMEN), 1856--. (cont'd)

vi. Guide posts, 1861-1901 intermittently: Statement of satisfactory condition of posts. 1875-98 includes post locations.

vii. Health department, 1873-84: Orders passed to fight epidemics; number of persons having smallpox, scarlet fever, diphtheria. 1881-84 includes name of agent, amount of health appropriation.

viii. Licenses issued, 1878-1924: Number of licenses issued, classified by type; occasionally includes names of licensees.

ix. Officials appointed, 1876-84: Name, position of official; date of appointment.

x. Police department:
   a. Name of night officer, 1858.
   b. Number, causes of arrests; number of persons lodged, 1866-69.
   c. Number of officers, amount of recommended appropriation, 1870-71.
   d. Comments on activities, resources, needs of department, 1887--.

xi. Sewers and drains:
   a. Length, location, material, size, cost of construction, 1870-94. 1877 includes name of person assessed, amount of assessment.
   b. Bylaws governing assessments for sewer connections, 1881
   c. Amount of previous year's expenditures, recommended appropriation for ensuing year, 1896--.

xii. Street lights:
   a. Amount of appropriation, number of lights installed, 1857-69
   b. Names of streets lighted; type, cost of lights, 1875-93
   c. Amount, purpose of recommended appropriation; estimate of expenditures, 1897--.

xiii. Streets and highways:
   a. Location, description, cost of new or proposed highway, 1858-73.
   b. Location, length of sidewalk construction, 1863-85.
   c. Name, length, width, cost of new street; date of acceptance, 1870--.
   d. Bylaws governing lay-out of streets, 1876.
   e. Lay-out of highway districts, name of selectman in charge of each, 1877-88.
   f. Amount of recommended appropriation, current expenditures, balance, 1889--.

xiv. Wires and lights department, 1909--: Amount of last appropriation, breakdown of expenditures by purpose, amount of recommended appropriation.

4 REPORT OF SELECTMEN ON THE ARTICLES IN THE WARRANT, 1874--. 5 vols. Missing: 1895-1900.

Copy of annual town meeting warrant, the text of each article being followed by selectmen's explanation of the subject matter, the reason for inserting it in the warrant, the names of the town departments or voters requesting its insertion, and in some cases the town meeting action recommended by the selectmen. Arr chron. No index. Ptd. 150 pp. 10 x 6 x 2. Brookline Pub. Lib.

5. (MILITARY REPORT), 1816. 1 sheet.
Report to the selectmen of the committee appointed to evaluate the stock of military apparatus. Amount, description, location, value of supplies and equipment. Hdw. 1 p. 6 x 8. Brookline Pub. Lib.

6. (MILITARY EQUIPMENT REPORT), Apr. 1817. 1 sheet.
Report of a committee on the military equipment owned by Brookline military officers; submitted by Joshua Clark to the selectmen. Hdw. 2 pp. 7 x 9. Cl. va., bsmt., T.H.

7. (ARMS AND AMMUNITION REPORT), May 1, 1824. 1 sheet.
Committee report to the selectmen regarding the examination of the town stock of arms and ammunition. Hdw. 2 pp. 6 x 7. Cl. va., bsmt., T.H.

8. (COMMITTEE REPORT ON REPAIR OF SCHOOL AND TOWN HOUSE), 1824. 1 sheet.
Committee report to selectmen advising repair of old or construction of new school and town house. Hdw. 1 p. 14 x 9. Cl. va., bsmt., T.H.

9. (ROAD COMMITTEE REPORT), May 9, 1829. 1 sheet.
Report to the selectmen recommending that a strip of private property between Brookline and Brighton be utilized for new road to connect with Milldam Road. Hdw. 1 p. 8 x 11. Cl. va., bsmt., T.H.

10. (REPORT ON TOWN HOUSE AND SCHOOL FUND), 1836. 1 sheet.
Report to the selectmen by the committee chosen to examine the treasurer's record of the new town house and school fund. Hdw. 2 pp. 7 x 6. Cl. va., bsmt., T.H.

11. (REPORTS ON NEW TOWN HALL), Mar. 25, 1844, Apr. 1, 1845. 2 sheets.
Committee reports to the selectmen regarding the purchase of land and the construction of a new Town Hall; includes contract for materials and construction. Hdw. 3 pp. 12 x 6. Cl. va., bsmt., T.H.

12. (REPORT ON GRANT FOR TOWN HALL), Apr. 1, 1845. 1 sheet.
Committee report to the selectmen regarding the proposed grant of parsonage land by the first parish for the purpose of building a new Town Hall. Hdw. 2 pp. 7 x 12. Cl. va., bsmt., T.H.

Licenses and Permits
(See also entry 1)

13. (Record of Applications for and Grants of) MISCELLANEOUS LICENSES. 1876-97. 1 vol. 1898-- in Selectmen's Records (Minutes of Meetings), entry 1.
Name, residence, business address of applicant; type of license; date of application, issue or denial, expiration. Arr. by date of issue. No index. Hdw. 150 pp. 12 x 9 x 1. Old records va., bsmt., T.H.

14. (APPLICATIONS FOR MISCELLANEOUS LICENSES), 1885--. In Miscellaneous (Records and) Correspondence, entry 36-iii.
Name, address, business of applicant; date of application.

15. (Index to) PUBLIC GROUNDS AND BUILDINGS (and Miscellaneous) LICENSES, 1910--. 1 file box.
Index to records of and communications relating to public grounds and buildings, and applications for and grants of miscellaneous licenses, in Miscellaneous (Records and) Correspondence, entry 36-x: Name of reservation, building, street, or applicant; summary, date of record; nature, date, disposition of application; folder number. Arr. alph. by subject. Typed. 5½ x 3½ x 15.

16. (APPLICATIONS FOR INSTALLATION OF LIGHTS AND CONDUITS, ERECTION OF POLES), 1885--. In Miscellaneous (Records and) Correspondence, entry 36-i.
Name of applicant, location of apparatus, date of application.

17. (Index to) LIGHTS, POLES, AND CONDUITS, 1910--. 1 file box.
Name of applicant, street; date, disposition of application; folder number. Arr. by type of application and thereunder alph. by name of st. Typed. 5½ x 3½ x 15.

18. (APPLICATIONS FOR PERMITS TO STORE GASOLINE), 1910--. In Miscellaneous (Records and) Correspondence, entry 36-iv.
Name, address of applicant; location, capacity, description of container; date of application.

19. (Index to) GASOLINE (Storage) LICENSES, 1910--. 1 file box.
Name of applicant, place of storage; date, disposition of application; folder number. Arr. alph. by name of st. Typed. 5½ x 3½ x 15.

20. (Record of Hearings on Applications for) LIQUOR LICENSES, 1936--. 1 file box.
Name, business address of applicant; testimony, result, date of hearing; date of application; issue or denial, expiration of license; amount of fee. Arr. alph. by name of applicant. No index. Typed. 16 x 12 x 24.

Petitions and Warrants

21. (Record of) GRANTS TO PUBLIC UTILITY COMPANIES, 1911--. 6 vols.
Grant of petitions to telephone, electric light, and street railway companies relative to transportation, underground servicing, overhead wiring: Name of petitioner; nature, date of petition; location of proposed job, date of grant. Arr. alph. by name of st. No index. Typed. 300 pp. 14½ x 9 x 1½.

22. (RECORD OF PUBLIC HEARINGS), 1895-1913. 9 vols. 1913-- in Selectmen's Records (Minutes of Meetings), entry 1.
Hearings on petitions regarding construction of buildings, erection of poles, garages, gas stations, theaters; complaints against bus service: Name, address of petitioner or complainant; date of hearing; nature, disposition, date of petition or complaint. Arr. by date of hearing. No index. Hdw. to 1905, typed thereafter. 100 pp. 12 x 10 x 1. 7 vols., 1895-1905, assrs. off., rm. 11; 2 vols., 1905-13, rm. 6; T.H.
For notices of public hearings on pole-erection permits 1926--, see entry 684.

23. (PETITION FOR SCHOOL DISTRICT REPRESENTATION), Nov. 30, 1807. 1 sheet.
Petition to the selectmen by eight citizens from the middle district of town, demanding representation in school affairs and pointing out that the maintenance of the schools had been neglected. Hdw. 2 pp. 10 x 14. Brookline Pub. Lib.

24. (ROAD REPAIR PETITION), Apr. 20, 1829. 1 sheet.
Letter from the committee on residences requesting the selectmen to repair a road. Hdw. 1 p. 8 x 11. Cl. va., bsmt., T.H.

25. SPECIAL MEETING OF BROOKLINE SELECTMEN - ARTICLES IN THE WARRANT, 1888. 1 vol.
Articles of warrant for special town meeting called to discuss the need of additional water supply from Charles River: Proposals for issuance of script, appropriations, extension of water service, new wells. Arr. by article no. No index. Ptd. 16 pp. 8 x 5 x $\frac{1}{4}$. Boston Pub. Lib.

Claims and Suits
(See also entries 3-iii, 617-619)

26. (RECORD OF CLAIMS AND SUITS AGAINST THE TOWN), 1885--. In Miscellaneous (Records and) Correspondence, entry 36-xiv.
Name of claimant or defendant, basis of claim, extent of damage, disposition of case.

27. (Index to) SUITS, CLAIMS, 1910--. 1 file box.
Names of parties, date of claim, disposition of case. Arr. by type of case and thereunder alph. by names of parties. Typed. 5$\frac{1}{2}$ x 3$\frac{1}{2}$ x 15.

28. (Record of) LEGAL OPINIONS, 1924--. 1 vol., 1 file box.
Opinions rendered by town counsel for town departments: Name of department; nature, date of opinion. Arr. by date of opinion. No index. Typed. Vol., 400 pp. 14 x 9 x 1$\frac{1}{2}$; file box, 16 x 12 x 24. 1 vol., 1924-26, rm. off rm. 6; 1 file box, 1927--, rm. 6.

29. (ANNUAL REPORT OF LITIGATION INVOLVING THE TOWN), 1881-1905. In Annual Report of the Town Officers, entry 2.
Narrative report of civil suits, showing name of plaintiff or defendant, cause of action, judicial disposition, ad damnum; recommendations.

30. (BLANCHARD VS. SELECTMEN), Mar. 3, 1845. 5 sheets.
Report on suit of Joshua W. Blanchard against the selectmen, for refusing him the right to vote. Hdw. 10 pp. 12 x 7. Cl. va., bsmt., T.H.

Contracts

31. (Record of) CONTRACTS (for Construction of Public Buildings), 1903--. 4 vols.
Name of contractor; purpose, location of building; specifications for labor, materials; terms, date of contract; amount of consideration. Arr. alph. by name of contractor. No index. Hdw. 500 pp. 14½ x 9½ x 2. 1 vol., 1903-7, assrs. off., rm. 11; 3 vols., 1907--, safe, rm. 6; T.H.

32. (AGREEMENT CONCERNING POSSESSION OF FIRE ENGINE), Mar. 23, 1835. 1 sheet.
Agreement between the selectmen of Roxbury and Brookline by which Roxbury will relinquish a fire engine under certain conditions and stipulations. Hdw. 1 p. 12 x 8. Brookline Pub. Lib.

Financial Records
(See also entries 191, 358)

33. (Annual) TOWN BUDGET, 1921--. 1 file box. Prior records destroyed.
Summary of anticipated income and expenditures, departmental appropriations. Arr. by year. No index. Mimeographed. 18 x 12 x 36.

34. TOWN HALL ENGAGEMENTS, 1910--. 1 file box.
Record of rentals and grants of use of Town Hall: Name of lessee or grantee; purpose, date, time of engagement; amount of fee. Arr. by date of engagement. No index. Typed. 5½ x 3½ x 15.

35. TOWN OF BROOKLINE SELECTMEN'S QUARTERLY EXHIBIT OF THE APPROPRIATIONS AND EXPENDITURES OF THE TOWN, 1874-78, 1880, 1883. 8 vols.
Name of department; amount, purpose of appropriation; amount, accounting, date of expenditure; unexpended appropriation balance. Arr. by name of dept. No index. Ptd. 4 pp. 9 x 6 x 1/16. 7 vols., 1874-78, 1883, Boston Pub. Lib.; 1 vol., 1880, State Lib., State House, Boston.

Miscellaneous

36. MISCELLANEOUS (Records and) CORRESPONDENCE, 1885--. 76 file boxes.
Folders containing the following records:
i. (Applications for Installation of Lights and Conduits, Erection of Poles), entry 16.

MISCELLANEOUS (Records and) CORRESPONDENCE, 1885--. (Cont'd).

ii. (Applications for Military Aid), entry 394.

iii. (Applications for Miscellaneous Licenses), entry 14.

iv. (Applications for Permits to Store Gasoline), 1910--, entry 18.

v. (Applications for Soldiers' Relief), 1888--, entry 397.

vi. (Applications for State Aid), entry 393.

vii. Correspondence relative to the following subjects:

a. Applications for town positions.
b. Appropriations to town departments.
c. Betterment assessments.
d. Complaints concerning noise abatement, removal of refuse, and other requests.
e. Crossings and sidewalks, construction and repair.
f. Erections of signs and awnings.
g. Fidelity bonds of town officials. For original bonds, see viii.
h. Land takings by metropolitan park commission.
i. Legal opinions. For record of opinions 1924--, see entry 28.
j. Military organizations, local: Lists of members, permission for erection of rifle range.
k. Motor vehicles: Purchases, rentals, accidents.
l. Printing of annual town reports.
m. Public celebrations: Requests for use of public buildings, police escorts, town cars; permission to parade.
n. Public safety: Appropriations, appointments by civil service commission.
o. Public works contracts.
p. Sewers: Lay-out and maintenance.
q. Street railways: Hearings on rate changes, erection of shelters.
r. Taxes: Assessments, abatements, extension of time for payment.
s. Town boundaries.
t. Trees: Planting, pruning, and removal.

viii. Fidelity bonds of town officials: Name, position of official; term of office, name of surety; amount, terms, date of bond.

ix. Jury list: Name of juror, date of selection, term of service.

x. List of public grounds and buildings: Name, location of building or grounds; date of record.

xi. List of streets: Name, area, location of street; names of adjoining streets.

xii. Petitions for installation of water drains: Name, address of petitioners; text, date, disposition of petition.

xiii. Public works contracts: Name, address of contractor; location, type of work; amount of consideration; conditions, date of contract. For record of building contracts 1903--, see entry 31.

xiv. (Record of Claims and Suits Against the Town), entry 26.

MISCELLANEOUS (Records and) CORRESPONDENCE, 1885--. (Cont'd)

xv. Warrants for town meetings: Place, date of meeting; list of articles to be voted upon, signatures of selectmen; constable's return.

Arr. by folder no. For index to i, iii, see entry 17; for indexes to ii, iv, see entries 395, 15; for index to v, see entry 395; for index to vi, vii a, b, see entry 37; for index to vii c, d, h-j, l-n, p-r, t, and to viii, ix, xii, xiii, xv, see entry 38; for index to vii e, see entry 39; for index to vii f, g, k, o, s, see entry 40; for index to xi, xiv, see entries 41, 27; other records not indexed. Hdw., typed. 10 x 14 x 25 to 16 x 12 x 24. 24 file boxes, 1885-99, old records va., bsmt.; 12 file boxes, 1900-1909, sel. meeting rm., first fl.; 40 file boxes, 1910--, rm. 6; T.H.

37. (Index to Correspondence With Town) DEPARTMENTS, 1910--. 1 file box.

Index to entry 36-vii a, b: Name of department, correspondent; nature, date of communication; folder number. Arr. alph. by name of dept. Typed. 5½ x 3½ x 15.

38. (Index to Petitions, Contracts, Fidelity Bonds, Warrants and) MISCELLANEOUS CORRESPONDENCE, 1910--. 3 file boxes.

Index to entry 36-vii, c, d, h-j, l-n, p-r, t; entry 36-viii,-ix,-xii,-xiii, xv: Type of document, names of principals. Arr. alph. by subject and thereunder alph. by name of correspondent. Typed. 5½ x 3½ x 15.

39. (Index to Correspondence Relating to) CROSSINGS AND SIDEWALKS, 1910--. 1 file box.

Index to entry 36 - vii e: Name of street, summary of contents, folder number. Arr. alph. by name of st. Typed. 5½ x 3½ x 15.

40. (Index to) MISCELLANEOUS SIGNS, AWNINGS, ETC., CLUBS, FRATERNITIES, SORORITIES, CONVALESCENT HOMES, 1910--. 1 file box.

Index to Miscellaneous (Records and) Correspondence, entry 36-vii, f, g, k, o, s: Name of correspondent, summary of contents, date of communication, folder number. 1931-- includes rulings on petitions for approval of establishment of clubs, fraternities, sororities, convalescent homes. Arr. alph. by subject and thereunder by name of correspondent. Typed. 5½ x 3½ x 15.

41. (Index to List of) STREETS, 1910--. 1 file box.

Index to entry 36-xi: Name of street, folder number. Arr. alph. by name of st. Typed. 5½ x 3½ x 15.

41A. LETTERS, 1893-1906. 10 vols. (1-10).

Letterpress copies of incoming and outgoing correspondence described in Miscellaneous (Records and) Correspondence, entry 36-vii. Arr. by date of correspondence. Indexed alph. by name of correspondent. Hdw. and typed. 700 pp. 12 x 10 x 1½. Assrs. off., rm. 11, T.H.

42. (List of) PUBLIC WAYS AND BUILDING LINES, 1928. 1 vol.

Name, location, width of street; date of acceptance; description, width of setback; date of land taking. Arr. alph. by name of st. No index. Ptd. 30 pp. 9 x 6 x ¼. Brookline Pub. Lib.

Next entry, p. 82

II. TOWN CLERK[1]

Brookline's first clerk was elected at the earliest meeting of the hamlet of Muddy River, January 19, 1686/87, when The Boylston was "chosen Town Clarke and ordered to buy a Book and to Enter therein all Necessaries Relating to the Town and that from time to time."[2] The election of a clerk in Brookline has occurred annually for a one year term ever since the establishment of this office

The general duties of the officer in Brookline are those which the Massachusetts laws requires of all town clerks, but the act establishing the limited town meeting for Brookline and the Brookline bylaws add to the duties of the clerk locally. Under the act for the limited town meeting, the clerk is designated as a town meeting member at large and is required to give written notice to the other members of the time and place where the meetings are to be held.[3] By Article VIII of the Brookline bylaws, the town clerk is given custody of the town seal, he is required to seal all conveyances executed by the town, he is required to keep a true copy in a book kept for that sole purpose of all deeds and conveyances executed by the selectmen, and he is required to see that every conveyance to the town of an interest in land is properly recorded in the registry of deeds.[4] Other miscellaneous duties of the clerk specified in the bylaws included: (1) that he record written notices filed with his office by town officers or inhabitants of intentions to ask for special town meeting appropriations; (2) that he index the reports of the town officers in the annual town report, himself submitting a report on vital statistics, and that he submit to the selectmen for publication in the town report the official record of each town meeting one week after its adjournment; (3) that he serve as secretary of the committee of thirty appointed each year by the moderator to consider recommended appropriations and articles of the warrants for annual and special town meetings, reporting these recommendations in print at the meetings.[5]

Except where otherwise noted, all records are in the clerk's office, room 1, Town Hall, 329 Washington Street. In addition to the following records, see entry 140 for tax list compiled by clerk 1853; entry 191 for certification of treasury warrants 1934--; entry 193 for certification of town notes 1911-13

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1 For the statutory origin and evolution of this office, see Town and City Government in Massachusetts

2. Muddy River Records, p. 86.
3. Special Acts, 1915, ch. 250
4. Brookline Acts and Laws, p. 167.
5. Ibid., pp. 163-165

[43-48] Town Clerk - Minutes and Reports; Vital Statistics

Minutes and Reports

43. TOWN RECORDS - BROOKLINE, 1686--. 10 vols. No records kept 1687-1696. Title varies slightly.

Minutes of meetings and miscellaneous records of Muddy River hamlet, 1686-1705, Brookline, 1705--. Minutes include action taken on town-meeting warrants including election of town officers, discussion and votes on town appropriations, acceptance of departmental reports, acceptance of streets and ways laid out, amendments to town bylaws. For analysis of minutes and miscellaneous records, see entries 45-47, 66-68, 75, 82-86, 94-102, 105-111, 113-119, 378. Arr. chron. No index. Hdw. 200 pp. 12 x 10 x 2.

44. TOWN RECORDS OF BROOKLINE (and Muddy River) MASSACHUSETTS, 1634-1884. 4 vols. Title varies: Muddy River and Brookline Records 1634-1838, 1 vol.

Transcripts of records described in Town Records - Brookline, entry 43. Published by order of the town. The earliest volume contains in addition to these town records 76 pages of extracts from Boston town records and documents in the Massachusetts Archives concerning the settlement at Muddy River in the period 1634-1705. Arr. chron. Indexed alph. by subject. Ptd. 600-700 pp. 9 x 16 x $1\frac{1}{2}$. Boston, 1875, 1888, 1892. Brookline Pub. Lib.

45. (REPORTS OF SCHOOL COMMITTEES TO TOWN MEETING), 1834-74. In Town Records - Brookline, entry 43.

Statement of educational level of town, account of activities of committee; statement of number of schools and districts, and conditions existing within each district; recommendations, signatures of committee, date of report; generally, signature of town clerk.

46. (REPORTS OF TRUSTEES OF SCHOOL FUND TO TOWN MEETING), 1762-1846. In Town Records - Brookline, entry 43.

Names of mortgagors; amounts of individual notes, mortgages; type of property mortgaged, total amount of fund, signatures of trustees.

47. (REPORT OF TREASURER TO TOWN MEETING), 1840-54. In Town Records - Brookline, entry 43.

Total amount of receipts, expenditures, balance, loan issues; signature of treasurer. Includes names, sex, marital status of persons aided by the town.

Vital Statistics

(See also entries 82-xxxiv, 403)

48. BIRTH RECORDS, 1634--. 8 vols.

Name, sex, color of child; place, date of birth; names, address of parents; occupation of father, name of attending physician, record number. Arr. by record no. For index, see entry 49. Hdw. to 1900, typed thereafter. 250 pp. 16 x 12 x 2. Va.

49 INDEX TO BIRTH RECORDS, 1634-- 4 vols., 20 file boxes. Title varies: Index to Births, 1634-1900, 4 vols.
Name, address of child; date of birth, record number. Arr. alph. by name of child. Hdw. to 1900, typed thereafter. Vols., 150 pp. 8 x 6 x 1; file boxes, 6 x 4¼ x 17½. 4 vols., 1634-1900, va.; 20 file boxes, 1900--, cl. off.

50 (Physician's) CERTIFICATE OF BIRTH, 1848--. 36 file boxes.
Name, sex, color of child; place, date of birth; names, address of parents; occupation of father; certification of attending physician; number, date of certificate. Arr. by certificate no. No index. Hdw. 4 x 9 x 12. Va.

51. MARRIAGE INTENTION (Certificates), 1852-- 30 file boxes.
Names, addresses, ages, birthplaces, occupations of contracting parties; names of parents; number, date of certificate. Arr. by certificate no. No index. Hdw. 4 x 9 x 12. Va.

52. MARRIAGE LICENSES, 1852-- 50 file boxes
Names, addresses, ages, birthplaces of contracting parties; names, birthplaces of parents; signature, title of person officiating; number, date of license. Arr by license no. No index. Hdw. 4 x 9 x 12 Va.

53. MARRIAGE RECORDS, Sept 30, 1657--. 11 vols. Missing: 1634-56.
Names, addresses, ages, color, birthplaces, occupations of contracting parties; names of parents; place, date of marriage; record number. Arr. by record no. For index 1634--, see entry 54. Hdw. to 1900, typed thereafter. 300 pp. 16 x 12 x 2. 10 vols., 1657-1708, 1861--, va.; 1 vol., 1709-1860, old records va., bsmt; T.H.

54. INDEX TO MARRIAGES, 1634-- 4 vols., 49 file boxes.
Names, addresses of contracting parties; date of filing of intention to marry, date of marriage, record number. Arr. alph. by names of contracting parties. Hdw. Vols., 150 pp. 8 x 6 x 1; file boxes, 5½ x 3½ x 13. 4 vols., 1634-1900, va.; 49 file boxes, 1725--, cl. off.

55 DEATH RECORDS, 1634-- 8 vols
Name, address, age, sex, color, birthplace, occupation, marital status of deceased; cause, place, date of death; name, signature of attending physician; record number. Arr. by record no. For index, see entry 56. Hdw. to 1910, typed thereafter. 300 pp. 16 x 12 x 2. Va.

56. INDEX TO DEATHS, 1634-- 3 vols., 19 file boxes.
Name, address of deceased; date of death, record number. Arr. alph. by name of deceased. Hdw. Vols., 150 pp. 8 x 6 x 1; file boxes, 6 x 4½ x 17½. 3 vols., 1634-1900, va.; 19 file boxes, 1696--, cl. off.

57. (Physician's) RETURN OF DEATHS, 1846-- 41 file boxes.
Name, address, age, birthplace, occupation of deceased; names, birthplaces of parents; cause, place, date of death; certification of reporting physician; number, date of certificate. Arr. by certificate no. No index. Hdw. 4 x 9 x 12 Va.

58. RECORD OF BURIALS, 1634--. 2 vols.
Name, address of deceased; date of death, burial; name of lot owner, lot and record number. Arr. by record no. No index. Hdw. 250 pp. 14 x 10 x 2. 1 vol., 1634-1876, old records va., bsmt., T. H.; 1 vol., 1877--, va.
For records of burials in Walnut Hills Cemetery, see entries, 474-ii, 476, 478.

59. (RECORD OF BIRTHS, MARRIAGES, DEATHS), 1705-1849. 1 vol.
Births: Name, sex of child; date of birth, names of parents. Marriages: Names, addresses of contracting parties; place, date of birth; date of marriage. Deaths: Name, occupation of deceased; cause, date of death. Arr. alph. by names of parties. No index. Ptd. 244 pp. 9 x 6 x 1½. The Essex Institute, Salem, 1929. (Also found at State Lib., State House, Boston; Brookline Pub. Lib.; Boston Pub. Lib.; Widener Lib., Harvard University, Cambridge.)

Property Records

60. (Transcript of) MORTGAGES AND ASSIGNMENTS (and Discharges Thereof), 1791-- 39 vols.
Contains transcript of:
i. Assignments: Name, address of assignor, assignee; conditions, consideration, date of instrument; signatures of parties, attestation of notary public.
ii. Discharge of mortgages and assignments: Names of parties; acknowledgment, date of satisfaction; date of instrument, recording; attestation of town clerk, notary public; signatures of parties.
iii. Mortgages: Name, address of mortgagor, mortgagee; location, description, valuation of property; consideration, conditions, date of instrument; attestation of town clerk, notary public; date of recording.
Arr by date of recording. For index 1882--, see entry 61. Hdw. to 1903, typed thereafter. 500 pp. 14 x 12 x 2½. 21 vols., 1791-1918, old records va., bsmt., T H ; 18 vols., 1918--, cl. off.

61. INDEX TO MORTGAGES AND ASSIGNMENTS (and Discharges), 1882--. 10 file boxes.
Names of parties; type, date of instrument; volume and page reference. Arr. alph. by names of parties. Typed. 4 x 6 x 12. Va.

62. (Uncalled for) MORTGAGE CERTIFICATES, 1918--. 20 file boxes.
Name of mortgagor, mortgagee; location, description, valuation of property; amount, consideration, conditions, date of mortgage; date of recording, attestation of notary public. Arr. by date of mortgage. No index. Typed. 4 x 9 x 12. Va

63. RECORD (Construction) PLANS, 1827--. 32 file boxes (H-1 to H-32).
Plans and drawings of street, sewer, park, drainage system and other construction work: Names of abutting streets, property owners; outline of abutting.

RECORD (Construction) PLANS, 1827--. (Cont'd)
property; section letter, date of plan; date of examination and approval by selectmen, receipt and filing by clerk; file box, index, plate, plan number; signatures of engineer, clerk, selectmen Arr by index no For index, see entry 64 Black-and-white, blueprint 3 x 43 x 30½. Va , eng off , rm 25, T H

64 (Index to) RECORD PLANS FILED IN TOWN CLERK'S OFFICE, 1827-- 2 file boxes (A-Z)
Name of street, type of construction; names, initials of department officials; section letter, summary, scale, material, date of plan; plan, plate, index number Arr alph by name of st Typed on ptd form 4 x 5¼ x 13½ Va , eng off , rm 25, T H

65 (LAND GRANT), Nov 16, 1711 1 sheet.
Memorandum of a vote of the town meeting granting a piece of land in the settlement of a case. Includes text of grant Hdw. 1 p. 10 x 10 Brookline Pub. Lib

66 (RECORD OF LAND TRANSFERS), 1761-78 In Town Records - Brookline, entry 43
Name of grantor, grantee; location, description of land; amount of consideration; signatures of grantor, witnesses; attest of justice of peace, town clerk; volume and page reference to property records in county registry of deeds; date of deed, recording.

67 (CERTIFICATE OF SURVEY OF TOWN LAND), 1780-84 In Town Records - Brookline, entry 43
Name of surveyor, selectmen; statement that survey was made; attest of justice of peace, date of survey

68 (RECORD OF LAND RELEASED FOR SEWER AND HIGHWAY CONSTRUCTION), 1884-89 In Town Records - Brookline, entry 43.
Names of property owner, witnesses, and engineer; location, description of land; amount of consideration, attest by justice of peace, signatures of register, and trustees; date of release; occasionally, name of street.

69 (LEASE OF HOUSE OWNED BY TOWN), Aug 14, 1832. 1 sheet.
Name of lessor, lessee; location, description of property; conditions, date of instrument; signatures of principals, witnesses, and town clerk Hdw. on ptd form. 1 p 12 x 8 Brookline Pub Lib

Licenses
(See also entries 109, 203-i)

70 (Record of) MISCELLANEOUS LICENSES, 1850-- 21 file boxes.
Record of selectmen's votes granting licenses for peddling, fishing, hunting, bearing firearms: Name, address of licensee; type of license, amount of fee; date of issue, expiration. Arr. by date of issue. For index 1924--, see entry 71 Hdw , typed 4 x 6 x 16 Va.

71 INDEX TO MISCELLANEOUS LICENSES, 1924-- 2 file boxes
Name, address of licensee; type, number of license; date of issue, expiration Arr. by type of license and thereunder alph. by name of licensee Typed 5 3/4 x 3¼ x 12. Va.

72. APPLICATIONS FOR DOG LICENSE, 1928-- 1 file box Prior records destroyed
Name, address of applicant; breed, sex, color, age of dog; certification of alteration, prior license number, amount of fee, date of application Arr. alph. by name of applicant No index Hdw on ptd. form 5½ x 3½ x 13 Va.

73. (STUBS OF DOG LICENSES), 1859-1932. 14 vols.
For description, see entry 74. Arr by license no. No index. Hdw. 500 pp. 9 x 12 x 3 Old records va , bsmt , T.H.

74 (Copies of) DOG LICENSES, 1933-- 2 vols.
Name, address of licensee; breed, sex, color, age of dog; license number, amount of fee; date of application, issue, expiration. Arr. by license no. No index. Hdw. 500 pp. 9 x 12 x 3. Old records va., bsmt., T.H.
For stubs of dog licenses 1859-1932, see entry 73.

Military Records
(See also entries 5-7, 85-ix, 90, 199, 200)

75. (MILITIA LISTS), 1840-82. In Town Records - Brookline, entry 43.
Names of residents eligible for military duty, date of submittal of list; occasionally, signatures of assessors and town clerk.

76. (Civil War) MILITIA LIST (and Lists of Men Liable for Military Duty), 1862-65, 1904-- 1 file box.
Contains:
i. Civil war enlistments, 1862-65: Name, address, age, occupation of volunteer; name of company, date of enlistment.
ii. Lists of men liable for military duty, submitted annually by assessors: Name, address, age, occupation of eligible person; name of company, date of submittal.
Militia lists arr. alph. by name of volunteer; assessors' lists arr. by date of submittal. No index. Hdw., typed. 5½ x 11½ x 14. Va.

77. (RECEIPTS FOR FINES), 1776-82. 15 sheets.
Receipts issued by town clerk or captains for the money paid as fines by men who refused to serve in the Revolutionary War when drafted. Hdw. 15 pp. 18 x 12. Brookline Pub. Lib.

78. (LETTER ACKNOWLEDGING RECEIPT OF HOSIERY FOR CONTINENTAL ARMY), Apr. 10, 1778 1 sheet.
Letter from Jeremiah Clark to the town acknowledging the receipt of 3 gross of hosiery for soldiers in the Continental Army; includes his promise to distribute them to Brookline soldiers Hdw. 1 p. 3 x 5. Mass. Hist. Soc. Lib., Boston.

79. (RECEIPT FOR ARMY HORSE), Aug. 2, 1780. 1 sheet.
Receipt from Sam Robinson acknowledging receipt of a horse procured by the Brookline selectmen for army use; procurement agreed upon by the general court. Hdw. 1 p. 4 x 8. Mass. Hist. Soc. Lib., Boston.

80. (LIST OF MEMBERS OF ROXBURY ARTILLERY COMPANY), Oct. 7, 1836. 1 sheet.
Certified list of names of members of the Roxbury Artillery Company entitled to a bonus; submitted by Captain Chase to the selectmen. Hdw. 1 p. 5 x 10. Cl. va., bsmt., T.H.

81. (Original and Copy of Civil War) ENROLLMENT LIST, Nov. 24, 1863. 1 vol.
Enrollment list compiled by provost marshal's office in Boston: Names, addresses of conscripted residents; authorization to residents to claim exemption, and to inform the enrollment board of liable residents not yet registered. Original list includes dates of hearings on exemption claims. Arr. alph. by name of soldier. No index. Hdw. 3 pp. 20 x 12 x 1/8. Brookline Pub. Lib.

Financial Records

82. (RECORD OF APPROPRIATIONS), 1634--. In Town Records - Brookline, entry 43.
Purpose, amount of appropriation; occasionally, names of persons authorized to handle money; statement of assessment of inhabitants; date of appropriation, assessment. Includes appropriations for the following purposes:

i. Salaries of school teachers, 1686/7--.
ii. Repairs to schoolhouse, 1697.
iii. Support of schools, 1704--.
iv. Purchase of ammunition, 1712.
v. Construction of meetinghouse, 1713/14.
vi. Salaries of town officers, 1715--.
vii. Minister's salary, 1716/17.
viii. Land purchases, 1717.
ix. Construction of highways, 1717/18--.
x. For the poor, 1723--.
xi. Payment of soldiers, 1775-1815.
xii. Purchase of fire apparatus, 1795.
xiii. Support of singing society, 1801-31.
xiv. Repairing of highways, 1839--.
xv. Construction of library, 1843.
xvi. Water pump for high school, 1847.
xvii. For contingencies, 1847--.
xviii. For county taxes, 1847--.
xix. Interest on debt, 1847--.
xx. Retiring of town debt, 1848--.
xxi. Support of religious societies, 1854.
xxii. Construction of drains, 1854--.
xxiii. Installation of street lights, 1854--.

(RECORD OF APPROPRIATIONS), 1634-- (Cont'd)
xxiv. For state aid, 1864--.
xxv. Maintenance of board of health, 1872--.
xxvi. Maintenance of police department, 1872--.
xxvii. Construction of smallpox hospital, 1873.
xxviii. Construction of sewers, 1872--.
xxix. For disabled soldiers, 1875.
xxx. Construction of water system, 1875.
xxxi. Construction and rebuilding of almshouse, 1882.
xxxii. Construction of bathhouse, 1883.
xxxiii. Installation of fire-alarm system, 1889.
xxxiv. Publication of vital statistics, 1889.
xxxv. Suppression of moths, 1910--.

83. (RECORD OF AUTHORIZATION TO BORROW), 1768--. In Town Records - Brookline, entry 43
Name of officer or committee authorized; amount, purpose, terms of loan; occasionally, restrictions on use of funds raised. Includes loans for the following purposes:
i General town expenses, 1768--.
ii Construction of house for smallpox victims, 1775.
iii. Construction of house for minister, 1781.
iv Construction of meetinghouse, 1804.
v. Construction of schoolhouse, 1833.
vi. Repair of fire engine, 1843.
vii. Settlement of claims, 1852--.
viii. Construction of public library, 1867.

84. (RECORD OF ESTABLISHMENT OF FUNDS), 1721-62. In Town Records - Brookline, entry 43
Name of donor, administering committee; amount, specifications of fund.
i. For the general use of the town, 1721, 1728.
ii. School fund, 1762

Special Committees
(See also entries 5-12, 476, 488-491, 520, 521, 524, 576, 577, 646)

85. (REPORTS OF SPECIAL COMMITTEES), 1698--. In Town Records - Brookline, entry 43
Names of members; findings, recommendations of committee; date of report, usually signature of town clerk. Includes reports of the following:
i. Perambulation committees, 1698--.
ii. Surveying committees, 1712--.
iii. Pew committees, 1716-84.
iv. Highway committees, 1717-1899
v. Committees on purchase or sale of town land, 1717-1857.
vi. Cemetery committees, 1717-1874.
vii. Steeple committee, 1771

(REPORTS OF SPECIAL COMMITTEES), 1698--. (Cont'd)
viii. Ministerial committees, 1777-1846
ix. Military committees, 1777-1868.
x. Committee for managing town account, 1781.
xi. Committee on division of county, 1792.
xii. Committee for construction of pound, 1792.
xiii. Committee on tax collection, 1831.
xiv. Fire-equipment committees, 1838-74.
xv. Guide posts committees, 1838-74.
xvi. Committees for repair or removal of town buildings, 1839-72.
xvii. Committee on street names, 1841.
xviii. Committee for sale of fire engine, 1842.
xix. Map-procuring committees, 1844-45.
xx. Committees on aid to the poor, 1843-77.
xxi. Committee on music, 1844.
xxii. Arbitration committee, 1845.
xxiii. Committee on bylaws, 1847.
xxiv. Semicentennial celebration committee, 1855.
xxv. Committee on physical education, 1860.
xxvi. Committee for curtailing town expenses, 1862.
xxvii. Playground committee, 1871.
xxviii. Committee for construction of police station, 1873.
xxix. Soldiers' and sailors' memorial committee, 1875.
xxx. Committee for construction of new town hall, 1875.
xxxi. Committee on legislation to authorize laying out of parks, 1889.
xxxii. Committee on employment of town solicitor, 1889.
xxxiii. Committee on construction of library building, 1892.
xxxiv. Committee on highway law, 1892.
xxxv. Committee on regulation of assessing department, 1892.
xxxvi. Committee on purchase of additional fire apparatus, 1892.
xxxvii. Committee on construction of bathhouse, 1897.

86. (APPOINTMENT OF COMMITTEES), 1713-1936. In Town Records - Brookline, entry 43.

Names of appointees; purpose, date of appointment; generally, signature of town clerk. Includes record of appointment of the following:
i. Meetinghouse committee, 1713.
ii. Committee of acceptance of deed of land, 1713.
iii. Burial committees, 1713-1843.
iv. Land-measuring committee, 1713.
v. Committee to check meetinghouse accounts, 1714.
vi. Committee to carry on meetinghouse, 1715.
vii. Meetinghouse pew committee, 1716.
viii. Ministerial committee, 1716.
ix. Account-rendering committee, 1720.
x. Pound committee, 1720.
xi. Schoolhouse building committee, 1728
xii. School teacher procuring committee, 1730.
xiii. Committee to supply seats for meetinghouse, 1734.
xiv. Committee to purchase wood lot for town's use, 1736.

(APPOINTMENT OF COMMITTEES), 1713-1936. (Cont'd)

xv. Legacy committee, 1753.
xvi. Tax-abatement committee, 1761.
xvii. Correspondence committees, 1772.
xviii. Military committees, 1774-1867.
xix. Committee appointed to instruct representative to general court, 1774.
xx. Committee to receive donations for military use, 1775.
xxi. Smallpox committee, 1775.
xxii. Committee to stabilize currency, 1779, 1781.
xxiii. Committee to regulate prices of commodities, 1779.
xxiv. Committee to purchase beef, 1780.
xxv. Committee to receive contributions for fire victims, 1787.
xxvi. Committee to take valuation of town, 1791.
xxvii. Legal committee, 1793.
xxviii. Committee to tear down meetinghouse, 1806.
xxix. Auditing committee for treasurer's accounts, 1838.
xxx. Committees to repair or rebuild schoolhouse, 1839, 1888.
xxxi. Committee to dispose of fire engine, 1839.
xxxii. Street-naming committee, 1841.
xxxiii. Committee to purchase land for school, 1843.
xxxiv. Building committee to build new town hall, 1844.
xxxv. Committee to prevent excessive drinking, 1844.
xxxvi. Committee to petition against railroad, 1846.
xxxvii. Committee on water supply for Boston, 1846.
xxxviii. Committee to add two class rooms to Town Hall, 1846.
xxxix. Committee to investigate erection of wells and pumps, 1846.
xl. Committee to consider amending bylaws, 1846-1936.
xli. Committee to make survey for widening streets, 1849.
xlii. Committee to regulate licensing of dogs, 1849.
xliii. Street-lighting committee, 1853.
xliv. Committee to consider construction of wooden apartment houses, 1900.
xlv. Historical committee, 1901.
xlvi. Financial committee, 1910.
xlvii. World War Memorial committee, 1930.

87. (PROPOSALS FOR ALTERATION OF TAX ASSESSMENTS), May 1794. 4 sheets. Proposals from the committee of assessments to the town meeting for the alteration of the method of assessing and proportioning the public taxes; includes specimen of the proposed tax bill. Hdw. 8 pp. 8 x 14. Brookline Pub. Lib.

88. (ROAD INQUIRY COMMITTEE RESIGNATION), May 22, 1829. 1 sheet. Letter from the members of the road inquiry committee to the clerk asking that they be relieved from further duty on the committee. Hdw. 1 p. 5 x 8. Va.

89. (CATTLE COMMITTEE INQUIRY), Mar. 20, 1834. 2 sheets. Letter from the cattle committee to the clerk requesting information concerning state laws on cattle running at large on public highways. Hdw. 4 pp. $8\frac{1}{2}$ x 11. Va.

90. RECORD (of Meetings) OF MILITARY COMMITTEE OF BROOKLINE, 1861-63. 1 vol.
Discussion and decisions relative to recruiting of volunteers and raising of funds for the Civil War; place, date of meeting. Arr. by date of meeting. No index. Hdw. 300 pp. 10 x 12 x 2. Old records va., bsmt., T.H.

91. (REPORT OF COMMITTEE ON HIGHWAY CONSTRUCTION), 1865. 1 vol.
Recommendations of committee appointed to investigate present and improved methods of construction and repair; inventory of equipment, specifications of preferred materials. Arr. by subject. No index. Ptd. 26 pp. 8 x 5 x ½.
State Lib., State House, Boston. (Also in Boston Pub. Lib., Brookline Pub. Lib.)
For published report, see entry 2.

92. RECORD OF (Meetings of) COMMITTEE ON NEW TOWN HALL, 1870-73. 1 vol.
Discussion, acceptance of plans and contracts; resolutions submitted on appropriations recommended to selectmen; date of meeting. Includes copy of agreement between committee and contractor for new building. Arr. by date of meeting. No index. Hdw. 100 pp. 14 x 12 x 1. Old records va., bsmt., T.H.

93. (REPORT OF COMMITTEE ON DISPOSAL OF WASTE MATTER), 1893-95. In Annual Report of the Town Officers, entry 2.
Report of investigation of possible methods of removal and disposal, with comments on merits and costs of incinerators, and recommending no action.

Town Officers
(See also entries 1, 3-ix, 43, 82-vi)

94. (ELECTION AND APPOINTMENT OF TOWN OFFICERS), 1686--. In Town Records - Brookline, entry 43.
Name, position of official; term, date of election or appointment.

95. (OATHS OF TOWN OFFICERS), 1707--. In Town Records - Brookline, entry 43.
Names, positions of persons taking oath; statement that oath was taken; occasionally, date of oath, length of term of office, signature of town clerk.

96. (RECORD OF OATH OF OFFICE), 1855-1921, 1923-24, 1936--. In Town Records - Brookline, entry 43.
Attestation of clerk of the swearing-in of elected town officers: Name, position of officer; date of oath.

97. (RECORD OF FINES PAID BY PERSONS REFUSING TO ACCEPT OFFICE), 1709-61. In Town Records - Brookline, entry 43.
Name of appointee, reason for refusal, amount of fine.

Contracts
(See also entries 3-iv, 11, 31, 32)

98. (RECORD OF AGREEMENTS BY TOWN), 1711--. In Town Records - Brookline, entry 43.
Names of parties; statement of terms, date of agreement; amount of consideration.

Bond and Wills

99 (RECORD OF BOND ISSUES), 1870--. In Town Records - Brookline, entry 43.
Names of persons commissioned to handle sale of bonds, names of purchasers; purpose, conditions, specifications, amount, rate of interest of bond; date of issue, maturity; signature of town clerk, treasurer.

100. (RECORD OF BEQUESTS TO TOWN), 1745-1865. In Town Records - Brookline, entry 43
Name of testator; amount, conditions, purpose, date of bequest.
i. Gift of land for school building by Joseph and Moses White, 1745.
ii Gift from Edward Devotion, 1746/7.
iii. Gift from Devotion estate, 1762.
iv. Gift from J Sullivan Warren, 1868.
For report of administration of gift from Edward Devotion 1762-1883, see entry 258.

101 (COPY OF WILL), 1744. In Town Records - Brookline, entry 43.
Names of heirs, executors; inventory, value of estate; signatures of appraisers, witnesses; date of will.

Town Orders

102. (TOWN ORDERS), 1686--. In Town Records - Brookline, entry 43.
Town-meeting orders governing the following:
i. Town clerk ordered to keep records, 1686.
ii. Aid for poor, 1686.
iii. Construction of pounds, 1701-1809.
iv. Highway repairs, 1705--.
v. Regulations for labor employed on highways, 1705--.
vi. Regulation of school term, 1711.
vii. Meetinghouse regulations, 1713-1834.
viii. Construction of schoolhouses, 1713--.
ix. Pew regulations, 1715-1806.
x. Acceptance of highways, 1715--.
xi. Establishment of school districts, 1716.
xii. Tax collections, 1720.
xiii. Animal regulations, 1721-1854.
xiv. Town to be divided into two precincts, 1723.
xv. Allocations of funds received from province, 1728.
xvi. Construction of pews, 1737-93.
xvii. Grant of deed, 1758--.
xviii. Auction of personal property, 1763.
xix. Discontinuance of payment of province tax, 1774.
xx. Military affairs, 1774.
xxi. Regulations for inoculation hospital, 1775.
xxii. Auction of pews, 1776-1806.
xxiii. Rejection of new government proposal, 1778.
xxiv. Establishment of rate of exchange, 1781.

(TOWN ORDERS), 1721--. (Cont'd)

xxv. Auction of town property, 1785.
xxvi. Contributions offered to victims of Boston fire, 1787..
xxvii. Execution against tax collector, 1789.
xxviii. Census to be taken, 1791.
xxix. Payment of half the cost of repairing fire engine, 1797.
xxx. To observe the death of George Washington, 1800.
xxxi. To reward persons obtaining conviction of persons committing arson, 1804.
xxxii. Sale of church woodlands, 1805.
xxxiii. Establishment of dates for town meetings, 1816.
xxxiv. To remove snow from streets, 1832--.
xxxv. Treasurer to pay orders drawn by road commissioners, 1835.
xxxvi. Town favors annexation of part of Roxbury, 1843.
xxxvii. To prosecute violators of liquor laws, 1846-54.
xxxviii. To give deed to First Parish Society, 1847.
xxxix. Establishment of water rates, 1847.
xl. Regulations for conduct of selectmen's and treasurer's office, 1851.
xli. Establishment of public library, 1857.
xlii. Establishment of evening school, 1858.
xliii. Naming of streets, 1858--.
xliv. Construction of sidewalks, 1858--.
xlv. Establishment of sinking fund, 1872.
xlvi. Issuance of "water script", 1875.
xlvii. To petition general court for authority to borrow money, 1889.
xlviii. Selectmen to draw up contract for disposal of waste, 1889.

103. ORDER TO LEVY TAXES FOR SCHOOL PURPOSES, Sept. 20, 1719. 1 sheet. Town-meeting order to constable Robert Sharpe, to raise £15 upon polls and estates for the use of the school. Hdw. 1 p. 10 x 8. Brookline Pub. Lib.

Town and State Legislation

(See also entries 3-xiii d,43,85-xxiii,401,402-vii,410,411,477, 524,564,641-v,-vii,646,668,768,801-iv a)

104. TOWN BYLAWS, 1633--. 7 vols.
Contains:

i. Text of town bylaws, 1847--, as adopted and amended by town meeting, regulating the administration of town departments individually as well as collectively. There are four volumes, including the original bylaws of 1847 as amended in 1897, 1905, May 21, 1937, and August 26, 1938.
ii. Acts of the general court regulating the settlement at Muddy River, general and special acts affecting the government of Brookline, 1633-1932, in addition to town bylaws and departmental regulations. There are three volumes including acts and bylaws through 1894, 1905, and 1932.

Acts and laws arr. chron; bylaws arr. by name of dept. 6 vols., 1633-1931, 1937--, no index; 1 vol., 1633-1932 indexed alph. by subject. Ptd. 200 pp. 8 x 6 x 1. Brookline Pub. Lib.

105. (ADOPTION OF BYLAWS AND AMENDMENTS), 1847--. In Town Records - Brookline, entry 43.
Text of laws or amendments; statement, date of adoption.
i. Adoption of bylaws, 1847.
ii. Amendment to bylaws, 1849.
iii. Regulations for management of waterworks, 1877.

106. (RECORD OF ACCEPTANCE OF ACTS OF STATE LEGISLATURE), 1858--. In Town Records - Brookline, entry 43.
Statement of acceptance; copy, number, section of act; date of acceptance.

107. (RESULTS OF BALLOTING ON AMENDMENTS TO STATE CONSTITUTION), 1840-77. In Town Records - Brookline, entry 43.
Text of amendment; number of votes in affirmative, negative; total number of votes cast; occasionally, signature of president, secretary of election meeting; attest of town clerk.

108. (INSTRUCTIONS BY TOWN TO REPRESENTATIVE IN GENERAL COURT), 1772-76. In Town Records - Brookline, entry 43.
Statement of purpose and conditions; names of presenting committee; occasionally, signature, attest of town clerk.
i. Protest over violation of rights and privileges by king, 1772.
ii. Protest over taxation without representation, 1773.
iii. Instructions concerning Declaration of Independence, 1776.

Parish Records

109. (RECORD OF PERMITS FOR CONSTRUCTION OF PEWS), 1752-1811. In Town Records - Brookline, entry 43.
Name of licensee; purpose, conditions of permit; occasionally, name of inspecting committee, specifications for construction.

110. (RECORDS OF AUCTIONS), 1777, 1816. In Town Records - Brookline, entry 43.
Name of grantor, grantee; auctioneer; amount of consideration; usually, reason for auction, location of pew; occasionally, attest, signature of town clerk.
i. Auction of pews, 1777.
ii. Auction of shed sites in church grounds, 1816.

Miscellaneous

111. (JURY LISTS), 1743--. In Town Records - Brookline, entry 43.
Names of jurors, date of list, signature of town clerk.

112. LIST OF JURORS, 1863--. 5 vols. System estab. 1863.
Name, address, occupation of prospective juror. Arr. alph. by name of juror. No index. Hdw. to 1866, typed thereafter. 50 pp. 20 x 14 x 1. Old records va., bsmt., T.H.

113. (RESULTS OF ELECTIONS OF FEDERAL, STATE, AND COUNTY OFFICIALS), 1780-- In Town Records - Brookline, entry 43.
Names of candidates, number of votes for each; usually, town of residence of candidates, name of winning candidate, statement of voting regulations, attest of town clerk.

114. (RECORD OF TAX ABATEMENTS), 1686-- In Town Records - Brookline, entry 43.
Name of recipient; amount, cause, date of abatement.

115. (RECORD OF TAXES NOT COLLECTABLE BY CONSTABLE), May 26, 1777. In Town Records - Brookline, entry 43.
Names of taxpayers and constable; amount, date of tax; status of delinquents

116. (WARNINGS TO LEAVE TOWN), 1732-92. In Town Records - Brookline, entry 43.
Name of person warned, constable; usually, conditions of warrant, time limit for leaving town; signature of town clerk; occasionally, marital status, sex, race, occupation, previous address of person warned; date of entrance into town, constable's return.

117. (ESTABLISHMENT OF DISTRICTS), 1716-1872. In Town Records - Brookline, entry 43.
Location, description of bounds; cause, date of establishment.
i. Establishment of school districts, 1716.
ii. Highway districts, 1768.
iii. School precinct, 1723.
iv. Sewer districts, 1872.

118. (RECORD OF ANIMALS ENTERED ON COMMON, IMPOUNDED, OR APPRAISED), 1708/9-39. In Town Records - Brookline, entry 43.
Name of owner, person impounding, committee to enforce regulations, appraisers; description, age, markings, condition of animal; penalties, date of action.

119 (CORRESPONDENCE), 1760-97 In Town Records - Brookline, entry 43.
Letters form various persons or committees to town officials.
i. From minister relative to accepting pastorate, 1760
ii From committee of correspondence, 1773.
iii. From minister relative to salary, 1797.

120 (VOTE ON HIGHWAY ACCEPTANCE), Mar. 1, 1741. 1 sheet
Copy of the record of a vote taken at a town meeting accepting the selectmen's plans for a highway from Brookline to Roxbury through the land of Daniel Harris. Hdw. 1 p. 7 x 18. Mass. Hist. Soc. Lib., Boston.

121. (PETITION FOR STREET WIDENING), Nov. 17, 1830. 2 sheets
Copy of a petition from Benjamin Billings and other inhabitants to the county commissioners requesting that the road passing through Brookline and Roxbury to Brighton be straightened and widened. Hdw. 3 pp. 8 x 7. Va

III. REGISTRARS OF VOTERS[1]

The passage of Chapter 298 of the Acts of 1884 required the selectmen in all towns in Massachusetts to appoint in writing within thirty days three residents, holding no other town office, in revolving three-year terms as registrars of voters, the town clerk being ex officio a fourth member and clerk of the board. Accordingly the appointment was made in Brookline where the registrars are first included in the annual list of appointees in the report of 1885, as they have been to the present.[2] The duties of the registrars are fully and explicitly outlined in the state election laws, the only significant local addition to the functions of the board being the provision in 1915 that the registrars serve ex officio as members of the limited town meeting.[3]

122. GENERAL LIST OF VOTERS, 1872--. 19 vols., 69 file boxes. Title varies: Voting List, 1872-1919, 19 vols.
Name, address, age of voter; precinct number. Arr. alph. by name of voter. No index. Hdw. 1872-88, 1920--, ptd; 1889-1919, hdw. Vols., 25 pp. 14 x 4 x $\frac{1}{4}$ to 300 pp. 12 x 8 x 3; file boxes, 9 x 6 x 20. 19 vols., 1872-1919, old records va., bsmt.; 69 file boxes, 1920--, cl. off., first fl.; T.H.

123. LIST OF TOWN MEETING MEMBERS (Allowed to vote at Limited Town Meetings), 1916--. 21 vols. System estab. 1916.
Name, address of voter; precinct number. Arr. alph. by name of voter. No index. Ptd. 35 pp. 9 x 6 x $\frac{1}{4}$. Brookline Pub. Lib.

IV. ELECTION OFFICERS[4]

It is probable that some sort of election officers to assist at least informally in passing out ballots or counting votes had functioned in Brookline before 1877, but the first record of these officers is in the vote of that year "that the Moderator is hereby authorized and advised to appoint persons to act under his direction and supervision in sorting and counting votes for town officers." The moderator appointed four persons.[5] Similar appointments were made at meetings thereafter; in 1884 the officers were first referred to as "tellers."[6] The moderator continued appointing these officers at the time of the elections until 1890 when the selectmen appointed them and the town clerk administered their oaths of office and at this time the town records refer to ballot clerks, also acting as inspectors, as well as tellers.[7]

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1885, p. 7; ibid., 1938, p. vi
3. Brookline Acts and Laws, p. 120
4. For the statutory origin and duties of these offices, see Town and City Government in Massachusetts.
5. Brookline Records, 1872-1884, p. 380
6. Annual Report, 1885, p. 12
7. Ibid., 1891, p. 74

These offices continued to be filled in the same manner until 1915. The limited town meeting act which was accepted by vote of the town in that year affected the number and nature of the election officers because of its provision for the division of the town into voting precincts, each with its own officers; the act provides that the non-mandatory general act, chapter 835 of the acts of 1913, regulating precinct voting and officers apply in Brookline.[1] At the time of the next annual meeting, March 1916, the selectmen (or the wardens appointed by the selectmen) had appointed for each of the nine newly established precincts one warden, one clerk, and two inspectors, additionally for precincts 4 and 9 one teller, for precincts 6 and 8 two tellers, and for precinct 5 three tellers, a total of 45 precinct officers.[2] In 1938 the arrangement remained the same except that the number of officers required had more than doubled; in addition to the one warden and one clerk for each precinct there were also ten tellers to each and two doormen additionally in precinct 4, making a total of 110 precinct officers.[3]

The precinct officers surrender all records to the custody of the town clerk.

V. ASSESSORS[4]

Although the Hamlet of Muddy River voted to raise local taxes to pay for local expenses of schools and other public charges, the responsibility for assessing taxes was laid on the selectmen by such votes as that of the Muddy River meeting of May 28, 1697, "that the Select men should levy Mony by Rate upon the Inhabitants to defray the charges of repairing the Schol-house and pound."[5] At the first meeting of the town of Brookline, however, on March 4, 1705/6, the office of assessors was specifically established in the vote "that 3 mēt parson be chosen for Assessors for this present yeare."[6] The meet persons chosen by the town to act as assessors were the three selectmen.[7] Thereafter the selectmen were each year chosen to act as assessors also until 1842, when three assessors were elected on a separate ballot; the two offices have remained separate to the present time.[8] The term of the assessors' office remained one year until 1906 when a three year revolving term was initiated, one man being elected each year since that time for a three year term.[9]

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1. Annual Report, 1915, p. 74; Special Acts, 1915, ch. 250, sec. 1
2. Ibid., 1916, p. 7
3. Ibid., 1938, pp. 8-9.
4. For the statutory origin and duties of this office, see Town and City Government in Massachusetts
5. Muddy River Records, p. 87.
6. Ibid., p. 92.
7. Idem.
8. Brookline Records, 1838-1857, p. 45
9. Annual Report, 1907, p. 11.

In 1915 the limited town meeting act for Brookline provided that the chairman of the board be ex officio a town meeting member; in 1922 by the town's acceptance of the General Laws (1921) chapter 41, section 25A the assessors were specifically authorized to appoint and remove citizens of the town as assistant assessors.[1] Article VI of the town bylaws requires the assessors to deliver the tax list and warrant for collection to the collector at the earliest possible date and to enter on the tax list by December 31 each year "the assessments omitted from the last annual assessment of taxes and subsequently assessed."[2] The assessors are required to issue additional warrants for taxes assessed or reassessed but not covered by the terms of the original warrant.[3] Finally, the town bylaws require the assessors, first, to keep a record of all abatements of taxes and to notify the collector and accountant in writing, on the first day of every month, of the amount of taxes abated in the preceding month, "stating separately the amount abated from each tax levy", and, second, to include in their annual report a table of real, personal and total valuation, the rate of taxation, and the amount of money raised.[4]

Except where otherwise noted, all records are in the assessors' vault assessors' office, room 11, Town Hall, 329 Washington Street. In addition to the following records, see entry 75 for militia lists submitted to town clerk 1840-82; entry 592-ii for engineer's surveys for use of assessors 1896-97, 1919-20, 1923, 1925, 1927--

Reports

124. (ANNUAL REPORT OF ASSESSORS), 1855-- In Annual Report of the Town Officers, entry 2

Contains:

i. Comparative statistics
   - a. Total valuation of real, personal property for preceding ten years, 1858--
   - b. Total valuations, town expenditures; tax rate, amount of town debt for preceding fifty years, 1875--
   - c. Total valuations, departmental appropriations, increase over or decrease from previous year

ii. Narrative report commenting on increase or decrease of valuations; town expenditures; total annual assessment; amount of state, county, town tax. 1855-86 includes total amount of abatement.

iii. Tax list, 1855-1912. Name, town of residence of taxpayer; valuation of real and personal property; amount of poll, real and personal property tax. 1868-1912 includes address of taxpayer, description of real property

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1. Brookline Acts and Laws, pp. 120, 138
2. Ibid., p. 167
3. Idem.
4. Ibid., pp. 167, 168

Valuations and Assessments
(See also entries 87,103,124,154,179-i a,516)

125 VALUATION LIST FOR THE TOWN OF BROOKLINE, 1763-1929 157 vols
Title varies slightly
Contains: Valuation List for the Town of Brookline - Real Estate, entry 126; Valuation List for the Town of Brookline - Personal (Property), entry 128, Valuation List for the Town of Brookline - Polls, 1763-1913, entry 130 Arr alph by name of taxpayer No index Hdw 360 pp 18 x 16 x 1½

126 VALUATION LIST FOR THE TOWN OF BROOKLINE - REAL ESTATE, 1930--
8 vols 1763-1929 in Valuation List for the Town of Brookline, entry 125
Name, address of taxpayer; location, description, valuation of property; lot, block number; amount, date of assessment, interest; totals 1930-- includes amount, date of moth, sewer, betterment, water assessment. Also contains: (Record of Warrants Committed to Collector), entry 160 Arr alph by name of taxpayer No index Typed on ptd form 400 pp 19 x 15 x 2¼
For commitments 1853--, see entries 169-171; for tax receipts 1878--, see entry 175

127 REAL ESTATE (Assessments) 1911-- 6 file boxes (A-Z)
Name, address of property owner; location, description, valuation of property; block, lot, precinct number; amount, date of assessment Arr alph by name of property owner No index Typed 8 x 6 x 24

128 VALUATION LIST FOR THE TOWN OF BROOKLINE - PERSONAL (Property), 1930-- 7 vols 1763-1929 in Valuation List for the Town of Brookline, entry 125
Name, address of taxpayer; location, description, valuation of property; amount, date of assessment; total Arr alph by name of taxpayer No index Typed on ptd form 400 pp. 19 x 15 x 2¼

129 PERSONAL (Property Assessments), 1934-- 7 file boxes (A-Z)
Name, address of property owner; description, valuation of property; amount, date of assessment Arr alph by name of property owner No index Hdw and typed on ptd form 6 x 9¼ x 22¼

130 VALUATION LIST FOR THE TOWN OF BROOKLINE - POLLS, 1914-- 23 vols
1763-1913 in Valuation List for the Town of Brookline, entry 125
Name, address of poll; amount, date of assessment Arr alph by name of poll. No index Hdw on ptd. form to 1929, typed on ptd form thereafter 400 pp 19 x 15 x 2¼
For commitments 1853--, see entry 171; for tax receipts 1878--, see entry 175

131 POLLS (Assessments), 1927-- 10 file boxes
Name, address, age, occupation of resident; precinct, block, lot number of residence; residence as of April first, date of assessment Arr alph by name of resident No index. Hdw. 8 x 6 x 24

132. LIST OF POLLS AND PROPERTY ASSESSED IN TOWN OF BROOKLINE, 1851--. 85 vols. Title varies: List of Taxes Assessed in the Town of Brookline and the Names of Taxpayers for Years 1851-53, 1 vol.
Name, address of taxpayer; number of polls taxable, exempt; location, description, valuation of property; amount; date of assessment. 1 vol., 1851-53, arr. alph. by name of st.; 84 vols., 1854--, arr. alph. by name of taxpayer. No index. Ptd. 100 pp. 9 x 6 x 1 to 615 pp. 9 x 5 x 1½. 1 vol., 1851-53, Boston Pub. Lib.; 84 vols., 1854--, State Lib., State House, Boston.

133. (Published) TAX LIST, 1911--. 25 vols.
Poll and property assessment list: Name, address of taxpayer; amount of tax. Arr. alph. by name of taxpayer. No index. Ptd. 250 pp. 8 x 6 x 1. Brookline Pub. Lib.

134. (True) LISTS (of Polls and Property), 1936--. 13 file boxes (A-Z, dated). Prior records destroyed.
Statements by private residents and business concerns of number of polls in their family or organization, personal and real property holdings: Name of person or firm; residence, type and place of employment of resident; names and addresses of partners, trustees or responsible officers; location, type of business; state of incorporation, number of polls; location, description, valuation of property; signature of individual or officer of firm; date of statement. Also contains: (Applications for) Real Estate Abatements, entry 144; (Applications for Personal Property Abatements), entry 145. Arr. alph. by name of resident or firm. No index. Hdw. on ptd. form. 11 x 4½ x 17½.

135. NEW BUILDINGS (Assessments) 1899--. 1 vol., 5 file boxes.
Name, address of owner; location, type, valuation of building; amount, rate of tax. Arr. alph. by name of st. 1 vol., 1899-1914, indexed alph. by name of owner; 5 file boxes, 1914--, no index. Hdw. to 1914, typed on ptd. form thereafter. Vol., 350 pp. 12½ x 10½ x 1½; file boxes, 4 x 5½ x 19½. 1 vol., 1899-1914, assrs. va.; 5 file boxes, 1914--, assrs. off.

136. TOWN OF BROOKLINE SEWER ASSESSMENTS, 1880--. 3 vols. Missing: 1913-17. Title varies: Record of Sewer Assessments - Brookline, 1880-1902, 1 vol.; Brookline Sewer Assessments - Collector, 1903-12, 1 vol.
Names of owner and adjoining property owners; location of property, area assessed, length of frontage; building, lot, sewer plan number; amount, date of assessment; due date, date of payment; initials of clerk receiving payment, signatures of selectmen. Arr. by date of assessment. 2 vols., 1880-1902, 1918--, indexed alph. by name of st.; 1 vol., 1903-12, indexed alph. by name of property owner. Hdw. to 1912, hdw. and typed on ptd. form thereafter. 300 pp. 17½ x 16½ x 1½. Va., eng. off., rm. 25, T.H.
For list of assessments 1930--, see entry 126; for interest due on assessments 1937--, see entry 168; for commitments 1853--, see entries 169-171; for accountant's schedules of paid assessments 1909--, see entry 212.

137. SEWERS AND BETTERMENTS (Assessments), 1923--. 4 file boxes (1-439). Title varies slightly.
Name, address of taxpayer; block, lot, plan, precinct number; description,

valuation of property; amount, type, date of assessment; amount, date of tax. Arr alph by name of st. and thereunder by block no Typed on ptd form. 6½ x 9 x 15. 2 file boxes, 1923-56, assrs va.; 2 file boxes, 1927--, assrs off

For list of sewer and betterment assessments 1930--, see entry 126; for interest due on sewer assessments 1937--, see entry 168; for commitments 1853--, see entries 169-171; for accountant's schedules of paid assessments 1909--, see entry 212.

138 (Property Valuations of) CORPORATIONS, 1933-- 1 file box
Name, address of corporation; place of business, name of state of incorporation; description, valuation of property subject to taxation by town. Arr alph by name of corporation. No index. Typed. 4 x 5½ x 19¼.

139 (VALUATION LIST), Aug. 27, 1753. 1 sheet
List of property owners with valuation of personal and real property Hdw Paper poor. 2 pp. 9 x 6. Mass. Hist. Soc. Lib., Boston.

140. (TAX LIST COMPILED BY TOWN CLERK), 1853. In Annual Report of the Town Officers, entry 2.
Assessments for 1851-53, listed in 1853 report: Name, town of residence of taxpayer; valuation of property; amount of poll, real and personal property tax; total assessment.

Abatements and Exemptions
(See also entries 114,124-ii,154,156,157,168-170, 175,178)

141 ABATEMENT RECORD (Poll, Real and Personal Property Tax), 1888--33 vols System estab. 1888.
Name, address of taxpayer; amount, period, type of tax; amount, cause, date of abatement; amount, date of payment. Arr by date of abatement. No index Typed. 150 pp 8½ x 11¼ x 1½.

142. ABATEMENT (Certificates on Polls, Real and Personal Property), 1911--20 file boxes. System estab. 1911.
Name, address of taxpayer; amount, type, date of assessment; amount, date of abatement; certificate number, signatures of assessors. Arr alph by name of taxpayer. No index. Typed. 4 x 5½ x 19½.

143. COLLECTOR'S (Annual List of Recommended) ABATEMENTS (of Motor Vehicle, Poll, Personal Property Taxes), 1929-33. 1 file box (dated)
Name, address of taxpayer; amount, type, period of tax; collector's recommendation, assessors, authorization of abatement. Arr. by year. No index Typed 11 x 4 x 17½.

144. (Applications for) REAL ESTATE ABATEMENTS, 1934-36. 15 file boxes (A-Z, dated). 1936-- in (True) Lists (of Polls and Property), entry 134.

Name, address of applicant; location, description, valuation of property; date of construction, alteration; list of income and expenses, mortgage record, statement of ownership, assessors' signed statement of property valuation for five preceding years; amount, date of tax; reason for, date of application; signature of applicant. Includes correspondence relative to abatement. Arr. alph. by name of applicant. No index. Hdw. on ptd. form. 11 x 4½ x 17½.

145. (APPLICATIONS FOR PERSONAL PROPERTY ABATEMENTS), 1936--. In (True) Lists (of Polls and Property), entry 134.

Name, address of applicant; location, description, valuation of property; amount, date of tax; cause, date of application.

146. POLL TAX - APPLICATION (for Statutory Exemption), 1934--. 3 file boxes (dated). Title varies: Poll Abatements, 1934-36, 2 file boxes.

Name, address, age, occupation, salary of applicant; amount, date of tax; cause, date of application; signature of applicant; results, date of hearing; signatures of assessors. Includes correspondence relating to applications. Arr. alph. by name of applicant. No index. Hdw. on ptd. form. 11 x 4½ x 17½.

147. POLLS EXEMPT, 1928--. 1 file box. Subtitled: Exempt over 70.

Name, address, age, occupation of resident; precinct, block, lot number of residence; residence as of April first. Arr. alph. by name of resident. No index. Hdw. 8 x 6 x 24.

For number of polls exempt 1851--, see entry 132.

Property Records

148. (Copies of) BROOKLINE DEEDS, 1903--. 60 file boxes (1-439).

Name of grantor; block, lot, plan number of land; number, date of deed; place, date of recording, registration. Also contains: (Copies of Land Court Certificates of Title), entry 149; (Copies of Land Court Certificates of Transfer), entry 150. Deeds arr. by block and plan no; certificates arr. by certificate no. No index. Hdw. on ptd. form. 6½ x 8 x 19½. Excise tax off., first fl., T.H.

149. (COPIES OF LAND COURT CERTIFICATES OF TITLE), 1903--. In (Copies of) Brookline Deeds, entry 148.

Name, address of owner, petitioner, spouse; marital status of owner; location, description of land, boundaries, subdivided lots; description of encumbrances, rights, easements; names of abutting landowners, confirmation decree of court, registration of title; certificate, court case number; name of judge; date, hour, minute of decree and recording; seal of court, attestation of assistant recorder.

150 (COPIES OF LAND COURT CERTIFICATES OF TRANSFER), 1903-- In (Copies of) Brookline Deeds, entry 148.
Name of town; location, description of land, boundaries, subdivided lots; description of encumbrances, restrictions, rights, easements; names of abutting landowners; certificate number with which copy of plan is filed; date of original certificate, plan; transfer certificate number, volume and page reference to registration book; name of judge, surveyor; date, hour, minute of recording; seal of court, attestation of assistant recorder.

151 TOWN OF BROOKLINE DEEDS (Record of Land Taken by Right of Eminent Domain), 1903--. 1 file box.
Names of prior owners, location of property; block, lot, plan number of land; purpose, date of taking; place, date of recording, registration. Arr. alph. by name of st. No index. Hdw. $6\frac{1}{4}$ x $8\frac{1}{2}$ x $23\frac{1}{2}$. Excise tax off., first fl., T.H.

152. ASSESSORS' PLANS, 1927--. 18 vols.
Name of property owner; lot, zone boundaries; names of buildings, plan number. Arr. by plan no. No index. Ptd. 120 pp. $11\frac{1}{2}$ x 18 x 1.

153. (REAL PROPERTY PLANS), undated. 9 file boxes (1-129).
Land tenure plans showing name of property owner; street address, boundaries, dimensions, lot and plan number of property; names of adjoining property owners. Arr. by plan no. No index. Blueprint. 3 x 44 x 29.

Motor Vehicle Excise
(Tax authorized by law 1929)

154. MOTOR VEHICLE EXCISE TAX (Assessments), 1929--. 9 vols.
Name, address of owner; make, model, type, valuation, date of registration of vehicle; amount, date of tax, abatement; date of payment. Arr. alph. by name of owner. No index. Typed. 160 pp. 12 x 16 x 2.
For commitments, see entry 172.

155. TAX LIST, 1935--. 32 file boxes (A-Z). Prior records destroyed.
Name, address of vehicle owner; make, type, year, model, engine number, registration number of vehicle; date of registration, name of insurance company. Arr. alph. by name of owner. No index. Hdw. and typed on ptd. form. 4 x $5\frac{1}{2}$ x $18\frac{1}{2}$. Excise tax off., first fl. T.H.

156. APPLICATIONS FOR ABATEMENT, 1934--. 12 file boxes (A-Z).
Name, signature, address of applicant; make, type, model, year, engine number, registration number of vehicle; date of registration, excise bill; date of application, hearing; disposition of case. Arr. alph. by name of applicant. No index. Typed on ptd. form. 11 x $5\frac{1}{2}$ x $18\frac{1}{2}$. Excise tax off., first fl., T.H.

157. ABATEMENT CERTIFICATES, 1930--. 7 file boxes (dated). Prior records destroyed.
Name, address of taxpayer; amount, date of tax; amount, cause, date of abatement; number, date of certificate. Arr. alph. by name of taxpayer. No index. Typed on ptd. form. 4 x 5¼ x 15. Excise tax off., first fl. T.H.
For collector's recommended abatements 1929-55, see entry 143.

158. CURRENT LETTER FILES - TRANSFER LETTER FILES, 1933--. 1 file box
Correspondence with taxpayers regarding registrations, billings, abatements. Arr. alph. by name of correspondent and thereunder by date of correspondence. No index. Hdw., typed. 11 x 12 x 26. Excise tax off., first fl., T.H.

Warrants

159. (Copies of) WARRANTS (Committed to Collector), 1902-33. 2 file boxes (dated).
Name, address of taxpayer; amount, type, period of assessment; date of warrant. Arr. by date of warrant. No index. Typed. 11 x 4½ x 7½.
For original warrants 1930--, see entry 174.

160. (RECORD OF WARRANTS COMMITTED TO COLLECTOR), 1930--. In Valuation List for the Town of Brookline - Real Estate, entry 126.
Name, address of taxpayer; amount, type, period, date of assessment; date of warrant.

Miscellaneous

161. (Record of) REGISTRATIONS (of Voters), 1894--. 5 file boxes, 6 vols. System estab. 1894. Title varies slightly.
Name, address, age, occupation, length of residence, poll number of resident; date of registration. 5 file boxes, 1894-1915, arr. alph. by name of resident; 6 vols., 1916--, arr. by poll no. No index. Hdw. File boxes, 12 x 5 x 13; vols., 200 pp. 12 x 9 x 1. 5 file boxes, 1894-1915, assrs. va; 6 vols., 1916--, assrs. off.

162. STREET LIST OF RESIDENTS OVER 20 YEARS OF AGE, 1914--. 23 vols.
Title varies: Street List of Poll Tax Payers, 1914-20, 7 vols.
Name, address, age, occupation of resident; precinct number. Arr. by precinct no. and thereunder alph. by name of st. No index. Ptd. 500 pp. 9 x 6 x 1½.
Brookline Pub. Lib.

163. (List of) WOMEN (Residents), 1927--. 15 file boxes.
Listings by districts of women over twenty years of age: Name, address, age, occupation, prior address of resident; block, lot, precinct number; notation of woman's ownership of licensed dog. Arr. by block and lot no. No index. Hdw. on ptd. form. 6¼ x 9 x 18½.

164. GONE CARDS (List of Taxpayers not Located), 1938--. 6 file boxes (A-Z).
Name, address, age, occupation of taxpayer; residence on April first; block, lot, precinct number; type of tax, date of attempted listing. Arr. by type of tax and thereunder alph. by name of taxpayer. No index. Hdw. on ptd. form. 6¼ x 8½ x 23½. Excise tax off., first fl. T.H. . .

165. (CORRESPONDENCE), 1930--. 7 file boxes (dated).
Correspondence with taxpayers, town and state officials regarding tax rates, property valuations, tax abatements. Arr. alph. by name of correspondent. No index. Hdw. and typed. 11½ x 13¼ x 22¼.

166. ITEMIZED DESCRIPTION OF BUILDINGS, SPECIAL CANVASS, 1934. 2 file boxes.
Name, address of property owner; lot, block, precinct number; description of buildings, remarks. Arr. by block no. No index. Hdw. on ptd. form. 6¼ x 8½ x 23½. Excise tax off., first fl., T.H.

167. NOTICES, 1855-76. 1 vol. Missing: 1856-57, 1866, 1872-74.
Newspaper clippings of assessors' public notices to taxpayers asking for trial statements of poll and all other tax liabilities. No arr. No index. Ptd. 100 pp. 10 x 8 x ¼. Brookline Pub. Lib.

VI. TAX COLLECTOR[1]

The first record implying that public taxes were being assessed and collected in Muddy River antedates the organization of Muddy River Hamlet by a quarter century; the record in the Boston town meeting minutes for March 2, 1659/60, reads: "Whereas the constables of muddy river and Rumney marsh have not cleared thair accotts with ye towne Treasurer att this day, there is hereby granted them one month more to effect the same whch if longer deferred they are to serve in ye place of constable another year"[2] The record indicates that collection of taxes was at the time a regular function of the constable; and so it remained until March 1741/42 when two constables having refused office and paid their fines, Brookline voted "to hire a constable and A collecter for this year", and separated the two offices, voting further to pay the collector "six pounds for sd servis of being Collector he being paid three pound upon the spot and three pounds more to arrive."[3] The collector's office is not mentioned again until 1764 when once again it was combined with that of the constable; the town voted "To Accept Mr. Wm. Davis who offered to serve as Cons'l & Collector the Ensuing year for seven pounds, fifteen shillings."[4] The record indicates that the method of choosing the officer was not

1. For the statutory origin and duties of the office, see Town and City Government in Massachusetts
2. Muddy River Records, p. 36.
3. Ibid., p. 154
4. Ibid., p. 209.

a simple election but a town acceptance of the candidate bidding the lowest charge for his services as collector. The method of choice remained the same until 1831, when the town treasurer was elected as collector also, and the offices of collector and constable became finally separate.[1]

The reasons for the change in manner of choosing the collector are set forth in the report of the town committee appointed in November 1830 "to Digest a plan for the collection of Taxes":

> . . . That for some years past there appears to have been a disposition among the Inhabitants of many of the Towns in the Commonwealth to adopt some improvements in the mode of collecting taxes, which should at once be more simple and more economical, and probably the Law passed in February 1816, empowing (sic) Towns to make their Treasurer the Collector had its origin in this state of the Public mind.
>
> The advantage of the People of paying over immediately to the Officer who has hitherto received the same monies indirectly and after considerable delay is obvious. It will enable him as Treasurer to meet the demands upon the Town with punctuality without the inconvenience trouble and expense of borrowing . . ., and he can afford to collect the Taxes cheaper than any other person. . . .
>
> . . . Voted that the Town treasurer be ex officio the collector of taxes and that one quarter per cent upon the actual collection be allowed him as a compensation for his own services and those of any deputy he may think proper to appoint That he be authorized to appoint a Deputy, and that the Treasurer as Collector and also the Deputy Collector shall give Bonds respectively to the Town for the faithful performance of their Respective duties under such penalties and with such sureties as shall be satisfactory to the Selectmen.[2]

Since the adoption of these recommendations, there has been no significant alteration locally in the office of tax collector except for the requirement by Article VII of the town bylaws that all taxes be paid by November 1 of each year (poll taxes within ten days of the presentation of the bill), and that the collector issue a summons to all taxpayers delinquent, and that "if such delinquents do not pay the tax within ten days after the issuing of the summons . . . the Collector shall issue his warrant to an officer, who shall forthwith proceed to collect the amount due, in manner provided by law."[3] In 1938 the term of office of the tax collector was made three years instead of one, beginning March 1939.[4]

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1. Muddy River Records, p. 578
2. Ibid., pp. 578, 579
3. Brookline Acts and Laws, p. 167
4. Annual Report, 1938, p. 89

Except where otherwise noted, all records are in the Town Hall, 329 Washington Street. In addition to the following records, see entry 143 for collector's recommended abatements 1929-33.

Reports
(See also entry 85-xiii)

168. (ANNUAL REPORT OF TAX COLLECTOR), 1885--. In Annual Report of the Town Officers, entry 2.
Amount of levy, abatement for current and preceding year; amount collected, outstanding. 1886 includes amount of water rates, nonresident pupils' tuition receivable; 1891-- includes amount of betterment assessment, amount outstanding; 1911-- includes amount receivable for insect-suppression work done on private property; 1937-- includes amount of interest due on sewer assessments.

Commitments
(See also entries 115,179-ix,226)

169. TAX ON REAL ESTATE, 1926--. 16 vols. 1853-1902 in Poll Tax List, entry 171; 1903-25 in (Personal) Property Taxes, entry 170.
Name, address of taxpayer; location, description, valuation of property; amount of moth, sewer, street, betterment assessment; amount, date of tax, interest, other charges, abatement; date of demand, payment. Arr. alph. by name of taxpayer. No index. Typed. 250 pp. 18 x 14 x 1½. 6 vols., 1926-31, old records va., bsmt.; 10 vols., 1932--, treas. off., rm. 2.
For valuations 1763--, see entries 125, 126; for assessments 1911--, see entry 127.

170. (Personal) PROPERTY TAXES, 1903--. 49 vols. 1853-1902 in Poll Tax List, entry 171.
Name, address of taxpayer; description, valuation of property; amount, date of tax, interest, abatement; date of demand, payment. Also contains: Tax on Real Estate, 1903-25, entry 169. Arr. alph. by name of taxpayer. No index. Typed. 250 pp. 18 x 14 x 1½. 39 vols., 1903-31, old records va., bsmt.; 10 vols., 1932--, treas. va., rm. 2.
For valuations 1763--, see entries 125, 128; for assessments 1934--, see entry 129.

171. POLL TAX LIST, 1853--. 100 vols. Title varies: No title, 1853-57, 5 vols.; Brookline Tax List, 1858-1902, 54 vols.
Name, address of taxpayer; amount of tax. Includes old age assistance tax, 1931--: Amount, date of assessment, demand, payment. Also contains: (Personal) Tax on Real Estate, 1853-1902, entry 169; Property Taxes, 1853-1902, entry 170. Arr. alph. by name of taxpayer. No index. Hdw. to 1910, typed thereafter. 250 pp. 18 x 14 x 1¼. 87 vols., 1853-1931, old records va., bsmt.; 13 vols., 1932--, treas. off., rm. 2.
For assessments 1763--, see entries 125, 130, 131.

172. (Motor Vehicle) EXCISE TAX, 1929--. 19 vols. Tax authorized by law 1929.
Name, address of taxpayer; name, year, model, valuation of vehicle; amount, date of tax, interest; date of demand, payment; account balance. Arr. alph. by name of taxpayer. No index. Typed. 350 pp. 16 x 14 x 1¼. 9 vols., 1929-31, old records va., bsmt.; 10 vols., 1932--, treas. off., rm. 2.
For assessments, see entry 154; for abatements 1930--, see entries 156, 157.

173. (Record of Committed) SEWER ASSESSMENTS, 1879--. 11 vols.
Levies on property owners for sewer connection charges: Name, address of property owner; amount, date of assessment; demand dates. Arr. alph. by name of property owner. No index. Hdw. 500 pp. 16 x 12 x 2½. Old records va., bsmt.
For original assessments 1880--, see entries 136, 137.

174. TAX COLLECTOR'S (Original) WARRANTS (for Tax Collections), 1934--. 2 bdls.
Name, address of taxpayer; amount, type of tax; total commitments, date of warrant. Arr. alph. by name of taxpayer. No index. Typed. 20 x 14 x 5. Treas. va., rm. 2.
For copies of warrants 1902-33, see entry 159; for record of warrants 1930--, see entry 160.

Receipts
(See also entries 168,202-iv,211)

175. TAX COLLECTOR'S CASH - TOWN OF BROOKLINE, 1878--. 20 vols. (dated).
Name, address of taxpayer; amount, type, date of tax; amount of interest, other charges, abatement; date of collection, totals. Arr. by date of collection. No index. Hdw. 450 pp. 16 x 11 x 2. 17 vols., 1878-1923, old records va., bsmt.; 3 vols., 1924--, treas. va., rm. 2.

176. (STUBS OF TAX BILLS), 1852--. In Paid Coupons (Invoices, Tax Bills, Warrants), entry 190-iii.
Name of taxpayer; amount, number, date of bill; date of payment.

177. WATER RATES (Collections), 1891--. 17 vols.
Name, address of consumer; meter reading, rate charged; date of charge, billing; amount, date of receipt; account balance. Arr. by date of receipt. No index. Hdw. 500 pp. 14 x 10 x 2. 15 vols., 1891-1933, old records va., bsmt.; 2 vols., 1934--, treas. va., rm. 2.

178. RECEIPTS, 1926--. 5 file boxes, 2 bdls. (dated). Missing: 1930-31.
Title varies: Receipt Coupons, 1926-27, 1 file box; no title, 1928-29, 2 bdls.; Collector's Receipt Coupons, 1932-35, 2 file boxes.

Contains:

i. Copies of acknowledgments of tax receipts: Name of payer; amount, type, date of tax; amount of abatement, interest accrued; amount, date of receipt.

ii. Collections from tax title redemptions: Name of taxpayer, location of property; amount, type, date of tax; date of foreclosure; amount of accruals from interest, legal expenses, collection and recording fees; amount, date of collection.

No arr. No index. Hdw. on ptd. form. Bdls., 6½ x 3½ x 12½; file boxes, 10½ x 4½ x 12. 5 file boxes, 1926-27, 1932--, acct. off., rm. 3; 2 bdls., 1928-29, old records va., bsmt.

VII. TREASURER[1]

There is no record of the office of treasurer in Muddy River Hamlet or in the Town of Brookline until the town meeting of January 5, 1707/8 elected its town clerk as treasurer.[2] Since that time the office has been filled by annual election, and since 1831 the treasurer has served ex officio as tax collector also.[3] By Brookline's limited town meeting act, the treasurer has since 1915 been ex officio a town meeting member.[4]

Brookline in its town meeting of May 24, 1780, heard and presumably approved the following recommendations of the committee appointed "to consider of the most advisable method to be observ'd in Managing the Towns accounts and the Selectmen Orders":

> To the Intent that the Towns accounts may be kept in Regular Order, and that the state of them may be Easaly known at anatime hereafter.
>
> Voted that for the future the Town Treasurer pay no order drawn upon him by the Selectmen, unless the same be presented to him for Payment within fourteen Days from the Date thereof.
>
> That every order paid by the Treasurer be entered Particularly in his Books.
>
> That whenever the Town shall find it expedient to pass a Vote; to hire and Sum of Money upon Interest for the Towns use, the Town Treasurer Shall be authorized to receive such moneys and to give Bond or note in the name and Behalf of the Town for the Same, and it Shall be his business to pay off all Bonds or notes given Himself by or predecessors in that office, or that

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Muddy River Records, p. 94
3. Ibid., pp. 578, 591
4. Special Acts, 1915, ch. 250, sec. 3

ben ben (sic) heretofore given by the Selectmen and are now unpaid, also to keep a particular account of the Moneys so Borrowed and paid off.

That the Town Treasurer be enjoined to keep a Separate Account in his book, for every Constable an Collector of Taxes, and shall charge him for the amount of Every Tax List Committed to him to Collect, and Shall give him Credit for all moneys he shall pay in to the Town Treasury, and for all abatements that Shall be made, . . .

That the Town Treasurer shall be held to lay his books or accounts before the Town at their May Meeting annualy for their Inspection.[1]

By town bylaws the treasurer is also specifically given custody of all "receipted bills and receipts, and of notes, bonds, and coupons which have been paid",[2] and he is required to state in his annual report "the objects for which the debt of the town was increased during the year preceding, the votes under which the money was borrowed. . . (as well as to) render a classified statement of all expenditures and receipts of the town in such detail as to give a fair and full exhibit of the objects and methods of all expenditures".[3] In 1938 the town voted to increase the term of the treasurer's office from one year to three years, beginning March 1939.[4]

Except where otherwise noted, all records are in the treasurer's office, room 2, Town Hall, 329 Washington Street.

Reports

(See also entries 47,203-ii)

179. (ANNUAL REPORT OF TOWN TREASURER), 1855--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Assets and liabilities, 1885--:
   a. Description, valuation of real estate, personal property; names, amounts of trust funds; amount of uncollected taxes, tax titles, special assessments, water rates and liens; amount of cash on hand.
   b. Total amount of notes and bonds payable, trust liabilities.

ii. Departmental committed bills, 1936--: Name of account, amount of outstanding balance; amount committed, collected, refunded, abated, outstanding.

iii. Insurance on town property, 1888-99: Name of insurance company; amount of policy, description of property; total amount of insurance.

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1. Muddy River Records, pp. 295-297
2. Brookline Acts and Laws, p. 167
3. Ibid., p. 165
4. Annual Report, 1938, p. 89

(ANNUAL REPORT OF TOWN TREASURER), 1855--. (Cont'd)

iv. Interest, 1886--: Summary of interest rates, amount of interest currently payable.

v. Limitation of indebtedness, 1887--: Valuation of property taxable; average, gross valuation capacity for assessment of taxes; amount of debt, available margin.

vi. Recapitulation of town accounts: Breakdown of receipts and expenditures of all town departments, showing name of account; amount or purpose of receipt or expenditure; total receipts and expenditures by department; grand totals.

vii. Securities held by town, 1885--: Names of funds, source of issue of notes and bonds; amount, number of securities.

viii. Special funds, showing name of donor, treasurer; amount, purpose of fund; amount of debts, credits for the following:
  a. Cemetery fund for perpetual care and general maintenance, 1877--.
  b. Library funds, 1905--.
  c. School funds, 1909--.
  d. Tree planting fund, 1868--.

ix. Taxes, 1855-84: Chart showing amount of outstanding taxes, name of treasurer. 1856-74 includes names of delinquent taxpayers.

Receipt and Expenditures
(See also entries 124,179-vi,210,213,540,546)

180. CASH BOOK, 1780--. 40 vols.
General receipts and expenditures. Receipts: Name, address of payer; name of department credited; amount, source, date of receipt. Expenditures: Name of payee, department charged; amount, accounting, date of payment; voucher number. Arr. by date of transaction. Also contains: (Library Receipts and Expenditures), 1898--, entry 360, Library Treasurer (Trust Fund) Accts., 1928--, entry 361. No index. Hdw. 350 pp. 16 x 12 x 3. 38 vols., 1780-1924, old records va., bsmt.; 2 vols., 1925--, treas. va.; T.H.

181. (Daily Journal of) RECEIPTS, 1897--. 8 vols. (1-8).
Name of payer, department credited; amount, source, date of receipt; daily, monthly totals. Arr. by day. No index. Hdw. 500 pp. 15 x 12 x 3. 4 vols., 1897-1931, old records va., bsmt.; 4 vols., 1932--, treas. va.; T.H.

182. (Departmental) DISBURSEMENTS, 1925--. 9 vols.
Name of payee, department charged; account, folio number; amount, accounting, date of payment; annual department totals. Arr. by date of payment. No index. Hdw. 500 pp. 15 x 12 x 3. 6 vols., 1925-33, old records va., bsmt.; 3 vols., 1933--, treas. va.; T.H.

General Accounts
(See also entries 179-vi,202-iv,204-209)

183. LEDGER, 1862--. 7 vols.
Summaries of accounts under each town department, as posted from Cash Book,

entry 180: Name of account or department; amount, date of debit, credit posting; account balance. Arr. alph. by name of dept. and chron thereunder. No index. Hdw. 300 pp. 14 x 18 x 3. 6 vols., 1862-1904, old records va., bsmt.; 1 vol., 1905--, treas. va.; T.H.

184. TREASURY OF BROOKLINE (Analysis of Departmental Accounts), 1904--. 35 vols.
Name of department, amount of appropriation; amount, source or purpose, date of income or expense; totals, balance. Arr. alph. by name of dept. and chron. thereunder. No index. Hdw. 150 pp. 16 x 12 x 1. 29 vols., 1904-21, old records va., bsmt.; 6 vols., 1922--, treas. va.; T.H.

185. JOURNAL (of Interdepartmental Transfers of Appropriation Credits), 1878--. 3 vols.
Name of department charged, credited; amount, purpose, date of transfer. Arr. by date of transfer. No index. Hdw. 350 pp. 14 x 12 x 2. 2 vols., 1878-1927, old records va., bsmt.; 1 vol., 1928--, treas. va.; T.H.

Bank Deposits and Checks
(See also entry 209)

186. (Bank) DEPOSITS, 1919--. 8 vols.
Name of bank; amount, sources, date of deposit. Arr. by date of deposit. No index. Hdw. 50 pp. 14 x 10 x ½. 4 vols., 1919-21, old records va., bsmt.; 4 vols., 1922--, treas. va.; T.H.

187. CHECK BOOK (Stubs), 1886--. 378 vols.
Name of payee; amount, purpose, number, date of check. Arr. by check no. No index. Hdw. on ptd. form. 170 pp. 14 x 6 x 1. 353 vols., 1886-1931, old records va., bsmt.; 25 vols., 1932--, va.; T.H.

188. CURRENT (Canceled) CASH CHECKS, 1917--. 150 bdls.
Name, endorsement of payee; amount, number, date of check; name of bank. Arr. by date of check. No index. Typed on ptd. form. 12 x 16 x 6. 120 bdls., 1917-31, old records va., bsmt.; 30 bdls., 1932--, treas. va.; T.H.

Funds
(See also entries 10,46,84,179-i a,-vii, 201,202-iii,-viii,218,253,256-258,689,691)

189. TREASURER'S ACCOUNT WITH TRUSTEES OF WALNUT HILLS CEMETERY, 1874--. 4 vols.
Receipts and expenditures. Receipts: Name of payer; amount, source, date of receipt. Expenditures: Name of payee; amount, purpose, date of payment. Arr. by date of transaction. No index. Hdw. 75 pp. 14 x 8 x ½. 3 vols., 1874-1922, old records va., bsmt.; 1 vol., 1923--, treas. va.; T.H.

Authorizations, Invoice, Pay Rolls

190. PAID COUPONS (Invoices, Tax Bills, Warrants), 1852--. 35 file boxes (dated). Title varies: Treasury, 1852-1931, 26 file boxes.

Contains:

i. Authorizations of commissioner of state aid and pensions for payment of military aid, 1885--: Name of recipient, aid allotted; amount, date of authorization; signature of commissioner.

ii. Invoices: Name of payee, department chargeable; amount, purpose, date of invoice; warrant number.

iii. (Stubs of Tax Bills), entry 176.

Arr. chron. No index. Hdw., typed on ptd. form. 18 x 16 x 29. 26 file boxes, 1852-1931, old records va., bsmt.; 9 file boxes, 1931--, treas. va., T.H.

191. (Paid) TREASURY WARRANTS, 1934--. 1 bdl.

Selectmen's authorizations for payment of departmental expenses: Name of department, names of payees, voucher numbers; amount, itemization, number, date of warrant; authorization of selectmen, signature of selectmen's clerk, countersignature of town clerk; check number, date of payment. Arr. by date of warrant. No index. Hdw. on ptd. form. 16 x 12 x 3. Treas. va.

For duplicate warrants kept by accountant 1936--, see entry 217.

192. (Fire and Police Department Weekly Record of) PAY ROLLS, 1898--. 12 vols.

Name, signature, position, salary of employee; name of department charge; amount, period, date of pay roll. Arr. by week. No index. Hdw. 150 pp. 14 x 12 x 1½. 6 vols., 1898-1910, old records va., bsmt.; 6 vols., 1911--, treas. va.; T.H.

For accountant's weekly pay rolls 1924--, see entries 214-ii, 216.

Notes and Bonds

(See also entries 99, 179-i b, -vii, 232)

193. (STUBS OF NOTES ISSUED), 1911-13. 8 vols.

Amount, purpose, previous issue record, interest rate of bond; date of authorization, issue, sale, maturity; name of purchaser, manner and place of payment, balance of issue unsold; authorization of selectmen, signature of treasurer, countersignature of town clerk. Includes excerpt of state law authorizing issue. Arr. by date of issue. No index. Typed on ptd. form. 50 pp. 13 x 9½ x ½. Old records va., bsmt., T.H.

194. NOTES AND BILLS PAYABLE (Record of Notes Issued), 1851--. 5 vols.

Name of payee; amount, number, date of issue; interest rate, place and date of maturity. Arr. by date of issue. No index. Hdw. 50 pp. 14 x 12 x ½. 3 vols., 1851-1927, old records va., bsmt.; 2 vols., 1927--, treas. va.; T.H.

195. ACTIVE TOWN DEBT (Bonds), 1932--. 1 file box. System estab. 1932.

Record of bond issues: Name, purpose, amount, interest rate, date of authorization, maturity date of bond; name, address of purchaser; amount, place, due date of coupon payments. Arr. alph. by name of purchaser. No index. Hdw. 5 x 4 x 16. Treas. va.

Tax Titles
(See also entries 179-i a, 202-iii)

196. RECORD OF TAX TITLE SALES, 1880--. 40 file boxes.
Record of titles taken over for nonpayment of taxes, and sold or redeemed: Name, address of taxpayer, purchaser; location, description, valuation of property; amount, date of tax, interest, costs; amount, date of sale or redemption. Arr. by date of sale or redemption. No index. Typed. 4 x 6 x 16. 32 file boxes, 1880-98, old records va., bsmt.; 8 file boxes, 1899--, treas. va.; T.H.

197. (Record of Pending) TAX TITLES (to Property Taken for Nonpayment of Taxes), 1933--. 1 file box.
Name, address of taxpayer; location, description, valuation of property; amount, type, period, date of tax; amount of interest, other charges; date of taking, recording; volume and page reference to property records in county land court, date of redemption. Arr. alph. by name of taxpayer. No index. Hdw. on ptd. form. 8 x 12 x 18.

Miscellaneous

198. CORRESPONDENCE, 1900--. 15 file boxes.
Letters to and from other town departments, state and county officials; requests for information and replies thereto. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

199. (ORDER FOR PAYMENT FOR MILITARY SERVICE), July 15, 1780. 1 sheet.
Order to town treasurer from the committee for hiring soldiers for the payment of £1300 to 6 men for services in the Continental Army. Includes signatures of said 6 men in receipt of payment. Hdw. 1 p. 12 x 8. Mass. Hist. Soc. Lib., Boston.

200. (MILITARY BONUS), July 31, 1780. 1 sheet.
Treasurer's receipt from Samuel King for the payment of a military bonus of £200 for 6 months' service in the Continental Army. Hdw. 1 p. 4 x 6. Mass. Hist. Soc. Lib., Boston.

201. SOLDIERS' RELIEF COMMITTEE, 1916--. 1 env.
Subscriptions to fund aiding families of National Guard men serving at Mexican border: Name, address of subscriber; amount, date of receipt. Arr. by date of receipt. No index. Typed. 14 x 12 x 2. Old record va., bsmt., T.H.

VIII. TOWN ACCOUNTANT[1]

A town accountant has been annually appointed by the Brookline selectmen

1. For the legal origin and duties of this office, and its relationship to the office of auditor, see Town and City Government in Massachusetts

since 1897.[1] Article X of the town bylaws specifies in detail the responsibilities of the office

> The Selectmen shall annually appoint a competent Accountant, who shall have the custody of all contracts of the town and of all bonds of indemnity given to the town; shall keep a register of the dates, amounts, and sureties on all bonds, and notify the Selectmen whenever any such bond expires . . . ; shall keep a complete set of books, wherein shall be entered the amount of each specific appropriation and each amount that has been expended on account of such appropriation; . . . shall direct to the Treasurer all necessary warrants, drafts, or other orders for the payment of money . . . signed by a majority at least of the Selectmen . . .
>
> Said Accountant shall, within forty-eight hours after the close of the period covered by any pay-roll, and after termination thereof, if found correct, approve the same and shall deliver to the Treasurer a warrant on order to pay the amount so approved.
>
> Said Accountant shall examine all bills . . . against the town; if he approve the bill or demand, he shall cause it to be entered in a book kept for that purpose and not later than the second Monday of each month he shall sign a draft or warrant for the town treasurer to pay all accounts entered therein. . . .
>
> Said Accountant shall, immediately after the first day of the month, make to the Selectmen a report of the amounts of the several appropriations, and of the amounts of all drafts on account of each appropriation made, and of all receipts during the month preceding the statement; and the amounts of such drafts made and receipts since the beginning of the financial year, and of the balance of such appropriations remaining subject to draft. . . .
>
> Said Accountant shall in his annual report include a statement of all receipts and expenditures of the town for the past financial year. . . ; said statement shall be arranged, as far as practicable, to conform to the accounts of the Town Treasurer and Town Collector, and to show what the payments are for, and at what rate per unit of measure; and shall be accompanied by a schedule of the property belonging to the town.
>
> The Accountant shall examine the books and accounts of the Treasurer and Collector, and of all officers and committees interested with the receipt, custody, or expenditure of money, at least twice a year.[2]

The annual town meeting of March 1936 voted to abolish the office of auditor locally and to transfer to the accountant the powers and duties given to auditors by sections 50-53, 55-61 of chapter 41 of the General Laws,[3] these duties superseding those outlined in Article X of the town bylaws which was forthwith repealed.[4]

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1. Annual Report, 1898, p. 399
2. Brookline Acts and Laws, pp. 168-169
3. General Laws, Tercentenary Edition, 3 vols., pub. by the Commonwealth, 1932
4. Annual Report, 1936, p. 27

Except where otherwise noted, all records are in the accountant's office, room 5, Town Hall, 329 Washington Street.

Reports

202. (ANNUAL REPORT OF TOWN ACCOUNTANT), 1898--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Accounts receivable, 1936--: Schedule of departmental accounts, showing name of department, balance from previous year; amount committed, abated, collected, outstanding.

ii. Appropriations classified by department, 1936--: Name of department; amount of appropriation, additional credits, unexpended balance.

iii. Balance sheet of assets and liabilities at end of fiscal year, 1902, 1936--: Assets show amount of cash, special funds and deposits; accounts receivable from taxes, special assessments; departmental accounts receivable, tax titles, overlay deficits, amounts due from state, county, and metropolitan district sources. Liabilities show amount of loans, town warrants payable; special reserve fund, unexpended funds in federal grants, overlay items, reserves for uncollected taxes; surpluses due state, county, and metropolitan district; surplus revenue, balance.

iv. Certification of examination of treasurer's and collector's accounts, 1898-99, 1902--.

v. Expenditures classified by department, 1898--: Name of department; amount, purpose of expenditure; total.

vi. Receipts classified by source, 1898--: Name of department or account credited; amount, source of receipt; total.

vii. Town property, 1898--: Valuation of land, buildings, personal property classified by department.

viii. Trust and special funds, 1911--: Summary of receipts and expenditures of school, library, retirement (1935--), cemetery, and miscellaneous tree funds.

203. (MISCELLANEOUS REPORTS AND CORRESPONDENCE), 1933--. 1 file box (dated).

Contains:

i. Clerk's monthly report on dog licenses and fees: Number, type of licenses issued, voided; date of issue, amount of fee; serial numbers, classification of licenses issued, voided; classification of receipts, total receipts; amount of clerk's fees deducted, amount transferred to treasurer; signature of clerk; date of report, receipt by accountant.

ii. Copies of report to treasurer on transfers of departmental funds, 1936--: Names of departments, accounts; amount, date of transfer; budget code letters, account numbers; date of report; page reference to recording in Journal, entry 204.

(MISCELLANEOUS REPORTS AND CORRESPONDENCE), 1933--. (Cont'd)

iii. Dog officer's report, 1936--: Report of dogs taken, confined, and disposed of: Name, address of owner; place, date of taking, confinement; number, place of issue of license; breed, description of dog; number of dogs confined, amount received for care and from sales; name, address of purchaser; signature of dog officer, date of report.

iv. Municipal golf course daily report of receipts: Receipts from sale of tickets, soap and towels: Amount, source of receipt; total daily receipts, total yearly receipts to date; weather conditions, date of report, signature of reporting official.

v. Reports from state and city of Boston on outside aid, 1937--: Reports on Brookline residents supported by the state or by Boston, and Boston residents supported by Brookline: Name, residence, case number of recipient; amount, type, source of aid; date of report.

vi. Report of water board on abatements, 1937--: Name of property owner, location of property, meter number; date of original bill, board meeting, abatement, report, receipt of report by accountant: Amount of abatement, signature of clerk of board. Includes copy of original abatement slip.

Includes departmental correspondence and pamphlets from state departments and private organizations relating to taxation and acounting. Arr. chron. No index. Typed on ptd. form. 11½ x 14 x 26½.

General Accounts
(See also entries 179-vi,202,183-185,202)

204. JOURNAL, 1936--. 1 vol. System estab. 1936.
Record of account adjustments and transfers; annual record of opening and closing entries: Name of department or account; amount debited, credited; explanation, date of entry. Arr. chron. No index. Hdw. on ptd. form. 150 pp. 14 x 9 x 1. Safe.

205. TOWN OF BROOKLINE - GENERAL LEDGER - ACCOUNTING DEPARTMENT, 1936--. 2 vols. (dated). System estab. 1936.
Summary of department and general accounts: Name, budget code number and letter of account; amount, date of entry; number of warrant or invoice authorizing expenditure, reference to page number in Journal, entry 204. Arr. by budget code number of account and chron. thereunder. No index. Hdw. on ptd. form. 300 pp. 13½ x 14½ x 2¼. Safe.

206. TRIAL BALANCE SHEETS, 1891--. 10 vols.
Monthly and annual recapitulation of account balances: Name of department; name, folio number of account; debit or credit account balance, department balance. Arr. by month. No index. Hdw. 50 pp. 14 x 12 x ½. 4 vols., 1891-1920, old records va., bsmt.; 6 vols., 1921-- treas. va., rm. 2; T.H.

207. (Original) TRANSFERS (of Funds), 1927--. 2 file boxes (dated). Transfers of funds from one department or account to credit of another. Names of departments or accounts; amount, cause, date of transfer; signatures of department heads, voucher number. Arr. by voucher number. No index. Hdw. on ptd. form. 11½ x 4½ x 15. Safe.

208. VERIFICATION OF TREASURER'S CASH, 1930--. 1 file box. System estab. 1930.
Itemization, total meount of cash on hand in treasurer's office, safe, vault; amount of bank deposits, total cash and deposits, date of verification. Arr. by date of verification. No index. Hdw. on ptd. form. 3 x 4½ x 8½. Desk.

209. VERIFICATION OF BANK BALANCES, 1930--. 1 file box. System estab. 1930.
Name of bank, balance of account at beginning of period checked; amount of deposits, withdrawals, credits; balance of account at end of period checked, date of verification. Arr. by date of verification. No index. Hdw. on ptd. form. 3 x 4½ x 8½.

Receipts and Expenditures
(See also entries 180-182)

210. (WALNUT HILLS CEMETERY RECEIPTS AND EXPENDITURES), 1913-32. 1 vol. 1933--.in (Classification of Expenditures of Departmental Appropriations), entry 219.
Receipts from sale of lots, town appropriations: Name of payer; amount, source, date of receipt; monthly total. Expenditures for maintenance and supplies: Name of payee; amount, purpose, date of expenditure; monthly total. Arr. by date of transaction. No index. Hdw. on ptd. form. 120 pp. 16 x 16½ x ½. Safe.

Schedules

211. TOWN OF BROOKLINE - SCHEDULE OF RECEIPTS - ACCOUNTING DEPARTMENT 1908--. 3 vols. Missing: 1924-31. Title varies: Receipts, 1908-23, 1 vol ; Accounting Department - Treasury Receipts, 1932-35, 1 vol.
Copies of collector's schedule of transfer of receipts to treasurer: Nature, date of assessment; amount, source, itemization, date of receipt; monthly total, date of transfer. Includes attestation of collector, time of receipt of report by accountant. Includes correspondence with assessors relative to commitments and receipts. Also contains:
i. Accountant's monthly recapitulation of treasurer's receipts: Name of department or account, amount credited, total receipts, date of recapitulation.
ii. Copy of treasurer's monthly schedule of receipts: Name of payer; amount, source, itemization of receipt; total, date of schedule.
Arr. chron. No index. Typed. 150 pp. 16½ x 12½ x ½. 2 vols., 1908-23, 1932-35, old records va., bsmt ; 1 vol , 1936--, acct. off.; T.H.

212. (Schedule of Paid) ASSESSMENTS, SEWER AND BETTERMENT, 1909--. 1 file box.

Assessments for sewer installation and sewer and street repairs: Name of property owner, location of property; amount, date of assessment; due date, amount of interest; date of payment. Arr. alph. by name of st. and thereunder alph. by name of property owner. No index. Typed on ptd. form.. 6 x 6 x 19½.

213. (DUPLICATE SCHEDULES OF DEPARTMENTAL PAYMENTS TO TREASURER), 1936--. 2 file boxes. System estab. 1936.

Name of department; amount, itemization, source, date of receipt; amount, date of transfer to treasurer; date of receipt of schedule by accountant, attestation of department head; date, number of schedule. Arr. by date of schedule. No index. Typed on ptd. form. 10½ x 4½ x 12.

Authorization of Expenditures (See also entries 547,751)

214. (Paid) INVOICES, 1924--. 62 file boxes. Title varies: Accounting Department, 1924-26, 7 file boxes; no title, 1927-32, 26 file boxes.

Name of payee, department, account chargeable; amount, itemization, number, date of invoice; signature of department head, accountant; amount, number of voucher; date of payment. Also contains:

i. Paid vouchers: Orders for payment of department indebtedness: Name, address of creditor; name of department chargeable; voucher, account number; amount, itemization, date of voucher; signature of department head, accountant.
ii. Weekly departmental pay roll vouchers, 1924-35, entry 216.
iii. Special Vouchers - Library Funds - School Funds, 1924-25, 1935--, entry 218.

Arr. alph. by name of payee. No index. Hdw. and typed on ptd. form. 9 x 11 x 26 to 11½ x 15 x 25. 31 file boxes, 1924-33, old records va., bsmt.; 31 file boxes, 1934--, acct. off.; T.H.

215. (PAID DEPARTMENTAL PURCHASE ORDERS), 1933--. 2 cartons, 10 bdls. Missing: 1932. System estab. 1932.

Name, address of vendor; amount, itemization, number, date of order; budget code number and letter of item ordered; signature of department official. Arr. by date of order. No index. Typed. Cartons, 1933-34, 12 x 18 x 18; bdls., 1935--, 11 x 8½ x 10. Old records va., bsmt., T.H.

216. (WEEKLY DEPARTMENTAL PAY ROLL VOUCHERS), 1936--. 1 file box. 1924-35 in (Paid) Invoices, entry 214.

Name of department; beginning, ending date of pay roll period; budget code letter and number of account chargeable; name of employee, amount of salary, retirement fund deduction; signature of department head, chairman of selectmen, accountant. Includes pay roll vouchers for department heads and special employees. Arr. by budget code number. No index. Typed on ptd. form. 11¼ x 14 x 26½.

217. TOWN OF BROOKLINE - TREASURER'S (Paid) WARRANTS - ACCOUNTING DEPARTMENT, 1936--. 2 vols (dated). System estab. 1936.
Duplicate warrants authorizing payment of bills and pay rolls by treasurer: Names of payees; amount, itemization, number, date of warrant; budget code number, letter of account chargeable; number of authorizing voucher, date of authorization by accountant, amount of payment. Arr. by date of warrant. No index. Typed. 500 pp. 16½ x 12½ x 3½.
For original warrants kept by treasurer 1934--, see entry 191.

218. SPECIAL VOUCHERS - LIBRARY FUNDS - SCHOOL FUNDS, 1926-34. 2 file boxes (dated). 1924-25, 1935-- in (Paid) Invoices, entry 214.
Accountant's approval of payment: Name of payee, fund; amount, date, number of voucher; amount, date, number of check; budget code letter and number of account; signature of department official, accountant. Includes creditor's original statement. Arr. by date of voucher. No index. Hdw. on ptd. form. 11¼ x 4½ x 15. Safe.

Classification of Expenditures

219. (CLASSIFICATION OF EXPENDITURES OF DEPARTMENTAL APPROPRIATIONS), 1905--. 37 vols.
Name of department, budget code number; amount, date of appropriation; name of payee, voucher number; amount, purpose, date of expenditure; balance of appropriation unexpended, encumbered, unencumbered. Also contains: (Walnut Hills Cemetery Receipts and Expenditures), 1933--, entry 210. Arr. chron. No index. Hdw. to 1930, typed thereafter. 21 vols., 1905-30, condition poor. 300 pp. 16 x 24 x 3¼ to 600 pp. 16 x 12½ x 4. 31 vols., 1905-35, old records va., bsmt.; 2 vols., 1936, safe, acct. private off., rm. 3; 4 vols., 1937--, safe, acct. off., rm. 5; T.H.
For prior records of individual departments and accounts, see entries 220-225.

220. TOWN OF BROOKLINE - EXPENDITURES, 1897-1904. 2 vols.
Classification of expenditures for health, support of the poor, bathhouse, cemetery, soldiers' relief: Name of payee, department charged; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3¼. Old records va., bsmt., T.H.
For subsequent records, see entry 219.

221. TOWN OF BROOKLINE CLASSIFICATION OF EXPENDITURES - FIRE, POLICE, WIRES AND LIGHTS, WATERWORKS, 1897-1904. 2 vols. No title, 1900-1904.
Name of payee, department charged; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3¼. Old records va., bsmt., T.H.
For subsequent records, see entry 219.

222. TOWN OF BROOKLINE (Classification of) EXPENDITURES - STREETS AND SEWERS, 1897-1904. 2 vols.

Analysis of expenditures for street and sewer construction, maintenance and repair: Name of payeee; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3½. Old records va., bsmt., T.H.

For subsequent records, see entry 219.

223. TOWN OF BROOKLINE (Classification of) EXPENDITURES (for) PARKS AND PUBLIC GROUNDS, PUBLIC LIBRARY (and Expenses of Administration, Interest, Matured Debt, Tax Collections, Engineering Department), 1897-1904. 2 vols.

Expenditures for parks, public grounds, public library, 1897-1904; all other expenditures, 1897-99: Name of payee, department charged; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3½. Old records va., bsmt., T.H.

For subsequent park, public grounds, public library expenditures, see entry 219; for subsequent records of other expenditures, see entries 219, 225.

224. TOWN OF BROOKLINE (Classification of) EXPENDITURES-SCHOOL (Department), 1897-1904. 2 vols.

Name of payee; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3½. Old records va., bsmt., T.H.

For subsequent records, see entry 219.

225. TOWN OF BROOKLINE (Classification of) EXPENDITURES - EXPENSES OF ADMINISTRATION, INTEREST, MATURED DEBT, TAX (Collection), ENGINEERING DEPARTMENT, 1900-1904. 1 vol.

Analysis of general administrative expenses: Name of payee, department charged; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. Condition poor. 300 pp. 16 x 24 x 3½. Old records va., bsmt., T.H.

For subsequent records, see entry 219.

Bills
(See also entry 179-ii)

226. TOWN OF BROOKLINE - COMMITTED BILLS - ACCOUNTING DEPARTMENT, 1935--. 2 vols. System estab. 1935.

Copies of schedules of bills receivable, including tax schedules, submitted by all town departments to accountant for approval and subsequent commitment for collection: Name, number of department; name of debtor; amount, itemization, number, date of bill; amount, date of tax abatement; amount, date of payment; total amount, number of bills committed; signature, title of department official; date of receipt of schedule by accountant, commitment to collector. Arr. by department no. and thereunder by date of commitment. No index. Typed on ptd. form. 200 pp. 14½ x 12½ x 1½. Safe.

227 BILLS RENDERED, 1916-- 1 file box
Record of bills rendered other than for unpaid taxes: Name of debtor; amount, itemization, date of bill; amount, date of payment. Arr. alph by name of debtor. No index. Typed on ptd. form. 6 x 6 x 19½.

Town Debt
(See also entries 1,82-xix,-xx,124-i b, 179-v)

228 TOWN OF BROOKLINE - THE TOWN DEBT, 1890-- 2 vols.
Record of town debt for public works contruction bonds: Amount, interest rate, purpose, date of issue of bond; amount, date of partial payment; amount, due date of interest, principal payment; name of purchaser. Arr. by date of issue. For index 1900--, see entry 229. Hdw. on ptd. form. 50 pp. 18½ x 18½ x 1. Safe.

229. (Index to) FUNDED DEBT, 1900-- 1 file box. System estab. 1900.
Number, amount, purpose, date of issue and maturity of bond; name of purchaser; rate, due date of payment of interest. Arr. alph. by name of purchaser. Typed. 6 x 6 x 19½.

Contracts and Bonds
(See also entries 255-i,402-iii,508,509)

230. (Original) CONTRACTS, 1899--. 7 file boxes
Name, address of contractor; title, amount, purpose, specifications, date, number of contract; signature of contractor, chairman of selectmen, accountant; date of filing with accountant. Arr. chron. and contracts numbered consecutively. For index 1911--, see entry 231. Hdw. to 1925, typed thereafter. 11½ x 4 x 15 to 11½ x 15 x 25. 2 file boxes, 1899-1925, old records va., bsmt; 5 file boxes, 1926--, safe, acct. off.; T.H.

231. (Index to) CONTRACTS, 1911-- 1 file box.
Name of contractor; amount, purpose, number, date of contract; amount of bond deposit. Arr. alph. by name of contractor. Typed on ptd. form. 6 x 6 x 19½.

232 ACTIVE BONDS, 1902-- 2 file boxes.
Original indemnification and compensation bonds: Name of contractor or employee, surety; amount, terms, number of bond; date of issue, expiration; signatures of principals, approval of treasurer, time of receipt of contract by accountant. Arr. by bond no. No index. Hdw. and typed on ptd. form. 11½ x 4½ x 15. Safe.

233. (Record of) BONDS, 1913-- 1 file box.
For description, see entry 232. Includes date of cancelation. Arr. alph. by name of contractor or employee. No index. Typed. 6 x 6 x 19½.

234. (Original) CANCELED BONDS, 1898--. 4 file boxes. For description, see entry 232. Includes date of cancelation. Arr. by bond number. No index. Hdw. and typed on ptd. form. 11¼ x 4½ x 15. 1 file box, 1898-1911, desk; 3 file boxes, 1907--, safe.

Records of Employees

235. LIST OF (Town) EMPLOYEES, 1897--. 1 file box. System estab. 1897. Name, address, position of employee; name of department, date of appointment, weekly wage rate; amount, date of wage change; date of resignation, dismissal, or death. Arr. alph. by name of department and thereunder. alph. by name of employee. No index. Typed. 6 x 6 x 19½.

IX. RETIREMENT BOARD[1]

In 1929 the Brookline annual meeting voted "that a Committee of five be appointed by the Moderator to consider the establishment of a retirement system based on annuity and pension contributions for employees of the Town of Brookline."[2] But the report of the committee was filed and no further action taken until 1931 when the selectmen were directed to present to the general court for passage an act substantially the same as that included in the committee's report.[3] In 1933 the town voted to accept the general court's special act "Providing Retirement Allowances and Disability and Death Benefits Based on Annuity and Pension Contributions for Employees of the Town of Brookline."[4] That act centered administration of the retirement system in a board of three members including the town treasurer, one member of the retirement system and one non-member of the system each to be appointed by the selectmen, the terms of office (after the first appointment) to be three years.[5] The board was to receive such compensation as the selectmen determined.[6] It was required to elect from its membership a chairman and also by majority vote to appoint a secretary (not necessarily one of its members); it was further required to keep an open record of all its proceedings and to publish an annual report showing "the transactions of the retirement system for the preceding fiscal year, the amount of accumulated cash and securities of the system and the last balance sheet showing the financial condition of the system by means of

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1. For the statutory origin and functions of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1929, p. 24
3. Ibid., 1931, p. 28
4. Ibid., 1933, p. 39
5. Acts, 1933, ch. 299, sec. 14
6. Idem

actual valuation of the assets and liabilities thereof."[1] The board was also charged to submit to the selectmen each year before January 15 an estimate of the costs of administering the retirement system in the year ensuing and the town appropriation recommended for these expenses.[2] The retirement board is functioning in Brookline under this specific statutory authorization at the present time.[3]

Except where otherwise noted, all records are in the treasurer's office, room 2, Town Hall, 329 Washington Street.

236. MINUTES OF (Meetings of) RETIREMENT BOARD, 1934--. 1 vol.
Votes on transfer and investment of funds, applications for pensions or retirements; names of members present, date of meeting. Arr. by date of meeting. No index. Hdw. 250 pp. 11 x 9 x 1.

237. (REPORT OF RETIREMENT SYSTEM), 1934--. In Annual Report of the Town Officers, entry 2.
Narrative report of organization, including names of officers, minutes of first meeting; treasurer's actuarial balance sheet of assets and liabilities; number of active members, pensioners, beneficiaries; total membership.
For report of receipts and expenditures by accountant 1935--, see entry 202-viii.

238. CASH BOOK, 1934--. 1 vol.
Receipts from salary deductions of town employees for annuity and pension deposits, from banks for interest earned: Name of payer; amount, source, date of receipt. Expenditures for salaries, supplies, pensions, and annuities: Name of payee; amount, purpose, date of expenditure. Arr. by date of transaction. No index. Hdw. 125 pp. 14 x 16 x 1.

239. JOURNAL, 1934--. 1 vol.
Original entry of transfer of annuity savings to annuity reserve, adjusting and closing entries: Name of account debited, credited; amount, explanation, date of entry. Arr. chron. No index. Hdw. 300 pp. 16 x 11 x 1.

240. LEDGER, 1934--. 1 vol.
Summary of annuity savings, annuity reserves, interest on investments, pension accumulations, cash and expense fund accounts as posted from Cash Book, entry 238; Journal, entry 239. Arr. by name of account. No index. Hdw. 300 pp. 10 x 12 x 1.

241. ANNUITY SAVINGS , 1934--. 1 bdl.
Departmental schedules of annuity savings deductions taken from member's salary. Name of department; name, date of birth, membership number of employee; amount,

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1. Acts, 1933, ch. 299, sec. 14
2. Idem.
3. Annual Report, 1938, p. vi.

date of deduction; pay roll period. Arr. alph. by name of dept. No index. Typed. 9 x 9 x 7.

For accountant's record of deductions 1936--, see entry 216.

242. (Membership Histories of) REGISTERED MEMBERS, 1934--. 1 vol. Name, date of birth; membership number of member; date of admission into, discharge from retirement system; cause, date of retirement or death. Arr. by membership no. No index. Hdw. 75 pp. 11 x 9 x 1½.

243. (Copies of Members') BIRTH CERTIFICATES, 1934--. 1 bdl. Name, place and date of birth of member; names of parents; number of certificate, membership; date of admission. Arr. by certificate no. No index. Hdw. and typed on ptd. form. 9 x 9 x 3.

X. SCHOOL COMMITTEE[1]

Probably because of the selectmen's general responsibility for school administration, derived from colonial and early provincial legislation, separate school officers were not elected in Brookline until 1722/23. In the March meeting of that year the town voted "that there Should be trustees to manage the affairs of the Schools in sd Town" and that the town be divided into three precincts, two trustees being forthwith elected for each precinct.[2] In May 1727 four men were elected "to be added to the selectmen to a committy to bring the schools into some good method."[3] The town at its March meeting in 1730/31, elected three men as "A comitty to provide a schoolmaster and school mistreses for the present year."[4] But these elections were isolated ones and the offices and functions indicated had no apparent continuity. In 1769, therefore, the town election of "Mr. Isaac Child Chosen School Committee man in the Room of Mr. Nath'l Sever Dec'd" is doubly significant for being the first reference to a school committee and for indication that the committee was already in existence, since the committeeman appears to have been elected as a replacement.[5] Elections to the school committee are recorded only at irregular intervals until 1824, although the committee may have been functioning continuously in this entire period; beginning in 1824, there is an election of one or more members recorded every year to the present.[6] In the years 1828-1839 the selectmen were chosen to act, but in other years there was great variety in the number of officers and their term of office. One committeeman was chosen in nine years between 1769 and 1811; three were chosen intermittently between 1824 and 1845; five were chosen in

1. For the statutory origin and duties of this office, see Town and City Goverment in Massachusetts.
2. Muddy River Records, p. 122
3. Ibid., p. 130
4. Ibid., p. 136
5. Ibid., p. 223
6. Ibid., p. 550 et seq.

several years between 1828 and 1854; six in 1832-1835 and 1837; seven in 1836, 1838-1839 and 1855-1857; and, apparently, twelve men were chosen in 1840.[1] Beginning in 1858 the number of committeemen was standardized at nine, three men being elected each year for a three year term.[2]

In addition to the school committee, five other school offices (four of them defunct), have functioned in Brookline in the 19th and 20th centuries.

Earliest of these was the committee to hire school teachers. Three men were elected to the committee annually in all but three years between 1809 and 1827; the office is especially interesting for indicating that the functions of the general school committee did not at this period include the hiring of teachers.[3]

A second committee, first mentioned in 1815, was the committee of school fund trustees. The record of the election of one committee man on the school fund in that year does not indicate the structure or purpose of the committee, but the election occurred again in 1819 when one man was chosen.[4] In 1838 the town meeting minutes include this item: "The Trustees of the School fund avail themselves of this opportunity to Tender to the Town their resignation of said Office, this they do in consideration of their advanced ages all of them having arrived over three score years & ten and some of them nearer four score years."[5] The committee appended a report of the school funds,"the amount of which ever since they have sustained the office of trustee's till within the last year has been, 2281.01, on which no deminution has occurred . . . all of which is now on loan."[6] The record implies that the trustees had been elected for life tenure; following their resignation the office was refilled with the election of five men.[7] Only one more election occurred, in 1840; and in 1846 the committee submitted its final report, having collected and paid the entire fund of $1962.63 into the town treasury for investment in the building of the new town hall and was discharged from further duty.[8]

In 1815, also, another school office was first mentioned when the town meeting elected James Leeds "on the Committee for visiting schools.[9] Another such election of one man occurred in 1819.[10] It is not possible from the records to learn whether two later elections of a committee to visit and examine

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1. Muddy River Records, pp. 223-632 and Brookline Records, 1838-1857, pp. 19-554
2. Ibid.: 1858-1871, p. 3
3. Ibid., pp. 489-566, passim
4. Ibid., pp. 520, 535
5. Ibid., p. 634
6. Idem
7. Ibid., p. 632
8. Brookline Records, 1838-1857, pp. 19, 185
9. Muddy River Records, p. 520
10. Ibid., p. 535

school houses were elections to the same office or to a separate offices; the selectmen and two others were elected to this committee in 1823, and in 1826 five others were elected.[1] There are no later references to school or school house visiting committees.

District school committees were annually elected between 1828 and 1854 One man was elected in town meeting in each of these years for each school district; there were three district committees in 1828-1833, 1836-1851, and four committees in 1834-35, 1852-54.[2] The relationship of the district, or prudential committees, to the town school committee was not defined in the town meeting records, being established by state laws.[3]

The last of the five administrative school offices to be added to the school committee, and the only active one, was the office of superintendent of schools first elected by the school committee in 1872; for a description of this office in Brookline, see p 141.

The structure of the nine-man school committee has not varied in Brookline since 1858, and its functions, as those of town school committees generally, are so fully specified in Massachusetts statute that very little has remained for the town to define by its own bylaws. Nevertheless the organization and functions of the school committee are clarified in the various local provisions. Specifically, the committee is required to organize annually in March by electing one of its members a chairman and another as secretary, and by approving the chairman's nominations of three members each to five standing committees on buildings, on finance, on hygiene, on teachers and on textbooks and courses of study.[4] The responsibilities of each standing committee are carefully outlined, the general committee chairman being ex officio a member of each without a vote except in case of a tie; any action taken by any standing committee is subject to inquiry and revision by the board; minutes are required of each meeting and a report whenever requested by the board.[5] The duties of the secretary of the board include his acting as corresponding secretary of the board, recording all its proceedings, filing its documents, and notifying teachers of their appointment; the board is required to appoint teachers and fix their salary annually in April.[6]

Except where otherwise noted, all records are in the school committee office, room 12, Town Hall, 329 Washington Street.

Minutes and Reports

244 RECORD OF MEETINGS OF THE SCHOOL COMMITTEE, 1880-- 7 vols. Motions, discussions, votes concerning school budget, departmental administration; teachers' salaries, resignations, replacements, complaints; courses of

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1 Muddy River Records, pp 547, 562

2 Muddy River Records, pp 567-632 and Brookline Records, 1838-1857, pp 19-461, passim

3 For the statutory origin and functions of the prudential committees, see Town and City Government in Massachusetts.

4 Brookline Acts & Laws, p 221

5 Ibid, p. 22

6 Ibid, pp 221, 223

study books to be used, rental of school halls; names of members present, date of meeting, signature of secretary. Arr. by date of meeting. 1880-1927, no index; for index 1928--, see entry 245. Hdw. 500 pp. 13 x 8½ x 2. Off. of supr. of maintenance, first fl., T.H.

245. (INDEX TO MINUTES OF MEETINGS), 1928--. 2 file drawers. System estab. 1928.

Subject considered, date of meeting, volume and page reference. Arr. alph. by subject. Typed. 5 x 6½ x 17. Secy. off., first fl., T.H.

246. (ANNUAL REPORT OF THE SCHOOL COMMITTEE), 1846--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Enrollment and attendance statistics:
   a. Number of grammar school pupils, 1847-75, 1891-95.
   b. Number of high school pupils, 1847-88.
   c. Statistics for each school, showing number of pupils enrolled; average membership, attendance; name of teacher, amount of salary, date of employment, 1873-1931.

ii. Financial report, 1848--: Amount of current, recommended appropriation; amount, source of receipt; itemization of expenditures by amount, purpose. 1909, 1912-- includes amount of receipt from tuition fees.

iii. Gifts, 1900-1912: Name of donor; description, purpose of gift.

iv. Medical statistics:
   a. Name of school, number of pupils examined, number defective, type of defect, 1932-34.
   b. Number of preschool examinations, number of pupils vaccinated, 1932-34.
   c. Number of pupils examined for diphtheria, results of tests, number of antitoxin treatments, 1932-36.
   d. Number of home visits by school nurse, pupils treated, type of defect, 1932-36.
   e. Number of pupils tested for tuberculosis, results of tests, 1936--.

v. Narrative report on past, current, and recommended activities, pupils, teachers, curricula, general school business.

vi. Personnel statistics, 1891--:
   a. Names of administrative officers, names of teachers, subjects taught, date of employment.
   b. Names of janitors, cleaners; name of school, date of employment.

vii. School buildings, 1887-89, 1902--: Name, location of building; number of rooms; date of erection, enlargement.

viii. Summary of general school statistics:
   a. Assessed valuation of town property, valuation of school buildings, ratio between assessed valuation and amount of school expenditures; total membership, attendance; number of teachers, number of children in town by age groups, 1881-1934.

ANNUAL REPORT OF THE SCHOOL COMMITTEE, 1846--. (Cont'd)

viii. Summary of general school statistics: (Cont'd)

b. Total enrollment; average membership, attendance; percent of attendance; number of teachers, number of pupils between 5 and 15 years of age, 1932--.

c. Evening school attendance, showing number of sessions, average attendance by class, 1932-36.

d. High school attendance, showing total enrollment by class and course, 1932-36.

e. Supervision of attendance statistics, showing number of absences, truancies, nonresidents attending schools, children for whom employment was found, transfer card investigated or forwarded, newsboy licenses issued or revoked, books recovered, 1932--.

For reports of school committee presented at town meetings 1834-74, see entry 45.

247. REPORT OF BROOKLINE SCHOOL COMMITTEE, 1879. 1 vol.
Recommendations for additional accomodations: Decision to erect a frame building, suggestion to elect a committee on arrangements, recommendation for an appropriation. Arr. by subject. No index. Ptd. 4 pp. 8 x 5½. State Lib. State House, Boston.

248. REPORT - SPECIAL COMMITTEE ON HIGH SCHOOL AND MANUAL TRAINING SCHOOL ACCOMODATIONS, 1915. 1 vol.
Survey on need of new high school building and manual training accomodations. Includes study of coeducational schools. No arr. No index. Ptd. 10 pp. 9 x 6 x 1/8. Brookline Pub. Lib.

249. (Report on) HIGH SCHOOL, 1921. 1 vol.
Report by school committee on growth of high school enrollment and need for new building. No arr. No index. Ptd. 27 pp. 9 x 6 x ¼. Brookline Pub. Lib.

250. REPORT - SCHOOL SURVEY COMMITTEE, 1937. 1 vol.
Investigation of educational policy of school system, comparison with schools of Milton and Newton as to cost. No arr. No index. Ptd. 24 pp. 9 x 6 x ¼. Brookline Pub. Lib.

251. (ANNUAL REPORT OF SCHOOL IN BODILY MECHANICS), 1921-36. In Annual Report of the Town Officers, entry 2.
Contains:

i. Attendance statistics: Number, dates, hours of sessions; number of adults, children enrolled; average attendance, number of school visits.

ii. Narrative report of administration, statement of purpose, results obtained. Includes names, functions of officers.

252. REPORTS ON DISTRICT SCHOOLS, 1821-47. 6 sheets.
Report of the school committee on three district schools, 1821; report of the special committee on condition of the schools, 1834; report of the special committee on the enlarging and repairing of the Putterham Schoolhouse, 1839;

report on land needed to enlarge the Putterham School, 1839-40; report of the special committee on the condition of district schools, 1846. Includes letter of Charles G. Colbath offering to give to the town a certain lot of land adjacent to the schoolhouse on Newton Street, 1847. Arr. by subject. No index. Ptd. 12 pp. 8 x 10. Brookline Pub. Lib.

253. (REPOPT OF TRUSTEES OF BROOKLINE SCHOOL FUND), 1844. 14 sheets. Report to the town meeting on the state of school fund: Present balance in fund; amount of loans, mortgages; names, addresses of borrowers. Hdw. 28 pp. 8½ x 6. Brookline Pub. Lib.

For reports of trustees presented at town meeting 1762-1846, see entry 46; for establishment of school fund 1762, see entry 84-ii.

Financial Records
(See also entries 82-i,-ii,-iii,-xvi,244,246-ii)

254. (PAY ROLL RECORD), 1900--. 6 vols. (dated).
Name, position, salary of employee; amount, date of pay roll. Arr. by date of pay roll. No index. Hdw. on ptd. form. 365 pp. 15 x 9½ x 2. Secy. off., first fl., T.H.

For accountant's weekly pay rolls 1924--, see entries 214-ii,216.

255. (BUILDING CONTRACTS AND EQUIPMENT INVOICES), 1931--. 42 file boxes. Contains:

i. Contracts for new buildings, construction and repair of old buildings: Conditions, date of contract; signatures of committee members and contractor. Includes correspondence with contractors.

ii. Copies of invoices for materials, supplies, equipment: Name, address of vendor; amount, nature, date of purchase; school or office charged; date ordered, received; approval of committee members. For accountant's original invoices 1924--, see entry 214.

Contracts arr. alph. by name of contractor; invoices arr. alph. by name of vendor. No index. Typed. 11½ x 13½ x 24½. Bkkp. off., first fl., T.H.

256. (Stubs of Warrants Issued Against) WILLIAM H. LINCOLN FUND, 1909--. 3 vols. (1-300). Fund estab. 1909.
Name, address, school of beneficiary; amount, number, date of warrant. Arr. by warrant no. No index. Typed on ptd. form. 5¼ x 11½ x ½. Off. of supr. of maintenance, first fl., T.H.

257. INFORMATION REGARDING APPLICANTS FOR (Scholarship) AID FROM THE WILLIAM H. LINCOLN FUND, 1909--. 1 file drawer. Fund estab. 1909.
Name of applicant, date of expected graduation, name of proposed college, date of matriculation; estimated year's expenses, income, awards, net income; amount of current, previous aid awarded; additional aid applied for, further aid to be asked, date of application, signature of applicant. Arr. alph. by name of applicant. No index. Hdw. on mimeographed form. 6 x 12 x 18. Typist's off. and waiting rm., first fl., T.H.

258. (Report of Auditing Committee on) EDWARD DEVOTION FUND, 1762-1883. 1 vol.

Amount, purpose of fund; amount, accounting of expenditures; amount; nature of investments. Arr. by subject. No index. Ptd. 4 pp. 6 x 7 x 1/16. Brookline Pub. Lib.

For record of bequest 1746/7, see entry 100-ii.

Miscellaneous

259. PUBLIC SCHOOL BYLAWS, 1855-56, 1867, 1871, 1879, 1926. 6 vols. (dated). Title varies: Brookline School Committee Rules, 1926, 1 vol.

Rules and regulations prescribed for the public schools: Schedule of subjects, list of textbooks, daily hours and period of school term, outline of course for high school, school-district boundaries; duties of school committee, special committees, teachers, truant officers. Arr. by subject. 5 vols., 1855-56, 1867, 1871, 1879, no index; 1 vol., 1926, indexed alph. by subject. Ptd. 20 pp. 9 x 6 x $\frac{1}{4}$. Brookline Pub. Lib.

260. (SCHOOL REGULATIONS), 1802. 1 sheet.

Rules and regulations adopted by the school committee. Hdw. 1 p. 8 x 5. Brookline Pub. Lib.

261. (Directory of) BROOKLINE PUBLIC SCHOOLS (and Personnel) MANUAL, 1901-36. 33 vols. Missing: 1918-19, 1924.

Names and locations of Brookline public schools; names, addresses of active and retired department officers, employees; grades taught (if teacher). Arr. alph. by names of personnel under names of schools alph. listed. No index. Ptd. 18 pp. $3\frac{1}{2}$ x $2\frac{1}{2}$ x $\frac{1}{4}$. Brookline Pub. Lib.

262. (PENSIONS FOR PUBLIC SCHOOL TEACHERS), 1908. 1 vol.

Copy of petition by school committee to general court to provide pensions for school teachers. Includes copy of state pension act. No arr. No index. Ptd. 4 pp. 10 x 7. State Lib., State House, Boston.

263. EDUCATIONAL SURVEY OF PUBLIC SCHOOLS, 1917. 1 vol.

Survey of the organization, finances, buildings, equipment of the schools; school curriculum, total enrollment; methods of health protection, suggested improvement. Arr. by subject. No index. Ptd. 430 pp. 9 x 6 x $1\frac{1}{2}$. Brookline Pub. Lib.

264. (PLANS FOR SCHOOL BUILDINGS, IMPROVEMENTS, AND ADDITIONS), undated. 400 plans.

Plans showing layout, description, dimensions of new buildings; alterations and additions to old buildings. Various draftsmen. Blueprint. 1" : 20'. 29 x $22\frac{1}{4}$. Off. of supr. of maintenance, first fl., T.H.

265. (REQUEST FOR SALARY), Feb. 18, 1771. 1 sheet.
Letter from Sarah Sharp to the selectmen, requesting her salary for keeping school from May 28, 1770 to Sept. 29, 1770, at 6 shillings per week. Hdw. 1 p. 2 x 3½. Mass. Hist. Soc. Lib., Boston.

BROOKLINE HIGH SCHOOL

All records are in the Brookline High School, 115 Greenough Street.

Pupils' Records

266. PERMANENT RECORD CARDS, 1896--. 25 file boxes.
Name, address, sex, age, place and date of birth of pupil; name of prior school, record of attendance; names, birthplaces of parents; date of record, administrative memoranda. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. 18 file boxes, 1896-1929, transfer rm.; 7 file boxes, 1930--, headmaster's va.; second fl.

267. PUPIL'S ATTENDANCE RECORD, 1896--. 2 cardboard boxes, 5 bdls.
Name, address, age, sex, grade, place and date of birth of pupil; dates present, absent, tardy, dismissed; names, birthplaces of parents. Also contains: (Attendance Record - Baker School), 1936--, entry 272. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. Boxes, 12 x 15 x 15; bdls., 6 x 4 x 24. 2 cardboard boxes, 1896-1930, transfer rm.; 5 bdls., 1931--, headmaster's va.; second fl.

268. DISCHARGES, 1896--. 3 file boxes.
Name, address, attendance record, school grade, place and date of birth of pupil; name of school; date of last attendance, discharge. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24. Headmaster's va., second fl.

269. SCHOOL REGISTER, 1919--. 320 vols.
Name, age, grade of student; date of enrollment; dates present, absent, tardy; names of teachers. Arr. alph. by name of student. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 180 vols., 1929-34, prin. off., first fl; 140 vols., 1935--, va., secy. off., second fl.

Miscellaneous

270. TEACHERS' PROGRAMS - AUTO REG. (Records of NYA Pupils, Class Schedules), 1938--. 2 file drawers. Prior records destroyed.
Contains:

i. Record of pupils employed by National Youth Administration: Name, address, vocational aptitude of pupil; nature of course of study; names, occupations of parents.

TEACHERS' PROGRAMS - AUTO REG. (Cont'd)

ii. Time schedule of classes: Name of teacher, subject taught; room number, time of class.

Includes names, addresses, telephone numbers of substitute teachers; registration numbers of teachers' cars; headmaster's secretary's memoranda file. Lists of pupils arr. alph. by name of pupil, schedules arr. alph. by name of course. No index. Typed on ptd. form. 5 x 4 x 15. Secy. off., second fl.

271. GENERAL CORRESPONDENCE, 1918--. 11 file boxes.
Correspondence with parents and guardians, publishers, educational and historical societies. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24. 9 file boxes, 1918-37, transfer rm.; 2 file boxes, 1938--, secy. off.; second fl.

EDITH C. BAKER SCHOOL

Except where otherwise noted, all records are in the principal's office, first floor, Edith C. Baker School, Beverly Road.

Pupils' Records

272. (ATTENDANCE RECORD - BAKER SCHOOL), 1936--. In Pupil's Attendance Record, entry 267.
For description, see entry 267.

273. (INTELLIGENCE RECORD), 1936--. 6 cards.
Name, age, civil status, scholarship record, place and date of birth, date of admission of pupil; name of school; names, occupations of parents. No arr. No index. Hdw. on ptd. form. $11\frac{1}{4}$ x $9\frac{1}{2}$. Desk.

274. SCHOOL REGISTER, 1937--. 18 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x $\frac{1}{4}$. Safe, prin. off., first fl., Heath School, 121 Reservoir Rd.

Miscellaneous

275. PROGRAMS (Time Schedule of Classes), 1938--. 1 folder. Prior records destroyed.
For description, see entry 270-ii. No arr. No index. Hdw. 9 x 12 x 1/8. Desk.

276. (CORRESPONDENCE OF BAKER SCHOOL), 1936--. In General Correspondence, entry 299.
For description, see entry 271.

GEORGE S. BALDWIN SCHOOL

All records are in the principal's office, first floor, George S. Baldwin School, 490 Heath Street.

Pupils' Records

277. SCHOOL REGISTER, 1907--. 30 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼.

278. PERMANENT RECORD, 1927--. 1 file box.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24.

279. DISCHARGES, 1927--. 1 file box.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24.

280. ATTENDANCE RECORD, 1927--. 1 file box.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24.

281. PUPIL'S INTELLIGENCE RECORD, 1927--. 1 file box.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

Correspondence

282. GENERAL CORRESPONDENCE, 1927--. 1 file box.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

EDWARD DEVOTION SCHOOL

All records are in the Edward Devotion School, 345 Harvard Street; except where otherwise noted, they are in the principal's office, second floor.

Pupils' Records

283. PERMANENT RECORD, 1892--. 2 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24.

284. ATTENDANCE RECORD, 1892-- 46 vols.
For descriptions, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 10 x 1¼. 40 vols., 1892-1930, storage rm., first fl.; 6 vols., 1930--, prin. off.

285. DISCHARGES, 1892-- 2 file boxes.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

286. SCHOOL REGISTER, 1892-- 58 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 50 vols., 1892-1928, storage rm., first fl.; 8 vols., 1929--, prin. off.

287. INTELLIGENCE RECORD, 1923--. 2 file boxes.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

Correspondence

288. GENERAL CORRESPONDENCE, 1892--. 2 file boxes.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

MICHAEL DRISCOLL SCHOOL

All records are in the Michael Driscoll School, 64 Westbourne Terrace; except where otherwise noted, they are in the principal's office, second floor.

Pupils' Records

289. PERMANENT CENSUS RECORD, 1911--. 2 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24.

290. ATTENDANCE RECORD, 1911--. 1 file box.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

291. DISCHARGES, 1911--. 1 file box.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

292. SCHOOL REGISTER, 1911--. 40 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 30 vols., 1911-25, stockroom; 10 vols., 1926--, prin. off.; second fl.

293. INTELLIGENCE RECORD, 1923--. 1 file box.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 16

Correspondence

294. GENERAL CORRESPONDENCE, 1920--. 1 file box.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

HEATH SCHOOL

All records are in the principal's office, first floor, Heath School, 121 Reservoir Road.

Pupils' Records

295. PERMANENT CENSUS RECORD, 1904--. 4 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Typed on ptd. form. 12 x 6 x 24.

296. ATTENDANCE RECORD, 1904--. 3 file boxes.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24.

297. DISCHARGES, 1904--. 1 file box.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24.

298. SCHOOL REGISTER, 1904--. 250 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼.

Correspondence

299. GENERAL CORRESPONDENCE, 1928--. 1 file box. Prior records destroyed.
For description, see entry 271. Also contains: (Correspondence of Baker School), 1936--, entry 276. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

LAWRENCE SCHOOL

All records are in the Lawrence School, 27 Francis Street; except where otherwise noted, they are in the principal's office, second floor.

Pupils' Records

300. (Permanent) CENSUS RECORD, 1875--. 2 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24.

301. PUPILS' ATTENDANCE RECORD, 1884--. 56 vols.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 10 x ½. 52 vols., 1884-1931, va. off prin. off.; 4 vols., 1932--, prin. off.

302. DISCHARGES, 1900--. 2 file boxes.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

303. SCHOOL REGISTER, 1884--. 52 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 42 vols., 1884-1931, va. off prin. off. bsmt, strm.; 10 vols., 1932--, prin. off.

304. INTELLIGENCE RECORD, 1900--. 2 file boxes.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

Correspondence

305. GENERAL CORRESPONDENCE, 1910--. 2 boxes.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

WILLIAM H. LINCOLN SCHOOL

All records are in the principal's office, second floor, William H. Lincoln School, 194 Boylston Street.

Pupils' Records

306. (Permanent) CENSUS RECORD, 1932--. 3 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Typed. on ptd. form. 6 x 4 x 24.

307. DISCHARGES, 1904--. 3 file boxes.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

308. ATTENDANCE RECORD, 1932--. 15 file boxes.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

309. SCHOOL REGISTER, 1932--. 5 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼.

310. INTELLIGENCE RECORD, 1932--. 4 file boxes.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

Correspondence

311. GENERAL CORRESPONDENCE, 1932--. 2 file boxes.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

PIERCE GRAMMAR SCHOOL

All records are in the Pierce Grammar School, 50 School Street; except where otherwise noted, they are in the principal's office, first floor.

Pupils' Records

312. PERMANENT CENSUS RECORD, 1900--. 6 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Typed on ptd. form. 6 x 4 x 24.

313. ATTENDANCE RECORD, 1855--. 20 vols., 20 bdls. 6 file boxes.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. Vols., 10 x 8 x 3/4; bdls., 6 x 4 x 12; file boxes, 6 x 4 x 24. 20 vols., 20 bdls., 1855-1900, storage rm., third fl.; 6 file boxes, 1900--, prin. off.

314. DISCHARGES, 1900--. 3 file boxes.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24.

315. SCHOOL REGISTER, 1900--. 50 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 40 vols. 1900-1931, storage rm., third fl.; 10 vols., 1932--, prin. off.

316. INTELLIGENCE RECORD, 1923--. 6 file boxes.
For description, see entry 273. Arr. alph. by name of pupil. No index. Typed on ptd. form. 6 x 4 x 24.

Correspondence

317. GENERAL CORRESPONDENCE, 1933--. 3 file boxes.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

JOHN D. RUNKLE SCHOOL

All records are in the John D. Runkle School, 50 Druce Street; except where otherwise noted, they are in the principal's office, first floor.

Pupils' Records

318. (Permanent) CENSUS RECORD, 1897--. 2 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 18.

319. DISCHARGES, 1897--. 1 file box.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw on ptd. form. 6 x 4 x 18.

320. SCHOOL REGISTER, 1897--. 540 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 522 vols., 1897-1928, stkrm., second fl.; 18 vols., 1929--, prin. off.

321. ATTENDANCE RECORD, 1929--. 1 file box.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

322. INTELLIGENCE RECORD, 1923--. 1 file box.
For description, see entry 273. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18. Nurse's off., first fl.

Correspondence

323. GENERAL CORRESPONDENCE, 1920--. 1 file box.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24. Dr. off., first fl.

SEWALL SCHOOL

All records are in the Sewall School, 279 Cypress Street; except where otherwise noted, they are in the principal's office, second floor.

Pupils' Records

324. (Permanent) CENSUS RECORD, 1892--. 2 file boxes.
For description, see entry 266. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 18.

325. REGISTRATION RECORD CARD, 1892--. 1 file box.
Name, address, telephone number, school grade, place and date of birth of pupil; record of admission, promotions, attendance, scholarship; names, address, occupations of parents; name of prior teacher, school. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

326. ATTENDANCE RECORDS, 1892--. 2 file boxes.
For description, see entry 267. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

327. DISCHARGES, 1892--. 1 file box.
For description, see entry 268. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 18.

328. SCHOOL REGISTER, 1892--. 60 vols.
For description, see entry 269. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 50 pp. 12 x 8 x ¼. 54 vols., 1892-1930, storage rm., second fl.; 6 vols., 1931--, prin. off.

Correspondence

329. GENERAL CORRESPONDENCE, 1922--. 1 env.
For description, see entry 271. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 6.

XI. SUPERINTENDENT OF SCHOOLS[1]

At the annual March meeting of 1872, Brookline voters acting on the sixteenth warrant article: "To see what action the Town will take in relation to a Superintendent of Schools", voted that the school committee be authorized to employ a superintendent and appropriated $3,000 for that purpose.[2] The first superintendent was accordingly elected by the committee in April 1872 and took office September 1, 1872.[3] When the first superintendent died in 1875 or early 1876 the school committee instead of immediately appointing a successor, divided the responsibilities of his office between themselves and the school principals: "The several principals are held respectively responsible for the condition of the schools in their districts, and are expected to visit them frequently, and to recommend such changes as are necessary, to their several teachers. The Sub-Committees of the Board, appointed to supervise the High, Grammar, and Primary schools have rendered material aid in this work. . . . this system of superintendence had accomplished its end, and appears to be successful."[4] In 1879 the committee voted "that the Pierce and Ward districts be placed under one person, who shall be principal and superintendent", and the first appointment of this superintendent is recorded the next year; the superintendent had charge of grammar and primary schools only, however, for his annual report is headed as of the "Superintendent of Grammar and primary Schools" while the school committee through its subcommittee was continuing to report on high and evening schools.[5]

In 1890 the committee asked the town for authorization to appoint a superintendent for all schools and were so empowered at a special meeting held September 18, 1890.[6] At its next meeting that year, the committee elected a superintendent for "all the schools in town, from the High to the Kindergarten classes, of the special teachers, and of the Evening School."[7] A superintendent has been continuously in office in Brookline to the present, active as administrative agent for the school committee.

In addition to the following records, see entries 346, 347 for reports from supervisor of attendance 1937--; entries 351-353 for approval of minors' employment 1922--.

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Brookline Records, 1872-1884, p. 22
3. Treasurer's Report, 1873, p. 6 of school committee's report
4. Ibid., 1876, p. 8 of school committee's report
5. Ibid., 1881, pp. 190-191, 208; Annual Report, 1882, p. 123
6. Ibid., 1891, pp. 242, 71
7. Ibid., p. 242

330. (ANNUAL REPORT OF SUPERINTENDENT OF SCHOOLS), 1873-75, 1881-89, 1891--. In Annual Report of the Town Officers, entry 2.
Report of administrative activities, pupils, faculty, curricula, school housing; recommendations.

331. (SECRETARY'S GENERAL RECORD FILE), 1920--. 4 file boxes.
Information regarding rental of school halls, teachers' absences, teachers' retirement pensions, contributions of books. Also contains:
i. Teachers' histories: Name, educational background, teaching experience, schedule of classes, attendance record of teacher.
Arr. alph. by subject. No index. Hdw., typed, mimeographed. 11 x 14 x 24. Secy. off., first fl., T.H.

332. (TEACHERS' APPLICATION CARDS), 1936--. 1 file box.
Name of teacher; subject, grade taught. Also contains:
i. Inspection of school fire-alarm boxes: Box number, date of inspection, signature of janitor.
Applications arr. alph. by name of teacher, fire alarm records arr. by month. No index. Hdw. on ptd. form. 5¼ x 14 x 27. Off. of supr. of maintenance, first fl., T.H.

333. (CORRESPONDENCE), 1928--. 1 file drawer.
Letters to and from superintendent of schools, teachers, school department employees, parents, and guardians regarding school matters, pupils' problems. Arr. by date of letter. No index. Hdw., typed. 10½ x 15½ x 17. Typist's off. and waiting rm., first fl., T.H.

XII. CHIEF MEDICAL INSPECTOR OF SCHOOLS[1]

A program of medical inspection in Brookline's public schools began in December 1894 when the board of health was faced with the problem of controlling a diphtheria epidemic spreading through the town. The school committee appointed three of its members as a special committee to act in full cooperation with the board; a major preventive measure taken at the time was the daily inspection of the schools by physicians.[2]

In 1876 the school committee voted to allow a local physician to test the eyes of all students in the public schools; in 1906, eye, ear, nose, throat, and teeth examinations were begun, first in one school only and at no cost to the town, by private specialists whom the town health officer had

1. For a full and extremely interesting account of the evolution of a school health program in Brookline, see the report of the superintendent of schools, Annual Report, 1938, pp. 344-361; this sketch is derived almost wholly from the information contained in that report.
2. Annual Report, 1938, p. 345

endorsed and whom the school committee, its committee on hygiene and the superintendent of schools were directing; later in the same year the examinations were extended to all schools, and special appropriations were made for the purpose upon recommendation of the board of health.[1]

In 1906 with the enactment of Chapter 502 of the Acts of that year, the school committee of every town in the commonwealth was required to appoint one or more school physicians to carry on precisely the same program already originated in Brookline under the aegis of the board of health. In 1906, therefore, the school committee appointed Brookline's first medical inspector; the transfer of medical inspection from the board of health to the school committee meant an increase of $2000 in the school budget to cover these expenses, previously taken care of in the board of health budget.[2] In November 1906 the first annual physical examinations of all girls in the high school were given by a woman physician, appointed by the hygiene subcommittee of the school board; in 1916 the examinations were extended to girls in grades seven, eight, and nine, and currently they are given to all pupils. The examinations of noses, throats, and teeth, which had been begun by private specialists had, meantime, in 1912, been transferred to the medical inspector.[3] The scope of the program directed by the chief medical inspector has grown broader and deeper in the years since the inception of his office in 1906. It has included not only the various types of annual examination of all school children required by law but also a careful program of health education and preventive medicine with a gratifying evident improvement in the general level of school health. Some phases of that program, which can only be mentioned here, are: Establishment of fresh-air rooms in the grade schools; a campaign against sub-normal weight by periodic weight and height examinations; distribution of milk in the schools; special examinations and programs for children suffering from malnutrition, heart trouble, poliomyelitis or other weaknesses calling for special attention; a program of tests for diphtheria and tuberculosis with follow-up care for children reacting postively to the tuberculin test; and, quite recently, examinations of children of pre-school age.[4] Despite this expansion in the work of the officer, his office has remained unchanged. He is appointed by the school committee for an indefinite tenure. To date there have been only three appointments, one in 1906, one in 1913, and one in 1921. He does his work with the assistance of a group of ten of the town's doctors, each of whom is assigned to certain schools for semi-weekly visits.[5]

The medical inspector keeps no records, but see entry 246-iv for statistical report on pupils' physical examinations.

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1. Annual Report, 1938, pp. 345-346
2. Ibid., p. 346
3. Ibid., p. 347
4. Ibid., pp. 347-357
5. Ibid., p. 346

XIII. SCHOOL NURSE[1]

In 1909 the school committee appointed Brookline's first school nurse; in 1920 a second was added, and in 1930 four more nurses to concentrate primarily in follow-up work were appointed making a staff of six; the appointments have been made for an indefinite tenure.[2] The function of the school nurse is to assist the school medical inspector in the carrying out of his program of medical examinations, preventive and follow-up work. The report of the first nurse for the year 1909 itemized 459 visits to schools, 563 to houses, 124 trips taking school children to hospital out-patient departments and dispensaries for treatment; 91 such trips to dentists; she did 155 dressings of wounds and took 24 children to the surgeon for various types of operation; she "also taught the care of teeth in some schools where the Medical Inspector provided tooth brushes at cost and which the children paid for.[3]

In 1938, the school nurses' activities included 2,006 calls at homes and assistance at 100 fittings to glasses, 97 tonsil operations, and 1,699 visits of pupils to the dental clinic; in addition to this, the nurses have helped with 1027 physical examinations, 570 diphtheria tests, 1008 tuberculin tests and 99 vaccinations, and 338 pre-school examinations.[4]

Pupils' Health Records
(See also entry 246-iv d)

334. HEALTH RECORD, 1933--. 6 file boxes. Prior records destroyed. Name, address, age, sex, school grade, height, weight, medical record, date of birth of pupil; name of parent; findings, date of physical examination; signature of doctor, nurse. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. Nurse's rm., second fl., Brookline High School, 115 Greenough St.

335. (HEALTH RECORD), 1936--. 1 file box.
For description, see entry 334. No arr. No index. Hdw. on ptd. form. 11½ x 14 x 18. Nurse's rm., first fl., Edith C. Baker School, Beverly Road.

336. PUPIL'S HEALTH RECORD, 1927--. 1 file box.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24. Prin. off., first fl., George S. Baldwin School, 490 Heath St.

337. HEALTH RECORD, 1892--. 2 file boxes.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. Prin. off., second fl., Edward Devotion School, 345 Harvard St.

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1938, p. 349
3. Idem
4. Ibid., pp. 382-384

338. PUPIL'S HEALTH RECORD, 1911--. 1 file box.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 18. Prin. off., second fl., Michael Driscoll School, 64 Westbourne Terrace.

339. PUPIL'S HEALTH RECORD, 1904--. 1 file box.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 6 x 24. Prin. off., first fl., Heath School, 121 Reservoir Road.

340. HEALTH RECORD, 1918--.. 2 file boxes.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. Prin. off., second fl., Lawrence School, 27 Francis St.

341. PUPIL'S HEALTH RECORD, 1932--. 4 file boxes.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. Prin. off., second fl. William H. Lincoln School, 194 Boylston St.

342. PUPIL'S HEALTH RECORD, 1900--. 4 file boxes.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 24. Prin. off., first fl., Pierce Grammar School, 50 School St.

343. PUPIL'S HEALTH RECORD, 1924--. 2 file boxes.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 24. Nurse's off., first fl., John D. Runkle School, 50 Druce St.

344. PUPIL'S HEALTH RECORD, 1911--. 1 file box.
For description, see entry 334. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 12 x 12 x 18. Prin. off., second fl., Sewall School, 279 Cypress St.

XIV. SUPERVISOR OF ATTENDANCE[1]

In September 1854 Brookline accepted the provisions of Chapter 294, Acts of 1850 and Chapter 283, Acts of 1852 concerning truant children and absentees from school and at the same meeting passed a bylaw requiring the annual election of a "Justice of the Peace . . . to have jurisdiction of the offences

1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

set forth in said act."[1] The next annual meeting in March elected the first such truant justice;[2] the following year one truant justice and two truant officers were elected, and similar elections occurred regularly until 1872 when the bylaws regarding truant children were amended to eliminate the office of truant justice and to require the annual election of three or more truant officers.[3] The duty of these officers was "to inquire diligently concerning all persons between the ages aforesaid (7 and 16), who seem idle or vagrant, or who, whether employed or unemployed, appear to be growing up in ignorance, and to enter complaint against any one unlawfully absent from school or violating any of these by-laws."[4] The bylaws as revised in 1881 made the truant officers appointive by the school committee and called for the annual appointment of two or more such officers.[5] The name of the office was changed by state law in 1912 from "truant officer" to "attendance officer" which is used currently.[6] The current school committee regulations in Brookline provide that the attendance officer be under the control and direction of the superintendent of schools, that he cooperate with the teachers and the superintendent to secure regular school attendance (but that he not make formal complaint against any truant until after consultation with the superintendent), that he submit through the superintendent monthly reports to the committee, and that he take a school census of the town annually in the month of October on forms provided by the superintendent.[7]

Except where otherwise noted, all records are in room 104, New Unit, Brookline High School, Greenough Street.

Reports

(See also entries 246-viii e, 251-i)

345. (ANNUAL REPORT OF SUPERVISOR OF ATTENDANCE), 1893-1931. In Annual Report of the Town Officers, entry 2.

Narrative report of number of cases of truancy investigated, number of arrests or adjustments, summary of functions of office.

346. (COPIES OF WEEKLY REPORTS SUBMITTED TO SUPERINTENDENT OF SCHOOLS), Dec. 1938--. 1 vol. Dec. 1937 - June 1938 in (Correspondence), entry 354.

Narrative reports of calls on absentees noting name of absentee, school; number of days absent, disposition of case, comments. Includes notations of cases determined by court action requiring parents to send children to school, and visits to children in disciplinary schools committed by court. Arr. chron. Indexed alph. by name of pupil. Typed. 115 pp. 11⅓ x 9½ x 1.

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1. Brookline Records, 1838-1857, p. 484
2. Ibid., p. 504
3. Ibid., 1872-1884, p. 31
4. Idem.
5. Ibid., p. 609
6. Acts, 1912, ch. 552, sec. 1
7. Brookline Acts and Laws, p. 231

347. (COPY OF SUPERVISOR'S MONTHLY REPORT OF PUPILS ENTERING AND LEAVING SCHOOL, SUBMITTED TO SUPERINTENDENT OF SCHOOLS), 1937--. 1 bdl.

Contains report of:

i. Pupils entering school: Date of entering; name, present and previous addresses, date of birth of child; grade entered, name of school previously attended.

ii. Pupils leaving school: Date of leaving; name, present and new addresses, age, grade of pupil; name of new school or employer.

Arr. by date of report. No index. Typed. 11 x 8 x 1½.

348. (MONTHLY ATTENDANCE REPORTS SUBMITTED BY SCHOOL PRINCIPALS), Sept. 1938--. 1 vol.

Statistical summaries of attendance: Name of school, number of sessions, number of pupils last day of last month and last day of current month, total admitted and discharged current month, total registration and enrollment in school year to date; average, total number of boys, girls attending kindergarten and eighth grades; total number present, tardy; total times tardy (teachers); number, dates of fire drills and number of minutes required in each; signature of principal, date of school closing, date of report. Also contains record of:

i. Pupils admitted, readmitted: Name of pupil, place of previous enrollment; date of admittance, readmittance; total number admitted.

ii. Pupils discharged or dropped: Name of pupil; reason, date discharged, dropped; total readmitted.

Arr. by date of report and thereunder alph. by name of school. No index. Hdw. on ptd. form. 100 pp. 12½ x 9½ x 1.

Pupils' Records

Admissions

349. (ADMISSION CARDS OF PUPILS ATTENDING BROOKLINE PUBLIC AND PRIVATE SCHOOLS), 1937--. 5 file drawers. System estab. 1937.

Card filled out by teachers on October 1, white cards for public schools, yellow cards for private schools: Name, present and previous addresses, place and date of birth, sex of pupil; name of parent or guardian, name of school, grade number, date of admission. Arr. alph. by name of school and thereunder alph. by name of pupil. No index. Hdw. on ptd. form. 3 x 7 x 20½.

Employment of Minors

350. (CENSUS CARDS OF EMPLOYED CHILDREN UNDER SIXTEEN YEARS OF AGE), 1925--. 5 file drawers. System estab. 1925.

Name, address, place and date of birth, age as of October 1, sex, physical defects (if any), registration number of minor; name of school last attended, total days of attendance, dates of employment certificates, remarks, dates of remarks. Arr. alph. by name of st. and thereunder by st. no. No index. Hdw. on ptd. form to 1937, typed on ptd. form thereafter. 3 x 7 x 20½.

351. (EMPLOYMENT CERTIFICATES REQUIRED BY MINORS 14-16 YEARS OF AGE), 1937--. 1 file drawer.

Certificates required of minors who wish to work during summer vacation period and on days when school is not in session: Name, signature, address, place and date of birth, age, sex, color of hair and eyes, distinguishing facial marks (if any) of minor; type of evidence of age submitted, name of school last attended, grade completed; name of firm, business address of employer, nature of employment; name of city or town issuing certificate; certificate and factory numbers, signature of representative of superintendent of schools; date of issue, reissue. Includes on reverse side excerpts from law regarding employment of minors; dates of expiration of certificate and opening of school; signature of parent, guardian, custodian, or next adult friend. Also contains minor's:

i. Employer's promise of employment: Name of minor; firm name, address of employer; nature of employment, number of hours of required work, signature of employer or employer's representative, date of promise.

ii. Physician's certificate of health: Name of minor, certification of health, statement of familiarity with work at which minor is to be employed, signature of physician, date of certificate.

iii. School record: Name, address, date of birth of minor; name of parent, guardian, custodian, or next adult friend; name, location of school attended; number of years in school, grade last completed, studies pursued, number of weeks in attendance during the 12 months preceding application for employment certificate, number of days of school attendance after 13th birthday, certificate number, signature of principal or teacher in charge, date of application. Includes on reverse side regulations governing employment of minors, signature of superintendent of schools, date of issue of employment certificate.

Arr. alph. by name of pupil. No index. Typed on ptd. form. 3 x 7 x 20½.

For employment certificates of minors 16-21 years of age, 1934--, see entry 353.

352. (APPLICATION FOR A MINOR'S LICENSE TO WORK AS NEWSBOY, PEDLER, OR BOOTBLACK), 1922--. 2 file drawers.

Name of employer; signature, address, place and date of birth, physical defects (if any), employment badge number, school record of minor; name of school, attendance and conduct record, signature of parent, principal, superintendent's agent; date of issue, reissue of license; remarks. Also contains:

i. Employer's promise of employment of minor: Name, address of minor; nature of employment, signature of employer, date of promise.

Arr. alph. by name of employer and thereunder alph. by name of minor. No index. Hdw. on ptd. form. 3 x 7 x 20½.

353. (EDUCATIONAL CERTIFICATES FOR EMPLOYMENT ISSUED TO MINORS 16-21 YEARS OF AGE NOT REQUIRED TO ATTEND EVENING SCHOOL), 1934--. 3 file drawers. Prior records destroyed.

Name, signature, address, place and date of birth, age of minor; type of evidence of age submitted, name of school last attended, grade completed; name of firm, business address of employer, nature of employment, name of city or town issuing certificate; certificate and factory numbers; signature of

representative of superintendent of schools; dates of issue and reissue. Includes on reverse side excerpts from laws regarding employment of minors. Arr. alph. by name of minor. No index. Typed on ptd. form. 3 x 7 x 20½.

354. (CORRESPONDENCE), 1937--. 1 file drawer. System estab. 1937. Correspondence with supervisors of attendance of other cities and towns, disciplinary schools, police courts relative to delinquent children. Also contains: (Copies of Weekly Reports Submitted to Superintendent of Schools), Dec. 1937-June 1938, entry 346. Arr. alph. by subject. No index. Hdw., typed. 11 x 13 x 22.

XV. TRUSTEES OF THE PUBLIC LIBRARY

At the annual meeting of March 1857 Brookline voted to establish a public library and "To choose annually from the inhabitants twelve persons, who shall constitute a Board of Trustees, with authority to make suitable regulations for the government of said liberty. Said Board of Trustees shall select and purchase books and periodicals for the library and fit up the room therefor, and have the general charge of the library and room."[1] The bylaws regulating the Brookline library specify that four trustees be elected each year for a three year term and then further require the trustees to hold regular meetings once each month.[2] For administrative purposes the board is divided into two standing committees: A committee on the library and a finance committee; the duties of the two committees are outlined as follows:

> It shall be the duty of the committee on the library to recommend to the board from time to time such books as it may be desirable to purchase or exchange; . . . to direct in regard to the binding and covering of books . . . and to impose such other restrictions on the use of books as in their judgment may be expedient . . . ; to see that regulations relative to the Library are complied with; to see that proper books and forms are prepared for the use of the librarian; to superintend the printing of such catalogues for the Library as the board may direct, and to have the general charge and direction of the Library and Library building. It shall be the duty of the Finance Committee to examine all bills against the Library and to approve for payment, all necessary warrants, drafts, and other orders to expend the appropriation made for maintaining the Public Library.[3]

Since 1915 the chairman of the board has been ex officio a member of

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1. Brookline Records, 1838-1857, p. 562
2. Brookline Acts and Laws, p. 201
3. Idem

the limited town meeting.[1] The administrative staff of the library by 1937 numbered 24.[2]

Except where otherwise noted, all records are in the librarian's office, first floor, Brookline Public Library, 361 Washington Street.

Minutes and Reports

355. TRUSTEES' RECORDS (Minutes of Meetings), 1857--. 4 vols. Discussion and action on recommendations of library committee, annual budget; names, terms of trustees present; date of meeting. Also includes abstract of wills containing library bequests: Name, address of testator; amount, nature of bequest or devise; conditions, date of will, name of executor. Arr. by date of meeting. No index. Hdw. 500 pp. 12½ x 10 x 2.

356. (Minutes of Meetings of) LIBRARY COMMITTEE, 1877--. 4 vols. Discussion on purchase of new books, appointment of library employees; recommendations to trustees; names of members present, date of meeting. Arr. by date of meeting. No index. Hdw. 300 pp. 12 x 10 x 1½.

357. ANNUAL REPORT OF THE TRUSTEES (and Librarian) OF THE PUBLIC LIBRARY. 1857--. 82 vols. 1857-- also in Annual Report of the Town Officers, entry 2.

Narrative report of the trustees summarizing circulation percentages, appropriation recommendations, with comments on the staff and acknowledgment of gifts. Includes librarian's report containing the following tabulations:

i. Circulation, 1858--: Comparison of circulation of current and previous year, showing totals of main and branch library, school and fire house circulation. 1907-- includes per capita circulation, percentages of fiction in adult and juvenile circulation, number of pictures and maps for home use.

ii. Financial statement, 1878--: Report of library treasurer, 1878-1927, librarian, 1928--, showing receipts from town appropriation, reserve fund, fines; expenditures for salaries, book purchases, supplies, repairs, fuel, light; total receipts, expenditures, balance.

iii. Inventory, 1858--: Breakdown by subject of number of volumes in library at close of previous year; number added by purchase, gift, binding; number withdrawn; total number of maps, prints, photographs.

iv. Registration, 1907--: Number of adult, juvenile borrowers; total number of borrowers, percent of population served.

v. Staff, 1857-70, 1872--: Number, minimum and maximum salaries of librarians, assistants, department heads, janitors.

Arr. by subject. No index. Ptd. 10 pp. 8 x 6 x 1/8.

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1. Brookline Acts and Laws, p. 120
2. Annual Report, 1937, p. 118

358. SPECIAL REPORT OF THE BOARD OF TRUSTEES OF PUBLIC LIBRARY (on Erection of New Library Building), 1867. 1 vol.
Names of subscribers, amount of subscription; cost of land, constructions; copy of selectmen's authorization to town treasurer to borrow necessary money. Arr. by subject. No index. Ptd. 10 pp. 10 x 6 x 1/8.

359. REPORT OF THE COMMITTEE ON NEW PUBLIC LIBRARY, TO BE PRESENTED AT THE SPECIAL TOWN MEETING, Oct. 29, 1908. 1 vol. (dated).
Published report of selectmen on meeting authorizing the erection of a new library building; recommendations of the committee for its location, with architect's estimate of cost. No arr. No index. Ptd. 16 pp. 10 x 6 x $\frac{1}{8}$.

Financial Records
(See also entries 82-xv,357-ii)

360. (LIBRARY RECEIPTS AND EXPENDITURES), 1860--. 1860-97 in Library Treasurer (Trust Funds) Accts., entry 361; 1898-- in Cash Book, entry 180.
Name, address of payer or payee; amount, source or purpose, date of receipt or expenditure.

361. LIBRARY TREASURER (Trust Funds) ACCTS., 1860-1927. 2 vols. 1928-- in Cash Book, entry 180.
Name, purpose, amount of fund; date of establishment; amounts, dates of interest earned, expenditures; balance. Also contains: (Library Receipts and Expenditures), 1860-97, entry 360. Funds arr. by name of fund, receipts and expenditures by date of transaction. No index. Hdw. 300 pp. 14 x 10 x 1$\frac{1}{2}$.

Borrowers' Records
(See also entry 357-iv)

362. (Adult) REGISTRATION APPLICATIONS, 1910--. 29 file boxes.
Name, address, age, occupation of applicant; name of family with whom applicant resides; name, address of employer; date of application. Arr. alph. by name of applicant. No index. Hdw. on ptd. form. 4 x 3 x 16. Delivery rm., first fl., Brookline Pub. Lib.

363. (Juvenile) REGISTRATION APPLICATIONS, 1910--. 2 file boxes (A-Z).
Name, address, age, school, grade of applicant; date of application, card number, name of parent. Arr. alph. by name of applicant. No index. Typed on ptd. form. 3 x 5 x 18. Children's rm., first fl., Brookline Pub. Lib.

364. NUMERICAL REGISTER (of Adult Borrowers), Nov. 22, 1928--. 4 vols. (1 vol., Nov. 22, 1928-Aug. 26, 1930, dated; 3 vols., Aug. 27, 1930--, unlabeled). Prior records destroyed.
Name, address of borrower; date of issue, cancelation of registration card; card number. Arr. by date of issue. No index. Hdw. 200 pp. 11 x 9 x 1, 2 vols., 1928-32, workrm., bsmt.; 2 vols., 1932--, main desk; Brookline Pub. Lib.

365. NUMERICAL REGISTER (of Juvenile Borrowers), 1910-- 3 vols.
Prior records destroyed
Name, address of borrower; date of issue, cancelation of registration card; card number. Arr. by date of issue. No index. Hdw. 200 pp. 11 x 9 x 1
Desk, children's rm., first fl., Brookline Pub. Lib.

Miscellaneous

366. GENERAL CORRESPONDENCE, 1920-- 8 file boxes.
Correspondence relative to books, personnel, supplies, maintenance. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

367. RULES AND REGULATIONS OF THE PUBLIC LIBRARY, 1857, 1861, 1889
3 vols.
Rules governing election, powers and duties of the board of trustees; registration, borrowing privileges of residents; duties of the librarians; article section number; date of adoption. Arr. by article no. No index. Ptd. 10 pp. 8 x 5⅛ x 1/8.

XVI. BOARD OF PUBLIC WELFARE[1]

Although there are records of Brookline's support of the town poor as early as 1718, the office of the overseers of the poor as such does not emerge until 1846 when the voters elected the selectmen specifically as overseers of the poor.[2] That the selectmen had already for one century been performing the functions of overseers is evident in the vote of 1723 that the allowance to Widow Hill of £2 5s "be disposed of in cloathing by ye selectmen".[3] At any rate, from 1846 through 1876 the selectmen were annually chosen to serve as overseers.[4] In 1877, considering the second article warrant: "To see if the town will choose two women as Overseers of the Poor," the town voted that there be seven overseers, the five selectmen and two women not serving in any other town office.[5] In 1923, by accepting chapter 26 of the Acts of 1923, Brookline voted the name of the office be changed from overseers of the poor to board of public welfare.[6] The structure of the office remained unchanged however, until 1933 when it was voted that once again selectmen be authorized

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Brookline Records, 1838-1857, p. 180
3. Muddy River Records, p. 124
4. Brookline Records, 1838-1884, 3 vols., I, p. 180 to III, p. 319, passim
5. Ibid., 1872-1884, p. 381
6. Brookline Acts and Laws, p. 138

to act as the board, a provision that has held to the present time.[1]

Except where otherwise noted, all records are in the public welfare office, basement, Public Library, Washington Street.

Minutes and Reports
(See also entry 3-i)

368. POOR RECORDS (Minutes of Meetings), 1898--. 2 vols. Title varies: Records - Poor - Brookline, 1898-1908.
Consideration of applications for aid, reports of investigators, financial summaries; names of members; place, date of meeting. Arr. by date of meeting. Indexed alph. by subject and by name of applicant. Hdw. 150 pp. 11½ x 9½ x ¼, 250 pp. 14½ x 10 x 2. 1 vol., 1898-1908, rm. 11; 1 vol., 1909--, rm. 6; T.H.

369. (ANNUAL REPORT OF OVERSEERS OF POOR, BOARD OF PUBLIC WELFARE), 1878--. In Annual Report of the Town Officers, entry 2.
Contains reports of overseers of poor 1878-1923, board of public welfare, 1924--:
i. Aid to dependent children, 1936--: Number of cases, amount of federal grant, total expenditures.
ii. Almshouse:
  a. Narrative report of construction and completion; amount of appropriation, breakdown of expenditures by purpose, 1882-84.
  b. Name, age of inmate; date of admission, discharge; total number of inmates, 1884-1909.
  c. Maintenance account, 1884-1909: Name of payee; amount, purpose of expenditure; total.
iii. Case histories:
  a. Name, marital status of recipient; date, type of aid, 1887-1909, 1914-22.
  b. Names of mental cases committed; place, cause of commitment, 1884-1909.
  c. Names, ages of boys committed for truancy or mischief; place of commitment, 1893-96.
iv. Narrative report, 1883--: Comment on general functions of board, increase or decrease in relief needs and expenditures, types of aid given: classification of expenditures; amount of current, recommended appropriation; amount of reimbursements for outside aid. 1883-1932 includes total number aided.
v. Old age assistance, 1930--: Number of persons aided; amount of appropriation, federal grant, total current and previous years expenditure.

370. OUTDOOR RELIEF IN THE TOWN OF BROOKLINE, MASS., 1873-93. 1 vol.
Annual report by secretary of board of overseers of the poor showing trend of public relief: Number of persons in need of permanent, temporary relief,

1. Annual Report, 1933, p. 15

almshouse care; number of children boarded out, annual relief expenditures, tables and graphs comparing relief statistics of Brookline with those of other cities and towns. Arr. by year. No index. Ptd. 10 pp. 8 x 5 x 1/16. (Also in Boston Pub. Lib.)

371. LETTERS - OVERSEERS OF THE POOR - TOWN OF BROOKLINE (Report of Hospitalization of Temporary Residents), 1904-5. 1 vol.
Letterpress copies of reports to state board of public welfare of treatment of persons without legal settlement: Name, address, occupation of patient; prior residence, date of entry into state, residence of parents, itemization of expenditures. Includes table of contents. Arr. alph. by name of patient. No index. Hdw., typed. Writing faded, paper and binding poor. 756 pp. 12 x 11 x 2. Treas. va., bsmt., T.H.

372. (REPORT ON POORHOUSE), Mar. 10, 1845. 3 sheets.
Committee report at town meeting on the necessity of procuring a place for a more systematic and economical maintenance of the poor. Hdw. 5 pp. 12 x 7. Old records va., bsmt., T.H.

General Cases
(See also entries 3-i,203-v,369-ii,-iii,-iv,371,487-iv)

373. APPLICATIONS FOR WELFARE AID, 1905--. 12 file boxes.
Name, address, age, occupation, marital and financial status of applicant; place, date of birth; number of dependents, case number; date, disposition of application. Also contains: Brookline Pauper List, entry 376. Arr. by case no. For index, see entry 374. Hdw., typed. 12 x 16 x 24.

374. (Index to) WELFARE CASES, 1905--. 5 file boxes.
Index to Applications for Welfare Aid, entry 373; Outdoor Aid (Case Histories of Relief Workers), entry 377; Mothers' Aid Applications, 1910--, entry 380; Mothers' Aid (Case Histories), 1914--, entry 381; Hospital Relief (Expenditures), 1915--, entry 386; Old Age Assistance (Case Histories), 1931--, entry 392; Name, address of recipient; nature of aid, case number. Arr. alph. by name of recipient. Typed. 4 x 3 x 18.

375. (Rejected) WELFARE APPLICATIONS, 1910--. 1 file box.
Name, address, financial status of applicant; number of dependents, date of application; cause, date of rejection. Arr. alph. by name of applicant. No index. Hdw., typed. 12 x 16 x 24.

376. BROOKLINE PAUPER LIST, 1847-1903. 7 vols. Missing: 1904. Title varies: Paper Register, 1847-85, 5 vols. 1905-- in Applications for Welfare Aid, entry 373.
Name, address, age, color, birthplace of applicant; date of entry into state, place of settlement; place, date of naturalization; number of dependents; amount, date of aid; remarks. Arr. by date of aid. No index. Hdw. 11½ x 9½ x 2. Rm. 11, third fl., T.H.

377. OUTDOOR AID (Case Histories of Relief Workers), 1905--. 16 Kardex files.
Name, address of worker; number of dependents; days of labor; amount, date of aid; case number. Arr. by case no. For index, see entry 374. Hdw. 1 x 12 x 24.

378. (PAUPER LIST), 1836-38. In Town Records - Brookline, entry 43.
Annual record of certificate of aid to paupers, submitted to secretary of state: Name, address, age, sex of pauper; length of residence in town, name of agent filing list; date of aid, certificate.

379. SUPPORT OF THE POOR, 1897-99. 2 vols.
Case histories of recipients having no legal settlement: Name, address, age, birthplace of recipients; period of residence in state, town; place, date of naturalization; names, ages of dependents; amount, date of aid. Reverse side contains record of reimbursement by state: Name of recipient, amount, date of reimbursement. Includes list of persons buried or sent to almshouse, with amount due from state. Arr. by date of aid. Indexed alph. by name of recipient. Hdw. 400 pp. 12 x 14½ x 3. Rm. 11, third fl., T.H.

Aid to Dependent Children
(See also entry 369-i)

380. MOTHERS' AID APPLICATIONS, 1910--. 1 file box.
Name, address of applicant; number of dependents, date of application, case number. Arr. by case no. For index, see entry 374. Hdw. 12 x 16 x 24.

381. MOTHERS' AID (Case Histories), 1914--. 1 vol.
Name, address of recipient; number of dependents; amount, itemization, date of aid; case number. Arr. by case no. For index, see entry 374. Hdw. 300 14 x 14 x 2

Financial Records
(See also entries 82-x, 368, 369-ii a,-ii c,-iv, 370, 371)

382. CASH BOOK, 1904--. 1 vol.
Monthly record of receipts and expenditures: Name of payer or payee; amount, source or purpose, date of receipt or expenditure; voucher, check number; monthly total. Arr. by date of transaction. No index. Hdw. 200 pp. 24 x 14 x 1½.

383. LEDGER, 1926--. 3 vols.
Monthly summary of receipts and expenditures as posted from Cash Book, entry 382. Receipts from town appropriations, reimbursements from state and municipalities: Name of payer; amount, source, date of receipt. Expenditures for aid, hospitalization, supplies, administration: Name, address of payee; amount, purpose, date of expenditure. Arr. by month. No index. Hdw. 800 p 20 x 14 x 4

384. (Original) BILLS PAID, 1932--. 4 file boxes.
Name, address of creditor; amount, itemization, date of purchase; amount, date of payment. Arr. alph. by name of creditor. No index. Hdw. 12 x 12 x 24.

385. (Outdoor Aid) PAY ROLL, 1932--. 2 vols.
Weekly pay roll for outdoor labor by aid recipients: Name, address of employee; hourly wage rate, number of labor-hours; amount, date of payment, pay roll. Arr. alph. by name of employee and thereunder by date of pay roll. No index. Hdw. 300 pp. 14 x 12 x 2.

386. HOSPITAL RELIEF (Expenditures), 1915--. 4 file boxes.
Hospitalization of aid recipients: Name, address, age of patient; name of hospital; cause, period of hospitalization; amount, itemization of fee; date of payment, case number. Arr. by case no. For index, see entry 374. Typed. 5 x 4 x 14. Rm. 6, T.H.

387. A. AND P. (Atlantic and Pacific Tea Company) AND FIRST NATIONAL (Stores) YELLOW SLIPS (Grocery Orders), 1933-34. 3 cardboard boxes.
Food orders issued to aid recipients: Name of recipient; amount, date, number of order; signature of welfare agent. Arr. by order no. No index. Hdw. on ptd. form. $2\frac{1}{2}$ x $8\frac{1}{2}$ x $10\frac{1}{2}$. Treas. va., bsmt., T.H.

388. (Expenditures for) PARTIAL SUPPORT, 1902-7. 1 vol.
Name, address of recipient; amount, date of payment. Arr. by date of payment. No index. Hdw. 250 pp. 20 x 14 x $1\frac{1}{4}$.

389. (BILL FOR SUPPLIES), Nov. 10, 1778. 1 sheet.
Bill from selectmen to the general court for supplies issued to the poor. Hdw. 1 p. 10 x 8. Mass. Hist. Soc. Lib., Boston.

Correspondence

390. GENERAL CORRESPONDENCE, 1920--. 4 file boxes.
Correspondence concerning applications, investigations, grants of aid, rejections, reimbursements. Arr. alph. by name of correspondent. No index. Hdw., typed. 12 x 12 x 24.

391. (PETITIONS FOR REIMBURSEMENT), Mar. 17, 1742, Dec. 6, 1752. 2 sheets.
Requests of selectmen that the town be reimbursed for money spent for care and treatment of a sick Indian woman without ascertainable legal settlement. Hdw. 2 pp. 8 x 10. (Indian, 1705-50, vol. 31, p. 383.) Mass Archives, State House, Boston.

Old Age Assistance
(Assistance required by law 1931; see also entry 369-v)

392. OLD AGE ASSISTANCE (Case Histories), 1931--. 1 vol.
Name, address, age of recipient; number of dependents; amount, date of aid;

case number. Arr. by case no. For index, see entry 374. Hdw. 300 pp. 14 x 14 x 2.

XVII. STATE AID AGENT[1]

In Brookline the appointment of a state aid correspondent was annually published by the selectmen between 1904 and 1913; the correspondent was to carry on the routine of administering state aid to local soldiers, and of corresponding with the commissioner of state aid and pensions of the Commonwealth.[2] The officer was not listed again until 1938 when the secretary of the board of selectmen appears among the appointive officers in the annual report as "state aid agent."[3] It is impossible that the office has been regularly filled in the interim without the appointments being published. The principal responsibilities of the agent in overseeing the local distribution of state and military aid are outlined in chapter 115 of the General Laws. Before the first appointment of a state aid agent the selectmen carried out this responsibility.

In addition to the following records, see entry 82-xxiv,-xxix for appropriations 1864--.

393. (APPLICATIONS FOR STATE AID), 1885--. In Miscellaneous (Records and) Correspondence, entry 36-vi. Aid authorized by law 1861. Name, address, age, financial condition of applicant; names of dependents, date of application. For index 1910--, see entry 395.

394. (APPLICATIONS FOR MILITARY AID), 1885--. In Miscellaneous (Records and) Correspondence, entry 36-ii. Aid authorized by law 1879. For description, see entry 397. For index 1910--, see entry 395.
For authorization for payment of aid, see entry 190-i.

395. (Index to Applications for) STATE AID, SOLDIER'S RELIEF, MILITARY AID, 1910--. 1 file box.
Name, address of applicant; disposition of application; amount, date of aid; folder number. Arr. alph. by name of applicant. Typed. 5½ x 3½ x 15. Sel. main off., rm. 6, T.H.

396. SOLDIERS' RELIEF AND STATE AID, 1905--. 3 file boxes.
Case histories of state aid recipients: Name, address, rank, marital status, occupation, physical condition, court record of applicant; place, date of birth; settlement history, record of prior receipt of aid; name, address of

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1905, p. iii; ibid., 1913, introductory pages unnumbered
3. Ibid., 1938, p. vi

last employer; reason for unemployment, name of wife; name, ages of dependents; amount, date of aid; case number. Also contains: (Case Histories of Recipients of Soldier's Relief), entry 398. Arr. by case no. No index. Hdw. 16½ x 11¼ x 27½. Sel. main off., rm. 6, T.H.

XVIII SOLDIERS' RELIEF AGENT[1]

In 1938 for the first time a "soldiers' relief agent" in addition to the state aid agent was listed among the town's appointive offices in the annual report.[2] From the report of the town accountant it appears that the agent's principle function is to investigate the cases of soldiers claiming relief under chapter 115 of the General Laws.[3] He has acted as agent for the selectmen who previously were responsible for the report. The officer publishes no report of his own.

In addition to the following records, see entry 82-xxix for appropriation 1875.

397. (APPLICATIONS FOR SOLDIERS' RELIEF), 1888--. In Miscellaneous (Records and) Correspondence, entry 36-v. Aid authorized by law 1888.

Name, address, age, service record of applicant; names of dependents, date of application. For index 1910--, see entry 395.

398. (CASE HISTORIES OF RECIPIENTS OF SOLDIERS' RELIEF), 1905--. In Soldiers' Relief and State Aid, entry 396.

For description, see entry 396.

XIX. WPA COORDINATOR[1]

A WPA coordinator has been appointed in Brookline since 1937.[4]

In addition to the following records, see 592-v for the engineer's report on federal relief projects 1933--; entry 691 for the forestry superintendent's statement of work performed by federal relief agencies 1933--.

399. (ANNUAL REPORT OF COST ACCOUNTANT ON WPA), 1935-36. In Annual Report of the Town Officers, entry 2.

Number of skilled, unskilled workers; amount of federal grant, town's contribution for materials; comments on usefulness and need of projects.

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1938, p. vi
3. Ibid., p. 480
4. Ibid, 1937, p. 136

400. (ANNUAL REPORT OF WPA AGENT), 1937-- In Annual Report of the Town Officers, entry 2.
Current, maximum, minimum number of persons on rolls; rate of assessment on town for project materials; total amount of federal grant, town expenditure.

XX. BOARD OF HEALTH[1]

Early town meeting action relating to public health in Brookline was primarily concerned with smallpox and its controls. In June 1775 it was voted "to provide some Convenient place to move any Person or Persons that may be infectious with Small Pox in Sd Town"; a committee of five was elected to administer the £13 appropriation voted forthwith for such a building.[2] Again in 1778 the town's representative in the general assembly was directed "to enquire by whose order the Barracks on Sewall's Point in this Town are to be employed as Hospitals for inoculating the Soldiers of the Continental Army with the Small Pox; and that he may exert himself to cause the same to be put under such Regulations and Restrictions as may tend effectually to secure the Inhabitants of this town from the Infection of that Distemper."[3] On several later occasions the towns showed a similar concern for public health, but there is no record of its electing a board of health for another hundred years. In the meantime, the selectmen appear to have had some of the responsibilities of a board of health, for in 1865 the town requested "their Selectmen, acting as a Board of Health," to enforce certain public regulations; the incidental reference to the board is the first one in the town records.[4] In 1873 there is a record of $3,000 appropriated to the "use of the Board of Health."[5] But not until March 20, 1876, was there a specific warrant article "To see if the town will choose a Board of Health," and the record of the election by ballot of three men, two of them physicians, on that article is the first official record of a town election to the board of health.[6] In the year following, 1877, the selectmen were elected as board of health; they may have continued to fill the office from that time to the present being laymen rather than medical men, however, they have delegated much of their program to a physician appointed to act as agent of the board of health office.[7] The first board of health lost no time in drawing up and presenting to the town at the adjourned meeting following their election in 1876 a set of bylaws regulating the public health, all of which were accepted by town votes.[8]

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1. For the statutory origin and duties of the offices, see Town Government in Massachusetts.
2. Muddy River Records, p. 255
3. Ibid., p. 275
4. Brookline Records, 1858-1871, p 269
5. Ibid., 1872-1884, p. 91
6. Ibid., p. 320
7. Ibid., p. 381; Annual Report, 1938, p. iii; cf. sketch on health officer, p. 162
8. Ibid., 1872-1884, p. 334

The bylaws thus outlined the responsibilities of the board: "It shall be the duty of the Board of Health to be vigilant and active in protecting the public health; to see that the laws and ordinances in relation to the same are enforced, to communicate their views to the Board of Selectmen from time to time, as they may deem expedient; and they shall have power to call upon the police and various town officers to aid them in the performance of these duties."[1] The bylaws further required the board annually to choose one member as chairman and to appoint a secretary; in February each year it was to make two reports, one to the town on its activity in the year past and "a review of the Sanitary condition of the town," the other to the selectmen estimating in detail the departmental appropriations required for the coming financial year. Bills for expenditures were to be drawn by the chairman and examined by the auditor of the selectmen before being paid by the treasurer. The board was authorized to regulate the burial of the dead (issuing licenses for burials and appointing undertakers), to oversee the collection and disposal of refuse, cleansing of vaults and drains, sale of food products, and abatement of nuisances and it was given broad authority to prescribe for regulations against the spread of infectious diseases.[2]

Except where otherwise noted, all records are in selectmen's main office, room 6, first floor, Town Hall, 329 Washington Street. In addition to the following records, see entry 82-xxv for appropriations 1872--.

Minutes and Reports

401. BOARD OF HEALTH RECORDS (Minutes of Meeting), 1876--. 6 vols. Discussion of division activities, recommendations for appropriations to each division; enactment of rules and regulations for inspection, quarantine, sanitation; names of members present, date of meeting. Arr. by date of meeting. Indexed alph. by subject. Hdw. to 1907, typed thereafter. 300 pp. 11 x 9 x 1 to 550 pp. 14 x 10 x 2½. 1 vol., 1876-86, rm. 11, third fl., T.H.; 5 vols., 1887--, rm. 6.

402. (ANNUAL REPORT OF BOARD OF HEALTH), 1885-87, 1902, 1904--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Appropriations and expenditures, 1902, 1904--: Amount of appropriation for current year, recommended for ensuing year; amount of expenditure for current and preceding year. For report on appropriations 1881-84, see entry 3-vii.

ii. Contagious diseases:

a. Name of street location; monthly, total number of cases reported, classified by type of disease, 1885-87.

b. Narrative report on prevalence, care, preventive activities of board; recommendations, 1902, 1904--.

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1. Brookline Records, 1872-1884, p. 366
2. Ibid., pp. 336-340

(ANNUAL REPORT OF BOARD OF HEALTH) (Cont'd)

iii. Contracts for garbage disposal, 1885-87, 1906-21: Name of contractor; terms, period of contract.

iv. Licenses issued and renewed:
  a. Names of undertakers licensed, 1885-87, 1902, 1904-24.
  b. Number of stables licensed, 1902.
  c. Number of bone and grease collectors licensed, 1885-87; names, addresses of licensees, 1904-24.
  d. Names, addresses of manicurists, masseurs licensed, 1915-24.
  e. Names, addresses of persons licensed to sell wood alcohol, 1919-24.

v. Nuisances, 1885-87: Number of complaints, prosecutions for violations of health regulations.

vi. Personnel: Name, position of board member or employer; date of appointment or resignation.

vii. Rules and regulations issued by board, extracts from state laws governing contagious diseases, sanitary conditions, waste material, production and sale of foodstuffs, animals, burials. 1908-24 includes list of contagious diseases.

403. (ANNUAL REPORT ON VITAL STATISTICS SUBMITTED BY TOWN CLERK TO BOARD OF HEALTH), 1875--. In Annual Report of the Town Officers, entry 2.

Report addressed to selectmen, 1875-1900; to board of health, 1901--:

i. Births: Number of male, female, single, twin births classified by month ; number of births to Brookline residents in town, out of town. Occasionally includes monthly record of preceding year.

ii. Deaths: Monthly (1875-84) and daily (1885--) record of deaths, showing name, age, sex, marital status, occupation of deceased. 1905-- includes record of out-of-town deaths of former Brookline residents, giving names of deceased persons.

iii. Marriages: Number of marriages by month; number of marriage of bride, groom.

iv. Summary of vital statistics covering 1923--, given only in reports 1929--: Total population; total number of births, deaths, stillbirths, marriages; number of births, deaths, stillbirths, marriages per 1000 population.

404. (ANNUAL REPORT OF DIRECTORS OF FOOD CENTER TO BOARD OF HEALTH), 1921-22. In Annual Report of the Town Officers, entry 2.

Narrative report on aims and accomplishments, list of subjects taught; amount of current expenditures, recommended appropriations classified by purpose.

Contagious Diseases
(See also entries 402-ii,410-412,413-ii,422-i,-ii, -vi,-vii)

405. RECORDS OF (Death From) CONTAGIOUS DISEASES, 1897--. 17 vols.

Name, address, age, occupation of deceased; place of employment, type of disease, name of reporting physician, date of report, case number, date of

recording. Arr. by date of recording and by case numbered consecutively. No index. Hdw. 200 pp. 14 x 14 x 1. 16 vols., 1897-1934, old records va., bsmt.; 1 vol., 1934--, rm. 11, third fl.; T.H.

406. (CONTAGIOUS DISEASES), 1915--. 8 file boxes.
Histories of all home and hospital cases except hospital tuberculosis cases: Name, address, age, occupation of patient; name of reporting physician, date of report, nature of disease; names, ages, occupations of members of family; date of first symptoms, home visits; remarks. Home tuberculosis cases arr. alph. by name of patient; other cases arr. by date of report. No index. Hdw. on ptd. form. 5 x 6½ x 16½.

Miscellaneous

407. HEALTH (Correspondence), 1900--. 9 file boxes.
Correspondence (in numbered folios) relating to restaurants, buildings, yards, milk examinations. Arr. by folio no. 1900-1909, no index; for index 1910--, see entry 408. Hdw., typed. 11½ x 16½ x 28½.

408. (Index to) HEALTH (Correspondence), 1910--. 1 file box.
Name of correspondent; subject, date of correspondence; folio number. Arr. by subject. Typed. 4 x 5½ x 15½.

409. (Quarterly) HEALTH BULLETIN, 1920--. 1 vol.
General instructions to the public, report of results of inspection of premises of milk companies. Arr. chron. No index. Ptd. 200 pp. 12 x 14 x 2. Brookline Pub. Lib.

410. PUBLIC HEALTH BYLAWS, 1871. 1 vol.
Rules, regulations, and laws concerning sanitation, quarantine, drinking water, contagious diseases. No arr. No index. Ptd. 12 pp. 8 x 6 x 1/8. Brookline Pub. Lib.

411. TOWN OF BROOKLINE STATUTES AND ORDINANCES RELATING TO PUBLIC HEALTH, 1876--. 1 vol.,
Rules and regulations for private families, employers, and employees concerning quarantine, inspections, reporting of contagious diseases; penalties for infractions; outline of activities of the board and its agents. No arr. No index. Ptd. 55 pp. 6 x 9 x ½. Boston Pub. Lib.

XXI. HEALTH OFFICER[1]

The centralization of administrative functions in the selectmen by the town vote electing them as overseers of the poor and board of health (at one

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

time also as assessors and highway surveyors) meant that the selectmen have had to appoint expert agents to oversee the technical programs of each of these departments From 1877 to the present the selectmen have been elected as board of health, and from 1876 to the present they have annually elected a physician as their agent The first appointment of "physician to the board" was made June 27, 1876 [1] The selectmen did not describe the functions of their agent, nor did he himself publish a report of his activities. His salary at this time as reported by the treasurer was $151.57 which would indicate that the job did not require full time service [2] The reports of the board of health beginning in the following year, 1877, were prepared by the agent, according to the acknowledgment of the selectmen;[3] presumably the physician's principal responsibilities in this period were the enforcement of the town bylaws of 1876 regulating public health, although some professional services, perhaps to town paupers, is indicated in the treasurer's payments to the agent for "medical attendance "[4] In 1881 the title of the officer, which had been varying from year to year, was given as "agent of the board of health" under his own separate report,[5] and in 1885 he was included in the list of appointed town officers in the annual report [6] In 1893 the agent of the board was appointed to the committee considering the erection of a hospital for contagious diseases, and apparently after its erection he assumed general charge of it;[7] at any rate, in 1902 the board of health wrote of the agent that "His present duties are to see that the Board of Health Hospitals are properly conducted when open, and when they are closed to have anything in readiness for opening them at short notice, to find out what patients ought to be sent to the hospitals, and to see that they are sent . . . "[8] Later they outlined his responsibilities as superintendent of the hospital, and until 1913 when a medical director was separately appointed, the agent acted in both these capacities [9] There was another change in the office in 1913 when, following the resignation of the agent then serving, "the Civil Service Commission ruled that that position was within its jurisdiction, and after a public examination, the Board of Health appointed from the list of names submitted to it by the Commission, Dr Francis P Denny as Agent of the Board."[10] In 1916 the agent was first officially listed as health officer, a title which has continued unchanged to the present [11] The duties of the health officer, still unspecified in the town bylaws, are indicated in the nature of his annual report which tabulates deaths from all causes and the cases of communicable diseases in the town each year and also outlines the specific

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1 Treasurer's Report, 1877, p 129
2 Ibid , p 32
3 Ibid , 1878, p 66
4 Ibid , p 27
5 Annual Report, 1882, p 44
6 Ibid , 1885, p 5
7 Ibid , 1894, pp 175-178
8 Ibid , 1902, p 218
9 Ibid , 1904, pp 221-225; ibid , 1913, p 292
10 Ibid , 1913, p 292 In 1894, by voting to accept chapter 267 of the Acts of 1894, Brookline had adopted civil service.
11 Ibid , 196, p 236; ibid , 1938, p 238

programs used and proposed to protect public health in the past and future.1

The health officer acting as administrative agent for the board of health keeps no records of his own separate from that of the board, but see entry 483 for the officer's authorization of burial permits.

XXII. PUBLIC HEALTH NURSES[2]

Creation of the office of public health nurse in Brookline was required by a public emergency in 1916. In that year the health officer reported a serious outbreak of infantile paralysis which required house to house visits to comb certain districts for early detection of new cases; the officer went on to comment:

> "The value of trained nurses to public health work has long been recognized and all progressive municipalities are now making use of their services. Since 1909 there has been a school nurse in Brookline employed by the School Department, whose work is confined to the school children. Since 1912 we have had a tuberculosis nurse whose time is supposed to be devoted wholly to tuberculosis, although in times of need, as during epidemics of contagious diseases, she had devoted some of her time to the control of other diseases. During the past year the need of an additional nurse to help in the work of the Health Department became very obvious and the Board decided to employ a nurse from the beginning of the school year. Prior to the opening of the schools, however, the epidemic of poliomyelitis was threatening us and the Board authorized the health office to employ three nurses to work for the control of that disease . . . two of the nurses devoted their whole time to investigating the causes of the absence of pupils from the schools. This work has proved to be of value and teachers and parents have urged that it be continued permanently."3

According to the health officer the board of health in December 1916 appointed the first board of health nurse; "If the work with the school . . . is to be kept up", he added, "it will be necessary to appoint another nurse to help."[4] In the next year, 1917, two public health nurses were listed among the board of health officers and the health officer reported their program as follows:

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1. Annual Report, pp. 248-260
2. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
3. Annual Report, 1916, pp. 257-258, 261
4. Ibid., pp. 262-263

. . . The nurses visit the homes in which contagious diseases are reported. At these visits information is obtained and entered on card records, which are of value on tracing the origin and spread of the different diseases. The health of the members of the household exposed to the infection is investigated. The names of children to be excluded from school are sent to the School Department. Subsequent visits are made to see that the quarantine is being maintained and that the family remains well.

Another important part of the work is investigating the cause of absence of pupils from the public and parochial schools . . . there were 212 cases of contagious diseases discovered at these visits. In some of these cases no physician was called and in many they were called only on the advice of the nurse.

The nurses are of help in many ways besides in the discovery of contagious diseases. . . . They give advice in matters of hygiene, ventilation, temperature of the rooms, clothing, bathing, food, etc. They have opportunities for friendly advice on matters that are not strictly medical. . . .

The educational value of this work in matters of healthful living is very great. If we include in this home visiting the work of Miss Lewis, the school nurse, and of Miss Jervis, the tuberculosis nurse, we have yearly more than ten thousand visits by trained nurses. This means more than ten thousand opportunities for instruction in matters of health.[1]

In 1938, the health officer reported the work of the two public health nurses (apart from the tuberculosis nurse and the school nurse) as including 566 visits to absentee pupils, 284 visits to schoolhouses, 35 for the dental clinic, 27 settlements and investigations, 197 corrective visits, 320 for the diphtheria immunization survey, 60 T. B. visits, 581 quarantine visits, 35 pre-school visits, and 154 clinics at which the nurses assisted.[2]

412. (RECORD OF CONTAGIOUS DISEASES), 1938--. 2 file boxes. Record of cases of measles, mumps, whooping cough, scarlet fever, and chickenpox referred by physicians to the dispensary: Name, address, age, occupation of patient; name of physician, nature of disease, date reported to board of health; date of exposure, first symptom; name, age, occupation of each family member exposed to disease; dates of nurse's visits, remarks, disposition of case. Arr. by name of patient. No index. Hdw. on ptd. form. 5½ x 6½ x 15. Sel. main off., rm. 6, first fl., T.H.

XXIII. BOARD OF HEALTH HOSPITAL

The incentive to building a municipal hospital in Brookline, as in most towns was originally a dread of smallpox epidemics which could not be

1. Annual Report, 1917, pp. 270-271
2. Ibid., 1938, p. 256

Next entry, p. 167

efficiently controlled except by the organized program of responsible municipal officers. In 1788 at a time when smallpox was epidemic, the town voted "that Doct'r Aspinwall may erect a Hospital on his own farm; for the purpose of inoculating with the Small Pox. . . ."[1] This was a temporary and private hospital, endorsed by the town; the next similar vote was in February 1873 when the town voted "To . . . establish a hospital for persons having disease dangerous to the public health . . . and confirm the action of the selectmen as a Board of Health in providing a hospital for persons sick with the small pox."[2] Again the provision seems to have been only temporary, although this time the hospital was to be a municipal one, for in 1885 the board of health was reporting: "In view of the prevalence of small-pox in Canada, in the fall, and the very great likelihood of its appearing here during the winter, it was deemed advisable to erect a small pox hospital, and, accordingly, on October 12th it was voted to put up a two-story building in one corner of the lot on which the Almshouse stands. The building contains five rooms, and is sufficiently large to accommodate six or eight patients and two nurses, should necessity require it."[3] In 1893 the board reported that the hospital, fortunately not needed until that year, was being put in condition to receive patients and that ample facilities had been provided for free vaccination of the townspeople by the agent of the board and four other doctors.[4] At the same time the board observed:

> The occasional need of a suitable building, owned by the town for persons taken ill with diphtheria, scarlet fever or other dangerous contagious diseases (except small-pox) and having no home here, has received careful attention and it was Voted That in the opinion of the board, it is necessary to erect a separate building upon land owned by the town, adjacent to the almshouse, for the care and treatment of patients with contagious diseases.[5]

The annual meeting of 1894 voted an appropriation of $5,000 towards the erection of the building; and the board of health in its 1895 report consented to the completion of the hospital, the "two buildings being safe distance apart and remote from all other buildings."[6] In 1901 the annual meeting authorized the board of health to construct one new contagious hospital on the site of the old building and $86,500 was appropriated for that purpose.[7] The board in 1902 reported the building in process of construction and outlined the responsibilities

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1. Muddy River Records, pp. 362-363; for the statutory origin of town hospital for inoculation and the later statutory evolution of municipal hospitals for contagious diseases, see Town and City Government in Massachusetts
2. Brookline Records, 1872-1884, p. 69
3. Annual Report, 1886, pp. 81-82.
4. Ibid., 1894, p. 173
5. Ibid., 1894, p. 172
6. Ibid., 1895, pp. 30, 175-178
7. Ibid., 1902, p. 35

of the board of health agent for the overseeing of the institution.[1] In 1903 the agent reported the completion of the building,[2] the board estimated the annual cost of operating it at $10,000 and a "Superintendent of Hospitals" holding no other town office was listed in the health department's organization table.[3] The annual report of the following year included the first report of the superintendent under the title "Superintendent of Board of Health Hospital" and listed the new rules issued by the board of health, including this: "The agent of the Board of Health shall be the superintendent of the hospital and visiting physician. He shall be responsible to the Board of Health."[4] All other personnel of the hospital - a matron, outdoor manager, engineer, janitor among others - were immediately or indirectly responsible to the superintendent.[5] One additional hospital was approved when at a special meeting of December 20, 1913, a $4,000 appropriation was voted for construction of a tuberculosis hospital to be operated in connection with the contagious hospital.[6] In this same year also, the officer directing the hospital unit was given a new title still current, "medical director of the board of health hospital."[7] The director appointed in 1913 was for the first time in many years a separate officer from the board of health agent, but the two offices were to be filled separately for ten years only, the health officer in 1923 being once again appointed medical director.[8] There has been no change in the office to the present. The hospital unit, however, has continued to expand and to provide more and more different types of service. In 1938 an X-ray department was opened; the hospital staff included in addition to the medical director a registered nurse as resident superintendent, two visiting physicians, three internes, and a consulting staff of six surgeons and specialists; eighty-three patients were reported admitted in the year past.[9]

Except where otherwise noted all records are in the doctor's office, first floor, Brookline Board of Health Hospital, 315 Newton Street. In addition to the following records, see entry 82-xxvii for appropriation for smallpox hospital 1873.

Reports

413. (ANNUAL REPORT OF SUPERINTENDENT OF BOARD OF HEALTH HOSPITAL), 1904--. In Annual Report of the Town Officers, entry 2.
Contains record of:

i. Administration, 1904-- intermittently: Name, duties of superintendent, matron, outdoor manager, engineer; names of doctors called to assist, extracts from board of health rules, total cost of maintenance, narrative report of work done.

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1. Annual Report, 1902, pp. 35, 218, 220
2. Ibid., 1903, p. 222
3. Ibid., pp. 114, 116
4. Ibid., 1904, pp. 221-225
5. Idem.
6. Ibid., 1913, pp. 79, 316
7. Ibid., p. 292
8. Ibid., 1923, p. 202
9. Ibid., 1938, p. 264

(ANNUAL REPORT OF SUPERINTENDENT OF BOARD OF HEALTH HOSPITAL, 1904--.(Cont'd)

ii. Diseases classified by month: Name of disease, number of cases treated, result of treatment, total number of hospital days. Occasionally includes methods of treatment.

iii. Equipment, 1904-16 intermittently: Number, use of buildings; types of material used in construction, alteration, repair; arrangement of wards, report of acquisition of additional facilities.

iv. Patients treated: Total number of patients admitted, discharged, dead. 1908-- includes number of men, women, boys, girls by month; number of residents, nonresidents.

Patients' Records
(See also entry 413-iv)

414. (CASE HISTORIES), 1914--. 19 bdls., 2 file boxes. Prior records destroyed.
Histories of patients admitted to hospital: Name, address, age, occupation, case number of patient; nature of illness, name of doctor recommending hospitalization; date of recommendation, admission; type of treatment, progress of patient. Arr. alph. by name of patient. No index. Hdw. and typed on ptd. form. Bdls., 6 x 9 x 12; file boxes, 11 x 13½ x 28. 19 bdls., 1914-32, strm.; 2 file boxes, 1932--, dr. off.; Board of Health Hospital.

415. (CLINIC CHARTS), 1921--. 2 file boxes. Prior records destroyed.
Charts recording patients' weight, temperature, pulse, and respiration upon admission and discharge: Name, case number of patient; date of admission, discharge. Arr. alph. by name of patient. No index. Hdw. on ptd. form. 11 x 13½ x 28.

416. (LABORATORY SPECIMEN TEST RECORD), 1921--. 4 file boxes. Prior records destroyed.
Name of patient; nature, results, date of test. Arr. alph. by name of patient. No index. Typed on ptd. form. 11 x 13½ x 28.

417. (ORIGINAL X-RAY PLATES), 1921--. 1 file box. Prior records destroyed.
Original X-rays, with notation of name of patient, date of X-ray. Arr. alph. by name of patient. No index. 30 x 20 x 27.

418. (RECORD OF X-RAYS), 1921--. 2 file boxes. Prior records destroyed.
Name, address, case number of patient; results, date of X-ray. Arr. alph. by name of patient. No index. Hdw. on ptd. form. 11 x 13½ x 28.

419. (Record of Charges for) HOSPITAL (Services), 1910--. 8 file boxes.
Charges to private patients, state, cities, towns: Name, address of patient or name of municipality; nature of illness, period of hospitalization, amount of bill, folio number. Arr. by folio no. Typed. For index to tuberculosis cases, see entry 420; for index to all other cases 1900--, see entry 421. 11 x 17½ x 27 to 11½ x 16½ x 28½. 4 file boxes, 1910-24, rm. 8; 4 file boxes, 1924--, sel. main off., rm. 6; first fl., T.H.

420. (Index to) TUBERCULOSIS HOSPITAL CASES, 1910--. 1 file box.
Index to tuberculosis cases in (Record of Charges for) Hospital (Services), entry 419: Name, address of patient; name of parent or spouse; date of admission, discharge; amount, itemization of bill; name of payer, date of payment, remarks, folio number. Also contains: (Index to) Hospital Patients, 1911-31, entry 421. Arr. alph. by name of patient. Typed on ptd. form. 5¼ x 13½ x 28½. Sel. main off., rm. 6, first fl., T.H.

421. (Index to) HOSPITAL PATIENTS, 1900-1910, 1931--. 2 file boxes.
Title varies: Hospital, 1900-1910. 1911-31 in (Index to) Tuberculosis Hospital Cases, entry 420.
Index to all except tuberculosis cases in (Record of Charges for) Hospital (Services), entry 419: For description, see entry 420. Arr. alph. by name of patient. Typed. 4 x 12 x 27. 1 file box, 1900-1910, rm. 8; 1 file box, 1931--, sel. main off., rm. 6; first fl., T.H.

XXIV. BACTERIOLOGICAL LABORATORY

The establishment of a local bacteriological laboratory under the general supervision of the board of health was reported by the board in 1899 in this statement: "The free bacteriological examinations provided by the board for the early diagnosis of diphtheria and consumption have been even more extensively availed of than in the previous year, and with great benefit to both patients and their families. Until February 1, 1899, these examinations were made by Dr. Harold C. Ernest in Boston, it not seeming practicable before that time for the board to establish its own laboratory. The obvious advantages of a local laboratory, among others the securing of earliest reports from diphtheria diagnosis examinations, are so great that the board took necessary steps, and on February 1, 1899, had its laboratory in operation, having appointed Dr. Francis P. Denny as bacteriologist on January 30, 1899."[1]

In 1901 an assistant bacteriologist was first mentioned in the bacteriologist's report, and in 1938 the bacteriological laboratory was still directed by Dr. Denny assisted by a full time bacteriologist.[2] The report of work for the year past mentioned 3,339 laboratory examinations including those for various contagious diseases, milk and water specimens, and eating and drinking utensils.[3]

Except where otherwise noted, all records are in the bacteriological laboratory, third floor, Brookline Courthouse, Prospect at Washington Street.

422. (ANNUAL REPORT OF BACTERIOLOGIST), 1900--. In Annual Report of the Town Officers, entry 2.
Narrative report of examinations and analyses:
1. Diphtheria: Number of cultures, swabs examined; number of positive, negative cases.

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1. Annual Report, 1899, p. 162
2. Ibid., 1902, p. 240; ibid., 1938, p. 238
3. Ibid., pp. 260-261

(ANNUAL REPORT OF BACTERIOLOGIST), 1900--. (Cont'd)

ii. Malaria, 1905--: Number of blood specimens tested, results of tests.
iii. Milk samples, 1909--: Number of samples tested, report of bacteria count.
iv. Miscellaneous, 1910--: Number of special bacteriological and pathological examinations, number of guinea pig inoculations.
v. Ophthalmia, 1908--: Number of smears examined, results of examinations.
vi. Tuberculosis: Number of sputum analyses, number of positive cases.
vii. Typhoid: Number of blood specimens tested; number of positive, negative reactions.

423. GRAPHS (of Milk and Water Tests), 1899--. 2 file boxes.
Graphs of weekly tests of milk, water in swimming pools. Milk examinations: Bacteria count per cubic centimeter, distributor's code number, date of test. Water examinations: Percentage of chlorine, hydrogen ion; date of test. Milk tests arr. by code no., water tests arr., by date of test. No index. Hdw. 14 x 12 x 24. 1 file box, 1899-1935, lab. cl. off.; 1 file box, 1936--, lab.

424. LABORATORY RECORDS (of Specimen Tests), 1899--. 6 vols.
Name, address, age, sex, occupation of patient; nature of diagnosis, date of test; name, remarks of physician. Arr. by date of test. No index. Hdw. to 1914, typed thereafter. 300 pp. 12 x 10 x 2.

425. (Record of Diphtheria) IMMUNIZATION (Tests), 1920-27. 3 file boxes. System discont. 1927.
Name, address, age of child; type, date of test. Arr. alph. by name of child. No index. Typed. 7 x 8 x 24.

426. LEDGER (Summary of Expenditures), 1899--. 10 vols.
Summary of laboratory expenditures for salaries, labor, materials, equipment: Name of payee, department charged; amount, itemization, date of expenditure; order number. Also contains: (Expenditures for Fly and Mosquito Control), entry 445. Arr. by date of expenditure. No index. Hdw. 128 pp. 9 x 14 x 1. Lab. cl. off.

XXV. TUBERCULOSIS DISPENSARY

By chapter 376 of the Acts of 1911 all towns with a population of 10,000 or more were required to establish under the general supervision of their boards of health, local tuberculosis dispensaries. The agent of the Brookline board reported in 1912: "In compliance with the State law a free tuberculosis dispensary was provided by the Board, a suitable room on the second floor of the Town Hall being used for the purpose. This dispensary is in charge of the writer and his associate, Dr. Chas. H. Lawrence, Jr., who are most ably assisted by the Tuberculosis Nurse of the Board of Health."[1] The personnel of the

1. Annual Report, 1912, p. 322

health department as listed in the same year shows Dr. Lawrence as dispensary physician, appointed July 1, 1912, and Ella J. Robertson, tuberculosis nurse, appointed June 1, 1912; the agent of the board reported that "The entire time of the nurse is devoted to tuberculosis work."[1] In December 1913, $4,000 was appropriated for construction of a tuberculosis unit to be operated in connection with the board of health hospital.[2] The unit has continued to be operated in the same way to the present; its activities in 1938 included 95 clinics and 788 chest examinations and 3,549 visits by patients to the dispensary in addition to 2,870 house visits by the tuberculosis nurse.[3]

In 1914 the agent for the board reported "Tuberculosis is by far the most serious of the communicable diseases in Brookline, and the measures for its prevention present the most important problem that is now before us."[4] In 1938, by contrast, tuberculosis was eighth in the causes of death, and, in fact more people died from accidental falls than from tuberculosis.[5] The work of the tuberculosis nurse and dispensary physician in the quarter century intervening must be a considerable reason for that achievement.

All records are in the Town Hall, 329 Washington Street; except where otherwise noted, they are in the dispensary office, second floor.

427. TUBERCULOSIS RECORDS (Active), 1912--. 7 file boxes (1-1881). Patient's card records:

i. Case histories: Name, address, age, sex, color, marital status, legal settlement, occupation, religion, case number of patient; description of patient's home and economic conditions, amount of aid needed; name, age, occupation, income of each family member; name of patient's milk dealer, landlord; manner of patient's sputum disposal, name of physician.

ii. Diagnoses: Name, address, age, sex, color, marital status, settlement status, place and date of birth, case number of patient; location, nature of employment; family tuberculosis history; duration, cause of illness, results, date of examination; physician's name, diagnosis, prognosis.

iii. Additional medical history: Name, address, case number of patient; diagrams of patient's chest and lungs.

Arr. by case no. For index, see entry 428. Hdw. on ptd. form. 11½ x 14 x 27½.

428. (Index to) T.B. (Active Records), 1912--. 4 file boxes (A-Z). Name, address, age, occupation, marital status, birthplace of patient; name of physician, history of disease; name, age, occupation, date of examination of each family member; case number. Arr. alph. by name of patient. Hdw. on ptd. form. 5¼ x 6½ x 15.

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1. Annual Report, 1912, pp. 306, 322
2. Ibid., 1913, pp. 79, 316
3. Ibid., 1938, pp. 254-255
4. Ibid., 1914, pp. 324-325
5. Ibid., 1938, pp. 248-249

429. DISCHARGED AND DEAD (Record of Inactive Cases), 1912--. 4 file boxes (A-Z).
Patients' card records showing same information as in Tuberculosis Records (Active), entry 427; also includes cause, date of discharge. Arr. by case no. For index, see entry 430. Hdw. on ptd. form. 11¼ x 14 x 27½. Record rm.

430. (Index to) DISCHARGED T.B. (Cases) 1912--. 2 file boxes (A-Z).
For description, see entry 428 also includes date of discharge or death. Arr. alph. by name of patient. Hdw. on ptd. form. 5½ x 6½ x 15.

431. (X-RAY PLATES), 1912--. 3 file boxes (A-Z).
Envelopes containing X-ray plates: Name of patient, chart number. Arr. alph. by name of patient. No index. Hdw. 15½ x 20 x 24. Record rm.

432. IMMUNIZED 1-5 YEARS (Record of Immunization of School Children Against Diphtheria), 1912--. 6 file boxes (A-W).
Name, address, age, school of child; place, type, result, date of first, second, third injection; name of physician; date of certificate of immunization. Arr. alph. by name of child. No index. Hdw. 5½ x 13½ x 28. Examination rm.

433. STREET LIST (of Tubercular Persons), 1938--. 2 file boxes (A-Z).
List of residents of the town known by the dispensary to have tuberculosis: Name, address of resident; date illness contracted; case reported. Arr. alph. by name of st. No index. Typed. 5½ x 6½ x 15

XXVI. DENTAL CLINIC

The annual report of the board of health in 1915 included this explanation of the origin of the dental dispensary: "At the request of the School Committee, an item of $1,500 has been included in the health appropriation for the establishment and maintenance of a Dental Dispensary for School Children, the town acting under authority conferred by Chapter 677 of the Acts of the Legislature for 1914."[1] The following year the board reported that the clinic had been started under the direction of a committee which it had appointed; the actual treatment being given by Walter E. Wade, D.M.D., in charge of the clinic;[2] according to the committee for the dental dispensary work was started October 2, 1916 and 90 children were treated before the close of the year.[3]

In 1917 a second dentist was appointed to the dispensary and since that time there has been no change in the number of the administrative or technical

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1. Annual Report, 1915, p. 252
2. Ibid., 1916, pp. 236, 239
3. Ibid., pp. 279-281

staffs, there being currently two clinicians and a committee (under the chairmanship of the town health officer) in charge; in 1938 the clinic saw 3,085 patients.[1]

Except where otherwise noted, all records are in the dental clinic, Pierce Primary School, 33 Prospect Street.

434 (ANNUAL REPORT OF THE DENTAL CLINIC), 1916, 1918--. In Annual Report of the Town Officers, entry 2.

Contains:

i Narrative report of work done, 1918--: Number of patients, examinations, prophylaxes; number, nature of treatments; comparison of number of treatments with previous year; miscellaneous activities, including distribution of leaflets, diet suggestions.

ii Organization, 1916. Copy of state law permitting towns to establish clinics, report of establishment, name of clinician; place, hours of clinic.

435 DENTAL RECORD BOOK, 1916--. 2 vols.

Dental histories of school children: Name, school grade of child; name of school; nature, date of treatment. Arr. by date of treatment. No index. Hdw. 500 pp. 12 x 12 x 2½.

436 (CLINIC TREATMENTS OF SCHOOL CHILDREN), 1916--. 7 cartons, 5 file boxes.

Name, school grade of child; name of school; number of extractions, fillings; nature, date of treatment. Arr. alph. by name of pupil. No index. Hdw. 7 cartons, 1916-32, 7 x 5 x 13; 5 file boxes, 1933--, 6 x 4 x 18.

437 APPOINTMENTS (With School Children), 10 vols.

Name, school grade of child; name of school; date, time of appointment. Arr. by date of appointment. No index. Hdw. 150 pp. 8 x 5 x 3/4.

438 (APPLICATIONS FOR DENTAL TREATMENT), 1933--. 2 file boxes.

Parents' applications for treatment of school children: Name of pupil, school; parents' authorization for administration of local anaesthetic, date of application. Arr. alph. by name of pupil. No index. Hdw. 6 x 4 x 18.

XXVII DIVISION OF FLY AND MOSQUITO CONTROL

The separate division of fly and mosquito control in Brookline was established in 1909 when the board of health reported: "The past year, in view of the somewhat recently but now generally accepted belief among Sanitarians

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1 Annual Report, 1917, p. 244; ibid., 1938, pp. 262-263

that house flies are often active transmitters of typhoid fever, tuberculosis and other diseases, . . . certain approved methods were planned toward abating the fly nuisance in Brookline as well as the mosquito nuisance."[1] An appropriation of $1400 was voted for the program which was assigned to the board of health bacteriologist for supervision. The perennial work of fly and mosquito control is still directed by the bacteriologist, whose 1938 report outlines an extensive program of work accomplished in the year past.[2]

Except where otherwise noted, all records are in the laboratory clerk's office, third floor, Brookline Courthouse, Prospect at Washington Street.

Reports

439. (ANNUAL REPORT OF DIRECTOR OF FLY AND MOSQUITO CONTROL), 1909, 1914-18, 1920--. In Annual Report of the Town Officers, entry 2. Narrative report summarizing the following branches of departmental activities:

i. Fly control: Number of initial, follow-up inspections; conditions found and corrected; number, effectiveness of fly-traps placed in breeding areas.

ii. Garbage: Number of inspections; number, nature of fly-breeding conditions found, reported to owners, corrected; number of complaints against owners refusing to correct conditions.

iii. Mosquito control: Number, results of inspections of stagnant water, ditches, public and private dumps; number of discarded containers collected and buried, pools petrolized, ditches drained; number of cases of malaria reported. 1921-- includes total annual precipitation.

iv. Poison ivy and ragweed control, 1932--: Number of complaints, inspections, abatements; number of owners refusing to abate nuisances.

Inspections

440. (Inspector's) DETAILED (Work) REPORTS, 1899--. 4 file boxes. Name, classification of inspector; location, nature, duration of work; card, district number; date of report. Arr. by date of report. No index. Hdw. 8 x 6 x 18.

441. ITEMIZED REPORTS, 1899--. 20 file boxes. Inspections of garbage, manure, hen houses, catch basins, pools, houses, stables: Name, address of owner; name of inspector, location of inspection, date of report; district, file number; date of notice to remove nuisance. Arr. by date of report. No index. Hdw. 3 x 3 x 3. Attic, fourth fl., Brookline Cth., Prospect at Washington St.

442. DAILY REPORT OF INSPECTION, 1899--. 2 file boxes. Compiled reports of inspections: Name of inspector, rate of pay; results,

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1. Annual Report, 1909, p. 269
2. Ibid., 1938, pp. 278-282

date of inspection. Arr. by date of inspection. No index. Hdw. 14 x 12 x 24.

443. SERVICE RECORDING RECORDS, 1900--. 1 file box.
Daily routine of inspectors and truck drivers: Name of inspector or truck driver; time of starting, record of inspections, record of stops, date of entry. Arr. chron. No index. Hdw 5 x 6 x 24. Bacteriologist's off., third fl., Brookline Cth., Prospect at Washington Street.

444. (Street Reference Record of Inspections of) POOLS AND CATCH BASINS, 1899--. 2 file boxes.
Name of inspector, street; district, card number; findings, date of inspection; general remarks. Arr. alph. by name of st. No index. Typed. 5 x 12 x 24.

Miscellaneous

445. (EXPENDITURES FOR FLY AND MOSQUITO CONTROL), 1899--. In Ledger (Summary of Expenditures), entry 426.
Expenditures for salaries, labor, materials, equipment: Name of payee; amount, itemization, date of expenditure; order number.

446. GENERAL CORRESPONDENCE, 1899--. 12 file boxes.
Correspondence with residents, state and town officials regarding abatement of public nuisances; number, date of letter. Arr. by date and no. of letter. For index, see entry 447. Hdw., typed. 12 x 14 x 24.

447. VISIBLE INDEX (to General Correspondence), 1899--. 3 visible files.
Subject of communication, letter number; name, address of correspondent. Arr. by subject and thereunder alph. by name of st. Typed. 24 x 7 x 8.

448. MAPS, 1900--. 1 bdl.
Colored maps showing by shading process, breeding spots for mosquitoes; type, degree, date of infestation; map number. Arr. by map no. No index. Ptd 36 x 24 x $\frac{1}{2}$. Health insp. off., third fl., Brookline Cth., Prospect at Washington St.

XXVIII. AGENT FOR INSPECTION OF MILK AND PROVISIONS[1]

In the spring of 1880 the general court enacted legislation to regulate the inspection of milk by providing that in towns where an inspector of milk had been appointed all concerns engaged in production and sale of milk should be inspected carefully and licensed by the inspector.[2] The selectmen of Brookline in the following year reported their first appointment of an inspector who, in

1 For the statutory origin and duties of this office, see Town and City Government in Massachusetts

2 Acts, 1880, ch. 209

Next entry, p. 177

Agent for Inspection of Milk and Provisions

turn, made his own first report at the same time.[1] In the following year, 1881, the appointment was given to the chief of police who made a report as inspector of milk.[2] That arrangement held until 1893 when, because of "increasing work in his special department, Alonzo Bowman, Chief of Police and Inspector of Milk, was relieved from further duty in the latter department . . . and Frederick H. Osgood, M.R.C.U.S. was appointed Veterinary Inspector and Inspector of Provisions and Milk"; the new appointee was thus combining the functions of milk inspection with those of animal inspection previously undertaken by a separate officer (see the office sketch of the agent for the inspection of animals, on page 179).[3] In the following year the board of health reported "Dr. Osgood's resignation as inspector of animals and provisions and their appointment of Dr. Alexander Marshall to that position, Dr. Osgood retaining the position of Milk and Veterinary Inspector"; functions of the two officers remained separate until 1897 when once again Dr. Osgood was persuaded to accept appointment as inspector of animals, provisions, and milk.[4] In 1902 the selectmen clarified the structure and function of the combined office by explaining that annually they appointed, subject to the approval of the state cattle commissioners, one inspector of animals who reported directly to the commissioners on diseases among cattle.[5] "Permits are granted by the Board on the recommendation of the Inspector of Animals, who is also Inspector of Milk, for keeping two or more cows. . . . . The Inspector of Animals is also appointed Inspector of Provisions, and in that capacity has charge of the inspection of meat and provisions required of the Board" by Sections 70-76 of Chapter 56 of the Revised Laws of 1902.[6]

After the death of Dr. Osgood in 1913, the board of health reported that it had appointed Mr. Willard E. Ward as agent for the inspection of milk and designated him also as inspector of provisions. Dr. Charles W. Delano was appointed inspector of animals.[7] The two offices have remained separate since that time, and in fact the two men appointed in 1914 have remained in office to the present.[8] The inspector of milk and provisions, in addition to performing the duties of this office by state law, acts as agent for the board of health in enforcing observance of Articles IV through VI of the Brookline Health Regulations dealing specifically and in detail with the licensing and inspection for cleanliness of firms serving foodstuffs generally and ice cream and milk especially.[9]

Except where otherwise noted, all records are in room 14, first floor, Town Hall, 329 Washington Street.

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1. Annual Report, 1881, pp. 19, 53
2. Ibid., 1882, pp. 12, 40
3. Ibid., 1894, p. 167
4. Ibid., 1895, pp. 171, 157-168; ibid., 1897, pp. 165-172
5. Ibid., 1902, p. 222
6. Ibid., pp. 222-223.
7. Ibid., 1914, p. 300
8. Ibid., 1938, p. 238
9. Brookline Acts and Laws, pp. 212-218

Agent for Inspection of Milk and Provisions - Reports; Analyses and Inspections [449-451]

Reports

449 (ANNUAL REPORT OF AGENT FOR INSPECTION OF MILK AND PROVISIONS), 1881--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Analysis of milk, cream, and ice cream, 1883--: Number of samples tested, type of test. 1909-- includes number of samples submitted to bacteriologist.

ii. Animal inspections, 1895-1913: Number of cattle, horses, sheep, swine, goats, dogs examined; number of tuberculosis cattle, glandered horses, rabid dogs condemned and destroyed.

iii. Dairy inspections, 1895--: Findings, recommendations, resultant action of board of health. 1910-- includes number of creameries inspected, approved, rejected.

iv. Food and drug tests, 1903--: Names of foodstuffs tested. 1910-- includes number of tests, violations of pure food laws; report of action by board of health on violations.

v. Licenses issued: Number of milk dealers licensed, 1881-1904 includes name, address of dealer; 1920-- includes number of dairy permits issued, refused, revoked.

vi. Prosecutions, 1915--: Number of court cases for health violations; number of hearings, convictions; amount of fines assessed.

vii. Stores inspections, 1907--: Number of inspections, corrections. 1925-- includes type of store.

450 (COPY OF REPORT SUBMITTED TO STATE MILK REGULATION BOARD ON DAIRY FARM INSPECTION), 1927--. 1 bdl., 1 file box. Prior records destroyed.

Name, address of farm owner, tenant; name of registrant, registration number; number, physical condition of cows in herd and cows milking; number of pounds of milk, cream sold daily; sanitary conditions of farm, stable, milking room, utensils, machinery, miscellaneous objects on farm, refrigerating system; physical condition of employees; results, date of first inspection, reinspection; signature of person interviewed, inspector. 1 bdl., 1927-33, arr. alph. by name of farm owner; 1 file box, 1934--, arr. by date of inspection. No index. Hdw. on ptd. form. Bdl., 1 x 6½ x 12½; file box, 6 x 8½ x 12.

Analyses and Inspections

(See also entries 409,422,423,449-i,-ii,-iii,-iv,-vii)

451 (Record of) MILK ANALYSIS - TOWN OF BROOKLINE, 1902--. 2 vols., 2 bdls. Missing: 1908-11, 1918-27.

Analysis of samples submitted by milk dealers and storekeepers: Name of dealer or storekeeper; findings, number, date of analysis; remarks. Arr. by date of analysis. 1902-17, indexed alph. by name of dealer or storekeeper; 1928--, no index. Vols., 435 pp. 8½ x 7½ x 1½; bdls., 8 x 5 x 2. 2 vols., 1902-17, old records va., bsmt., T.H.; 2 bdls., 1928--, rm. 14.

452. (STATISTICAL AVERAGES OF MILK PROCESSING PLANTS), 1930--. 1 bdl. Prior records destroyed.
Location of plant; name, address of owner, manager; name of purchaser, amount sold annually, method of shipment; average score allowed per degree of perfection for arrangement and construction of machinery and equipment, sanitary conditions and precautions; date of inspection, signature of inspector. Arr., alph. by name of owner. No index. Hdw. on ptd. form. 1 x 7 x 14½.

453. (REPORTS ON INSPECTION OF RESTAURANTS), 1933--. 1 bdl., 1 vol. Missing: 1928-32.
Name, address of restaurant; findings, date of inspection; rating given by inspector, signature of inspector. Arr. alph. by name of restaurant. No index. Hdw. on ptd. form. 1 bdl., 1933-36, 8 x 5 x ½; 1 vol., 1937--, 90 pp. 8½ x 5½ x ½.

Licenses and Permits
(See also entry 449-v)

454. MILK PRODUCER'S PERMIT (Stubs), 1915--. 6 vols.
Name, address of producer; location of business, amount of fee; date, duration, number of permit. Arr. by permit no. No index. 300 pp. 14 x 7 x 3.

455. GRADE-A MILK PRODUCER'S PERMIT (Stubs), 1925--. 2 vols.
Name, address, business location of licensee; amount of fee; number, duration, date of permit. Arr. by permit no. No index. Hdw. 350 pp. 14 x 7 x 3.

456. (MILK DISTRIBUTION LICENSE STUBS), 1910--. 3 vols. Missing: 1923-31.
Name, address of licensee; name, location of business; number of drivers employed; names, addresses of drivers; average milk, cream sales; number, date of license. Arr. by license no. No index. Hdw. on ptd. form. 1200 pp. 11½ x 17 x 2. 2 vols., 1910-22, old records va., bsmt., T.H.; 1 vol., 1932--, rm. 14.

457. MILK DEALER'S PERMIT (Stubs), 1915--. 1 vol.
Name, address, business location of dealer; amount of fee; number, duration, date of permit. Arr. by permit no. No index. Hdw. 150 pp. 14 x 10 x 2½.

458. (Stubs of) RESTAURANT AND STORE MILK LICENSES, 1910--. 10 vols.
Name of licensee, location of business; type, number of license; source of milk supply, quantity sold; amount of fee; duration, number, date of license. Arr. by license no. No index. Hdw. 300 pp. 14 x 7 x 3. 7 vols., 1910-26, old records va., bsmt., T.H.; 3 vols., 1927--, rm. 14.

459. (Stubs of Jobbers') LICENSE TO SELL CREAM, 1922--. 2 vols.
Name, address of licensee; number, date of license. Arr. by date and no. of license. No index. Hdw. 100 pp. 11 x 15 x 1½. 1 vol., 1922-27, old records va., bsmt., T.H.; 1 vol., 1927--, rm. 14.

460. (Stubs of) LICENSE TO MANUFACTURE ICE CREAM, 1928--. 1 vol. Name of licensee; type, number, date of license. Arr. by date and no. of license. No index. Hdw. 100 pp. 8½ x 15 x 3/4.

461. (Stubs of Certificates of) REGISTRATION (of Oleomargarine Dealers), 1929--. 1 vol.
Name, address, business location of registrant; number, date of registration; amount of sales, source of supply, trade name of product. Arr. by registration no. No index. Hdw. 250 pp. 14 x 7 x 3.

462. (Original) APPLICATION FOR LICENSES (to Sell Milk and Cream), 1938--. 1 file box. Prior records destroyed.
Name, address of applicant; location of business; amount of fee; number, date of license. Arr. by date of application. Indexed alph. by name of applicant. Typed. 12 x 5 x 24.

XXIX. AGENT FOR THE INSPECTION OF ANIMALS[1]

The earliest reference to this office is in the 1893 town report where the officer addressed to the selectmen "my first report as inspector of animals intended for slaughter or kept for the production of milk."[2]

Annual appointment of the officer had been authorized by the general court in 1872 but did not become mandatory until 1892.[3] In 1893 and from 1897 through 1913 the duties of the inspector of animals were combined with those of the inspector of milk and reported by one officer for the inspection of animals, provisions and milk, active under the supervision of the board of health.[4] In 1914, however, the functions were once again separated and they have remained separate to the present; inspection of animals has been performed by a veterinarian appointed by the board of health for an indefinite tenure.[5] The function of the inspector is to inspect cows, swine, horses, and dogs for contagious diseases dangerous to the public health, to vaccinate dogs for rabies, to inspect barns and other premises, and to enforce observance of Article VII of regulations of board of health.[6]

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts. Originally in the statute of 1872 the office was called inspector of provisions and then successively, inspector of provisions and animals intended for slaughter (1876), inspector of animals intended for slaughter or the production of milk (1892), and finally inspector of animals in (1899).
2. Annual Report, 1893, p. 210
3. Acts, 1872, ch. 231, sec. 1; Acts, 1892, ch. 195, sec. 1
4. See the office sketch for inspector of milk, and provisions, p. 175
5. Annual Report, 1914, pp. 340-341; ibid., 1938, pp. 276-277
6. Brookline Acts and Laws, pp. 218-219

463. (ANNUAL REPORT OF INSPECTOR OF ANIMALS), 1914--. In Annual Report of the Town Officers, entry 2.
Brief narrative report of activities and functions; chart summarizing number, purposes, results of inspections of animals, meat, barns, dairies.

464. (STUBS OF ORDERS TO QUARANTINE DOGS WHICH HAVE BITTEN HUMANS), 1922--. 58 vols.
Name, address of dog owner, person bitten; description, sex, breed of dog; type of disease suspected; dates of order, delivery of order to owner, notification of state department of agriculture, posting of public notice of quarantine. Arr. by date of delivery of order to owner. No index. Hdw. on ptd. form. 60 pp. 3½ x 3½ x 1/8. Off. of Dr. Delano (insp.), Animal Hospital, 50 Village St., Boston.

XXX. QUARANTINE INSPECTOR[1]

In 1893 the board of health appointed a disinfector to work, under the direction of the sanitary inspector, disinfecting property exposed to contagious infection.[2] The name of the office was changed in 1910 to "quarantine inspector", but his work remained unchanged.[3]

465. (ANNUAL REPORT OF QUARANTINE INSPECTOR), 1915--. In Annual Report of the Town Officers, entry 2.
Narrative report of activities: Number, purpose, results of inspections; number of rooms, stables, infected articles disinfected; description of miscellaneous preventive measures.

XXXI. SANITARY AGENT[1]

In 1893 Brookline's town meeting voted "that the Selectmen be authorized to appoint an Assistant Inspector of Buildings, who may also be Inspector for the Board of Health, the said Inspector to hold said office until the first day of May, 1894, or until another is appointed in his steed"; a salary of $1,000 was also voted at this time for the new office.[4] The officer made two

1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1894, p. 167
3. Ibid., pp. 282, 316; ibid., 1938, p. 266
4. Ibid., p. 45

reports in the following year in his two capacities of plumbing inspector for the building department and sanitary inspector for the board of health.[1]

The duties of the sanitary agent have changed very little since the creation of his office; although the office is not mentioned by name in the town by-laws, the annual reports of the agent indicate that his functions are those of inspecting nuisances and unsanitary conditions reported to the board of health as well as of inspecting regularly bakeries, barber shops, and premises licensed to sell alcoholic beverages to make sure of proper observance of the board of health regulations.[2]

466. (ANNUAL REPORT OF SANITARY AGENT), 1894--. In Annual Report of the Town Officers, entry 2.
Contains:
i. Complaints and **inspections:** Number, nature of complaints, inspections; nature of abatement.
ii. Disinfections, 1894-1910: Nature of place disinfected, name of disease, type of disinfectant employed.
iii. Narrative report of operation and maintenance of public sanitary, condition of building and equipment, conduct of personnel, 1933--.
iv. Prosecution for violations: Nature of complaints, disposition of case.

467. (REPORTS TO BOARD OF HEALTH), 1904--. In Letters, entry 469.
Copies of reports on applications for licenses to keep fowl: Name, address of applicant; location of business, sanitary conditions of premises at time of inspection, date of inspection, recommendations, date of report.

468. JOURNAL (of Receipts and Expenditures), 1899--. 2 vols.
Receipts: Name of payer; amount, source, date of income. Expenditures: Name of payee; amount, purpose, date of expenditure. Arr. chron. No index. Hdw. 200 pp. 14 x 10 x 1½. Bldg. dept. off., rm. 21, second fl., T.H.

469. LETTERS, 1904--. 13 file boxes (dated).
Correspondence with board of health regarding garbage collection complaints, public nuisances. Also contains: (Reports to Board of Health), entry 467. Arr. chron. No index. Typed. 12 x 3 x 12. Bldg. dept. va., bsmt., T.H.

XXXII. TENEMENT HOUSE INSPECTOR

At the special town meeting of June 1, 1910, it was voted to appoint a

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1. Annual Report, 1894, pp. 158, 163-164
2. Ibid., pp. 163-164; ibid., 1938, pp. 283-284; cf. Brookline Acts and Laws, pp. 209-220

committee of five "to consider such changes in the building law as will tend to further diminish undue congestion and the danger of conflagration. . . ."[1] The report of this committee, accepted by the annual meeting of March 5, 1912 included the recommendation that the office of tenement house inspector be established, the officer to be appointed annually by the board of health which was also to fix the officer's salary.[2] The first recorded appointment was made in March 1913 following a Civil Service examination held January 15th to establish a list of persons eligible for the position.[3] The duties of the inspector, as outlined by town bylaws, are "to examine and record, in form satisfactory to the board of health, and in a book provided for such purpose, all tenement houses, hotels, apartment houses, and lodging houses in the town, and he shall, unless temporarily excused by the board of health, make a detailed written report each week to said board as to work done by him in the preceding week and especially as to violations of the law if any such are found."[4]

470. (ANNUAL REPORT OF TENEMENT HOUSE INSPECTOR), 1913--. In Annual Report of the Town Officers, entry 2.
Narrative report of inspections of tenements and lodging houses: Number, results of inspections; action taken by owner or inspector; report of co-operative activity in enforcement of building, fire, police regulations.

471. (Copies of Weekly Reports to Board of Health and) GENERAL CORRESPONDENCE, 1916--. 3 file boxes.
Report of tenement inspections: Name of property owner, location of property; findings, date of inspection; disposition of case, date of report. Includes correspondence with tenement house owners regarding construction permits, information on regulations. Reports arr. by date of report, correspondence arr. alph. by name of st.. No index.. Hdw., typed.. 11½ x 13½ x 24.. Rm. 7, T.H..

472. (Record of Inspections of) TENEMENT HOUSES - LODGING AND FRATERNITY HOUSES, 1916--. 24 Kardex files.
Name of owner; location, condition of building; date of inspection. Arr. alph. by name of st. No index. Typed. 3/4 x 9½ x 24½. Rm. 7, T.H.

XXXIII. WALNUT HILLS CEMETERY TRUSTEES

As early as 1717 Brookline appointed a committee to see to procuring a burying place for the town; in 1762 the town voted "that the selectmen Shall

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1. Annual Report, 1910, p. 36
2. Ibid., 1912, p. 27
3. Ibid., 1913, pp. 140, 295
4. Brookline Acts and Laws, p. 338

here help to pull up the barbary bushes that are in the burying place", and in 1772 and 1796 committees were chosen to see to the fencing of the cemetery.[1] But not until 1840 was a permanent organization established; in that year the town elected a five man cemetery committee "who shall continue in office until dismissed or another committee shall be appointed in their place.[2] Thereafter the office was filled regularly through 1883 when it is last mentioned in the town-meeting minutes.[3] The reason for the extinction of the committee was probably the establishment eight years earlier of the new office of trustees of the Walnut Hills Cemetery. In 1875 the second article of the town-meeting warrant called for the election of "six trustees of the town cemetery, being two for one year, two for two years, two for three years."[4] A six man board of trustees has continued to be elected, two men each year for three years, since that time. The bylaws regulating the office are unusually full and specific; they stipulate that the members of the board serve without pay, that they hold meetings as often as once a month, that within two weeks of the annual town meeting they appoint a superintendent and a clerk and any other officers necessary for the management of the affairs of the cemetery - all these officers to hold office until removed or replaced.[5] The town treasurer is designated to act as treasurer of the trustees. The trustees are charged with "the sale, care, management and superintendence of the cemetery, the direction of laying out, grading, and improving, and ornamenting the same; and of the expenditure of all moneys appropriated therefor. . . ."[6] They are further authorized to make regulations governing the use of the cemetery (subject to approval by the town), and they are given the authority to sell and convey lots or burial rights and to grant burial permits upon terms which they determine. Proceeds from the trustees' sale of lots are required to be paid into the town treasury into a separate fund for the cemetery, the fund to be applied to cemetery expenses. An annual report is required of the trustees stating the year's receipts and expenditures, "the condition of the fund in their care, and such other matters of information as they may deem desirable."[7] The duties of the clerk of the trustees include the notifying and attending of trustees' meetings and recording the same, the recording in a book kept for that purpose of all "conveyances, assignments and allotments of separate lots or exclusive burial rights" to be signed by not less than four trustees.[8] The treasurer is given custody of "the moneys, securities or other evidences of property belonging to the Cemetery"; he is required to collect all money due the town on account of the cemetery, to hold, invest or pay this at the direction of the trustees, and to keep such accounts as they direct; he is ordered to prepare an abstract of the transactions each month for the monthly meeting of the trustees, to state the condition of

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1. Muddy River Records, p. 109, 204, 235, 410
2. Brookline Records, 1836-1857, p. 29
3. Ibid., 1872-1884, p. 684
4. Ibid., p. 239
5. Brookline Acts and Laws, p. 181
6. Idem
7. Ibid., p. 182
8. Ibid., p. 181

the cemetery funds and to make such other reports as the trustees direct; he is not required to furnish bonds (aside from his bond as town treasurer) and he serves without special salary.[1] The superintendent's duties include the general custody of cemetery grounds, the direction of workmen there, the enforcement of cemtery regulations and the keeping of such records as the trustees require.[2]

Since 1915, the chairman of the trustees has served ex officio as a member of Brookline's limited town meeting.[3]

Except where otherwise noted, all records are in the superintendent's office, first floor, Administration Building, Walnut Hills Cemetery, 96 Grove Street.

Minutes and Reports
(See also entry 85-vi)

473. (MINUTES OF TRUSTEES' MEETINGS), 1920--. 1 vol.
Motions and votes to approval of expenditures, sale of lots, care of property, appointment of employees; name of members present, date of meeting. Arr. by date of meeting. No index. Typed. 150 pp. 14½ x 9 x 1½. Va., cl. off., rm. 1, T.H.

474. (ANNUAL REPORT OF TRUSTEES OF WALNUT HILLS CEMETERY), 1876--.
In Annual Report of the Town Officers, entry 2.
Contains:
i. Financial report, 1877-1927: Amount of receipts from sale of lots, perpetual care funds; expenditures for salaries, maintenance; balance.
ii. Lot record, 1879--: Number of burials, removals; number of graves, lots sold; totals.
iii. Narrative report of condition of cemetery, recommendation for appropriation.
iv. Organization, 1896--: Names of trustees, date of expiration of term, names of members of subcommittees.

475. TOWN OF BROOKLINE - PARKS AND CEMETERIES - REPORTS, 1901. 1 vol.
Annual report of Walnut Hills Cemetery Committee: List of lot owners, unsold lots; analysis of expenditures, recommendation for ensuing appropriation. Also contains: (Annual Report of Park Commissioners), entry 569; (Annual Report of Committee on Planting Trees), entry 690. Arr. by subject. No index. Ptd. 14 pp. 9 x 6 x 1/8. Boston Pub. Lib.

476. RECORDS OF CEMETERY COMMITTEE FOR THE TOWN OF BROOKLINE, 1840-45. 1 vol.
Names of purchasers of family lots, lots sold at public auction; list of bills for repairs, list of burials. Includes reports of committees for building Town Hall. No arr. No index. Hdw. 100 pp. 8 x 6 x ½. Brookline Pub. Lib.

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1. Brookline Acts and Laws, p. 183
2. Idem
3. Ibid., p. 120

477. (Organization and Regulations of Trustees of) WALNUT HILLS CEMETERY, 1874-75. 1 vol.
Minutes of special town meeting, May 19, 1874, authorizing purchase of land and delegating authority for management of cemetery; bylaws concerning duties of trustees, visitors, sale of lots, opening of lots for burials. Includes map showing location and numbers of lots. Arr. by subject and chron. thereunder. No index. Ptd. 18 pp. 9 x 6 x 1/8. Brookline Pub. Lib.
For annual report on organization 1896--, see entry 474-iv.

Burials and Lot Ownership
(See also entries 473,474-ii,475,476)

478. RECORD OF BURIALS, 1876--. 1 vol.
Name, address of deceased person; date of death, burial; name of owner, number of lot. Arr. by date of burial. No index. Hdw. 300 pp. 14 x 12 x 2½.

479. ORDER FOR INTERMENT, 1876--. 15 bdls.
Orders from owners of graves to the superintendent for the opening of graves for burials: Name, age of deceased; name, signature, address of lot owner; name, signature of undertaker; lot order number. Arr. by order no. No index. Hdw. 4 x 3 x 3.

480. PLANS OF GRAVES (Record of Lot Ownership and Interments), 1876--. 3 vols. (marked by lot nos.).
Name of owner, names of person interred; number, location of lot; number of interments, amount of remaining space. Arr. by lot no. No index. Hdw. on ptd. form. 400 pp. 12 x 9½ x 2.

481. (Copies of) DEEDS (to Cemetery Lots), 1876--. 3 vols. Title varies: Grave Lots, 1881--, 1 vol.
Name, address of grantor, grantee; description of lot; conditions, date of instrument. Arr. by date of instrument. Indexed alph. by name of grantee. Hdw. on ptd. form. 500 pp. 16 x 12 x 2½. Va., rm. 1, T.H.

482. (Record of) GRAVE LOTS, 1876--. 2 vols.
Name of lot owner, lot number, dates of burials, total number of graves. Arr. by lot no. No index. Hdw. on ptd. form. 250 pp. 12 x 10 x 2.

483. OFFICIAL BURIAL PERMITS, 1931--. 6 bdls.
Name, address of licensee; name, address, age of deceased; cause, date of death; signature of health officer. Arr. alph. by name of deceased. No index. Hdw. 5 x 5 x 1½.

Financial Records
(See also entries 189,210,473,474-i,-iii,476)

484. CASH BOOK, 1936--. 1 vol.
Receipts from sale of lots, burial fees, foundations: Name, address of payer; amount, source, date of receipt. Expenditures for salaries; burials, equipment, supplies, maintenance: Name, address of payee; amount, purpose, date of payment. Arr. by date of transaction. No index. Hdw. 150 pp. 12 x 12 x 1.

485. (Weekly) PAY ROLL, 1876--. 3 vols.
Name, address, position, rate of pay, amount of salary, signature of employee; date of pay roll. Arr. by date of pay roll. No index. Hdw. 250 pp. 14 x 10 x 2.
For accountant's pay roll vouchers 1924--, see entries 214, 216.

Correspondence

486. GENERAL CORRESPONDENCE, 1925--. 1 file box.
Correspondence between the superintendent and town clerk, lot owners, monument dealers, undertakers. Arr. by date of letter. No index. Hdw., typed. 12 x 10 x 16.

XXXIV. AGENT FOR THE BURIAL OF INDIGENT SOLDIERS AND MARINES

In 1889 the general court enacted legislation making it the duty of selectmen in every town "to designate some suitable person or persons, who shall serve without compensation. . . . whose duty it shall be, under regulations established by the commissioners of state or military aid, to cause to be properly interred the body of any honorably discharged soldier, sailor or marine who served in the army or navy of the United States during the late war who may hereafter die in such city or town without leaving sufficient m to defray burial expense."[1] In 1907 the law was amended to allow the agent two dollars from the expenses of each burial; there has been no revision of the original provision that the burials not be made in any cemetery used exclusively for the burial of paupers or in any part of a general cemetery used for this purpose.[2]

In Brookline an agent for the burial of indigent soldiers and marines has been listed annually among the town's appointive officers since 1892, but the officer has made no report and apparently keeps no records.[3]

XXXV. SUPERINTENDENT OF STREETS AND SEWERS

The office of surveyor of highways was one of the first to be filled for Muddy River, the earliest recorded choice being in 1651/52 when Peter Aspinwall

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1. Acts, 1889, ch. 395, sec. 1
2. Acts, 1907, ch. 355, sec. 2; Acts, 1889, ch. 395, sec. 2
3. Annual Report, 1892, p. 8; ibid., 1938, p. vii

was appointed by the Boston town meeting "For surveyor of the highways for Muddy River."[1] The office continued to be filled annually by election (first by the Town of Boston, then by the Hamlet of Muddy River, then by the Town of Brookline) through 1892 when the officers are last listed in the town report.[2] The number of surveyors annually chosen ranged from one to eleven, being most frequently three; the selectmen were elected as highway surveyors in 1858 and annually thereafter until the extinction of the office.[3] The peculiar division of responsibilities of the highway surveyors, who had to act not as road constructors but also as agents of the tax collector, came under criticism and serious consideration of the town meeting more than once; but not until 1871 was definite action taken. In that year the town meeting, accepting the recommendations of the selectmen, authorized them to employ a superintendent of streets.[4] The office was filled within a month, for according to the selectmen's report "we elected Mr. George Tyler to fill the above office under direction of the selectmen as Surveyors of Highways, at a salary of $2,500 per annum, with the use of a horse and vehicle"; the selectmen proceeded to define the duties of the superintendent as follows: "to attend to the construction of Highways, Streets and sewers; to do all the Surveying, Engineering and Planning and superintend the erection of buildings not otherwise provided for; planning and superintending repairs of Town buildings; and to perform such other duties consistent with the above, as the Selectmen may from time to time assign to him."[5] The definition indicates that although the office was "superintendent of streets" the incumbent was from the first held responsible for construction of sewers also. In 1881 and 1885 the selectmen recommended that a separate office of superintendent of sewers be established, but on neither occasion did the town take action.[6] In the annual report of 1889 the superintendent of streets was for the first time entered as "superintendent of streets and sewers", the title remaining unchanged to the present.[7]

Except where otherwise noted, all records are in the highway department office, room 26, Town Hall, 329 Washington Street.

In addition to the following records, see entry 63 for street and sewer construction plans 1827--; entry 68 for land released for sewer and highway construction 1884-89; entry 169 for street and sewer assessments.

Reports
(See also entries 3-xi,-xii,-xiii,85-iv,91, 592-xi,-xii)

487. (ANNUAL REPORT OF SUPERINTENDENT OF STREETS AND SEWERS), 1872-74, 1877--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Appropriations and receipts:

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1. Muddy River Records, p. 33; for the statutory origin and duties of this office see Town and City Government in Massachusetts.
2. Annual Report, 1893, p. 3
3. Town Records, 1858-1871, p. 3
4. Ibid., p. 471
5. Treasurer's Report, 1872, pp. 43,44
6. Annual Report, 1881, p. 13; ibid., 1885, p. 96
7. Annual Report, 1889, p. 7; ibid., 1938, p. v

(ANNUAL REPORT OF SUPERINTENDENT OF STREETS AND SEWERS), (Cont'd)

i. Appropriations and receipts (Cont'd)
   a. Total amount of appropriations, 1878--.
   b. Amount, purpose of special appropriations, 1889-1923 intermittently.
   c. Receipts from permit fees, 1900-1909, 1926--.
   d. Receipts from sale of garbage collected, 1926-36.
   e. Comparative table of appropriations for 13 previous years, 1936.

ii. Expenditures, showing amount and purpose, for the following:
   a. Sidewalk construction and maintenance, 1878.
   b. Sewer and drain installation, extension, and maintenance, 1878--.
   c. Collection of ashes and waste material, 1878--.
   d. Care of public grounds, 1878-1907.
   e. Snow and ice removal, 1880-83, 1909--.
   f. Miscellaneous work, 1893-1924.
   g. Collection of garbage, 1926-36.
   h. Pensions for retired personnel, 1912-33.

iii. Miscellaneous tables:
   a. Locations of new street crossings, 1878-1911.
   b. Names of new streets and streets widened, 1883--.
   c. Changes of street names, 1889-1920 intermittently.
   d. Names of all streets in town, with date of acceptance of each, 1901.
   e. Names of public ways discontinued, 1906.
   f. Amount of snow precipitation by month, 1929--.

iv. Narrative report of work on streets, highways, sewers, bridges, 1872-74, 1877--. 1877 includes report of employment of paupers on highways; 1926-- includes report of garbage collection; 1936-- includes report of work done on traffic control.

v. Stone-crushing plant, 1903: Narrative report of purchase of land and erection of plant.

vi. Traffic census, 1916: Number of vehicles, classified by type, passing principal points at specified hours.

488. (ROAD COMMITTEE REPORTS), 1816-37. 12 sheets.
Reports on road conditions; recommendations for building, repairing, and maintaining roads. Hdw. 12 pp. 12 x 9. Cl. va., bsmt., T.H.

489. (Published) REPORT OF THE COMMITTEE FOR BUILDING A ROAD FROM MILL DAM TO WASHINGTON STREET, 1853. 1 vol.
Description of new road, recommendations for further improvement, itemized account of receipts from public subscription and town appropriation, expenditures. Arr. by subject. No index. Ptd. 15 pp. 9 x 6 x $\frac{1}{4}$. Brookline Pub. Lib. (Also in Widener Lib., Harvard University, Cambridge.)

490. (Published) REPORT OF A COMMITTEE ON THE REPAIRS OF ROADS, 1865. 1 vol.
Proposed system of road repairs: Quality, type of material to be used; location,

grade, width, cross section, sidewalk area of roads; quality of surface, drainage. Includes names of committeemen. Arr. by subject. No index. Ptd. 26 pp. 8 x 5 x $\frac{1}{4}$. Brookline Pub. Lib. (Also in State Lib., State House, Boston; Boston Pub. Lib.)

491. (Published) REPORT OF THE SEWER COMMITTEE, 1876. 1 vol.
Recommendations for extension of the sewer system, and eliminating sewage from the natural water courses. Arr. by subject. No index. Ptd. 26 pp. 8 x 5 x $\frac{1}{4}$. State Lib., State House, Boston.

492. HIGHWAY DEPARTMENT - GENERAL PERMITS (Stubs), Apr. 24, 1896 - May 1918. 6 vols. (dated). System discont. 1918. No title, Apr. 24, 1896 - July 8, 1903, 2 vols.
Name of grantee; purpose, number, duration, date of permit; signature of department official. Arr. by permit no. No index. Hdw. on ptd. form. 500 pp. 17 x 6$\frac{1}{2}$ x 3. 5 vols., Apr. 24, 1896 - August 1913, rm. 11, third fl.; 1 vol., Sept. 1913 - May 1918, old records va., bsmt.; T.H.

493. PERMITS, 1914--. 4 file boxes (dated). Missing: 1930-31. Title varies: Granolithic, 1914-29, 1 file box.
Copies of permits to open, occupy, or obstruct streets, and to construct sidewalks: Name of grantee; type, location of work; names, measurements of streets to be occupied; number, date of issue, expiration date of permit; signature of superintendent of streets. Also contains: (Copies of) Permits to Obstruct Streets - Town of Brookline, entry 494; (Copies of) Permits (to) Boston Consolidated Gas Co., entry 495; (Copies of) Permits to Water Board, To Open Streets - Town of Brookline, entry 496. Arr. alph. by name of st. No index. Hdw. 6$\frac{1}{2}$ x 17 x 28.

494. (Copies of) PERMITS TO OBSTRUCT STREETS - TOWN OF BROOKLINE, 1900-1914. 8 vols. (dated). Missing: 1908. 1914 in Permits, entry 493. Title varies: Permit to Occupy Streets - Town of Brookline, 1900-1901, 1 vol.
Name of applicant; purpose, number of permit; date of issue, expiration; description, location of work; signature of superintendent of streets. Arr. by date of issue. No index. Hdw. 500 pp. 17 x 6$\frac{1}{2}$ x 3. 4 vols., 1900-1904, 1909-10, 1912-14, old records va., bsmt.; 4 vols., 1905-7, 1911-13, rm. 11, third fl.; T.H.

495. (Copies of) PERMITS (to) BOSTON CONSOLIDATED GAS CO., July 11, 1901-Apr. 1914. 9 vols. (dated). May 1914-- in Permits, entry 493. Title varies: Permits - Brookline Gas Co., 1901-5, 3 vols.
Name, signature of applicant; description, location of work; measurements of streets to be occupied; number, date of application; date of issue and expiration, extension period of permit. Arr. by date of issue. No index. Hdw. on ptd. form. 500 pp. 17 x 6$\frac{1}{2}$ x 3. 8 vols., July 11, 1901 - Feb. 24, 1913, rm. 11, third fl.; 1 vol., Feb. 1913 - Apr. 1914, old records va., bsmt.; T.H.

496. (Copies of) PERMITS (to) WATER BOARD, TO OPEN STREETS - TOWN OF BROOKLINE, Dec. 13, 1905 - July 1914. 2 vols. (dated). Missing: Apr. 14, 1908 - Aug. 1912. 1914-- in Permits, entry 493.
Name of applicant; type, location of work; measurements of street to be

occupied; date of issue, expiration, number of permit; signature of superintendent of streets. Arr. by date of issue. No index. Hdw. on ptd. form. 500 pp. 17 x 6½ x 3. 1 vol., Dec. 13, 1905 - Apr. 13, 1908, rm. 11, third fl.; 1 vol., Sept. 1912 - July 1914, old records va., bsmt.; T.H.

497. (Record of) PERMITS (For Opening and Occupying Streets), 1927--. 4 vols. (dated).
Name of applicant; location, nature of work; purpose of permit; date of issue, expiration. Arr. by date of issue. No index. Hdw. 200 pp. 10 x 13¼ x 1½.

498. (CANCELED SIGN PERMITS), 1933--. In Sign Bonds, entry 509.
Name, address of licensee; name of bonding company, terms of bond; date of permit, reason for cancelation.

Financial Records
(See also entries 82-ix,-xiv,-xxii,-xxiii;487-i,-ii)

499. LEDGER (of Appropriations and Expenditures), 1923--. 6 file boxes. (dated). Prior records destroyed.
Appropriations: Amount, period, date of appropriation; daily balance. Expenditures: Name of payee; amount, number, date of bill; amount, accounting, date of expenditure; totals. Arr. by date of transaction. No index. Hdw. 11 x 13 x 28.

500. (Copies of) PURCHASE ORDERS, 1934--. 1 file box.
Name of vendor, account charged; amount, itemization, date, number of order; requisition number. Arr. by requisition no. No index. Typed on ptd. form. 11½ x 13¼ x 28.

501. PAY ROLL - STREET DEPT., Oct. 9, 1875--. 47 vols. Title varies slightly.
Name of employee; daily, weekly number of hours worked; amount, daily and weekly rates of pay; amounts deducted; amount, date of pay roll; signature of recipient. Arr. by week. No index. Typed. 250 pp. 16½ x 11¼ x 2¼. 44 vols., Oct. 9, 1875 - Dec. 26, 1934, old records va., bsmt., T.H.; 3 vols., Jan. 2, 1935--, rm. 26.
For accountant's pay roll vouchers 1936--, see entry 216.

502. CASH (Analysis of Pay Rolls), Sept. 5, 1892--. 65 vols. (9 vols., 56 vols , 1892-1934, Sept 17, 1934 - Mar 26, 1938, dated; Mar. 1938--, unlabeled). Title varies: Journal, Apr. 23, 1894 - Feb. 22, 1895, 1 vol.; Day Book, Feb. 25, 1895 - Oct. 27, 1926, 25 vols.
Name, position, salary of employee; total number of employees; amount, date of pay roll. Arr. by date of pay roll. No index. Hdw. 500 pp. 14 x 8½ x 1½. 6 vols., Sept. 1892-95, July 13, 1908 - Mar. 1, 1912, rm. 11, third fl.; 48 vols., 1895-1907, 1913-33, old records va., bsmt.; 11 vols., 1934--, rm. 26, second fl.; T.H.

Superintendent of Streets and Sewers - Bonds; Miscellaneous [503-510]

503. WEEKLY SUMMARY (of Laborer's Pay) - HIGHWAYS, Apr. 14, 1877 - Apr. 28, 1911. 9 vols. (5 vols., 1877 - Aug. 1886, Aug. 1905 - Apr. 1911, unlabeled; 4 vols., Sept. 1886 - July 29, 1905, dated). System discont. 1911. Title varies slightly.
Name of account charged; amount, purpose, date of payment; weekly total, date of summary. Arr. chron. No index. Hdw. 500 pp. 13½ x 8½ x 1½.

504. (Record of) INVOICES, Oct. 2, 1886-1911. 5 vols. (2 vols., Oct. 2, 1886 - Feb. 1899, dated; 3 vols., Mar. 1899-1911, unlabeled). System discont. 1911.
Name of creditor, account charged; amount, itemization, date of invoice. Arr. by date of invoice. No index. Hdw. 450 pp. 13½ x 8½ x 1½. 2 vols., 1886-99, rm. 11, third fl.; 3 vols., 1899-1911, old records va., bsmt.; T.H.

505. (Duplicate) BILLS (For Materials and Supplies), 1933--. 8 file boxes. (4 file boxes, 1933-36, dated; 4 file boxes, 1937--, dated, (A-Z)
Name, address of creditor; amount, itemization number, date of invoice; requisition number, department code number, date of approval. Arr. alph. by date of creditor. No index. Typed. 9 x 11¼ x 28.

506. CASH (Received for Ash - Removal Tickets), 1925--. 1 vol.
Name, address of purchaser; quantity, serial numbers of tickets; amount, date of receipt. Arr. by date of receipt. No index. Hdw. 400 pp. 14 x 8½ x 1½.

507. (RECORD OF SALES OF ASH - REMOVAL TICKETS), 1928-35. 2 vols. System discont. 1935.
Name, address of purchaser; monthly, yearly total of tickets sold; date of sale. Arr. alph. by name of purchaser. No index. Typed. 100 pp. 12½ x 13½ x 2½.

Bonds

508. STREET BONDS, 1914--. 1 file box.
Record of bonds filed by construction companies: Name, address of licensee; name of bonding company; amount, terms, date of bond. Arr. alph. by name of licensee. No index. Typed. 4¼ x 6 x 16.

509. SIGN BONDS, 1933--. 1 steel file box.
Record of bonds filed by owners of overhanging signs: Name, address of owner; name of bonding company; terms of bond, date of permit. Also contains: (Canceled Sign Permits), entry 498. Bonds arr. alph. by name of owner, permits arr. alph. by name of licensee. No index. Typed. 4¼ x 6 x 16.

Miscellaneous

510. CORRESPONDENCE, 1874--. 5 vols., 2 file boxes. Missing: 1890-91, 1904-5, 1908-34.
Letters regarding permits, complaints, accidents, bonds, snow and ice removal. 1874-1907 includes letterpress copies of outgoing correspondence. Arr. alph.

by subject. Vols., 700 pp. 12½ x 10½ x 1½; file boxes, 11¼ x 13¼ x 28. 4 vols., 1874-1903, rm. 11, third fl.; 1 vol., 1905-7, old records va., bsmt.; 2 file boxes, 1935--, rm. 26; T.H.

511. LABOR RECORDS, 1888--. 1 file box, 5 vols. (1 file box, 1888-1927, 1 vol., 1937--, unlabeled; 4 vols., 1928-36, dated).
Record of employees' time off: Name, position of employee; cause, length, date of absence. Arr. alph. by name of employee. No index. Typed. 1 file box, 1888-1927, 11¼ x 9 x 28; 4 vols., 1928-36, 1,000 pp. 13¼ x 5¼ x 4½; 1 vol., 1937--, 600 pp. 13 x 12½ x 2½.

512. (TOWN YARD STOCK BOOK), 1928--. 5 vols.
Record of materials and supplies taken from town yards: Name of yard, account charged; description of materials, place materials sent, date of removal from yard. Arr. by date of removal. No index. Hdw. 300 pp. 12½ x 10¼ x 7/8. 4 vols., 1928-35, old records va., bsmt., T.H.; 1 vol., 1935--, rm. 26.

513. ASHES COLLECTION, 1900-1909. 3 vols. (dated). System discont. 1909.
Record of loads of ashes and paper collected by the town: Name of driver, number of loads collected on each street, date of collection. Includes yearly summary of loads of ashes, paper, total loads. Arr. by date of collection. No index. Hdw. 300 pp. 14½ x 11½ x 1. Rm. 11, third fl., T.H.

514. (CRUSHED STONE REMOVAL RECORD, HAMMOND STREET LEDGE), 1903-6. 2 vols. System discont. 1906.
Recording stubs: Name of teamster; size, gross, tare, net weight, destination of stone removed; initials of weigher, number of stub, date of removal. Arr. by stub no. No index. Hdw. 250 pp. 14½ x 10¼ x 1. Rm. 11, third fl., T.H.
For report on erection of stone-crushing plant 1903, see entry 487-v.

515. (RECORD OF TELEPHONE CALLS), July 7, 1927--. 16 vols.
Name, address of caller; purpose, day, date of call. Arr. by date of call. No index. Hdw. 475 pp. 14 x 8½ x 1½. 10 vols., July 7, 1927 - Nov. 21, 1934, old records va., bsmt., T.H.; 6 vols., Nov. 22, 1934--, rm. 26.

516. (HIGHWAY TAX LIST), 1834. 2 sheets.
Authorization from the assessors to the surveyor of highways to collect taxes for highway repair and maintenance. Includes real and personal property valuation and assessment list. Hdw. 4 pp. 12 x 8. Brookline Pub. Lib.

XXXVI. WATER BOARD[1]

Forerunners of the present water board in Brookline were the water committee and the water commissioners elected in the years 1871-1875. At a

1. For the statutory origin and duties of this office, Town and City Government in Massachusetts.

special meeting held in May 1871, the town acted on the sixth warrant article: "To consider the subject of supplying the town with pure water" by authorizing the moderator to appoint a committee of five to investigate the subject.[1] The report of the committee at the annual meeting of 1872 resulted in the vote that "the Selectmen, in conjunction with the Committee on Water, petition the General Court for authority to supply the town with water."[2] The year following at a meeting on February 27, 1873, the town acted on the recommendations of the committee, voted to accept Chapter 343 of the Acts of 1872 authorizing Brookline to take water from the Charles River, and in the same year it elected three water commissioners, one for one year, one for two years, and one for three years.[3] In October of the same year the town accepted fourteen ordinances relating to the water commissioners and authorizing them to make contracts on the construction of water works; to take "by purchase or otherwise, any lands, water rights, or water sources . . . (and to) deliver to the selectmen a certificate, . . . containing a statement of the fact of such taking, and a description of the lands or water sources so taken"; to keep a record book of all their doings and to make monthly written reports of their proceedings to the selectmen; and to certify all bills for construction before the selectmen should order the treasurer to make payment.[4] In 1876 the town accepted a revision of the water ordinances which officially established the commissioners as a water board to "have the exclusive and entire charge, superintendence and oversight of all lands, structures, works and apparatus designed and provided for obtaining pure water for the use of the town,[5] and also of the sources of supply of water possessed by the town and of lands appurtenant thereto." The board's financial authority was increased by the provision that it draw warrants for departmental expenses directly on the town treasurer, rather then sending these through the selectmen;[6] and it was given the authority to appoint a clerk, registrar, and any necessary agents. Since 1915 the chairman of the board has been a member of the limited town meeting.[7]

Except where otherwise noted, all records are in the Town Hall, 329 Washington Street.

Minutes and Reports
(See also entries 203-vi,592-xiii)

517. RECORDS OF WATER BOARD (Minutes of Meetings), 1873--. 14 vols. Discussions and votes on extension of service, construction of new buildings, repairing of mains and pumps, hiring of additional employees; signature of clerk of board, date of meeting. Arr. by date of meeting. No index. Hdw. 500 pp. 14 x 12 x 2. Water dept. off., rm. 9.

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1. Brookline Records, 1858-1871, p. 496
2. Ibid., 1872-1884, p. 32
3. Ibid., pp. 72, 93
4. Ibid., pp. 130-133
5. Brookline Acts and Laws, p. 205 et seq.
6. Idem; in 1938 there were eight employees of the department under the board's direction; cf. Annual Report, 1938, p. 292
7. Ibid., p. 120

518. (Annual) REPORT OF THE WATER BOARD OF BROOKLINE, 1873-- 61 vols
1875-- also in Annual Report of the Town Officers, entry 2
Contains:

i Analysis made by state department of health, 1917-18

ii. Construction. Description of project, amount of appropriation; breakdown of expenditures by amount, purpose 1891-95 includes cost of additional land purchases 1891-92 includes report of construction of Cow Bay Reservoir 1895-1904 includes summary of construction accounts, showing annual total expenditures

iii. Consumption, 1876-86. Daily, monthly number of gallons consumed; type of service

iv Financial records. Amount of appropriation; amount, source of purpose of receipt or expenditure, balance 1875, 1888-91 includes amount, purpose of special appropriation

v Narrative report of activities; recommendations for extensions, replacements, and appropriations

vi. Petitions for installation of service, 1875-76, 1880, 1886. Names of petitioners, type of requested service, length of piping required.

vii Salaries of employees, 1901-10 Name, position of employee; amount of salary.

519 (ANNUAL REPORT OF PUMPING ENGINEER TO BOARD OF WATER COMMISSIONERS), 1878-85 In Annual Report of the Town Officers, entry 2.
Narrative report on condition, equipment, service rendered by pumping station; days, hours, minutes of pumping arranged by month; number of gallons of water pumped per pound of coal, total number pumped; amount, purpose of expenditure; total expenditures

520 REPORT OF THE COMMITTEE APPOINTED BY THE TOWN OF BROOKLINE TO EXAMINE THE SOURCES OF WATER SUPPLY, 1873 1 vol
Survey on accessibility and quality of water supply, sewerage facilities; estimated expense for delivery of water from Willow Pond, Massapoag Pond, Jamaica Pond, Houghton's Pond, and several points on Charles River Arr by subject No index. Ptd 52 pp 8 x 5 x $\frac{1}{4}$ Boston Pub Lib

521 REPORT OF COMMITTEE ON RATES AND REGULATIONS FOR THE USE OF WATER, AND ORDINANCE TO ESTABLISH THE BROOKLINE WATER BOARD, 1875 1 vol
Minutes of a meeting of the committee appointed to organize a water board. Proposed rules and regulations, tax assessments, statistics gathered from other town water boards No arr No index Ptd 21 pp 9 x 6 x $\frac{1}{4}$ Boston Pub Lib

522 (Special) REPORT OF THE WATER BOARD, 1882-85 1 vol.
Report of water board upon completion of the high service plant; recommendations of superintendent as to location of plant, distribution area, probable operating costs; finding of special committee as to means of raising money, justification for building plant; consulting engineer's estimate of probable expenditures Arr by subject. No index Ptd 32 pp 9 x 5 x $\frac{1}{4}$ Brookline Pub Lib

523. REPORT OF THE WATER BOARD ON THE 6TH ARTICLE IN THE WARRANT FOR TOWN MEETING, Oct. 17, 1883. 1 vol.
Report recommending installation of necessary equipment for high service system, estimated cost, number of residents to be served, proposed increase in tax rate. No arr. No index. Ptd. 15 pp. 9 x 6 x 1/8. Boston Pub. Lib.

524. BROOKLINE WATER WORKS - REPORT OF THE COMMITTEE ON A REVISION OF THE WATER RATES AND WATER ORDINANCES, RULES AND REGULATIONS, 1884. 1 vol.
Recommendations to revise water rates, schedule of costs, current rules and regulations of water department, list of penalties for infraction of ordinances. Arr. by subject. No index. Ptd. 15 pp. 8 x 5 x 1/8. State Lib., State House, Boston.
For regulations 1877, see entry 105-iii.

Service
(See also entries 517,518-iii,-vi,545,566-i)

Meters and Fixtures

525. (Histories of) METER REGISTERS, 1873--. 22 vols. (A-Z).
Name, account number of consumer; name, section number of street; amount, date of meter reading; number, type of meter; amount of water consumed, date of billing; amount, date of payment; date of removal of meter, reading at time of removal; amount, date of lien filed for nonpayment of water assessment. Arr. alph. by name of st. and thereunder by section no. No index. Hdw. 250 pp. 16 x 12 x 2. 11 vols., 1873-1932, old records va., bsmt.; 4 vols., 1886-92, strm., rm. 11; 7 vols., 1932--, water dept. off., rm. 9.

526. (Property Owners') METER REGISTRY, 1892-1907. 8 vols. System discont. 1907.
Name, address of property owner; name of occupant; number, location of meter; meter reading in cubic feet and in gallons on date of installation, removal; amount due for water consumed, meter rental. Arr. by meter no. No index. Hdw. 700 pp. 38 x 24 x 2. Va., second fl., new workshop, 100 Pearl St.

527. FIELD (Workers' Quarterly Meter Reading) BOOKS, 1929--. 50 vols. (1-50).
Name, address of consumer; meter number; amount, date of reading; name of field employee. Arr. alph. by name of st. No index. Hdw. 250 pp. 6 x 6 x 2. Water dept. off., rm. 9.

528. METER ACCOUNTS, 1905--. 33 vols.
Name, address, account number of consumer; date of meter reading, amount of water consumed; amount, date of charge, payment, rebate. Arr. alph. by name of st. No index. Hdw. 1,000 pp. 14 x 8 x 4. 12 vols., 1905-24, old records va., bsmt.; 21 vols., 1925--, va., second fl., new workshop, 100 Pearl St.

529. RECORD OF WATER METERS (Service Histories of Meters), 1884--. 46 vols., 5 file boxes.
Name, size, number, location of meter; findings, date of test; reading at date of installation, removal; reason for removal, total recordings; costs, dates of repairs. Arr. by meter no. No index. Hdw. to 1921, typed thereafter. Vols., 300 pp. 14 x 12 x 1; file boxes, 7½ x 10½ x 16. 42 vols., 1894-1918, va., second fl., new workshop, 100 Pearl St.; 4 vols., 1919-21, rm. 11; 5 file boxes, 1922--, water dept. off., rm. 9.

530. FIXTURE REGISTER - BROOKLINE WATER WORKS, 1882-1904. 21 vols. (dated). System discont. 1904.
Charges for installing water fixtures: Name, address of consumer; type, number of fixtures installed; period of use, annual charge; amount, date of bill, abatement, payment. Arr. by date of bill. For index 1886-98, see entry 531. Hdw. 300 pp. 28 x 23 x 1. 18 vols., 1882-98, rm. 11; 3 vols., 1899-1904, va., second fl., new workshop, 100 Pearl St.

531. (INDEX TO FIXTURE REGISTER), 1886-98. 7 vols. (1 vol., 1886-90, dated; 6 vols., 1891-98, unlabeled).
Name, number of account; volume and page reference. Arr. alph. by name of account. Hdw. 75 pp. 14 x 9 x ½. Strm., rm. 11.

Maintenance and Construction (See also entries 518-ii,549,550,566-iii).

532. APPLICATIONS FOR WATER (Service), 1873--. 49 vols.
Name, address of applicant; location of property, type of service desired; number, date of application. Arr. by date of application. No index. Hdw. on ptd. form. 500 pp. 10 x 6 x 2. 12 vols., 1873-97, rm. 11; 25 vols., 1898-1923, old records va., bsmt.; 12 vols., 1924--, water dept. off., rm. 9.

533. (Bids and) SPECIFICATIONS (for Construction Material), 1930--. 1 file box.
Name, type, specifications of construction under consideration; name, address of bidder; itemization, date of bid; bidder's guarantee of performance of work. Arr. alph. by name of construction. No index. Typed. 2½ x 16 x 16. Va., second fl., new workshop, 100 Pearl St.

534. SERVICE PIPE (Connection) BOOK, 1873--. 60 vols.
Name of street; location, type, length of pipe; date of installation. Arr. by date of installation. Indexed alph. by name of st. Hdw. 250 pp. 10 x 7 x 1. Water dept. off., rm. 9.

Financial Records
(See also entries 82-xxx,177,518-ii,-iv,-vii,519,530)

535. COLLECTOR'S (Daily) CASH (Receipts), 1910--. 11 vols. Title varies: Receipts - Consumers, 1910-34, 10 vols.
Name, account number of payer; section and house number of meter location; amount, date of receipt. 10 vols., 1919-34, arr. by date of receipt; 1 vol.,

1935--, arr. by section and house no. No index. Hdw. to 1934, typed thereafter. 352 pp. 12 x 15 x 1, 200 pp. 24 x 20 x $\frac{1}{2}$. 5 vols., 1910-24, old records va., bsmt.; 5 vols., 1925-34, va. second fl., new workshop, 100 Pearl St.; 1 vol., 1935--, water dept. off., rm. 9.

536. JOURNAL (of Daily Receipts and Expenditures), 1873--. 10 vols.
Receipts: Name of payer; amount, source, date of income. Expenditures: Name of payee; amount, itemization, purpose, budget number, date of expenditure. Arr. by date of transaction. No index. Hdw. 300 pp. 12 x 10 x 2. 4 vols., 1873-1909, rm. 11; 5 vols., 1910-30, old records va., bsmt.; 1 vol., 1931--, water dept. off., rm. 9.

537. LEDGER, 1873--. 6 vols.
Summary of expense and appropriation accounts: Name of account; amount, date of debit and credit posting. Arr. by name of account. No index. Hdw. 500 pp. 24 x 12 x 2$\frac{1}{2}$. 4 vols., 1873-1917, rm. 11; 2 vols., 1918--, water dept. off., rm. 9.

538. (Record of) INVOICES (Received), 1873--. 9 vols.
Name, address of creditor; amount, itemization, date of invoice. Arr. by date of invoice. No index. Hdw. 500 pp. 16 x 12 x 2$\frac{1}{2}$. 1 vol., 1873-96, rm. 11; 3 vols., 1897-1916, old records va., bsmt.; 1 vol., 1917-21, va., second fl., new workshop, 100 Pearl St.; 4 vols., 1922--, water dept. off., rm. 9.

539. (Record of) BILLS RENDERED, 1873--. 19 vols. Missing: 1882-1909.
Name, account number of consumer; amount, itemization, date of bill; amount, date of abatement. Arr. by account no. No index. Hdw. 350 pp. 14 x 10 x 1$\frac{1}{2}$ 2 vols., 1873-81, old records va., bsmt.; 15 vols., 1909-34, va., new workshop, 100 Pearl St.; 2 vols., 1934--, water dept. off., rm. 9.

540. WATER TAKERS - (Copies of) CONSUMER'S COMMITMENTS FILED WITH THE TREASURER, 1902--. 22 vols. Missing: 1930-34.
Name, address of consumer; meter reading, amount of water consumed, rate per gallon; amount, date of payment, rebate; number, type, period of operation of meter; reading at installation, removal. Arr. by date of payment. No index. Hdw. 1,400 pp. 6 x 20 x 4. 21 vols., 1902-29, va., second fl., new workshop, 100 Pearl St.; 1 vol., 1935--, water dept. off., rm. 9.

541. WATER TAX COUPONS (Stubs of Bills Committed for Collection), 1905--. 29 file boxes.
Name, address, meter number of consumer; amount, date of charge, commitment; date of payment. Arr. by meter no. No index. Typed. 13 x 13 x 25. 20 file boxes, 1905-32, rm. 11; 9 file boxes, 1933--, water dept. off., rm. 9.

542. COMMITMENT OF WATER CHARGES - CONSUMERS, 1935--. 1 vol. System estab. 1935.
Name, address, account number of consumer; meter number, quarterly reading; amount, date of bill. Arr. by meter no. No index. 700 pp. 20 x 18 x 2. Water dept. off., rm. 9.

543. (PLANT OPERATION PAY ROLL), 1898--. 37 vols.
Name, wage rate of worker; period of employment, salary due; amount, period, date of pay roll. Arr. by date of pay roll. No index. Hdw. 297 pp. 10 x 12 x 1. 31 vols., 1898-1929, va., second fl., new workshop, 100 Pearl St.; 6 vols., 1929--, water dept. off., rm. 9.
For accountant's payroll vouchers, 1936--, see entry 216.

544. (General) PAY ROLL, 1914--. 7 vols.
Name, address, salary of employee; amount, date of pay roll. Arr. by date of pay roll. No index. Hdw. 200 pp. 14 x 12 x ½. Va., second fl., new workshop, 100 Pearl St.

545. MISCELLANEOUS CHARGES (for Maintenance and Service Extension), 1898--. 4 vols. Missing: 1918-26.
Name of debtor; amount, date of charge; description, location of service. Arr. chron. No index. Hdw. 364 pp. 14 x 12 x 1½. 1 vol., 1898-1907, strm., rm. 11; 1 vol., 1908-17, va., second fl. new workshop, 100 Pearl St.; 2 vols., 1927--, water dept. off., rm. 9.

546. (Stubs of) TREASURY ORDERS - BROOKLINE WATER WORKS, 1881-1903. 8 vols.
Stubs of orders drawn on treasurer for payment of departmental salaries, maintenance costs, purchase of new materials, extension of water works: Name of payee; amount, purpose, accounting, number, date of order. Arr. by order no. No index. Hdw. on ptd. form. 220 pp. 14 x 13 x 2. Rm. 11.

547. (Copies of) PURCHASE ORDERS (for Materials, Supplies, and Service), 1932--. 7 bdls.
Name, address of payee; amount, purpose, accounting, number, date of order; signature of requisitioning officer, approval of accountant. Arr. by date of order. No index. Typed on ptd. form. 11 x 9 x 3. Va., second fl., new workshop, 100 Pearl St.
For paid purchase orders kept by accountant 1933--, see entry 215.

548. (Indemnification for) INDUSTRIAL ACCIDENTS (to Employees), 1914--. 1 file box. Payment authorized by law 1914.
Name, address, occupation, age of employee; nature, date of accident; period of disability; amount, date of payment. Arr. by date of accident. No index. 10 x 12 x 12. Old records va., bsmt.

549. BROOKLINE WATER BOARD (Departmental) MAINTENANCE (Expenditures), 1877-86. 1 vol.
Name of payee, department charged; amount, purpose, date of expenditure. Arr. alph. by name of dept. and chron. thereunder. No index. Hdw. 200 pp. 11½ x 10 x 2. Strm. rm. 11.

550. BROOKLINE WATER WORKS - (Original) CONSTRUCTION (Expenditures), 1874-85. 1 vol.
Expenditures for labor and materials involved in construction of water mains, service pipes, gates, hydrants; payments for land takings: Name of payee;

amount, purpose, date of expenditure; total. Arr. by date of transaction. Indexed alph. by purpose of expenditure. Hdw. 500 pp. 11 x 10 x 1. Strm., rm. 11.

Plant Operations
(See also entries 517,519,543)

High Service Station (See also entries 522,523)

551. SUPPLY MAINS, 1873--. 48 vols.
Sketches of supply mains, hydrants, and gate connections: Name of connection, street. Arr. alph. by name of st. No index. Hand-drawn. 150 pp. 7 x 6 x ½. Water dept. off., rm. 9.

552. PUMPING RECORD - HIGH SERVICE (Station) - BROOKLINE WATER DEPT. (Engines 1 and 2), 1885--. 4 vols. Title varies: Record of Work - B.W.W., 1885-97, 1 vol.; Pumping Record - Brookline Water Works, 1898-1909, 1 vol. 1895-- also in Pumping Record (Engines 3 and 4), entry 554.
Daily notation of operation of pumps: Pump number; consumption, leakage of water; gallons pumped per pound of coal; highest, lowest water line of river and wells; highest, lowest cut-off; date of record. Arr. by day. No index. Hdw. 250 pp. 16½ x 10 x 3. Off., first fl., High Service Station, 311 Newton St.

553. GENERAL CORRESPONDENCE, 1904--. 2 file boxes
Correspondence of the water board and pumping stations regarding repairs, materials, applications for extention of service. Arr. alph. by name of correspondent. No index. Hdw. and typed. 12 x 9 x 24. Off., first fl., High Service Station, 311 Newton St.

Low Service Station

554. PUMPING RECORD (Engines 3 and 4), 1875--. 7 vols. (6 vols., 1875-91, 1902--, unlabeled; 1 vol., 1891-1901, dated). Title varies: No title, 1875-91, 2 vols.; Pumping Record - Brookline Water Works, 1891-1909, 2 vols.
For description, see entry 552. Also contains: Pumping Record - High Service (Station) - Brookline Water Dept. (Engines 1 and 2), entry 552. Arr. by day. No index. Hdw. 400 pp. 16 x 10 x 2. Low Service Station, Gardner St., West Roxbury.

555. BOILER AND ENGINE REPAIR RECORD, 1875--. 63 vols.
Name of inspector, date of inspection, period of suspension of operation; nature, time of repair. Arr. chron. No index. Hdw. 200 pp. 12 x 9 x 1½. Off., first fl., Low Service Station, Gardner St., West Roxbury.

556. (Daily) PRECIPITATION REPORT, 1875--. 63 vols.
Amount of rainfall, time of reading, name of reader; engineer's signature.

Arr. chron. No index. Hdw. 50 pp. 12 x 9 x ¼. Off., first fl., Low Service Station, Gardner St., West Roxbury.

Filter Records

557. FILTRATION RECORD, 1917--. 20 vols. System estab. 1917.
Daily record of operation of filter plant: Volume of filtration, number of tricklers, date of record. Arr. chron. No index. Hdw. 250 pp. 12 x 10 x 1. 19 vols., 1917-35, water dept. off., rm. 9; 1 vol., 1936--, watchman's off., second fl., Filtration Plant, Gardner St., West Roxbury.

558. NUMBER OF GALLONS PASSED (Through) FILTERS, 1918-30. 4 vols.
Filter number, date of reading, volume of filtration. Arr. by filter no. and thereunder by date of reading. No index. Hdw. 200 pp. 12 x 12 x 1. Va., second fl., new workshop, 100 Pearl St.

Deeds

559. (Copies of) DEEDS (to Land Taken for Water Supply), 1873--. 1 vol.
Name, address of grantor; location, description, valuation of land; amounts, dates of mortgages; names of mortgagees, date of transfer, volume and page reference to records in Norfolk county registry of deeds.. Arr..by year and thereunder alph. by name of grantor. For index, see entry 560. Typed. 250 pp. 16 x 12 x 1½. Water dept. off., rm. 9.

560. (INDEX TO DEEDS), 1873--. 1 file box.
Name of grantor, location of property, date of transfer, volume and page reference. Arr..alph. by name of grantor. Typed. 200 pp. 3 x 4 x 5. Water dept. off., rm. 9.

Miscellaneous

561. (Street Location) PLANS (of Water Mains, Pipes, and Hydrants), 1873--. 20 file boxes.
Location, description, type of connection; name of street, range and section number, names of abutting property owners. Arr. by section no. and thereunder by range no. Indexed by key map. Hand-drawn. 3 x 43 x 30. Water dept. off., rm. 9.

562. GENERAL (Incoming and Outgoing) CORRESPONDENCE, 1913--. 8 file boxes.
Correspondence relative to consumer's complaints regarding service and maintenance charges, collection of bills, repairs of meters. Arr. alph. by name of st. No index. Hdw., typed. 12 x 12 x 24. 4 file boxes, 1913-30, va., second fl., new workshop, 100 Pearl St.; 4 file boxes 1931--, water dept. off., rm. 9.

563. (Copies of Outgoing) LETTERS, 1876-98. 1 vol. System discont. 1898.
Correspondence relative to employment, water charges, purchase of materials. Arr. by date of correspondence. Indexed alph. by name of correspondent. Hdw., typed. 753 pp. 11 x 9½ x 1½. Strm., rm. 11.

564. WATER ORDINANCES, 1911-23. 2 vols.
Ordinances and regulations of the water board; names of board members. Includes map showing water lines of Brookline. Arr. by ordinance no. No index. Ptd. 12 pp. 6 x 3 x ¼. Brookline Pub. Lib.

565. THE PROPOSED BROOKLINE PARKWAY INCLUDING THE RESERVOIR, Dec. 27, 1902. 1 vol.
Description of the proposed parkway and reservoir, arguments for town appropriation of $50,000, names of persons favoring the plan, names of property owners with frontage on proposed parkway. Includes copies of letters from mayor of Boston to Boston City Council and from water commissioners to mayor of Boston relative to Brookline reservoir. No arr. No index. Ptd. 8 pp. 10 x 6. Brookline Pub. Lib.

XXXVII. SUPERINTENDENT OF WATER WORKS

Apparently under the general authority of the act giving them "charge, superintendence and oversight" of the water works, the water board appointed sometime before 1878 a superintendent of the water works; although records of the appointments have not been published, the superintendent has annually made a report in the printed town reports since 1878.[1]

566. (ANNUAL REPORT OF SUPERINTENDENT OF WATERWORKS), 1878--. In Annual Report of the Town Officers, entry 2.
Contains:
i. Consumption records: Average daily, monthly number of gallons consumed, classified by type of service. 1882 includes waste chart, showing amount of water wasted, cause of waste. 1889-1936 includes amount of coal consumed, total amount of revenue.
ii. Narrative reports of operation, equipment, needs of waterworks; description of construction begun and completed.
iii. Record of mains and pipes: Location, description, size of line; type of pressure; location, size, number of drinking fountains, stopgates, hydrants. 1878-1926 includes location, number of water-cart feeders.

1. Treasurer's Report, 1878, p. 137; Annual Report, 1938, pp. 299-307

XXXVIII. PARK COMMISSIONERS[1]

At the annual meeting of March 1880 Brookline voted to accept the provisions of the "Act for the laying out of public parks in or near the city of Boston" and to elect park commissioners under that act.[2] It accordingly elected its first park commissioners, one for 2 years, one for 3 years and one for 4 years; since that time one commissioner has been elected each year for a three-year term.[3] The duties of the commissioners are outlined in the various acts regulating the office in general for the state, as well as specifically within Brookline.[4] The chairman of the commissioners has since 1915 been ex officio a member of the limited town meeting.[5]

Except where otherwise noted, all records are in the selectmen's main office, room 6, first floor, Town Hall, 329 Washington Street. In addition to the following records, see entry 63 for park construction plans; entry 592-vii for engineer's reports on parks 1896-1931.

567. PARK COMMISSIONERS' RECORD (Minutes of Meetings), 1880--, 2 vols. Missing: 1896-1904.
Votes on park repairs and improvements, purchase of new land and machinery; action on complaints from citizens, rules for use of parks and for ice coasting; list of members, date of meeting. Arr. by date of meeting. No index. Hdw. to 1895, typed thereafter. 500 pp. 14½ x 9½ x 2.

568. (ANNUAL REPORT OF PARK COMMISSIONERS), 1886--. In Annual Report of the Town Officers, entry 2.
Contains:

i. Appropriations and expenditures:
   a. Breakdown of recommended appropriations by purpose, 1896--.
   b. Breakdown of expenditures by purpose, 1892--.
ii. Golf course, 1933--: Number of players, amount of receipts from playing fees, total cost of maintenance.
iii. Narrative report of functions and activities; recommendations for improvements and appropriations.
iv. Public lands, 1924: Chart listing parks, playgrounds, cemeteries, school grounds, fire-station lots, water supply areas, showing name, area, cost, date of original purchase; present area.

569. (ANNUAL REPORT OF PARK COMMISSIONERS), 1901. In Town of Brookline - Parks and Cemeteries - Reports, entry 475.
Analysis of departmental activities and expenditures, recommendations for ensuing year's appropriation.

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1. For the statutory origin of duties of this office, see Town and City Government in Massachusetts.
2. Acts, 1815, ch. 185; Brookline Records, 1872-1884, p. 534
3. Idem
4. Brookline Acts and Laws, pp. 67-69, 75-77, 82-83
5. Ibid., p. 20

570. GENERAL CORRESPONDENCE AND PERMITS TO (Use) PARKS AND BUILDINGS, 1905--. 2 file boxes.
Applications for permits to use parks and buildings: Name, address of applicant; type, date of application; folder number. Includes correspondence relative to complaints, construction, supplies, requests for information. Arr. alph. by name of applicant or correspondent. For index, see entry 571. Hdw., typed. 18 x 12 x 36.

571. PARK (Index to Applications for Permits and Correspondence), 1910--. 1 file box.
Name of correspondent, subject, folder number. Arr. by folder no. Typed. 5½ x 4 x 15.

572. (MUNICIPAL GOLF COURSE - DAILY CASH RECEIPT BOOK), 1933--. 4 vols.
Receipts from players, locker rentals, concessions, and clubhouse rentals: Name, address of payer; amount, date of receipt; total monthly receipts. Arr. by date of receipt. No index. Hdw. 250 pp. 9 x 12 x 1½. Safe, supt. off., first fl., Municipal Golf Club, 1281 West Roxbury Parkway.
For daily report of receipts to accountant 1933--, see entry 203-iv; for annual reports on golf course 1933--, see entry 568-ii.

573. (Municipal Golf Course) REGISTER (of Persons Using Golf Course), July 1933--. 4 vols.
Name, address of player; date of registration, signature of player. Arr. by date of registration. No index. Hdw. 250 pp. 12 x 16 x 1½. Safe, supt. off., first fl., Municipal Golf Club, 1281 West Roxbury Parkway.

XXXIX. GYMNASIUM AND BATHS COMMITTEE

In 1883, after considering the provisions of the newly issued Public Statutes authorizing public baths and other public works in towns voting to establish them, Brookline appropriated $3,000 for the erection and maintenance of one or more public bathhouses.[1] A five-man committee appointed at the same time to superintend the building reported the next year that a bathhouse had been built on the school house lot on Boylston Street, that the year's attendance had been 282 males and 64 females, and that the cost of erection and maintenance had been only two-thirds of the sum appropriated; the committee recommended an annual maintenance appropriation of $500 to be managed by the selectmen.[2]

One year later the selectmen reporting on the bathhouse for the previous year mentioned the appointment of its first superintendent.[3] In 1889 a committee specially appointed by the town to investigate the feasibility of

1. Brookline Records, 1872-1884, pp. 691-700, passim; cf. Public Statutes 1882, ch. 27 sec. 13-14.
2. Annual Report, 1884, pp. 129-130
3. Ibid., 1885, p. 113

Next entry, p. 205

establishing free warm baths recommended the erection of a public warm bath and swimming tank at a cost of $5,000 to $10,000 to replace the bath-house then in operation.[1] Nothing came of this recommendation immediately, although the subject was revived in 1890; the selectmen continued appointing a superintendent of the bath-house.[2] In 1892 the selectmen recommended the erection of a new and larger bath-house; in 1895 once again a committee was appointed to investigate the question, and this time the town, accepting its recommendation, voted $15,000 for the building which was to be supervised by the selectmen and the committee.[3] At a special meeting December 16, 1896, Brookline voted that the selectmen appoint a committee of nine citizens "who shall serve without pay, and who shall have care and management of the new Public Bath, when completed, the members of said committee to be appointed from the Board of Health, School Committee and Water Board, or their appointees, and at least two citizens at large. The said committee so appointed shall establish such rules and rates for the Public Bath as they deem best, and shall appoint such officers and assistants as are necessary."[4] At the same time $3,000 was voted for furnishing the bath-house and $1,000 for maintenance.[5]

The committee on the care and management of public baths was appointed by the selectmen December 21, 1896; they reported the opening of the new building January 1, 1897, and the appointment of a superintendent, engineer, and assistant superintendent.[6]

That expansion of facilities was still continuing is indicated in the report of 1903 that land had been purchased adjacent to the bath-house in order to establish there a municipal gymnasium.[7] In 1904 the general court by special act authorized Brookline to appropriate money for a public gymnasium,[8] and the town voted $100,000 in March 1906 and an additional $20,000 in May for the construction of its gymnasium.[9] The gymnasium was not opened until January 14, 1908, but already the town had prepared for its administration; in the annual meeting of 1907 it was voted that the nine-man committee for the care and management of baths have the same supervisory authority for the gymnasium as for the baths.[10] At the annual meeting of March 1911 it was voted to reduce the membership of the gymnasium and baths committee from nine men to three appointed annually by the selectmen.[11] In 1915 the committee was included among the ex officio members of the limited town meeting, but except for this one change there has been no change in the office since 1914.[12] The reports of the committee indicate from year to year how far the organized activities in the gymnasium have been developed; in 1938 they reported an attendance of 104,244 at the bath-house and 58,700 at the gymnasium.[13]

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1. Annual Report, 1890, pp. 42, 327-328
2. Ibid., 1891, p. 29; ibid., 1892, p. 101
3. Ibid., 1896, pp. 22, 54-55
4. Ibid., 1897, pp. 73-74
5. Idem
6. Ibid., 1897, pp. 277-279
7. Ibid., 1903, p. 213
8. Acts, 1904, ch. 157
9. Ibid., 1907, pp. 32, 42
10. Ibid., 1908, pp. 211, 212
11. Ibid., 1911, p. 37
12. Brookline Acts and Laws, p. 120; Annual Report, 1938, p. vii
13. Annual Report, 1938, pp. 287, 288

Except where otherwise noted, all records are on the first floor, Municipal Gymnasium, 60 Tappan Street. In addition to the following records, see entry 82-xxxii for appropriation for construction of bath-house 1883.

Minutes and Reports

574. TOWN OF BROOKLINE - (Minutes of Meetings of) GYMNASIUM AND BATH (Committee), 1920--. 2 bdls., 2 vols.

Discussions and votes taken on appointment and salaries of employees, purchase and maintenance of equipment, departmental appropriations, general administrative questions; names of members present, date of meeting. Arr. by date of meeting. No index. Hdw. to 1937, typed thereafter. Bdls., 15 x 11 x 2; vols., 100 pp. 14 x 10 x 1. 2 bdls., 1 vol., 1920-37, strm., 1 vol., 1938--, main off.

575. (Copy of) ANNUAL REPORT OF THE GYMNASIUM AND BATH COMMITTEE (Submitted to Selectmen), 1897--. 41 vols. (dated). 1897-- also in Annual Report of the Town Officers, entry 2.

Narrative report commenting on activities, attendance, competitive games. Includes the following tables:

i. Attendance, 1897--: Number of patrons classified by sex; number of residents, nonresidents; monthly, annual total.

ii. Financial report, 1907--: Total amount of receipts from bath and instruction fees, locker rentals; amount of town appropriation, expenditures for maintenance, equipment, repairs.

iii. Schedules, 1897, 1931--: Hours for use of pool, gymnasium, and baths by men, boys, women, girls.

Also contains: (Copies of Annual Reports of the Playground Commission, Submitted to Selectmen), 1911--, entry 585. Arr. by year. No index. Ptd. 20 pp. 8 x 4 x 1/8. 31 vols., 1897-1927, strm.; 10 vols., 1928--, cl. desk, main off.

576. (REPORT OF THE COMMITTEE ON FREE WARM BATHS), 1890--. In Annual Report of the Town Officers, entry 2.

Narrative report of committee appointed to investigate public baths in other municipalities; estimate of costs, recommendation that baths be established in Brookline.

577. (Published) REPORT OF THE COMMITTEE ON CARE AND MANAGEMENT OF THE PUBLIC BATHS, 1898. 1 vol.

Number, types of baths; income received, maintenance and improvement, costs, special appropriations, amount of water consumption. Includes rules and regulations, names of employees. Arr. by subject. No index. Ptd. 25 pp. 9 x 6 x ¼. State Lib., State House, Boston.

Attendance and Receipts
(See also entry 575,-i,-ii)

578. BROOKLINE BATHHOUSE (Daily) ATTENDANCE (Operating Statistics) AND GYM RECEIPTS, 1926--. 4 bdls., 1 vol.

Contains:

i. Attendance record: Number of male, female, juvenile, and adult bathers; number of paid, free baths; number of class and private swimming lessons given; number of nonresident bathers, total attendance, date of record.

ii. Operating statistics: Water, room temperature; percentage of bacteria and chlorine content, alum in filter, date of refill of pool, date of record.

iii. Receipts: Number, total amount of fees received; date of record.

Arr. by day. No index. Hdw. Bdls., 15 x 12 x 1; vol., 100 pp. 13 x 10½ x 3/4. 4 bdls., 1926-37, strm.; 1 vol., 1938--, desk, main off.

579. (RECEIPTS, APPROPRIATIONS, EXPENDITURES), 1925--. 5 bdls., 1 vol.
Receipts: Name of payer; amount, source, date of receipt. Appropriations: Amount, budgetary accounting, date of appropriation. Expenditures: Name of payee, budget account; amount, purpose, date of expenditure. Also contains: (Appropriations and Expenditures - Playground Commissioners), entry 586. Arr. by date of transaction. No index. Hdw. Bdls., 12 x 15 x 1; vol., 100 pp. 12 x 15 x 1. 5 bdls., 1925-36, strm.; 1 vol., 1936--, cl. desk, main off.

580. (GYMNASIUM ATTENDANCE), 1926--. 4 bdls., 1 vol.
Number of boys, girls, men, women in attendance at afternoon, evening classes; number of spectators present, date of record. Arr. by date of record. No index. Hdw. on ptd. form. Bdls., 12 x 10 x 1; vol., 100 pp. 12 x 12½ x 1. 4 bdls., 1926-35, strm.; 1 vol., 1936--, main off.

Miscellaneous

581. (COPIES OF REQUISITIONS FOR SUPPLIES), 1932--. 3 bdls., 1 vol. (dated).
Name, address of vendor; amount, budgetary accounting, itemization, number, date of requisition; date of receipt, billing. Also contains: (Copies of Requisitions for Supplies - Playground Commissioners), entry 587. Arr. by date of requisition. No index. Typed on ptd. form. Bdls., 13 x 12 x 2; vol., 100 pp. 12 x 10 x 1. 3 bdls., 1932-37, strm.; 1 vol., 1936--, cl. desk, main off.

582. (RECORD OF INVOICES FOR MATERIALS), 1930--. 9 vols.
Name, address of creditor; amount, accounting, itemization, date of invoice; requisition, budget number; date of receipt of merchandise, invoice. Also contains: (Record of Invoices for Materials - Playground Commissioners), entry 588. Arr. by date of receipt of invoice. No index. Hdw. 100 pp. 14 x 8 x 1. 8 vols., 1930-37, strm.; 1 vol., 1938--, main off.

583. CORRESPONDENCE, 1921--. 11 bdls., 4 file boxes. (dated).
Requests for information relative to opening hours and fees and copies of replies thereto, correspondence with business firms regarding materials and supplies, and with selectmen regarding appropriations. Also contains: (Correspondence of Playground Commissioners), entry 590. Arr. alph. by name of correspondent. No index. Typed. Bdls., 9 x 12 x 1; file boxes, 10½ x 14½ x 27. Main off.

XL. PLAYGROUND COMMISSION[1]

In 1911 Brookline's annual meeting voted "that the power the town has to conduct and promote play, sport, and physical education on its playgrounds be exercised by a Playground Commission to be appointed by the Selectmen."[2] The meeting went on to recommend to the selectmen that the commission consist of five members "including three members of the Committee on Public Baths and Gymnasium, one member of the School Committee, and one member of the Board of Park Commissioners";[3] this recommendation was observed by the selectmen in making their first appointments that same year.[4] In the commissioners' first published report to the town in 1916 they reported an annual attendance of 135,551 at the 13 playgrounds open; they also recommended the establishment of evening recreation centers in the schools during the winter months.[5] In the year following the commission opened such centers and reported the organization of classes in home economics, dancing, and gymnastics.[6] By vote of the town in 1919 these added activities were turned over to the school committee for supervision, the committee being left to concentrate on the purely recreational activities on public playgrounds which it still supervises; in 1938 the commission reported a years' attendance of 107,998 at the playgrounds under their direction.[7]

In addition to the following records, see entry 85-xxvii for report of playground committee 1871.

584. TOWN OF BROOKLINE - (Minutes of) PLAYGROUND (Commissioners' Meetings), 1920--. 2 bdls., 2 vols.
Discussions and proposals concerning personnel salaries, purchase and transfer of equipment; supervision of recreational projects; names of members present, date of meeting. Arr. by date of meeting. No index. Hdw. to 1937, typed

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1. For the legal origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1911, p. 81
3. Idem
4. Ibid., p. 108
5. Ibid., 1916, p. 225
6. Ibid., 1917, pp. 235, 239
7. Ibid., 1919, p. 183; ibid., 1938, pp. 170-180

thereafter. Bdls., 14 x 10 x 1; vol., 100 pp. 14 x 10 x 1. 1 vol., 2 bdls., 1920-37; strm.; 1 vol., 1938--, main off.; Municipal Gymnasium, 60 Tappan St.

585. (COPIES OF ANNUAL REPORTS OF THE PLAYGROUND COMMISSION, SUBMITTED TO SELECTMEN), 1911--. In Annual Report of the Gymnasium and Bath Committee (Submitted to Selectmen), entry 575. 1915-- also in Annual Report of the Town Officers, entry 2.
Narrative report of activities, attendance, improvements; recommended appropriation showing amount, purpose. 1915-24 includes report of executive secretary, showing total attendance by individual grounds; number of children, mothers, babies; number of games played, dances, story periods; number of classes in home economics, gymnastics, dancing.

586. (APPROPRIATIONS AND EXPENDITURES - PLAYGROUND COMMISSIONERS), 1925--. In (Receipts, Appropriations, Expenditures), entry 579.
Appropriations: Amount, budgetary accounting, date of appropriation. Expenditures: Name of payee; amount, purpose, date of expenditure.

587. (COPIES OF REQUISITIONS FOR SUPPLIES - PLAYGROUND COMMISSIONERS), 1932--. In (Copies of Requisitions for Supplies), entry 581.
Name, address of vendor; amount, budgetary accounting, number, date of requisition; date of receipt, billing.

588. (RECORD OF INVOICES FOR MATERIALS - PLAYGROUND COMMISSIONERS), 1930--. In (Record of Invoices for Materials), entry 582.
Name, address of creditor; amount, budgetary accounting, itemization, date of invoice; requisition, budget number; date of receipt of merchandise, invoice.

589. (PLAYGROUND ATTENDANCE RECORD), 1935--. 2 bdls., 1 vol.
Name of playground; number of male, female juveniles and adults in attendance at day, evening classes; type of instruction given; total attendance per day, month, year. Arr. alph. by name of playground, and thereunder by week. No index. Hdw. Bdls., 15 x 12 x 6; vol.; 76 pp. 15 x 13 x 1. 2 bdls., 1935-36, strm.; 1 vol., 1937--, main off.; Municipal Gymnasium, 60 Tappan St.

590. (CORRESPONDENCE OF PLAYGROUND COMMISSIONERS), 1921--. In Correspondence, entry 583.
Requests for information on classes, opening hours, and replies thereto; correspondence with selectmen relative to appropriations and general administrative matters.

XLI. TOWN ENGINEER

The earliest reference to the office of town engineer in Brookline's town meeting records is an incidental one in the minutes of the meeting of April 10, 1872, that a survey of the town "be done by the engineer of the town under the direction of the Selectmen."[1] From the nature of that reference the office had apparently already been in existence for an undetermined length of time. The office has been filled ever since 1872, the engineer being appointed by the selectmen for an indefinite tenure in accordance with the following article of the town bylaws:

> The selectmen shall annually appoint a Town Engineer at a fixed salary, who shall have authority to appoint such assistants as the town engineering work requires, subject as to number and compensation only to the approval of the Selectmen.[2] The Town Engineer shall have charge of all town engineering, and no person connected with the engineering department shall engage in engineering work except for the town of Brookline, without prior permission in writing in each instance of the Selectmen. The Town Engineer shall have charge of, and shall preserve, arrange, and index, so as to be readily accessible to the public, all plans, surveys, field notes, records, documents, and inventories connected with the engineering department of the town. He shall keep an accurate set of books showing in detail the cost of his department and of all work done under his direction, all materials purchased and of whom, and all vouchers, orders, and letters received and sent. The Town Engineer shall each year submit to the Selectmen, in time for publication in the Annual Town Report, a statement showing in detail the work of the engineering department for the year, the names of all persons employed, and a complete inventory of all town property in that department. The Selectmen shall have the power at any time to remove the Town Engineer.[3]

Except where otherwise noted, all records are in the engineer's office, room 25, Town Hall, 329 Washington Street.

Reports
(See also entry 641-iii)

592. (ANNUAL REPORT OF ENGINEER), 1896--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Appropriations and expenditures, 1896--: Amount of appropriation, expenditures, balance. 1896-1916 includes classification of expenditures by purpose.

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1. Brookline Records, 1872-1884, p. 34
2. According the engineer's report in 1938, there were 22 workers in the department assisting the engineer: cf. Annual Report, 1938, p. 224
3. Brookline Acts and Laws, p. 169

(ANNUAL REPORT OF ENGINEER), (Cont'd)

ii. Assessors, 1896-97,1919-20,1923,1925,1927--: Number of surveys for the use of assessors in tax-appeal cases; number of plans drawn.

iii. Board of survey, 1896-99,1922,1924: Names of streets the lines and grades of which have been approved and established by the board.

iv. Bridges and underpasses, 1896-1921,1926--; Names, locations of bridges and underpasses planned, begun, or completed.

v. Federal relief projects, 1933--: Narrative of progress and completion of construction projects under CWA, 1933-34; ERA, 1934-35; WPA, 1936--.

vi. Miscellaneous intermittent annotations, including photographs taken and equipment purchased, 1904--.

vii. Parks, 1896-1931: Description of work done on lay-out and maintenance, with amount of expenditures therefor.

viii. Planning board, 1916-- intermittently: Report of plans drawn and surveys made for use of planning board.

ix. Police department, 1918, 1932-33: Number of garages built.

x. Precipitation, 1921--: Table showing amount, rate of daily precipitation by five-minute, ten-minute, one-hour periods; daily, monthly, yearly total.

xi. Sewers, 1896--: Narrative report of lay-out and maintenance. 1896, 1898-1921, 1926-- includes table of sewers laid or acquired, showing location, size, length, materials, number of manholes, cost, amount of assessments on property owners.

xii. Streets, 1896--: Report of bids, award of contract, progress of each street under construction; names of streets planned, completed, repaired; number of monuments set out.

xiii. Water department, 1918-20, 1923-31: Narrative report of surveys and plans made; location, dimensions, number of excavations and laid mains.

Construction Records
(See also entry 63)

593. STREET DATA, 1894--. 5 file boxes.
Record of streets widened, narrowed, raised, lowered, or repaired: Name, chord distances, deflections of street; number of measuring stations, grade of curb and side line. Includes plans showing progressive changes. Arr. alph. by name of st. No index. Hdw. on ptd. form. 8½ x 6 x 17. Va.

594. GRADES GIVEN (to Streets), 1905--. 5 file boxes.
Names of intersecting streets; names of instrument man, chief supervisor, and rodmen; purpose, date of grade and line given; land, grade, station elevations; bench number; amount of cut, fill. Arr. alph. by name of st. No index. Hdw. on ptd. form. 9 x 6 x 17¼.

595. (Requests for) STREET (Grading Information), 1904--. 6 file boxes.
System estab. 1904.
Name of street, department, requesting official, official furnishing information; description, purpose of information; number, date of request;

approximate date information desired, date furnished. Arr. alph. by name of st. No index. Typed on ptd. form. $3\frac{1}{2}$ x $5\frac{1}{2}$ x $16\frac{1}{2}$.

596. (Inspector's) STREET CONSTRUCTION NOTES, 1907--. 2 file boxes.
Name, location, grade of street; name of inspector, contractor; number, daily wage of foreman; number, hourly wage of laborers; total daily labor cost; amount, cost of building materials and supplies; rental cost of building machinery; date of record. Arr. alph. by name of st. No index. Hdw. on ptd. form. 5 x 7 x $17\frac{1}{4}$. Va.

597. (STREET NUMBER CERTIFICATE BOOK), 1926--. 22 vols. Missing: 1929-31.
Duplicates of certificates assigning street numbers to buildings: Name, address of property owner; name of representative of property owner, engineer; name of street, number assigned, former number (if any), description of building; number, date of certificate; initials of certifying officer. Arr. by date of certificate. No index. Hdw. 50 pp. $3\frac{1}{2}$ x $7\frac{1}{2}$ x $\frac{1}{4}$.

598. (RECORD OF BUILDINGS UNDER CONSTRUCTION AND PLANS), 1894--. 11 file boxes.
Name, number of street; type, description of materials used; number of tenements, stories; assessor's plan, block, lot, precinct number; date of construction.
Also contains:

i. Building plans and specifications: Location, measurements of building; names of adjoining streets, volume and page reference to (Field and Level Books), entry 620.

Arr. alph. by name of st. No index. Typed on ptd. form, plans hand-drawn. 4 x $5\frac{1}{4}$ x $13\frac{1}{4}$. Va.

599. HOUSE MEASUREMENTS - HOUSES TORN DOWN, 1894--. 13 file boxes.
Name of owner, name, number of street; type of building, building material, roof; number of floors, tenements; assessor's plan, permit number; date of construction, demolition. Reverse side contains a plan of the building showing location and dimensions, names of abutting streets, volume and page reference to (Field and Level Books), entry 620. Arr. alph. by name of st. No index. Hdw. on ptd. form. 4 x $5\frac{1}{2}$ x $13\frac{1}{4}$. Va.

600. HOUSE CONNECTIONS, 1901--. 6 file boxes.
Record of building connections for sewers and drains: Name of property owner, contractor, inspector, street; street, house connection number; type, date of connection; number, date of permit; initials of inspector, engineer; volume and page reference to (Field and Level Books), entry 620. Reverse side contains sketches to sewer and drain connections. Arr. alph. by name of st. No index. Hdw. 5 x 7 x $17\frac{1}{4}$. Va.

601. (ORIGINAL BIDS), 1857--. In (Correspondence), entry 635.
Street location of proposed job; name, address, signature, title of contractor; name, signature of surety; itemization, specifications of construction; itemization, date of bid, awarding of contract; amount, date of bond; signature of selectmen, index number. For index 1894--, see entry 602.

602. DOCUMENT INDEX (to Bids), 1894--. 5 file boxes.
Name of street; summary, date of document; index number. Arr. alph. by name of st. Hdw. and typed on ptd. form. 4 x 11 x $17\frac{1}{4}$. Va.

603. ENGINEER'S ESTIMATES, 1894--. 7 vols. Title varies: Estimates, 1894-1916, 5 vols.
Estimates for street sewer, drain, building construction: Location, type, description of construction; amount, type, cost of materials; labor cost; total, date of estimate. Arr. by date of estimate. For index, see entry 622. Hdw. 365 pp. 13½ x 9 x 1½. Va.

604. RECORD - CONTRACTOR'S ESTIMATES, 1916--. 4 vols. Title varies: Contractors' Estimates, 1916-37, 3 vols.
Location, type of job; amount, type, cost of materials to be used; cost of labor; total, date of estimate; date of contractor. Arr. by date of estimate. Indexed alph. by name of st. Hdw. on ptd. form. 365 pp. 13½ x 9 x 1½. Va.

605. ORDERS OF TAKING, LAYING OUT BLDG. LINES, 1926--. 3 file boxes.
Original orders by the selectmen to take private land for laying out streets or making public improvements: Name of street; location, boundaries, description of improvement; dates of engineer's plan of improvement, filing of plan with town clerk, authorization by town meeting and selectmen's order; signatures of selectmen. Also contains:

i. Public improvement records: Name of street, location, description, boundaries of proposed improvement; name of property owners; number, area, assessed value of each adjoining lot; estimated cost, date of hearing, signatures of selectmen, acknowledgment of town clerk.

Arr. alph. by name of st. No index. Hdw. on ptd. form. 4 x 11 x 17½. Va.

Plans and Photographs
(See also entries 63,593,599,600)

606. (COPIES OF PLANS FILED IN NORFOLK COUNTY REGISTRY OF DEEDS), 1852--. 36 file boxes (L-1 to L-36).
Plans showing changes in land lines: Name of grantor, grantee; name, address of county engineer; names of bounding streets, lines of division, area to divided land parcels; date of filing; number, date of plan; file box, plan number; volume and page reference to property records in registry of deeds, signature of county register of deeds. Arr. by plan no. For indexes, see entries 607, 608. Black-and-white, blueprint. 3 x 44 x 30½.

607. (INDEX TO PLANS IN NORFOLK COUNTY REGISTRY OF DEEDS), 1852--. 3 file boxes.
Number, section letter, date of plan; volume and page reference to property records in county registry of deeds; file box number; initials of engineer, draftsman, checking official. Arr. by vol. and p. no. Hdw. on ptd. form. 3½ x 5½ x 12½.

608. LAND PLANS INDEX, 1852--. 8 file boxes.
Index to (Copies of plans in Norfolk County Registry of Deeds), entry 606: Name, compass location of street; names of property owners, abutting streets; initials of engineer; scale, date of plan; file box, plan number. Arr. alph. by name of st. Hdw. and typed on ptd. form. 3½ x 5½ x 12½.

609. (PRELIMINARY PLANS), 1873--. 59 file boxes (22 file boxes, 1873-1903, unlabeled; 37 file boxes, 1903--, 1001-4548).
Name of street; title, scale, section letter, date of plan; name of official ordering plan, engineer; drawing, plan, index number. Arr. by plan no. For index, see entry 610. Black-and-white, blueprint, pencil tracings. 2½ x 33½ x 26½. Attic.

610. (INDEX TO PRELIMINARY PLANS), 1873--. 9 file boxes (A-Z).
Name of street; section letter, number, material, summary, date of plan; plate, index number; initials of department official. Arr. alph. by name of st. Typed on ptd. form. 3½ x 5¼ x 13¼.

611. (CONSTRUCTION PLANS), 1873--. 263 file boxes, 136 bins.
Plans of highways, sewers, parks, and rights-of-way showing location of construction; title, number, section letter, scale, date of plan; plate, index number; name of department official ordering plan, draftsman. Arr. by plan no. For indexes, see entries 612, 613. Black-and-white, blueprint. File boxes, 2½ x 34¼ x 25½; bins, 5½ x 5½ x 64½. Va.

612. (INDEX TO CONSTRUCTION PLANS), 1873--. 18 file boxes (A-Z).
Name of street, initials of department official; summary, type, section letter scale, material, date of plan; plate, index, plan number. Arr. alph. by name of st. Typed on ptd. form. 4 x 5½ x 13¼. Va.

613. (Street) PLAN BOOK, 1873--. 2 vols. Title varies: Plan Accession Book, Engineering Dept. Brookline, 1873-1921.
Name of street; title, scale, size, material, index number, section letter, date of plan; name of official ordering plan, initials of draftsmen; plan number reference to (Construction Plans), entry 611. Arr. by plan no. No index. Hdw. 200 pp. 17¼ x 12½ x 1½. Va.

614. STREET NO PLANS, 1894--. 5 file boxes.
Name, boundaries, lot lines, plan number of street; names, plan number of adjoining streets. Arr. by plan no. No index. Black-and-white. 3¼ x 43½ x 37½.

615. (CONSTRUCTION-WORK PHOTOGRAPHS), 1899--. 29 bdls., 100 loose photographs, 9 file boxes. System estab. 1899.
Reverse side of each photograph contains name of street, photographer; number, date, time of photograph. Arr. by photograph no. For index, see entry 616. Photographs, black-and-white; comments, hdw. and typed. Bdls., 1899-1920, 10½ x 8¼ x 2; photographs, 1921-35, 12 x 6½ x 11; 9 file boxes, 1936--, 11½ x 5¼ x 11. Va.

616. PHOTOGRAPH INDEX, 1899--. 1 file box.
Name of street; subject, purpose, date, plate number of photograph; initials of photographer, delivery date of prints. Arr. alph. by name of st. Hdw. and typed on ptd. form. 4 x 11 x 17¼. Va.

617. TAX APPEAL PLANS, 1933--. 7 file boxes (1-700).
Drawings of property involved in damage suits against town: Name of property owner; location, area, boundaries of land; zone, block, lot, plan number; number of cubic feet of each floor in building, names of adjoining streets; number, date of plan. Arr. by plan no. No index. Colored, ptd. 2½ x 42 x 37.

618. (Plans of Property Involved in) CASES READY FOR COURT, 1933--. 2 file boxes (1-200).
For description, see entry 617. Arr. by plan no. No index. Colored, ptd. 2½ x 42 x 37.

619. CASES READY FOR COURT (Photographs of Damaged Property), 1933--. 2 file boxes (A-Z).
For description, see entry 615. Arr. alph. by name of st. For index, see entry 616. Photographs, black-and-white; comments, hdw. and typed. 11½ x 5¼ x 11.

Calculations and Diagrams

620. (FIELD AND LEVEL BOOKS), 1871--. 270 vols. (1-270).
Sketches of streets, boundary lines, sewer levels, lot measurements: Name of street, date of survey. Arr. by date of survey. 1871-93, no index; for index 1894--, see entry 622. Hdw. 150 pp. 7½ x 5¼ x ½. Va.

621. CAL. (Calculations), 1894--. 6 vols., 18 file boxes.
Calculations, diagrams, figures, and formulas for proposed construction: Name of street, person making calculations; description of proposed construction; sheet, plan number, date of calculation. Arr. alph. by name of st. For index, see entry 622. Hdw. Vols., 1894-1916, 350 pp. 13½ x 9 x 1½; file boxes, 1917--, 2 x 10 x 18. Va.

622. (CONSTRUCTION INDEX), 1894--. 6 file boxes.
Index to Engineer's Estimates, entry 603; (Field and Level Books), entry 620; Cal. (Calculations), entry 621: Name of street; subject, description, date of record; type of construction, volume and page reference. Arr. alph. by name of st. Typed on ptd. form. 4 x 11 x 17¼. Va.

623. (Calculations and Diagrams of) DRAINAGE AREAS, ETC., 1894--. 2 vols.
Location of drainage area, number of calculation sheet, date of calculation. Arr. by date of calculation. No index. Hdw. 360 pp. 13½ x 9 x 1¼. Va.

624. (Drain Grade and) SEWER (Diagram and) NOTES, 1908--. 11 file boxes. System estab. 1908.
Name of contractor, inspector; location of sewer, adjoining streets, sewer and drain grades; cost, date of construction. Also contains:

i. Inspector's notes on sewers and drains: Location, period of construction; number of foremen, laborers, other employees; date of record.

Arr. alph. by name of st. No index. Hdw. on ptd. form. 5 x 7 x 17¼. Va.

Claims for Damages

625. (DUPLICATES OF RELEASES OF CLAIMS), 1857--. In (Correspondence), entry 635.
Name, signature, seal of grantor; name of grantee, amount of consideration, description of property; abstract, date of deed; attestation of notary public, expiration date of commission; index number. For index, see entry 626.

626. (Index to Duplicates of) RELEASES (of Claims), 1857--. 2 file boxes (A-Z).
Street location of property, signature of engineer; date of property plan, release; index number. Arr. alph. by name of st. Typed on ptd. form. $3\frac{1}{2}$ x $5\frac{1}{2}$ x $12\frac{1}{2}$.

Receipts and Expenditures
(See also entry 592-i)

627. (Weekly Expenditures for Salaries, New Equipment, Maintenance Costs) - TOWN OF BROOKLINE ENGINEERING DEPARTMENT, 1899--. 8 vols.
Missing: 1894-98. No title, 1899-1903, 1 vol.
Name, address of payee; amount, itemization, date of expenditure; weekly, monthly totals. Arr. by week. No index. Hdw. 200 pp. $13\frac{1}{2}$ x $14\frac{1}{2}$ x $1\frac{1}{4}$. 6 vols., 1899-1928, va.; 2 vols., 1929--, safe.

628. (EXPENDITURES FOR CONSTRUCTION AND REPAIR OF STREETS, SEWERS, DRAINS), 1925--. 3 file boxes.
Street location, date of job; name of creditor, amount of invoice, budget code letter, item number of supplies purchased, date of entry, page reference to (Record of) Invoices - Engineer's Dept. - Town of Brookline, entry 633:
Also contains:

i. Monthly summary of total construction or repairs: Street location, date of job, amount of appropriation, amount expended on each job, monthly appropriation balance, budget code letter, item number of supplies purchased, date of entry.

Arr. alph. by budget code letter and by item no. No index. Typed on ptd. form. 10 x 6 x 20. Safe, private off.

629. INVENTORY (Record of Purchases), 1894--. 1 file box. (A-Z).
Name of item, vendor; quantity, description, cost, date of purchase. Arr. alph. by type of item. No index. Hdw. and typed on ptd. form. $4\frac{1}{4}$ x $11\frac{1}{4}$ x $17\frac{1}{4}$. Va.

630. RECORD OF PURCHASES, 1925--. 2 vols.
Name of vendor; itemization, date of purchase; rate of discount; number, date of purchase order. Arr. alph. by type of item. No index. Hdw. 200 pp. $11\frac{1}{2}$ x $12\frac{1}{2}$ x 2. Private off.

631. (Copies of) PURCHASE ORDERS AND PURCHASE RECORD, 1932--. 1 file box.
Name, address of vendor; name of account chargeable; amount, itemization,

budget code letter, number, date of order. Arr. by date of order. No index. Typed on ptd. form. 11 x 16½ x 24. Private off.

632. (Duplicates of) PAID INVOICES (and Bills), 1932--. 1 file box.

Name, address of creditor; name of account chargeable, budget code number, purchase order number; amount, itemization, number, date of invoice. Arr. alph. by name of creditor. No index. Typed on ptd. form. 11 x 16½ x 24.

633. (Record of) INVOICES - ENGINEER'S DEPT. - TOWN OF BROOKLINE, 1897--. 7 vols. Missing: 1894-96.
Name of creditor; amount, itemization, date of invoice; date of order; voucher, item number; budget code letter. Arr. by date of invoice. Indexed alph. by name of creditor. Hdw. 500 pp. 15½ x 11 x 2¼. 5 vols., 1897-1930, va.; 2 vols., 1931--, safe.

634. (Weekly) PAY ROLL (Record) - ENGINEERING DEPARTMENT, 1894--. 10 vols.
Name, signature, salary, position, number of employee; period of time worked, amount due; approval of engineer, selectmen, accountant; amount, date of pay-roll. Arr. by date of pay roll. No index. Hdw. on ptd. form. 320 pp. 14 x 9 x 1¼. 7 vols., 1894-1932, va.; 3 vols., 1933--, safe, private off.
For accountant's pay roll vouchers 1930--, see entry 216.

Miscellaneous

635. (CORRESPONDENCE), 1857--. 16 file boxes.
Correspondence with other town departments and contractors regarding public and private construction work and repairs; index number. Also contains: (Original Bids), entry 601; (Duplicates of Releases of Claims), entry 625. Arr. by index no. For index to bids, see entry 602; for index to releases, see entry 626; for index to correspondence, see entry 636. Correspondence, hdw., typed; bids, releases, hdw. on ptd. form, typed on ptd. form. 11½ x 16¼ x 17½ Va.

636. CORRESPONDENCE INDEX, 1857--. 2 file boxes.
Name of correspondent, summary of letter, index number, date of correspondence. Arr. alph. by name of correspondent. Hdw. and typed on ptd. form. 4 x 11 x 17½. Va.

637. (Engineers') STANDARD DIARY, 1894--. 116 vols. (dated).
Name of official, daily schedule, date of entry. Arr. chron. No index. Hdw. on ptd. form. 367 pp. 10½ x 9 x 1. 112 vols., 1894-1934, va.; 4 vols., 1935--, private off.

638. (Card Record of) SEWER ASSESSMENTS, 1879--. 8 file boxes.
Location of property; amount, date of assessment; names of parties to whom information concerning assessment is given, date information given, initials of department official furnishing information. Arr. alph. by name of st. No index. Typed on ptd. form. 3½ x 5½ x 12½.

639. ASSISTANTS (Histories of Employees), 1894--. 1 file box. Name, address, position of employee; date of appointment, promotion; weekly, annual salary at appointment, promotion; date of resignation, dismissal, or death. Arr. alph. by name of employee. No index. Hdw. on ptd. form. 4 x 11 x 17¼. Va.

XLII. PLANNING BOARD

The forerunner of Brookline's planning board was created in 1911 when the town voted that the selectmen every three years appoint "five citizens of the town to constitute and be known as the board of Municipal Improvements."[1] In December 1913 the town adopted a bylaw establishing in place of the board of municipal improvements a five-man planning board, the first members to be elected at the annual meeting of March 1914; after the first election the officers were to be chosen for revolving three-year terms, and were to serve without pay.[2] The bylaw further provides:

> The duties of such Board shall be to make careful studies of the resources, possibilities and needs of the town, particularly with respect to conditions which may be injurious to the public health or otherwise injurious in and about rented dwellings, and to make plans for the development of the town with special reference to the proper housing of its people. It shall also be the duty of such Board to consider and advise upon municipal improvements, in regard to which the advice of the Board at any time may be asked by any official or officials of the town; and such Board may also upon its own initiative, make to any official or officials of the town, such recommendations in regard to municipal improvements as such Board may from time to time think proper or expedient. Such Board shall make a report to the town annually, giving information regarding the condition of the town and any plans or proposals for the development of the town and estimates of the cost thereof. Such report shall be sent to the Selectmen not later than January 15 in each year.[3]

The board's many responsibilities include the preparing of zoning regulations, the recommending of systems to control traffic problems, and the planning of town construction both short and long-range for all departments.[4]

Except where otherwise noted, all records are in the engineer's private office, room 25, Town Hall, 329 Washington Street. In addition to the following records, see entry 592-viii for engineer's report on plans and surveys for use of planning board 1916-- intermittently.

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1. Annual Report, 1911, p. 37
2. Brookline Acts and Laws, p. 169
3. Idem.
4. Annual Report, 1938, pp. 168-170

640. PLANNING BOARD'S RECORDS (Minutes of Meetings) TOWN OF BROOKLINE, 1914--. 1 vol. (dated).
Discussion of petitions, zoning problems; recommendations to selectmen on lay-out of public-improvement construction, zoning regulations. Includes names of parties with whom correspondence has been carried on. Also contains:

i. Record of hearings on zoning bylaws: Names of opponents, proponents, board members present; purpose, place, date, time of meeting; motions, recommendations, votes; signature of secretary of board.

Arr. by date of meeting. No index. Typed on ptd. form. 494 pp. 14½ x 9½ x 1½.

For report on zoning bylaws 1921, see entry 641-vii.

641. (ANNUAL REPORT OF PLANNING BOARD), 1921--. In Annual Report of the Town Officers, entry 2.
Contains:

i. Building lines established, 1915-21, 1923-24: Name, location, dimensions of street.
ii. Building permits, 1924: Summary of permits issued by building commissioners for three preceding years, showing types, number of permits.
iii. Engineer's report, 1931: Report of engineer consulted on methods of highway improvement.
iv. Financial report, 1918--: Amount of appropriation recommended for ensuing year. 1918-24 includes amount of appropriation, expenditure for current year.
v. Narrative report of action on petitions for new streets, zoning regulations, street-railway accommodations, establishment of building lines.
vi. Special projects recommended, 1937--: Description, purpose, cost of project; method of financing.
vii. Zoning bylaws, 1921: Text of recommended bylaws. For other zoning bylaws, 1912, 1923, 1925, see entry 668.

642. PLANNING BOARD (Correspondence), 1914--. 2 file boxes (A-Z).
General correspondence pertaining to building materials and construction, and zoning regulations. Arr. alph. by name of st. or subject. No index. Hdw., typed. 11 x 16½ x 24.
For list of correspondents, see entry 640.

643. REGULATIONS AS TO SIGNS, AWNINGS, 1933. 1 vol.
Regulations governing the hanging of signs and awnings. No arr. No index. Ptd. 3 pp. 9 x 6 x 1/16. Brookline Pub. Lib.

XLIII. BOARD OF SURVEY

In March 1924, by accepting Chapter 41 of the General Laws of 1921,

Brookline established locally a board of survey.[1] The act provides that the selectmen in towns accepting the act, constitute the board whose principal functions include the approving of plans for public ways, conducting hearings on such ways and causing plans to be made and filed "of such territory or sections of lands in the . . . town as the board of survey or the planning board may deem necessary."[2] Although the act states specifically that the powers of the board are not to abridge those of the selectmen in regard to highways, the extent of those powers may be indicated in the following quotations from the law:

> No public way shown on any plan filed . . . shall hereafter be laid out, located anew, altered or widened . . . except in accordance with the plan. . . . If any person shall open for public travel any private way the location, direction, width, grades . . . of which have not previously been approved in writing by the board of survey . . . neither the . . . town nor any other public authority shall place any public sewer, drain, water pipe or light in, or do any public construction work of any kind, or make repairs, on such private way. . . .
>
> No register of deeds shall record any plan showing thereon proposed ways in any town having a board of survey unless there is endorsed thereon a certificate of said board . . that all laws applicable to such plan have been complied with.[3]

In 1936, Brookline voted to accept sections 81F to 81J inclusive of Chapter 211 of the Acts of 1936, sections which added to the responsibilities of local boards of survey.[4] The sections provide that any person subdividing any property in such a way as to require provision of street for the purpose must first submit to the board of survey a plat of such subdivision; the board is required to hold a public hearing before approving any such subdivision, to file with the town clerk a certificate of action taken, and to record in detail all its proceedings relative to the approval or disapproval of the plats submitted.[5]

In addition to the following record, see entry 592-iii for approved street lines and grades 1896-99, 1922, 1924.

644. (Minutes of Meetings of) BOARD OF SURVEY, 1924--. 1 vol. Discussions, recommendations, decisions relative to survey of lines, grades, repair and construction of streets; names of members present, date of meeting. Arr. by date of meeting. No index. Typed. 300 pp. 14 x 9 x 1¼. Sel. main off., rm. 6, T.H.

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1. Brookline Acts and Laws, p. 140
2. Idem
3. Ibid , p. 141
4. Annual Report, 1937, p. 160
5. Acts, 1936, ch. 211, sec. 81F

XLIV. BUILDING COMMISSIONER[1]

At a special meeting of November 22, 1888, Brookline's town meeting voted to appoint a seven-man committee to draw up a building law for the town.[2] The report of the committee was accepted at a special meeting held February 20, 1889, and at the adjourned meeting of February 26th it was voted to accept the detailed bylaw prepared by the committee "in relation to the construction of buildings, and also in relation to the registration and licensing of plumbers and the inspection of plumbing work and materials."[3] Section 8 of the new bylaws provided that the selectmen annually in April appoint for a term of one year an inspector of buildings, at such salary as the town should vote; the inspector was to be employed in no other business nor was he to be interested in any contract for building or for furnishing materials.[4] In April 1889 the town meeting appropriated $2,500 "for fitting up an office for the Inspector of Buildings and Plumbing, and to pay the salary of said Inspector"; in May of the same year the selectmen appointed one man as "inspector of buildings and plumbing, and also inspector of the board of health, for the term of one year . . . or until another is appointed in his stead, at a salary of one thousand dollars per annum..... The office was opened for business May 15th 1889."[5] The inspector continued until 1893 to fulfill the several functions he had originally been assigned, but by vote of a special town meeting in 1893 the selectmen were authorized to appoint an assistant to the inspector who was to act as inspector of plumbing;[6] and again in 1898 the town voted that another assistant to the building inspector be appointed.[7]

In 1895 the town had accepted Chapter 455 of the Acts of 1894 creating a board of three examiners of plumbers, the building inspector not only being one of these three, but also being the authority licensing plumbers, issuing permits for installing plumbing, and appointing a plumbing inspector; in 1899 when the special act regulating gas fittings went into effect, the inspector had new responsibilities as one of the three members of the board of examiners of gas fitters and also as the sole authority issuing permits for installation of gas fittings.[8] When the first of several revisions of the building bylaws was adopted in 1903, the inspector's title was changed to building commissioner, and it was required that he be an architect, master builder or civil engineer of ten years' experience; departmental inspectors whom the commissioner was authorized to appoint, subject to the selectmen's

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1888, p. 66
3. Ibid., 1890, pp. 14, 25
4. Ibid., 1890, p. 22
5. Ibid., p. 128
6. Ibid., 1894, p. 45; cf. the sketch on the plumbing inspector, p. 226
7. Ibid., 1899, p. 34
8. Brookline Acts and Laws, pp. 85-89, 92-94

approval, were to be architects, engineers, masons, carpenters, plumbers or iron workers of five years' experience selected after civil service examination.[1] But despite expansion and revision in the technical specifications of the bylaws which he is required to enforce, the broad functions of the commissioner have remained much the same as at the origin of his office. The original duties of the office were thus outlined: "He shall keep a record of said department; submit to the Selectmen a yearly report of such business; ascertain all facts and make all returns which shall be required by law relative to steam boilers or other matters connected with his department, and enter upon the premises where any fire has occurred, if necessary, in order to investigate the origin of the fire. He shall grant permits for the erection or alteration of buildings, but no such permit shall be issued until the inspector has carefully examined the plans and specifications of the proposed building or alteration, and ascertained that the building has sufficient strength, and that the means of ingress and egress are sufficient. A copy of the plans and specifications of every public building shall be deposited in the office of the inspector."[2] In addition to examining building plans, the inspector was required to examine the buildings themselves in the course of erection, alteration, or repair, as often as practicable; he was given the right of entry into any of them and he was required to make a detailed record of all violations of the bylaw observed in these inspection visits.[3] Buildings reported dangerous or damaged by accident or fire he was also to inspect, making a record of his inspection and reporting the facts to the selectmen; his records were always to be open to the fire department, engineers, or to any town officer.[4]

Except where otherwise noted, all records are in the building department office, room 21, Town Hall, 329 Washington Street.

Reports
(See also entry 3-ii)

645. (ANNUAL REPORT OF BUILDING COMMISSIONER), 1891--. In Annual Report of the Town Officers, entry 2.
Narrative report of public and private building operations; tables of types, number of permits issued; purpose, number, results of inspections.

646. REPORT OF COMMITTEE TO CONSIDER CHANGES IN BUILDING LAWS, 1910. 1 vol.
List of proposed changes in building laws. No arr. No index. Ptd. 100 pp. 9 x 6 x $\frac{1}{2}$. Brookline Pub. Lib.

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1. Town of Brookline, Building Laws of the Town of Brookline, Brookline, 1903, Art. XXI, sec. 2, p. 92
2. Annual Report, 1888, p. 22
3. Idem
4. Idem

Licenses and Permits
(See also entries 641-ii,645)

647 RECORD OF PERMITS - WOOD AND FRAME BUILDINGS - TOWN OF BROOKLINE, 1889--. 2 vols. (dated). Subtitled by type of structure: Brick and Stone, Wood.
Name of owner, builder; location, purpose of building; specifications, estimated cost of construction; number, date of permit. Arr. by permit no. For index 1898--, see entry 648. Hdw. on ptd. form. 200 pp. 17 x 16 x 1½. Va.

648. (INDEX TO BUILDING PERMITS), 1898--. 15 file boxes (A-Z).
Names, addresses of parties; location, type of job; date of permit. Arr. alph. by name of st. No index. Typed on ptd. form. 6 x 4¼ x 18.

649. RECORD OF PERMITS - BRICK AND STONE BUILDINGS - TOWN OF BROOKLINE, 1889--. 2 vols. (dated).
Name of owner, builder; location, type of building; specifications, estimated cost of construction; number, date of permit. Arr. by permit no. For index 1898--, see entry 648. Hdw. on ptd. form. 200 pp. 17 x 16 x 1½. Va.

650. BRICK APPLICATIONS - BUILDING, 1910--. 5 file boxes (dated).
Title varies: Applications, 1910-24, 3 file boxes.
Name of owner, builder, architect; signature, address of applicant; location, purpose, estimated cost, specifications of building; number, date of application; date of permit, signature of commissioner. Arr. by application no. No index. Hdw. and typed on ptd. form. 12 x 5 x 25. Va.

651. RECORD OF PERMITS - ALTERATION (Repair and Razing), ETC. - TOWN OF BROOKLINE, 1900--. 2 vols. (dated). Missing: 1898-99. Subtitled by type of structure: Brick and Stone, Wood.
Name of owner, contractor; location, type of building; specifications, estimated cost of construction; number, date of permit. Arr. by permit no. For index 1898--, see entry 648. Hdw. on ptd. form. 200 pp. 17 x 16 x 1¼. Va.

652. WOOD (Building) APPLICATIONS, 1910--. 5 file boxes (dated).
Name of owner, builder, architect; signature, address of applicant; location, purpose, estimated cost, specifications of building; number, date of application; date of permit, signature of commissioner. Arr. by application no. No index. Hdw. and typed on ptd. form. 12 x 5 x 25. Va.

653. (Applications for Building) ALTERATIONS (Repair and Razing Permits), 1920--. 4 file boxes (dated).
Name, address of owner, contractor, architect; specifications, estimated cost of contractor; location, purpose, of building; name, signature, address of applicant; application number, date of permit, signature of inspector. Arr. by application no. No index. Hdw. and typed on ptd. form. 12 x 5 x 25.

654. (APPLICATIONS FOR PERMIT TO INSTALL HEATING APPARATUS), 1903--. 1 chest, 1 file box (dated).
Name, address of owner, occupant of building; location, type, purpose of building; specifications, dimensions, purpose, kind of apparatus; number, date of application; signature, license number of contractor; signature of commissioner, date of permit. Arr. by application no. and date of permit. No index. Hdw. on ptd. form. Chest, 17 x 27 x 15½; file box, 10½ x 5 x 12½. 1 chest, 1903-33, bldg. dept. va., bsmt.; 1 file box, 1934--, bldg. dept. off.; T.H.

655. (LODGINGHOUSE PERMITS), 1920--. In Correspondence, entry 666.
Name of licensee; address of lodginghouse; number, date of license. For index, see entry 656.

656. (Index to) LODGING HOUSE (Permits), 1920--. 1 file box.
Name of applicant, address of lodginghouse; number, date of license. Includes list of boarding homes for aged people. Arr. alph. by name of st. Typed. 11½ x 13 x 27½.

657. (RECORD OF GARAGE LICENSES FOR STORAGE OF GASOLINE), 1911--. In Correspondence, entry 666.
Name of licensee, location of garage, car capacity; date of application, permit. For index, see entry 658.

658. (Index to) GARAGE LICENSES (for Storage of Gasoline), 1911--. 2 file boxes. (A-Z).
Name of licensee; location, description, car accommodation of garage; capacity of gasoline container; number, date of license. Arr. alph. by name of st. Typed on ptd. form. 5 x 6½ x 17. Va.

659. (Licenses for) SIGNS, 1889--. In Correspondence, entry 666.
Name of licensee; location, type of sign; number, date of license. For index 1934--, see entry 660.

660. (Index to Licenses for) SIGNS, 1934--. 1 file box.
Name of owner; place, type of sign; number, date of license. Arr. alph. by st. Typed. 11½ x 13 x 27½.

661. (APPLICATIONS FOR AND ACTION ON GAS FITTING PERMITS), 1902--. 26 file boxes, 3 chests (marked by incl. permit nos.).
Name, address of owner of building, gas fitter; location, purpose, type, material of building; specifications of job; signature, license number of gas fitter; number, date of application; date of permit, signature of building commissioner. Arr. by application no. and by date of permit. No index. Hdw. on ptd. form. File boxes. 10½ x 5 x 12½; chests, 17 x 27 x 15½. 20 file boxes, 3 chests, 1902-33, bldg. dept. va., bsmt; 6 file boxes, 1934--, bldg. dept. off., rm. 21; T.H.

For records of gas inspection 1895--, see entry 677; for record of permits 1899-1907, see entry 678; for record of applications 1914--, see entry 679.

[662-668] Building Commissioner - Financial Records; Miscellaneous

Financial Records

662. RECORD OF EXPENDITURES (for Maintenance), 1902--. 3 vols.
Name of payee; amount, purpose, date of expenditure. Arr. by date of expenditure. No index. Hdw. 150 pp. 12 x 9 x 1.

663. LEDGER, 1916--. 5 vols.
Summary of accounts as posted from Record of Expenditures (for Maintenance), entry 662: Name, number of account; amount, date of debt, credit posting. Arr. alph. by name of account. No index. Hdw. 200 pp. 14 x 10 x 1½.

Miscellaneous

664 (Licensed) PLUMBERS' REGISTER - TOWN OF BROOKLINE, 1894--. 3 vols.
Title varies: Plumbing Register - Town of Brookline, 1894-1906, 1 vol.; no title, 1906-28, 1 vol.
Name, business address of plumber; number, date of license. Arr. alph. by name of licensee. No index. Hdw. 200 pp. 14 x 9 x 1.

665. (Public) BUILDING PLANS, 1889--. 48 file boxes, 45 file bins.
Dimensions, lot lines, front and side view of building; plan number. Arr. by plan no. No index. Hand-drawn, blueprint. File boxes, 3 x 40 x 27; file bins, 12½ x 13¼ x 30. 48 file boxes, 1889-1926, bldg. dept. va., bsmt., T.H.; 45 file bins, 1927--, va., bldg. dept. off.

666. CORRESPONDENCE, 1889--. 5 file boxes.
Correspondence with the selectmen relative to approval of gasoline licenses, overhanging signs; with contractors and home owners concerning statistics on construction and alteration of buildings. Also contains: (Lodginghouse Permits), 1920--, entry 655; (Record of) Garage Licenses for Storage of Gasoline), 1911--, entry 657; (Licenses for) Signs, 1889--, entry 659. Correspondence arr. by date of letter and by folder no. permits and licenses arr. alph. by name of licensee. For index to lodginghouse permits, see entry 656; for index to garage licenses, see entry 658; for index to licenses for signs 1934--, see entry 660; for index to correspondence 1916--, see entry 667. Typed on ptd. form. 12 x 12 x 24. 2 file boxes, 1889-1915, bldg. dept. va., bsmt.; 3 file boxes, 1916--, va., bldg. dept. off., rm. 21; T.H.

667. (Index to) CORRESPONDENCE, 1916--. 2 file boxes (dated).
Name, address of correspondent; subject matter, date of letter, file number. Arr. alph. by name of correspondent. Typed. 7 x 11½ x 24. Va.

668 BUILDING AND PLUMBING LAWS, 1889, 1912, 1923, 1935. 4 vols.
Maximum height, area of building constructions; preliminary requirements for classification and specifications of construction; regulations for hotels, lodginghouses, garages; rules for plumbing, drainage, gas fitting, wiring. Includes zoning bylaws, 1912, 1923, 1925. Arr. by subject. No index. Ptd. 150 pp. 7 x 5 x ½. Brookline Pub. Lib.

Next entry, p. 226

XLV. BOARD OF APPEAL

The office of board of appeal had its inception in the 1903 town-meeting vote accepting a revised building bylaw.[1] The office, not yet given a formal title or detailed responsibilities, was created in this section of the law: "Should the owner of any building object to any order or decision of the commissioner, on a matter left by this law to his approval or control, and choose a referee to serve as hereinafter provided, within three days after being notified of such order or decision, the matter should be referred to three referees, who shall be either architects, civil engineers, or master-builders, one chosen by the commissioner, one by the owner, and a third by these two; and the decision thereon in writing of these referees, or a majority of them, shall be final and conslusive."[2] In 1912 the building bylaw was once again revised, this time with detailed revisions of the original provisions respecting the board of appeal.[3] The office was specifically given the title "board of appeal"; of its three members to be appointed by the selectmen all had to be residents or businessmen of Brookline, one was to be an attorney, and at least one was to be an architect, civil engineer, or master-builder.[4] The appointments were to be made for revolving three-year terms, and each member was to be paid $10 per meeting for actual services.[5] The original function of the board was to hear complaints of persons dissatisfied with any decisions of the building commissioner on matters left by the bylaw to his approval or discretion; any person appealing from an order of the commissioner within ten days was to be heard by the board of appeals who had final authority to confirm or reverse the commissioner's rulings.[6] The board also had responsibility for deciding what substitutes if any might be allowed for materials specified under the bylaw for construction or repair of buildings; the commissioner's signed statements recommending such substitutes were required to be filed with the board and approved by them before permits for use of such substitutes could be issued by the commissioner.[7] Plans and specifications of any structure so unusual as to be beyond the intention of the bylaw, after being submitted to the commissioner, were to be referred by him with his recommendations to the board; the board "after a public hearing of which at least fourteen days' notice shall be given, may authorize such materials and methods of construction as in their judgment the public interest . . . may require, provided that the decision of the board in such cases shall be unanimous and the commissioner shall thereupon grant a permit accordingly."[8]

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1. Annual Report, 1904, p. 36. For statutory origin of this office, see Town and City Government in Massachusetts.
2. Building Law, 1903, pp. 94-95
3. Annual Report, 1912, p. 27
4. Town of Brookline Building-Law of the Town of Brookline, Adopted March 31, 1903, Approved by the Superior Court May 11, 1903; Amended April 10, 1912, Amendments Approved by the Attorney General, August 19, 1912, Brookline, 1920, Article XXII, sec. 13, p. 79.
5. Idem
6. Ibid., Article XXII, sec. 14, p. 79
7. Ibid., Article XXII, sec. 15, p. 79
8. Ibid., Article XXII, sec. 16, pp. 79-80

By amendment in 1915, the board of appeal was given authority to hear complaints against the building law itself; in such cases their decision specifying the variations allowed and the reasons therefor is to be filed in the office of the commissioner within ten days of the hearing; one certified copy to be sent to the applicant and another copy publicly posted in the commissioner's office for two weeks.[1] The board is also by bylaw required to submit to the selectmen each January a report summarizing its decisions and recommended revisions of the bylaw in the year past.[2]

All records are in the town clerk's vault, room 1, Town Hall, 329 Washington Street.

669. MINUTES OF MEETINGS OF BOARD OF APPEAL, 1916--. 1 vol.
Minutes of meetings held to hear appeals from decisions of the building commissioner: Date of meeting, roll call of members, discussion of appeal, disposition of case, time of adjournment. Arr. by date of meeting. No index. Hdw. 300 pp. 9 x 6 x 1.

670. BOARD OF APPEAL (Original Appeals and Hearings), 1916--. 1 file drawer.
Individual case folders labeled with case number and name of appelant, containing copy of building commissioners decision being protested, original letter of appeal by appelant, advertisement from Brookline newspaper announcing date and place of hearing brief for board's consideration of case giving name of appelant, location of property, question involved; recorded decision of board. Arr. by case no. No index. Typed. 11 x 15 x 26.

XLVI. INSPECTOR OF PLUMBING[3]

In 1889 with Brookline's adoption of its first building bylaw the office of inspector of plumbing was established; sections 12 and 13 of the bylaw required regular inspection of plumbing by the board of health or the building inspector.[4] The selectmen in May appointed for one year one "inspector of buildings and plumbing",[5] and in the following year the inspector published his first report.[6] The appointment of the combined office was made annually until 1893 when a special town meeting voted that the selectmen appoint an

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1. Annual Report, 1915, p. 44; Brookline Acts and Laws, p. 247
2. Idem
3. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
4. Annual Report, 1890, p. 25
5. Ibid., p. 128
6. Ibid., pp. 169-170

assistant to the inspector of buildings also to serve as an inspector for the board of health, the officer to serve for the coming year or until another should be appointed in his stead, at a salary of $1,000.[1] The first report of the officer, appearing in the same year under the title "inspector of plumbing", indicated the number of applications received and permits granted for plumbing; in his capacity of inspector for the board of health the same man reported separately as sanitary inspector.[2] In the following year the town's acceptance of Chapter 455 of the Acts of 1894 affected the office of plumbing inspector; the building inspector was to appoint to the office a practical plumber of at least five years' continued practical experience, the appointee being first examined by the civil service commission.[3] The act required the inspector to inspect all licensed plumbing work of construction, alteration or repair, reporting to the building inspector all violations of any law, ordinance or bylaw regulating the work.[4] The office has continued to the present with no significant change in structure or function, although it may be noted that when the original inspector died in 1921 his successor was appointed after civil service examination, not required at the time of original appointment.[5]

671. (ANNUAL REPORT OF INSPECTOR OF PLUMBING), 1889, 1892--. In Annual Report of the Town Officers, entry 2.
Number, type of permits granted, fixtures installed; number of tests, inspections; estimated cost of plumbing, amount of increase over or decrease from previous year.

672. (Record of) PLUMBING (Permits), 1889--. 3 vols. Title varies: Plumbers Permits, Town of Brookline, Plumbing Permits, 1889-1912, 1 vol.; Plumbing Permits, Town of Brookline, 1913-29, 1 vol.
Name, address of plumber; name of owner, location of building; date of inspection, completion; cost of job; number, date of permit. Arr. by permit no. No index. Hdw. 200 pp. 24 x 18 x 1½. Va., bldg. dept. off., T.H.

673. (APPLICATIONS FOR PLUMBING PERMITS), 1889--. 2 chests (dated). 12 file boxes.
Name, address of owner of building, plumber; location, purpose, type, material of building; nature, details, estimated and final cost, date of completion of job; signature, registered number of master plumber; number, date of application, permit; signature of commissioner. Arr. by application no. No index.

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1 Annual Report, 1894, p. 45

2 Ibid., p. 158, cf. also sketch on the office of sanitary agent, p. 180

3. Brookline Acts and Laws, p. 87

4. Acts, 1894, ch. 455, sec. 5; for the Brookline bylaws regulating plumbing, see Brookline Acts and Laws, pp. 342-348.

5. Annual Report, 1938, p. 209; ibid., 1921, p. 132; cf. Brookline Acts and Laws, p. 85

Hdw. on ptd. form. Chests, 17 x 27 x 15½; file boxes, 10½ x 5 x 12½. 2 chests, 1889-1924, bldg. dept. va., bsmt.; 6 file boxes, 1925--, bldg. dept. off.; T.H.

XLVII. EXAMINERS OF GAS FITTERS[1]

The office of examiners of gas fitters was established in Brookline by a special act of the general court, Chapter 134 of the Acts of 1899, approved in town meeting April 14 in the same year.[2] The act requires the board of health annually to appoint a board of three members, the first to be a member of the board of health, the second to be the inspector of buildings, and the third to be a practical gas fitter of at least five years' experience, holding no other office.[3] Only the third member may receive any compensation (at a rate not exceeding five dollars a day); the examiners immediately after their appointment must organize by the selection of a chairman and clerk and must designate times and places for examination of applicants for licenses.[4] The functions of the board are outlined as follows:

> Any person desiring to engage in said business (of gas fitting), or any person desiring to labor at it as a journeyman, shall make application to the inspector of buildings for a license, and shall thereupon be examined as to his qualifications by said board, such examination to include some kind of practical test; and if he be found competent said board shall so certify to said inspector, and the inspector shall issue a license to him . . . A license may at any time be revoked by said board.[5]

The board of examiners first met May 15, 1898, and has continued without significant change in function to the present; technical specifications of gas fitting requirements, adopted by the town in 1903 and 1922, concern the office of examiners of gas fitters less directly than the office of gas inspector.[6]

674. (ANNUAL REPORT OF EXAMINERS OF GAS FITTERS), 1901-20, 1922--. In Annual Report of the Town Officers, entry 2.
Number, result of examinations of applicants for gas fitters' licenses.

675. (Licensed) GAS FITTERS REGISTRATION BOOK, 1897--. 2 vols. Title varies: Gas Fitters Register, 1897-1924.
Name, classification, place of business of licensee; number, date of license. Arr. alph. by name of licensee. No index. Hdw. 100 pp. 12½ x 9½ x ½. Va., bldg. dept. off., rm. 21, T.H.

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1. For the statutory origin of this office, see Town and City Government in Massachusetts.
2. Acts, 1899, ch. 134, Annual Report, 1900, p. 33.
3. Acts, 1899, ch. 134 sec. 2
4. Idem
5. Ibid., ch. 134, sec. 3
6. Annual Report, 1900, p. 180; Brookline Acts and Laws, pp. 357-360

XLVIII. INSPECTOR OF GAS FITTINGS

When the annual meeting of 1899 voted to accept Chapter 134 of the Acts of 1899[1] it voted thereby to establish the office of inspector of gas fittings, required by section 6 of the act:

> The board of health of said town shall appoint as many inspectors of gas fitting and gas fixture installation in buildings as they deem necessary from time to time. The compensation of the inspectors shall be determined by said board of health, subject to the approval of the town, and such inspectors shall hold office until removed by the board of health. Said inspectors shall inspect all new work relating to gas piping and to gas fitting and fixtures in new and old buildings within said town, and shall report to the board of health all violations of this act or of any act, bylaw or regulation relating to gas fixtures and applicable to said town, which now exists or may hereafter be enacted or made, and they shall also perform such other appropriate duties as may be required of them by said board of health. No inspector shall inspect or approve any work done by himself or by any person by whom he is employed or who is employed by him.[2]

The act provided further that licenses of gas fitters, to be issued by the board of examiners of gas fitters, might be revoked by the board of health if the inspector of gas fittings reported any violation of the provisions of the act; permits to install gas fixtures were to be issued by the building commissioner who on completion of the work in any building had to inspect the installation to see that regulations of the building department on gas fitting have been complied with The superintendent of wires and lights was appointed in 1899 by the selectmen acting as a board of health to take on the functions of the new office of inspector of gas fittings, but in 1900 he was authorized to appoint an assistant to give full time to the business of inspection.[4] In 1907 the report on gas fitting inspection in the general report of the superintendent of wires and lights observed: "The inspection of gas-piping and gas fixtures has been followed with care during the year, but notwithstanding all precautions, on several occasions gas-fitters have come into town and performed gas-fitting work without making application to the building department for a permit."[5] Because of the need for closer reporting between the offices of gas fitting inspector and building commissioner the full-time gas fitting inspector assisting the superintendent of wires and lights began in 1920 and has continued to the present to make his report to the building commissioner who has included it in his printed annual report; the superintendent of wires and lights makes only a general statement on the work of the gas inspector, referring the reader to the full report in the building department.[6] The report of the inspector of gas fixtures in this

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1. Annual Report, 1900, p. 33
2. Acts, 1899, ch. 134, sec. 6
3. Ibid., ch. 134, sec. 2, 13; Brookline Acts and Laws, pp. 357-360
4. Ibid., 1907, p. 208
5. Annual Report, 1900, pp. 171-178; ibid., 1901, p. 161
6. Ibid., 1920, p. 180; ibid., 1938, pp. 206, 210-212

period indicate that he is acting in a dual capacity, not only inspecting for the board of health as the original act required but also acting as agent of the building commissioner and in that capacity inspecting the finished work to make sure of its conforming to building regulations.

676. (ANNUAL REPORT OF INSPECTOR OF GAS FITTINGS), 1885-86, 1889-91, 1893--. In Annual Report of the Town Officers, entry 2.
Narrative report on gas fitting and fixture installation; tables showing number, type of applications, permits issued; number, results of inspections.
For statistical summaries of gas inspections 1906--, see entry 680-ii.

677. (Record of) GAS INSPECTION, 1895--. 10 file boxes. System estab 1895.
Name, address of property owner; name of gas fitter; description, location of pipes, apparatus; results, date of inspection; signature of inspector. Arr alph. by name of st. No index. Hdw. on ptd. form. 5½ x 4 x 16. Rm. 7, first fl., T.H.

678. (Record of Permits and) TESTS OF GAS PIPING AND FIXTURES, 1899-1909. 1 vol. System discont. 1909.
Name of owner, contractor; location, type of building; number of installations and fixtures, meter connections; number, date of permit; date of inspection. Arr. by permit no. No index. Hdw. 200 pp. 20 x 16 x 2½. Va., bldg. dept off., T.H.
For subsequent records of permits, see entry 661.

679. (RECORD OF APPLICATIONS FOR GAS-FITTING PERMITS), 1914--. 190 vols. (marked by application nos. and dated).
Name, address of property owner, gas fitter; description of work, type of apparatus; number, date of application; date of inspection, signature of inspector Arr. by application no. and by date of application. No index. Hdw. on ptd. form. 100 pp. 5 x 8½ x 1. Rm. 7, first fl., T.H.
For original applications and action on permits 1902--, see entry 661.

XLIX. SUPERINTENDENT OF WIRES AND LIGHTS

At a special meeting of January 28, 1895, Brookline authorized the selectmen to apply to the legislature for an act regulating wires and lights in the town, and on March 25th of the same year the general court passed "An Act Relative to the Regulation and Supervision of Wires Over Streets or Buildings in the Town of Brookline."[1] Section 3 of the act required the town to "provide for the appointment of an officer who shall supervise every wire over streets or buildings in said town, and every wire within a building when such wire is

1. Annual Report, 1895, p. 79; Acts, 1895, ch. 166

designed to carry an electric light or power current."

Accordingly, on April 11, 1895, the town adopted a bylaw which established the department of wires and lights; the department was to be directed by a superintendent annually appointed in April for a one-year term by the selectmen who had power to remove him.[1] He was to keep a record of the business of his department and submit to the selectmen each year in time for inclusion in the annual report a statement of such business.[2] In order to enforce the provisions of Chapter 166 of the Acts of 1895, the superintendent was to appoint with the approval of the selectmen any necessary assistants permitted by his departmental appropriation.[3] Any person operating electric or other wires was required to furnish the superintendent with any information necessary to the discharge of his duties and he was to have access to such wires in private as well as public premises at all reasonable times.[4] No person was to connect such wires in the interior of a building with an outside circuit except with the written permission of the superintendent.[5] The department has from time to time made its own supplementary regulations, but the functions of the superintendent as such have not changed to the present; ex officio the superintendent has since the inception of his office also served as superintendent of the fire-alarm and police-signal system.[6]

Except where otherwise noted, all records are in room 7, Town Hall, first floor, 329 Washington Street. In addition to the following records, see entry 3-xiv for reports on appropriations and expenditures 1909--; entries 16, 21 for applications and grants relative to installation of wires, lights, and poles, 1885--.

680. (ANNUAL REPORT OF SUPERINTENDENT OF WIRES AND LIGHTS), 1896--. In Annual Report of the Town Officers, entry 2.
Report of activities, condition of equipment, needs of department; recommendations. Includes narrative reports and statistical tables of the following:

i. Fire-alarm, telegraph, and police-signal systems, 1896--: Number of signal boxes in use; number, location of boxes installed; recommendations. For records 1890, 1892-95, see entry 795.
ii. Gas inspection, 1906--: Number of new, old buildings piped; number of gas engines, meters, stoves connected; number of permits granted, canceled; number of inspections made.
iii. Interior wiring of buildings, 1896--: Number, results of inspections; recommendations. 1906-- includes number, types of buildings wired.
iv. Pole locations granted, 1899--: Name of grantee; location, purpose of pole.

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1. Brookline Acts and Laws, p. 362
2. Idem
3. Idem
4. Idem
5. Idem
6. See the sketch on the office of fire-alarm and police-signal system, p. 256

(ANNUAL REPORT OF SUPERINTENDENT OF WIRES AND LIGHTS) (Cont'd)

v. Street lighting, 1896--: Number, types of lights in use; number, types, locations of new installations; number of lights discontinued. 1907-- includes monthly cost of street lighting.

681. APPLICATIONS (for Electrical Installation Permits), 1914--. 1 carton, 7 file boxes. Prior records destroyed.

Name, address of applicant; name, address, license number of contractor; type of apparatus; class of wiring, service proposed, date of installation; number, date of application. Arr. alph. by name of st. No index. Hdw. on ptd. form. 12 x 6 x 24. 1 carton, 1914-28, 2 file boxes, 1932-35, old records va., bsmt.; 5 file boxes, 1928-32, 1935--, rm. 7; T.H.

682. RECORD (of Inspections of Electrical Installations), 1895--. 1 vol., 15 file boxes (1 vol., 1895-1902, 3 file boxes, 1902-6, 1909-10, unlabeled; 12 file boxes, 1906-8, 1914--, dated). Missing: 1911-13.

Name, address of property owner; name of contractor; number of lights, outlets, fixtures; number, date of application for permit; dates of inspections; number, date of notice to electric company. 1 vol., 1895-1902, arr. by date of inspection; 4 file boxes, 1902-10, no arr. 11 file boxes, 1914--, arr. by year. No index. Hdw. to 1921, typed thereafter. Vol., 200 pp. 10½ x 8 x 5/8; file boxes, 3½ x 5½ x 12½ to 4¼ x 11½ x 27¼.

683. (RECORD OF POLE PERMITS), 1888-1906. 1 file box.

Name of grantee; street location, number of pole; date of erection. Arr. alph. by name of st. No index. Hdw. 5 x 3¼ x 1½.

For selectmen's grant of permits 1846--, see entry 1; for reports on permits granted 1889--, see entry 680-iv; for copies of permits 1928--, see entry 684.

684. (COPIES OF SELECTMEN'S NOTICES OF PUBLIC HEARINGS ON POLE ERECTION PERMITS), 1926--. 1 file box.

Name of applicant; numbers, location of poles; date of notice; time, place, date of hearing; signature of secretary of selectmen, approval of superintendent. Also contains copies of pole erection permits 1928--: Name of grantee; location of poles; date of petition, hearing; result of hearing; signature of secretary of selectmen; certification by selectmen, town clerk. Arr. chron. No index. Typed. 5¼ x 12 x 29½.

For record of public hearings 1895--, see entries 1, 22; for record of permits 1888-1906, see entry 683.

685. RECORD OF BILLS RECEIVED (for Equipment and Supplies) - DEPT. OF WIRES AND LIGHTS, 1896--. 2 vols., 1 bdl. Title varies: Journal, 1896-97, 1 vol.; no title, 1912--, 1 bdl.

Name of account, creditor, department; amount, itemization, date of bill; totals; account, department number. Also contains weekly pay roll: Name, position of employee; rate, amount of salary; weekly and annual total pay roll; department number. Arr. chron. Indexed alph. by name of creditor or employee. Hdw. on ptd. form. 2 vols., 1896-1911, 400 pp. 16 x 11 x 1½; 1 bdl., 1912--, 21 x 11¼ x 4½.

For accountant's pay roll vouchers 1936--, see entry 216.

686. (GENERAL CORRESPONDENCE), 1895--. 4 vols., 20 letter files (dated). Missing: 1900-1903.
Letters to and from utility companies, citizens, other town departments concerning installations and inspections. 4 vols., 1895-99, arr. by date of correspondence; 20 file boxes, 1904--, arr. alph. by name of correspondent. No index. Hdw., typed. Vols., 200 pp. 8½ x 10½ x 1; file boxes, 12 x 11½ x 3.

687. (MISCELLANEOUS PLANS), 1909--. 9 file boxes.
Plans submitted by telephone, electric light, and street railway companies, showing proposed conduit layouts, pole locations: Plan of street; date of plan, approval; signature of superintendent; initials of engineer, checker. No arr. No index. Blueprint. Scales vary. 3½ x 44 x 35.

L. COMMITTEE ON PLANTING TREES

In April 1883 Brookline elected a three-man committee "to take charge of the trees in the public highways."[1] Two years later the town accepted Chapter 57 of the Acts of 1885 which allowed Brookline's voters annually to appropriate "a sum not exceeding one dollar for each of its ratable polls in the preceding year, to be expended by a committee of three to be chosen by ballot, in setting out and maintaining shade trees, shrubs or vines upon the public squares and highways of said town. . . ."[2] In 1890 the act was amended by the stipulations that the committee serve without compensation and have all powers and perform all the duties conferred by general law on tree wardens or park commissioners in relation to shade trees in public ways (but not in public parks or public grounds).[3] In 1916 the act was revised again to allow an annual appropriation not exceeding two dollars (rather than one) for each of its ratable polls.[4] The office has not changed in structure since its origin, the three committeemen being annually elected by ballot for a one-year term; since 1915 the chairman of the committee has been ex officio a member of the limited town meeting.[5]

688. (Minutes of Meetings of) TREE PLANTING COMMITTEE - RECORDS OF THE COMMITTEE, 1909--. 4 vols.
Discussions and votes on planting and replacement of trees, maintenance of shrubbery on town property, purchase of new equipment; names of members present, date of meeting. Arr. by date of meeting. No index. Typed. 150 pp. 14 x 10 x 1½. Rm. 24, T.H.

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1. Brookline Records, 1872-1884, p. 697
2. Brookline Acts and Laws, p. 71
3. Ibid., p. 91
4. Ibid., p. 129
5. Ibid., p. 120

689. (ANNUAL REPORT OF TREE PLANTING COMMITTEE), 1887--. In Annual Report of the Town Officer, entry 2.
Narrative report of activities, showing number, location of trees planted; total amount of expenditures, recommended appropriation. 1891-1908 includes amount of income from Warren Tree Fund.

690. (ANNUAL REPORT OF COMMITTEE ON PLANTING TREES), 1901. In Town of Brookline - Parks and Cemeteries - Reports, entry 475.
Number, location of trees planted, removed; amount of appropriation requested for purpose of combating elm-leaf beetle; names of committee members, date of report.

LI. SUPERINTENDENT OF THE FORESTRY DEPARTMENT

In 1908 the committee on planting trees reported a large increase in insect pests in the town; they recommended an appropriation of $819 as salary for a superintendent to be appointed by them to oversee spraying.[1] The appropriation was voted at the March meeting of 1909 and the superintendent's first report is printed in the town report of that year, although there is no published record of his appointment.[2] The superintendent, who is responsible for carrying into effect the work of the committee, has been annually appointed since 1909, the office being still filled by the original incumbent.[3]

In addition to the following records, see entry 695 for reports to moth superintendent 1934--.

691. (ANNUAL REPORT OF FORESTRY SUPERINTENDENT), 1909--. In Annual Report of the Town Officers, entry 2.
Narrative report of work done in planting and preserving trees; statement of expenditures, showing amount, purpose of current year's appropriation, expenditures; amount recommended for ensuing year; account of Warren Tree Fund, showing amount of principal, interest, receipts, expenditures; amount of receipts for work done on private property. 1916-28 includes number, location of bird houses. 1933-- includes statement of work performed by federal relief agencies.

692. JOURNAL (of Receipts and Expenditures), 1909--. 9 vols.
Receipts: Name of payer; amount, source, date of income. Expenditures: Name of payee; amount, purpose, date of expenditure. Arr. by date of transaction. No index. Hdw. 500 pp. 14 x 10 x 2½. Forestry dept., rm. 24, T.H.

693. (CORRESPONDENCE), 1909--. 4 file boxes.
General correspondence relating to tree planting and spraying, personnel problems,

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1. Annual Report, 1908, p. 220
2. Ibid., 1909, pp. 28, 229
3. Ibid., 1938, p. vi

workmen's compensation. Arr. by date of letter. No index. Hdw., typed. 12 x 14 x 24. Forestry dept., rm. 24, T.H.

LII. MOTH CONTROL SUPERINTENDENT[1]

By Chapter 150 of the Acts of 1910, the selectmen of all Massachusetts towns were required to appoint annually a superintendent of moth control to be supervised generally by the state superintendent. Presumably therefore, Brookline's moth superintendent was first appointed in this year, but his name does not appear in the annual report's published list of appointed town officers until 1914.[2] The chairman of the committee on planting trees, which had previously done the type of spraying required in the state's moth control program, was appointed moth superintendent; the same official is still serving currently in both capacities although he makes no report in his capacity as moth superintendent.[3]

In addition to the following records, see entry 82-xxxv for appropriations 1910--; entry 169 for moth assessments.

694. PROPERTY CARDS (Record of Bills Receivable), 1909--. 9 file boxes. Charges for creosoting and spraying trees on private property: Name, address of property owner; location of property, date of service; amount, date of bill. Arr. alph. by name of st. No index. Typed. 9 x 6 x 18. Rm. 24, T.H.
For reports on amounts receivable 1911--, see entry 168.

695. MOTH SLIPS (Spraying Reports from Forestry Department), 1934--. 2 file boxes. No title, 1934-35. Prior records destroyed.
Name, address of property owner; block, lot, plan number of property; number of square feet sprayed, hours of labor; cost, date of spraying. Also contains time sheets: Name of property owner; location, date of work; block, lot, plan number of property; number of square feet sprayed, signature of foreman. No arr. No index. Hdw. on ptd. form. 9 x 6 x 18½. Assrs. va., rm. 11, T.H.

LIII. CONSTABLES[4]

Even before the hamlet of Muddy River was organized by the general court

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Annual Report, 1914, p. vi
3. Idem, ibid., 1938, pp. iv, vi
4. For the statutory origin and duties of this office, see Town and City Government in Massachusetts

Next entry, p. 237

in 1686, the office of constables existed in the settlement, one man being appointed constable for Muddy River by the Town of Boston annually from 1651/52 through 1696/97.[1] The officer was first elected in 1697/98,[2] and the election has been made annually since that time. The number of constables elected has varied considerably; until 1884 only one man was chosen each year, but since that time there have been from two to thirteen men in office in the same year, the current number being five.[3] In 1916 the selectmen appointed two constables to serve with the five already elected in town meeting; since that time such additional appointments have been made occasionally.[4] Until 1837 the constable's and tax collector's offices were one, but since that time (when the treasurer became ex officio collector), the constable's duties have been primarily those of preservation of the peace.[5]

The constables keep no records, but see entry 36-xv for return of town-meeting warrants 1885--; entry 116 for return of warnings to leave town 1732-92.

LIV. POLICE DEPARTMENT

Although constables were appointed by the town of Boston to preserve the peace in the Muddy River region even before it was incorporated as a town in 1705, a police force was not established until 1857 for which year the selectmen reported: "During the month of October, numerous burglaries having been committed in this and neighboring towns, the Selectmen, at the request of numerous citizens, appointed a special police and night watch. . . . This watch has been continued through the winter; and the knowledge of its existence has, we believe, prevented many evil-disposed persons from visiting this place for unlawful purposes. . . ."[6] In these years the department appears to have been functioning not full time but only as occasions required; in 1859 the selectmen reported: "During the past year, there has been a watch and police on duty Saturday nights and Sundays, and at such other times as was deemed necessary, at a very small expense. We would recommend that the town make sufficient appropriations for this purpose; as the fact that we have such a department will have a good effect maintaining the peace and quiet of the community."[7] In 1868 the selectmen urged that "There is an increasing necessity that this department be well filled and properly attended to",[8] but it was not until 1876 that they appointed their first police chief, at a compensation of $3.00 a day.[9]

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1. Muddy River Records, pp. 32-60, passim
2. Ibid., p. 87
3. Annual Report, 1938, p.
4. Ibid., 1916, p. 7
5. Muddy River Records, p. 622
6. Treasurer's Report, 1858, p. 26
7. Ibid., 1859, p. 25
8. Ibid., 1868, p. 24
9. Ibid., 1877, p. 94

The police chief's first annual report in 1877 includes the following amusing comment on Brookline's need for a police force: "Our situation as regards police duties and requirements is peculiar. Nearly surrounded by a large city, we are constantly exposed to an influx of the depraved and vicious. . . . The reckless driving and disorderly conduct of persons in funeral processions has given us not a little trouble."[1]

The town bylaws specify that the police department "consists of chief of police, captain and lieutenants, sergeants and patrolmen, in such numbers as the Board of Selectmen shall deem necessary. They are appointed by the Selectmen and hold their offices during good behavior and until removed by the Selectmen. They have all the powers of constables, except the power of serving and executing civil process, and all the powers of watchmen under the Revised Laws."[2] The number of policemen and officers which the selectmen have deemed necessary to appoint has naturally increased in the eighty years since the somewhat apologetic beginning of the department; in 1938 the police chief reported 128 officers and men on the regular staff in addition to 8 reservemen.[3]

Except where otherwise noted, all records are in the chief's office, first floor, Brookline Courthouse, 339 Washington Street.

In addition to the following records, see entry 3-x c for appropriation, 1870-71.

Reports

696. (ANNUAL REPORT OF POLICE DEPARTMENT), 1874--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Arrests: Number of arrests grouped by nature of offense. 1876-- includes sex of offender; 1877-- includes birthplace of offender, number of minors arrested; 1880-- includes place of residence of offender; 1897-- includes marital status of offender; 1904-- includes number of arrests made by detective bureau; 1916-- includes monthly classification of offenders by sex, residence, marital status, age,

ii. Detective bureau, 1882--: Narrative report of formation and activities; names, rank, number of officers.

iii. Miscellaneous activities, 1879--: Number of dead bodies removed, accidents reported, summonses served, buildings found unlocked, highway defects and obstructions reported, transfers of second-hand motor vehicles, safety talks to school children.

iv. Motor vehicle protection, 1911--: Type of vehicle in use, number of ambulance trips, mileage of other motor equipment.

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1. Treasurer's Report, 1877, p. 98

2. Brookline Acts and Laws, p. 187. For a more extended account of the statutory origin and duties of police departments and their officials, see Town and City Government in Massachusetts.

3. Annual Report, 1938, p. 155

(ANNUAL REPORT OF POLICE DEPARTMENT) (Cont'd)

v. Motor vehicle thefts, 1931--: Number of cars reported stolen, number recovered; percent of stolen cars recovered.

vi. Motor vehicle violations, 1931--: Number of persons charged, released, summoned; number of types of violation.

vii. Narrative report of activities, commenting on increase or decrease of crime; number of department members, arrests, persons lodged; findings, recommendations.

viii. Personnel: Number of department members. 1889-- includes names of members, hours of duty; 1897-- includes date of appointment; 1900-- includes names of members resigned, discharged, dead; 1929-- includes names, rank, dates of appointment of temporary patrolmen.

ix. Signal system:

a. Narrative report of adoption and operation of telephone service, 1880--; Gamewell police-signal system, 1888--; telephone typewriter system, 1934--; radio service, 1935--.

b. Number of duty calls sent to stations, 1890--; number, location of signal box, 1901--.

697. (Officers') MISCELLANEOUS REPORTS, 1905--. 3 file boxes.
Reports of thefts, assaults, public disturbances, accidents, suicides, missing persons: Names, addresses of individuals involved; results, date of investigation; signature of reporting officer, date of report. Arr. alph. by name of person involved. No index. Hdw., typed. 5 x 3 x 18.
For record of reports 1900--, see entry 702.

Day Books

698. MANIFOLD RECORD (Blotter), 1882--. 189 vols.
Daily record of arrests, complaints, investigations, accidents: Names of parties involved, officer in charge; nature, date of entry. Arr. chron. No index. Hdw. 400 pp. 14 x 10 x 1½. 165 vols., 1882-1930, bsmt. va.; 24 vols., 1931--, va., main rm., first fl.; Brookline Cth.

699. DAY BOOKS, 1889--. 62 vols.
Officers' daily schedules: Name, platoon number of officer; time of arrival, departure; name of superior officer, date of schedule. Arr. by date of schedule. No index. Hdw. 200 pp. 12 x 10 x 1¼. 32 vols., 1889-1913, bsmt. va.; 30 vols., 1914--, va., main rm., first fl.; Brookline Cth.

700. RADIO LOG BOOK, 1935--. 1 vol. System estab. 1935.
Police department broadcasts: Name of operator, lieutenant in charge; purpose, nature, time, date of broadcast. Arr. chron. No index. Hdw. 100 pp. 12 x 10 x 1. Main rm., first fl., Brookline Cth.

Accidents and Arrests
(See also entries 3-x b,696-i,-vii,697,698)

701. RECORD OF ARRESTS, 1857--. 12 vols., 30 file boxes.
Name, address, sex of person arrested; cause, time, date of arrest; name of arresting officer, disposition of case. 12 vols., 1857-1909, arr. by date of arrest; 30 file boxes, 1910--, arr. alph. by name of person arrested. No index. Hdw. Vols., 30 pp. 16 x 12 x 2; file boxes, 12 x 10 x 24. 6 vols., 1857-1900, bsmt. va.; 6 vols., 1901-9, va., main rm.; 30 file boxes, 1910--, chief's off.; Brookline Cth.

702. OFFICER'S ARREST RECORD (Based on Officers' Reports), 1900--, 2 file boxes.
Name of officer; platoon, route number; name, address of person arrested; date, time of arrest; nature of offense, remarks, disposition of case. Arr. alph. by name of officer. No index. Typed. 10 x 8 x 16.

703. RECORD OF ACCIDENTS, 1895--. 12 vols., 20 file boxes.
Automobile, building, street, and street car accidents: Name of persons involved; location, description, date of accident. 12 vols., 1885-1905, arr. by date of accident; 20 file boxes, 1905--, arr. alph. by names of persons. No index. Hdw. to 1905, typed thereafter. Vols., 150 pp. 10 x 14 x 1; file boxes, 5 x 3 x 18. 12 vols., 1895-1905, bsmt. va.; 20 file boxes, 1905--, chief's off.; Brookline Cth.

704. AMBULANCE SERVICE, 1895--. 5 vols.
Name of person transported; location, cause, date, time of trip; names of attending officers. Arr. chron. No index. Hdw. 150 pp. 12 x 10 x 2. 3 vols., 1895-1910, bsmt. va.; 2 vols., 1911--, va., main rm., first fl.; Brookline Cth.

705. (Map of Accidents on) HIGHWAYS IN THE TOWN OF BROOKLINE, 1925--. 1 map.
Spot map showing location of accidents resulting in injuries and fatalities. Ptd. 1":100'. 5 x 31½.

Investigations and Complaints

706. (Records and Reports of Investigations of) CRIMINAL CASES, 1869--. 18 vols., 2 file boxes.
Name, address of complainant, defendant; nature, narrative account, date of offense; date of complaint, defendant's criminal history, names of witnesses, evidential data, name of investigating officer. Arr. by date of complaint. No index. Hdw. Vols., 150 pp. 12 x 10 x 1½; file boxes, 12 x 10 x 24. 18 vols., 1869-1900, bsmt. va.; 2 file boxes, 1901--, detective bureau off., first fl.; Brookline Cth.

707. (Summary of) COURT CASES, 1884--. 32 file boxes. System estab. 1884.
Adult and juvenile criminal cases: Name of parties, nature of case, date of trial, judicial disposition. Arr. alph. by names of parties. No index. Hdw. 9 x 3 x 12. 16 file boxes, 1884-1910, bsmt. va.; 16 file boxes, 1911--, detective bureau off., first fl.; Brookline Cth.

708. RECORD OF STOLEN (or Lost) PROPERTY (Reports from Owners), 1905--. 6 file boxes.
Names, address of owner; name of recording officer, description of articles; time, date of report; date of arrest, disposition of case. Arr. alph. by name of owner. No index. Typed. 5 x 3 x 18. Bsmt., va., Brookline Cth.

709. RECORDS (Complaints) OF LARCENIES, 1930--. 4 file boxes.
Name, address of complainant; description of stolen property, date of complaint. Arr. alph. by name of complainant. No index. Typed. 8 x 5 x 16.

Records of Prisoners

710. FINGERPRINT RECORD (of Criminals), 1905--. 1 file box.
Identification cards: Name, address, age, physical description, fingerprints, occupation of criminal. Arr. alph. by name of criminal. No index. Typed. 12 x 9 x 24.

711. PRISONER'S PROPERTY, 1876--. 10 vols.
Articles taken from prisoners upon arrest: Name, address of prisoner; date of arrest, description of property, name of desk officer. Arr. by date of arrest. No index. Hdw. 200 pp. 10 x 8 x $\frac{1}{2}$. 7 vols., 1876-1910, bsmt. va.; 3 vols., 1911--, chief's off.; Brookline Cth.

Motor Vehicle Records
(See also entries 696-iii,-iv,-v,-vi,703)

712. (Departmental) RECORD OF STOLEN AUTOMOBILES, 1910--. 8 vols.
Name, address of owner; registration number, type of car; date of report, place of theft. Also contains: (Chief's Record of) Stolen Autos, 1910-30, entry 713. Arr. by date of report. No index. Hdw. 100 pp. 12 x 9 x 1. 2 vols., 1910-16, chief's off.; 6 vols., 1917--, main rm., first fl.; Brookline Cth.

713. (Chief's Record of) STOLEN AUTOS, 1930--. 1 file box. 1910-30 in (Departmental) Record of Stolen Automobiles, entry 712.
Name, address of owner; name, make, identification marks, registration and motor number of car; date of theft, report. Arr. by date of report. No index. Typed on ptd. form. 5 x 3 x 18.

714. AUTOMOBILE RETURNS, 1926--. 1 file box.
Transfer of ownership of used cars: Name, address of owner, transferee; make, model, engine number of vehicle; date of transfer. Arr. alph. by name of owner. No index. Hdw., typed. 12 x 12 x 24.

715. (No-Fix Traffic) VIOLATIONS OF PARKING LAWS, 1935--. 1 file box. Law effective 1934, first entry 1935.
Name, address of operator; nature, date of violation; registration number of automobile, date of notification. Arr. alph. by name of operator. No index. Hdw. 8 x 5 x 16.

716. (Record of) TAGGED AUTOMOBILES, 1933--. 6 file boxes. System estab. 1933.
Name, address of operator; registration number of automobile; location; nature, time, date of violation. Arr. alph. by name of operator. No index. Hdw. 5 x 3 x 18.

Officers' Records
(See also entries 3-x a,c,696-ii,-viii,699)

717. OFFICER'S (Service) RECORDS, 1900--. 1 file box.
Name, address, age, civil service rating of officer; date of appointment. Arr. alph. by name of officer. No index. Typed. 8 x 5 x 15.

718. RECORD OF DETAIL (Officers' Daily Patrols), 1872--. 19 vols.
Name of officer; location, time, date of assignment; date of officer's report. Arr. by day. No index. Hdw. 150 pp. 20 x 14 x 1¼. 11 vols., 1872-1905, bsmt. va.; 8 vols., 1906--, va., main rm., first fl.; Brookline Cth.

719. PAY DETAILS, 1916--. 2 vols.
Record of Request for Special Police Service: Source of request; location, nature, date of assignment. Arr. by date of assignment. No index. Hdw. 300 pp. 12 x 10 x 1¼.

720. OFFICER'S PROPERTY RECORD, 1872--. 8 vols.
Record of badges, revolvers, and other equipment loaned to officers: Name of officer, type of equipment, date of loan. Arr. chron. No index. Hdw. 150 pp. 10 x 8 x 1. 6 vols., 1872-1920, bsmt. va.; 2 vols., 1921--, chief's off.; Brookline Cth.

721. WEEKLY PAY ROLL, 1905--. 8 file boxes.
Name, position, salary of employee; hours employed; amount, period, date of pay roll. Arr. by date of pay roll. No index. Typed. 9 x 4 x 12. 2 file boxes, 1905-1918, bsmt. va.; 6 file boxes, 1918--, va., main rm., first fl.; Brookline Cth.
For weekly record of pay rolls 1898--, see entry 192; for accountant's pay roll vouchers 1936--, see entry 216.

Miscellaneous

722. LICENSES - MISCELLANEOUS, 1876--. 5 vols., 2 file boxes.
Record of licenses issued for dogs, taxis, liquor stores, taverns, lodging houses, restaurants, peddlers, sound trucks, and firearms: Name, address of licensee; type, location of business; date of issue, expiration of license. 5 vols., 1876-1905, arr. by date of issue; 2 file boxes, 1905--, arr. alph. by name of licensee. No index. Hdw. to 1905, typed thereafter. Vols., 150 pp. 12 x 9 x 1¼; file boxes, 5 x 3 x 18. 5 vols., 1876-1905, bsmt. va.; 2 file boxes, 1905--, chief's off.; Brookline Cth.

723. GENERAL CORRESPONDENCE, 1899--. 161 file boxes.
Correspondence regarding complaints, arrests, missing persons, escaped prisoners, investigations, departmental administration. Arr. alph. by name of correspondent. No index. Typed. 12 x 12 x 24. 153 file boxes, 1899-1920, bsmt. rm.; 8 file boxes, 1921--, chief's off.; Brookline Cth.

724. GENERAL ORDERS, 1872--. 3 vols.
Orders regarding promotions, transfers, special assignments, departmental regulations: Nature, date, time of order. Arr. by date of order. No index. Typed. 150 pp. 20 x 10 x 1½. 1 vol., 1872-83, bsmt. va.; 2 vols., 1894--, chief's off.; Brookline Cth.

LV. KEEPER OF THE LOCK-UP[1]

As early as 1772 Brookline voted to provide the town with stocks, and in 1847 and 1851 it appropriated money towards the building of a lock-up under the Town Hall.[2] The first record of an appointment of a keeper of the lock-up, however, is in the 1881 annual report where the keeper is listed among the selectmen's appointees for the municipal year of 1880.[3] The officer is currently listed among the town's appointive officers, there being no evidence of significant change in the office since its inception.[4]

This officer keeps no records.

LVI. DOG OFFICER[5]

By Chapter 320 of the Acts of 1934 selectmen of Massachusetts towns were required annually to appoint one or more dog officers to seek out unlicensed dogs, to prosecute their owners, to kill or sell unowned dogs, and generally "to attend to any complaints or other matters pertaining to dogs in their respective towns."[6] The office first appears in the published list of appointees in Brookline in the 1938 Annual Report[7] but since his records date from 1936 he must have been appointed in that year.

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Muddy River Records, p. 233; Brookline Records, 1838-1857, pp. 235, 238
3. Annual Report, 1881, p. 12
4. Ibid., 1938, p. vii
5. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
6. Acts, 1934, ch. 320, secs. 13-33; for a full discussion of the statutory duties of this office, see Town and City Government in Massachusetts
7. Annual Report, 1938, p. vii

In addition to the following records, see entry 203-iii for report to accountant 1936--

725. (RECORD OF PROSECUTIONS FOR VIOLATION OF DOG LAWS), Aug. 1936--
1 file box.
Case histories of violators tried in the Brookline District Court: Name, address of violator; judicial disposition; date of prosecution. Arr. chron. No index. Typed. 12 x 15 x 5. Main off., first fl., Brookline Police Station, 339 Washington St.

LVII. FIRE DEPARTMENT

In 1788 with the town election of two fire wards, Brookline's fire department had its beginning. In 1797 the town voted not only "that four Stalves (sic) suitable for Firewards be provided at the expence of the Town" but also "that this Town will bear one half the expences of the new waggon for conveying the Fire Engine."[2] Two, three, four, or even five wards were regularly being elected at town meetings each year through the year 1870, but in 1871 the town voted on recommendation of the selectmen to omit the election of firewards and to authorize the selectmen to appoint in their stead a board of engineers of the fire department.[3] Such a reorganization had been for some time advisable, for the actual business of firefighting in Brookline, as in most towns at this time, had been a responsibility casually assumed from time to time by volunteer companies who contracted with the town to provide the service.[4] The town bylaws of 1847 attempted to correct the situation by providing for one engine company of not more than 45 members to be appointed by the selectmen for a term not less than six months; the officers (elected by the company itself) and the men were paid twice a year with such salary as the selectmen voted, and there was further provision that "At any time, when in judgment of the Selectmen, the public will be advanced thereby, all or any portion of the Company . . . may be dismissed from the service, or the Company disbanded."[5] The company's function was expressly to do the duties required by law of enginemen and "in as orderly and quiet a manner as possible to extinguish all fires which may break out in this Town"; the engine could not be

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1. Muddy River Records, p. 360; for the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Ibid., p. 420
3. Brookline Records, 1858-1871, p. 472
4. For an interesting account of early volunteer companies, see "Brookline Volunteer Fire Department" by Edward W. Baker in Proceedings of the Brookline Historical Society at the Annual Meeting, January 27, 1904, Brookline, 1904, pp. 18-41.
5. By-Laws of the Town of Brookline, Adopted March 8, 1847; Approved by the Court of Common Pleas, April 26, 1847, Boston, 1855, pp. 5-7

taken to fight outside the town without the consent of one or more fire wards.[1] The selectmen reported in 1856 that "The whole fire apparatus is now in good condition, and under the care of an excellent company . . . our firemen are ever prompt and active in the discharge of their duties."[2] Three years later, however, they wrote: "Since May last, there has been no organized fire company. The apparatus for the extinguishing of fires has been in charge of fire wards, and has been kept in good and thorough repair."[3] In 1861, happily, they were able to report: "In May last, the requisite number of persons formed themselves into a company, agreeably to the bylaws of the town, and offered to the selectmen their services, to take charge of the engine and hose-carriage, for the extinguishing of fires.[4] Against such a background the 1871 election of fire engineers appears the more significant. By 1874 the selectmen reported three permanent fire engineers and 102 men on call for the department.

The whole administration of the fire force was coordinated and strengthened in 1899 by special act of the general court which authorized Brookline "to establish a fire department, to be under the control and direction of one fire commissioner, who shall be appointed by the selectmen for a term of three years. He shall signify his acceptance in writing and shall receive such salary as the town may determine. He shall serve until his successor is appointed and may be removed for cause by the selectmen at any time after a hearing. The fire commissioner shall have charge of extinguishing fires in said town and the protection of life and property in case of fire; and he shall purchase and keep in repair all apparatus used by the fire department. He shall have and exercise all the powers and discharge all the duties conferred or imposed by statutes upon boards of engineers for towns, and he shall appoint a chief of department and such other officers and firemen as he may think necessary, and may remove the same at any time. He shall have full and absolute authority in the administration of the department, shall make all rules and regulations for its control, shall report to the selectmen from time to time as they may require, and shall annually report to the town the condition of the department with his recommendations thereon. In the expenditure of money the fire commissioner shall be subject to such limitations as the town may prescribe."[5] By Article XII of the town bylaws the commissioner has been required to obtain the selectmen's approval for any expenditure exceeding $300.[6]

In accordance with the legislation, the selectmen in 1899 appointed for a three-year term one fire commissioner to head the fire department.[8] The various ranks of officers and men in the department, their responsibilities to one

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1. By-Laws of the Town of Brookline, Adopted March 8, 1847; Approved by the Court of Common Pleas, April 26, 1847, Boston, 1855, p. 6
2. Treasurer's Report, 1856, p. 27
3. Ibid., 1859, p. 24
4. Ibid., 1861, p. 26
5. Acts, 1889, ch. 135, sec. 1
6. Brookline Acts and Laws, p. 170
7. Annual Report, 1900, p. 159

another and their duties in general are specified in some detail in the fire department regulations adopted January 1, 1900.[1]

Although the yearly appointments of fire department personnel are not published in the town reports, the expansion of the department from the three-engineer force of 1874 is indicated in the selectmen's report of 1938 which itemized in addition to the commissioner 1 chief, 2 deputy chiefs, 9 captains, 14 lieutenants, 108 privates, 3 operators, a master mechanic, a clerk, and an unspecified number of call men.[2]

Except where otherwise noted, all records are in the signal room, first floor, Fire Headquarters and Station 2, 340 Washington Street.

Reports
(See also entry 85-xiv,-xviii)

726. (ANNUAL REPORT OF FIRE DEPARTMENT), 1872--. In Annual Report of the Town Officers of Brookline, entry 2.

Contains:

i. Alarms, 1885--: Total number of alarms. 1891-- includes number of telephone, signal box, still, automatic alarms; 1903-10, 1912--, number of alarms by day of week, by month.

ii. Apparatus and equipment:
   a. Type, number, condition of apparatus; recommendations for replacement and purchase of new equipment.
   b. Length, kind, quality, condition of hose. 1920-- includes length, kind of hose purchased, condemned.
   c. Number, location, types of hydrants, reservoirs, 1873-99.

iii. Appropriations: Amount, purpose of appropriation recommended.

iv. Fire record:
   a. Location, date, time, cause of fire; amount of property valuation, loss, insurance coverage, insurance paid, 1872-79, 1884-1908.
   b. Table showing number of fires classified by cause; amount of loss, insurance coverage, insurance paid, 1889--. 1893-- includes valuation of building, contents.

v. Horses, 1875-1919: Number, condition of horses. 1900-1914 includes number purchased, sold; 1916-19 includes name, location of station.

vi. Narrative report of increase or decrease of fires; number, classification of causes of fires; conditions, needs of equipment, buildings, hydrants, reservoirs; general recommendations.

vii. Personnel, 1872-1924: Names, rank, number of men; number of companies. 1887-1924 includes names, location of stations; type of apparatus in each.

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1. Brookline Acts and Laws, pp. 233-239
2. Annual Report, 1938, p. 135

727 (Daily Station) FIRE REPORTS (to Chief), 1906-- 16 file boxes, 44 bdls.
Name of property owner; location, description of property; location, cause of fire; time, date of alarm; box number, name of person receiving alarm; name, number of company responding to call; name of commanding officer; number of men, officers at fire; equipment used; cause of delay in reaching fire, getting to work; time absent from quarters; mileage, speed of engines; name of driver, time of recall. Arr. by date of alarm. No index. Typed. 8 x 4 x 16. Va

728. (Officers') DAILY (Station) REPORT (of Roster of Men), 1906--. 35 file boxes, 65 bdls. (30 file boxes, 65 bdls., 1906-14, 1930-, dated and marked by station no.; 5 file boxes, 1910-14, unlabeled) Missing: 1915-29.
Name, number of station; names, number, rank of officers, members, absentees; duty schedule, reason for members' tardiness, date of report, signature of officer in charge; date of receipt of report, approval of chief. Arr by date of report and thereunder by station no. No index. Hdw. on ptd. form File boxes, $10\frac{1}{2}$ x $4\frac{1}{2}$ x 17; bdls., $8\frac{1}{2}$ x $3\frac{1}{2}$ x 6. Comm. off., first fl., Fire Hdqrs. and Station 2.

729. COMMUNICATIONS (Original Station Reports), 1924--. 1 bdl.
Name, rank, company of reporting officer; purpose, date of report; date, time of receipt of report; signature of chief. No arr. No index. Hdw. on ptd. form. $3\frac{1}{2}$ x $8\frac{1}{2}$ x 2. Va.

Records of Fires
(See also entries 3-v a,726-iv,-vi,727)

730. RECORD OF FIRES, 1899--. 5 vols. Title varies: Fire Commissioners, 1899-1906, 1 vol.
Name of owner, occupant of property; location, description, type, value of building; value of contents; amount of loss, insurance carried, insurance paid on building, contents; location, point of origin, cause of fire; type, quantity of fire equipment used; number of officers, men present; name of commanding officer, number of miles traveled, hours of service; time, day, date of fire, alarm; time of recall. Arr. chron. No index. Hdw. 300 pp. 14 x 10 x $1\frac{1}{2}$. Va.

731. (RECORD OF STILL ALARMS FROM BROOKLINE), 1932--. 4 file boxes.
Location, date, hour of fire; manner of transmission of alarm; name, company of receiving officer, responding deputy chief; time of notification of fire, police, other officials; time of return from fire, signature of signal operator. Arr. by date of call. No index. Hdw. on ptd. form. $5\frac{1}{4}$ x $6\frac{1}{4}$ x 16.

732. (RECORD OF STILL ALARMS FROM BOSTON), 1932--. 1 file box.
For description, see entry 731. Arr. by date of call. No index. Hdw. on ptd. form. $5\frac{1}{4}$ x $6\frac{1}{4}$ x 16.

Permits
(See also entry 800)

733. (Record of) PERMITS (to Store Inflammable Materials), 1899--. 1 file box.
Name, address of licensee; purpose, number, date of permit; name of inspector, official granting permit. Arr. by date of permit. No index. Typed. 8 x 6 x 16. Secy. off., first fl., Fire Hdqrs. and Station 2.

734. FIREWORKS PERMITS - REMOVAL OF EMPTY GASOLINE TANKS, 1903--.
Contains:

i. Record of applications for removal of empty gasoline tanks: Name, address of applicant; location of tank, date of application; date of receipt of application, issue of permit; signature of applicant.

ii. Record of blasting permits, May 1, 1916-Apr. 22, 1918: Name, home and business address of applicant; location of blasting operations; date of issue, expiration; conditions, restrictions of permit; name of inspector, fire commissioner.

iii. Record of fireworks permits, June 5, 1916-June 14, 1932: Name, home and business address of applicant; purpose, restrictions of permit; description of building, value of fireworks, date of application; date of issue, expiration; signature of applicant, chief of department.

iv. Record of horses purchased, 1905-13: Name of vendor, purchaser, station, inspector; name, color, age, weight, height, cost of horse; date of purchase, disposal. For annual statistical reports on horses 1875-1919, see entry 726-v.

v. Repairs to apparatus, May 8, 1903-Jan. 30, 1909: Name of maker, vendor; type, number, cost, location of apparatus; name of person making repairs; description, cost of repairs; date of purchase, repairs, transfer of apparatus to another station.

Arr. chron. No index. Hdw. on ptd. form. 5 x 7 x 18. Va.

735. (APPLICATIONS TO KEEP, STORE, SELL, OR TRANSPORT INFLAMMABLE FLUIDS), 1921--. 1 file box.
Name, address of applicant; name, quantity, proposed use, method of storage of fluid; date of application; number, date of permit; signature of applicant, approving officer. Arr. alph. by name of applicant. No index. Hdw. on ptd. form. 5¼ x 7 x 16. Secy. off., first fl., Fire Hdqrs. and Station 2.

736. (APPLICATIONS FOR PERMIT TO INSTALL AND USE FUEL OIL BURNERS), 1923--. 8 file boxes. System estab. 1923.
Name, address of applicant; location of property, date of application; date of receipt of application, approval, issue of permit. Arr. by name of applicant. No index. Hdw. on ptd. form. 3 x 6 x 24. Secy. off., first fl., Fire Hdqrs. and Station 2.

737. (RECORD OF PERMITS FOR OUTDOOR FIRES), 1921--. 10 vols.
Name, address of applicant; period, number, date of permit. Arr. by name of applicant. No index. Hdw. 300 pp. 10½ x 6 x 7/8. Va.

Personnel Records
(See also entries 726-vii,728)

738. PERSONNEL RECORD CARDS - ACTIVE, 1930--. 1 file box.
Name, address, age, telephone number, marital status, height, weight, previous occupation, rank, badge number of member; place, date of birth; station, company, platoon assigned; date of assignment, transfer, promotion; causes, dates of leave of absence, sick leave, injuries while on duty, absence from multiple alarms, absence at roll call; notes on commendations, service record, charges, findings. Arr. alph. by name of fireman. No index. Typed on ptd. form. 12 x 12 x 27. Comm. off., first fl., Fire Hdqrs. and Station 2.

739. PERSONNEL RECORD CARDS - INACTIVE, 1930--. 1 file box. System estab. 1930.
For description, see entry 738. Arr. alph. by name of fireman. No index. Typed on ptd. form. 12 x 12 x 27. Comm. off., first fl., Fire Hdqrs. and Station 2.

740. RECORD (Station Daily Log), 1903--. 18 vols.
Name, address, telephone number, platoon number of each member on duty; date, time of alarm, response to alarm, return to quarters; names, number of men responding to alarms, absent from roll call; reasons for absence; name of superior officer on duty, time of setting-up drill, record of receipt of supplies and equipment. Arr. chron. No index. Hdw. on ptd. form. 400 pp. 14 x 8 x 1½. Va.

741. (Record of) EXTRA MEN (Appointed for Summer Duty), 1921-33. 13 bdls. (dated).
Name, address, marital status, civil service rank, occupation, height, weight, place and date of birth of appointee; number of station, company assigned; badge number; date of appointment, assignment; cause, date of discharge. Arr. by station no. No index. Hdw. on ptd. form. 12½ x 28 x 17½. Va.

742. APPLICATIONS FOR SUMMER DUTY, Jan. 29, 1932-Mar. 30, 1933. 2 bdls.
Name, address, telephone number, qualifications, references of applicant; date of application, signature of applicant. No arr. No index. Hdw., typed. 12½ x 28 x 17½. Va.

743. (Application for) LEAVE OF ABSENCE, 1906--. 1 file box.
Name of applicant, company; cause, duration, date of requested leave; date of application, approval; signature of approving officer, chief. Arr. by name of applicant. No index. Hdw. on ptd. form. 10½ x 4½ x 13½. Va.

744. SICK BLANKS (Certificates of Illness or Injury), 1910--. 2 bdls. (dated).
Name of member; cause, length of absence from duty; date, time of receipt of certificate; signature of member, commissioner. Arr. alph. by name of member. No index. Hdw. on ptd. form. 8 x 3½ x 8. Va.

Equipment and Supplies
(See also entries 726-ii,-vi,-vii,734-v,740,753,755)

745. (FIRE TRUCK OPERATION RECORD), 1918--. 5 file boxes, 12 bdls. Missing: 1921-32. Prior records destroyed.
Name of operator; mileage, average speed, duration of run; quantity of gasoline, oil consumed; card number; signature of commanding officer, chief. Arr. by card no. No index. Typed. 8 x 4 x 16. Va.

746. REQUISITIONS (For Materials), 1906--. 16 file boxes, 8 bdls.
Name of station, signature of commanding officer, approval of fire commissioner; type, quantity of articles requested; quantity on hand, date of last requisition. Arr. by date of requisition. No index. Typed on ptd. form. 8 x 4 x 16. Va.

747. RECORDS (of Gas and Oil Used), 1915--. 13 vols. Title varies: Automobile Report Cards, 1915-23, 2 vols.; Auto Cards, 1924-27, 1 vol.
Name of fire company, driver; mileage, speed of apparatus; amount of gas, oil used; number of alarm box to which apparatus responded, date of alarm, card number. Arr. by company no. and chron. thereunder. 3 vols., 1915-23, indexed alph. by name of company; 10 vols., 1924--, no index. Hdw. 400 pp. 10 x 8½ x 1¼. Va.

748. COAL AND FUEL OIL (Received), 1932--. 5 bdls. (dated).
Name of station; quantity, date of delivery. Arr. by name of station. No index. Hdw. 6 x 4 x 1/8. Va.

Financial Records
(See also entries 3-v b,82-xii,192,726-iii)

749. LEDGER CARDS (of Appropriations and Expenditures), 1905--. 3 vols., 1 file box, 1 bdl. (3 vols., 1905-1913, unlabeled; 1 file box, 1914-36, 1 bdl., 1936--, dated). No title, 1905-13, 3 vols.
Appropriations: Amount, date of receipt. Expenditures: Amount, purpose, date of expenditure; budget number, total expenditures, budget balance. Arr. by date of expenditure. No index. Hdw. on ptd. form. 3 vols., 1905-13, 200 pp. 11½ x 16 x 1½; 1 file box, 1914-36, 6¼ x 9 x 17; 1 bdl., 1936--, 8 x 5 x 5. Va.

750. (Record of Paid) INVOICES, 1899--. 10 vols. Title varies: Invoices, 1899-1906, 1 vol.; Bills - B.F.D., 1906-35, 7 vols.
Name of payee; amount, itemization, date of bill; date of payment. Arr. by date of payment. No index. Hdw. 300 pp. 14 x 10 x 2. Va.

751. (COPIES OF PURCHASE ORDERS), Jan. 4, 1932--. 5 bdls. (2 bdls., 1932-33, dated; 3 bdls., 1934--, unlabeled).
Name of vendor; amount, itemization, number, date, latest delivery date of order; budget code, item number; approval of accountant. Arr. by order no. No index. Typed on ptd. form. 12½ x 28 x 17½. Va.

752. EXPENDITURES FOR OVERHAULING LADDER #1, Oct. 28, 1928-Apr. 1, 1929
1 vol.
Name of repairing firm, supply vendor; amount of cost, appropriation, credit for parts returned; names of members taking time off during repairs; time of commencement, completion of work. Arr. by date of completion of work. No index. Hdw. 96 pp. 8 x 5½ x 3/8. Va.

753. CASH (Record of Repairs to Apparatus), Jan. 10, 1924-Nov. 28, 1924.
1 vol.
Name, serial number of manufacturer of apparatus; date of receipt of apparatus, name of repairman; amount, date of payment. Arr. by name of manufacturer. Indexed alph. by name of manufacturer. Hdw. 200 pp. 14 x 8½ x 3/4. Va.

Tests and Inspections

754. (Fire Prevention) INSPECTION RECORD, 1924--. 1 file box, 2 bdls.
Missing: 1920-23. System estab. 1920.
Name of property owner, location of property; name, occupation of occupant; findings, date of inspection; date of notice to property owner, signature of inspector. Arr. alph. by name of st. No index. Typed on ptd. form. 8 x 6 x 24. Fire prevention rm., first fl., Fire Hdqrs. and Station 2.

755. (Record of) EXTINGUISHERS (Tested), 1925. 1 file box.
Number, station location, make of extinguisher; result, date of test; signature of fireman making test. Arr. by extinguisher no. No index. Hdw. on ptd. form. 6¼ x 9 x 17. Va.

Miscellaneous

756. GENERAL CORRESPONDENCE, 1920--. 8 file boxes.
Chief's correspondence with property owners regarding elimination of fire hazards. Arr. alph. by name of st. No index. Hdw., typed. 12 x 12 x 24. Chief's off., first fl., Fire Hdqrs. and Station 2.

757. (FIRE COMMISSIONER'S CORRESPONDENCE), 1899-1905. 2 vols.
Copies of letters written by commissioner concerning appointments, dismissals, transfers of members; bids for materials, equipment, supplies. Arr. by date of letter. No index. Hdw. 200 pp. 11 x 9 x 1¼. Va.

STATION 1

All records are in Fire Station 1, 140 Washington Street; except where otherwise noted, they are in the stockroom, second floor.

Journals

758. (Daily) JOURNAL, 1907--. 42 vols.
Names of men on duty; date and time of fire alarm, number of men responding, service time; amount of gas, oil used; description, quantity of materials and supplies received; record of repairs to apparatus, name of servicing agent; date of entry. Arr. chron. No index. Hdw. 300 pp. 14 x 10 x 1¼. 41 vols., 1907-37, stockrm.; 1 vol., 1938--, patrol desk rm., first fl.

759. STANDARD DAILY JOURNAL (of Deputy Chiefs' Activities), 1909--. 30 vols.
Time of alarm, summary of fire; incidental administrative activities, date of entry. Arr. chron. No index. Hdw. 400 pp. 18 x 10 x 2. Deputies' rm., second fl.

760. RECORD (of Fires), 1935--. 4 vols.
Location, type of building; name of owner, occupant; description, cause of fire; type of equipment, materials used; mileage, speed of trucks; names of men responding, absent; reasons for absences; date, time, box number of alarm; time of recall, return; duration of service. Arr. by date of alarm. No index. Hdw. on ptd. form. 400 pp. 14 x 9 x 1. Desk, capt. rm., second fl.

Maintenance and Equipment
(See also entry 758)

761. (Equipment) RECORDS, 1935--. 1 vol. System estab. 1935.
Description, stock number, location of all portable equipment. Arr. by stock no. No index. Hdw. 100 pp. 13 x 8 x ½.

762. STOCK RECORD, 1933--. 2 file boxes.
Name, amount, source, delivery date of article; amount due; amount, date of transfer to another station; station number, interdepartmental order number. Arr. alph. by name of commodity. No index. Hdw. on ptd. form. 5 x 8 x 15.

763. (DUPLICATE REQUISITIONS), 1907--. 4 vols.
Name, amount of article ordered; number, date of order; date of receipt. Arr. by date of order. No index. Hdw. on ptd. form. 200 pp. 8 x 10 x 1. 3 vols., 1907-34, record closet, second fl.; 1 vol., 1935--, capt. rm., second fl.

764. (REQUISITIONS FROM OTHER STATIONS), 1933--. 2 file boxes.
Name of requisitioning station, officer; description, quantity of commodity ordered; number, date of order; signature of chief. Arr. alph. by name of station. No index. Hdw. on ptd. form. 2 x 5 x 14.

765. (PURCHASE OF TRUCKS AND TIRES), 1915--. 1 file box.
Number, price, date of purchase of truck; number, price, mileage of tires. Arr. chron. No index. Hdw. on ptd. form. 2 x 5 x 12. Capt. rm., second fl.

766. (RECORD OF TRUCK REPAIRS AND MAINTENANCE), 1931--. 4 vols.
Name of unit; type, date of repair job; names of parts used, requisition number for material purchased. Arr. by date of job. No index. Hdw. 300 pp. 18 x 10 x 2. Repair shop, first fl.

767. (RECORD OF ARTICLES LENT FROM STOCK ROOM), Aug. 14, 1937--. 1 vol
Description of article lent, name of lending station; date of loan, return. Arr. by date of loan. No index. Hdw. 300 pp. 11½ x 8¼ x 1.

STATION 2

Except where otherwise noted, all records are in the vault, signal room, first floor, Fire Headquarters and Station 2, 340 Washington Street.

768. (Records of) BROOKLINE ENGINE COMPANY (No. 1), 1835-99. 6 vols.
Names of volunteers, constitution, and bylaws. Also contains: (Daily Fire Record), entry 769; Daily Journal, entry 770. Arr. chron. No index. Hdw. 300 pp. 12 x 10 x 2. 3 vols., 1835-54, town cl. off., rm. 1, T.H.; 3 vols., 1855-99, va.

769. (DAILY FIRE RECORD), 1899--. 3 vols. 1835-99 in (Records of) Brookline Engine Company (No. 1), entry 768.
Location, cause of fire; name of property owner; box number; time, date of alarm; name, number of company responding to call; number of men, officers in service; name of officer in command, list of materials used. Arr. by date of alarm. No index. Hdw. 300 pp. 16 x 14 x 1½.

770. DAILY JOURNAL, 1899--. 18 vols. 1835-99 in (Records of) Brookline Engine Company (No. 1), entry 768.
Names of men on duty, times of alarms, number of men responding to call; time of departure, return. Arr. by day. No index. Hdw. 300 pp. 14 x 10 x 1½. 17 vols., 1899-1934, va., signal rm.; 1 vol., 1935--, patrol desk rm.; first fl., Fire Headquarters and Station 2.

771. RECORD OF MATERIALS (Received), 1899--. 8 vols.
Quantity, type, source of material; method of shipment, date of receipt, signature of receiving officer. Arr. by date of receipt. No index. Hdw. 300 pp. 14 x 10 x 1½.

772. (Acknowledgment of) RECEIPT (of Materials from Other Companies), 1906--. 17 file boxes, 6 bdls.
Name of station, commanding officer; quantity, description, source, condition of material; method of shipment, date of receipt. Arr. by date of receipt. No index. Hdw. 17 file boxes, 1906-36, 8 x 4 x 16; 6 bdls., 1937--, 3 x 6 x 2.

STATION 3

All records are in Station 3, 92 Monmouth Street.

773. (Daily Personnel) JOURNAL, 1904--. 21 vols.
Name, address, telephone number, badge number of each member; service record of each platoon; time of setting-up drill; names of men present at roll call, on leave; name of drill officer. Arr. chron. No index. Hdw. 400 pp. 14 x 9½ x 1½. 18 vols., 1904-34, firemen's rm., third fl.; 3 vols., 1935--, capt. rm., second fl.

774. (RECORD OF RECEIPT OF SUPPLIES AND EQUIPMENT, REPAIRS), 1935--. 1 vols. Prior records destroyed.
Description, quantity, source, method of delivery, date of receipt of commodity; name of receiver; description, date of repairs to equipment. Arr. chron. Indexed alph. by type of commodity. Hdw. 400 pp. 10 x 8 x 1¼. Capt. rm., second fl.

STATION 4

All records are in Station 4, 827 Boylston Street; except where otherwise noted, they are in the captain's office, second floor.

775. (Fire) RECORDS, 1900--. 25 vols. Missing: 1892-99. Title varies: Journal, 1910-12, 1 vol.
Names of men, number of platoon on duty; date, time, box number of alarm; number of men responding, equipment in service; time of departure, return. Arr. chron. No index. Hdw. 300 pp. 14 x 9½ x 1¼. 20 vols., 1900-1935, strm., third fl.; 4 vols., 1935-July 1938, capt. off.; 1 vol., Aug. 1938--, desk rm., first fl.

776. RECORD (of Fires Attended by Engine Company 4), 1906--. 6 vols. Missing: 1892-1905.
Name of owner, occupant of building; location, type of building; description, cause of fire; list of equipment, materials used; mileage, speed of trucks; names of men in attendance; date, time, box number of alarm; time of recall, return; period of service. Arr. by date of alarm. No index. Hdw. on ptd. form. 395 pp. 14 x 8½ x 1¼. 5 vols., 1906-33, strm., third fl.; 1 vol., 1933--, capt. off.

777. RECORD (of Fires Attended by Ladder Company 3), 1930--. 2 vols.
For description, see entry 776. Arr. by date of alarm. No index. Hdw. 395 pp. 14 x 8½ x 1¼.

778. RECORD (of Supplies and Equipment Requisitioned), 1905--. 2 vols. Missing: 1915-33.
Description, quantity of item ordered; number, date of order; date of delivery.

Also contains: (Record of Supplies and Equipment Received), 1905-25, entry 779. Arr. by date of order of receipt. No index. Hdw. 300 pp. 10¼ x 8 x 1. 1 vol., 1905-14, strm., third fl.; 1 vol., 1934--, capt. off.

779. RECORD (of Supplies and Equipment Received), 1925--. 1 vol. 1905-25 in Record (of Supplies and Equipment Requisitioned), entry 778. Description, quantity, source, method of delivery, date of receipt of commodity; name of receiver. Arr. by date of receipt. Indexed alph. by name of commodity. Hdw. 300 pp. 10¼ x 8 x 1.

780. RECORD (of Red Cross First-Aid Cases), Nov. 6, 1936--. 1 vol. System estab. Nov. 6, 1936.
Name, address of injured person; name of employee applying aid; amount, kind of material used; date, time of treatment; entry number. Arr. by entry no. Hdw. 300 pp. 10½ x 8½ x 1.

STATION 5

All records are in Station 5, 18 Devotion Street; except where otherwise noted, they are in the captain's office, second floor.

781. RECORD (of Fires), 1893--. 3 vols.
Name of owner, occupant of building; type, location of building; description, cause of fire; date, time, box number of alarm; names of men responding, absent at time of alarm; time of recall, return. Also contains: (Daily Personnel Journal), 1893-99, entry 782. Arr. by date of alarm. No index. Hdw. on ptd. form. 400 pp. 10 x 8 x 1¼. 2 vols., 1893-1933, strm., second fl.; 1 vol., 1934--, capt. off.

782. (DAILY PERSONNEL JOURNAL), 1900--. 21 vols. 1893-99 in Record (of Fires), entry 781.
Name, address, telephone number, badge number of each member; service record of each platoon, number of men responding to alarm; time of setting-up drill, roll call; names of men present at roll call, on leave, at drill; name of drill officer. Arr. chron. No index. 400 pp. 14 x 9½ x 1½. 17 vols., 1900-1929, strm., second fl.; 3 vols., 1930-35, capt. off.; 1 vol., 1936--, desk rm., first fl.

783. (RECORD OF SUPPLIES AND EQUIPMENT RECEIVED), 1900--. 1 file box.
Description, quantity, source, method of delivery, date of receipt of commodity; name of receiver. Includes record of repairs. Arr. by name of commodity. No index. Hdw. on ptd. form. 4 x 6 x 3.

784. RECORDS (Copies of Requisitions for Supplies and Equipment), 1934--. 1 vol.
Name, amount of article ordered; number, date of requisition. Arr. by date of requisition. No index. Hdw. on ptd. form. 400 pp. 10 x 8 x 1¼.

STATION 6

All records are in Station 6, 500 Heath Street.

785. RECORDS (of Fires), 1899--. 5 vols. Missing: 1912-20.
Name of owner, occupant of building; type, location of building; description, cause of fire; date, time, box number of alarm; names of men responding, absent from service; time of recall, return. Arr. by date of alarm. No index. Hdw. 397 pp. 10¼ x 8¼ x 1½. Officers' quarters, second fl.

786. RECORD (of Daily Activities), 1899--. 18 vols.
Name, rank, platoon number of each member on duty; number of men in attendance at fire, duration of fire. Arr. chron. No index. Hdw. 300 pp. 14 x 10 x 1½. 17 vols., 1899-Mar. 1938, storage closet, second fl.; 1 vol., Apr., 1938--, desk, first fl.

787. RECORDS (of Deliveries of Equipment), 1910--. 2 vols. Missing: 1899-1909, 1918-33.
Name, description, quantity, source, method of delivery, date of requisition, date of receipt of commodity; name of receiver. Includes record of repairs. Arr. by date of receipt. Indexed alph. by name of commodity. Hdw. 300 pp. 10½ x 8½ x 1½. 1 vol., 1910-17, storage closet; 1 vol., 1934--, officers' quarters, second fl.

STATION 7

All records are in Station 7, 665 Washington Street; except where otherwise noted, they are in the captain's room, second floor.

788. DAILY JOURNAL, 1899--. 30 vols.
Name, rank, platoon number of each member on duty; time of fire alarm, box number, number of men in attendance; time of departure, return. Also contains record of repairs to apparatus: Name of vendor, maker; type, number, cost of apparatus; date of purchase, repair, transfer to other station. Arr. chron. No index. Hdw. 300 pp. 14 x 10 x 1½. 29 vols., 1899-1936, storage rm., third fl.; 1 vol., 1937--, patrol desk rm., first fl.

789. (RECORD OF FIRES), 1899--. 30 vols.
Type, location of building; name of owner, occupant; description, cause of fire; date, time, box number of alarm; names of men in attendance, absent at roll call; reasons for absences; amount of hose, equipment used; mileage speed of apparatus; service time. Arr. by date of alarm. No index. Hdw. 400 pp. 14 x 10 x 1¼. 29 vols., 1899-1936, storage rm., third fl.; 1 vol., 1937--, lieut. rm., second fl.

790. RECORDS (of Fires Attended by Ladder 7), 1935--. 1 vol.
For description, see entry 789. Arr. by date of alarm. No index. Hdw. 450 pp. 18 x 9 x 1.

791. RECORD (of Materials Received), 1899--. 15 vols.
Description, quantity, source, method of delivery, date of receipt of commodity; signature of receiver. Also contains roster of company members: Name, address, telephone, badge, and platoon numbers of member. Materials arr. by date of receipt; roster, no arr. No index. Hdw. 250 pp. 10 x 8 x 1. 14 vols., 1899-1936, storage rm., third fl.; 1 vol., 1937--, capt. rm.

792. (STOCK RECORD BOOK), 1925--. 1 vol. Prior records destroyed. Name, quantity, source, method of delivery, date of receipt of commodity. Arr. alph. by name of commodity. No index. Hdw. 400 pp. 18 x 9 x 1.

793. (COPIES OF REQUISITIONS FOR SUPPLIES AND EQUIPMENT), 1935--. 1 vol. Name, amount of article ordered; number, date of requisition; date of receipt of material. Arr. by date of requisition. No index. Hdw. 400 pp. 10 x 8 x 1.

794. (GENERAL INFORMATION BOOK), 1935--. 1 vol.
Record of orders issued, articles reported missing, names of firemen absent, on leave, first-aid treatments, special duty details, injuries to firemen, communications received. Arr. chron. No index. Hdw. 400 pp. 10 x 8 x 1.

LVIII. SUPERINTENDENT OF FIRE ALARM AND POLICE SIGNAL SYSTEM

In their annual report of 1874, the fire engineers reported that "at a convention of Chief Engineers of Departments from all parts of the country assembled in Baltimore, in October last, it was conceded by all that one of the most valuable auxiliaries to a fire department was the telegraphic alarm."[1] Although, on the recommendation of the engineers, it was moved at that meeting that a committee of three be appointed to investigate and report at the adjourned meeting, nothing came of the matter; again in 1881 similar action was contemplated and tabled.[2] At the annual meeting of 1885 a committee of five was finally appointed to examine into the question of installing the system and to report at a later meeting, and at a special meeting in October 1886 it was voted that the selectmen join the committee and that it report in print.[3] In November 1886 $6,500 was appropriated "for the erection and maintenance of a system office and police alarm telegraph in Brookline."[4] The selectmen immediately contracted with a company to furnish "a complete fire-alarm system, with twenty-four automatic non-interference boxes and all necessary apparatus for the central office and the enginehouse, with three bell tower strikers. . . . And in addition to this . . . a complete police-telegraph system, with the boxes, entirely independent of the fire-alarm system."[5] In the next year, the selectmen reported

1. Treasurer's Report, 1874, p. 35 of the selectmen's report
2. Brookline Records, 1872-1884, pp. 148, 384, 593
3. Annual Report, 1886, p. 26; ibid., 1887, p. 54
4. Ibid., p. 63
5. Ibid., p. 76

the system installed and "in perfect working order."[1]

In 1889 the fire engineers in their annual report recommended that "an operator be employed who shall give his whole time to the care of the fire and police alarm"; the recommendation was promptly acted upon, for the first report of the superintendent of fire and police telegraph appeared in the next year.[2] In 1885 the town accepted a bylaw regulating wires and lights and providing that the superintendent of the department of wires and lights "by virtue of his office be the superintendent of fire alarm telegraph and police signal systems, and all other electric wire systems now or hereafter owned by the town." Since 1895, therefore, the police and fire alarm superintendent's duties of inspecting the system and keeping it in operating order have been carried on by the superintendent of wires and lights.[3]

In addition to the following records, see entry 82-xxxiii for appropriation for installation of fire-alarm system 1889.

795. (ANNUAL REPORT OF FIRE- AND POLICE*SIGNAL DEPARTMENT), 1890, 1892-95. In Annual Report of the Town Officers, entry 2.

Contains:

i. Fire-alarm service: Names, number of instruments in circuit; location, size of tower bells; location of tappers, gongs, indicators; location, numbers of new boxes installed; recommendations for extension of service. 1890 includes list of indicators and boxes, showing name of building housing indicator, number of box; names of persons, business houses having keys.

ii. Police signal and telegraph: Names, number of instruments in circuit; location of citizens' keys; location, numbers of new boxes installed. 1890 includes list of signal stations showing location, number of station.

For subsequent annual reports 1896--, see entry 680-i; for police department reports on signal system 1888--, see entry 696-ix.

796. (RECORD OF TESTS OF FIRE ALARM), 1927--. 1 file box.
Location, type, number of box; date, results of test. Arr. by box number, and chron. thereunder. No index. Typed on ptd. form. $6\frac{1}{4}$ x $5\frac{1}{2}$ x 16. Signal rm., Fire Hdqrs. and Station 2.

797. (RECORD OF TESTS OF POLICE SIGNALS), 1927--. 1 file box.
Name of tester, headquarters operator; district number, location of box; date, time of test. Arr. by district no. and chron. thereunder. No index. Hdw. on ptd. form. $5\frac{1}{4}$ x $6\frac{1}{2}$ x 16. Va., signal rm., Fire Hdqrs. and Station 2.

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1. Annual Report, 1888, p. 77
2. Ibid., 1889, p. 131; ibid., 1890, p. 151
3. Ibid., p. 29; ibid., 1938, pp. 204-205

LIX. FOREST WARDEN[1]

In 1909, by accepting the provisions of Chapter 209 of the Acts of 1908, Brookline established locally the office of forest warden; by the requirements of the state law the officer is annually to be appointed by the selectmen, but the appointment is subject to the confirmation of the state forester.[2] The forester is authorized to enforce the state laws in regard to the setting of fires for burning debris or brush and to arrest without warrant any persons found setting such fires in violation of the law.[3]

All records are in the vault, signal room, first floor, Fire Headquarters, 338 Washington Street.

798. (Record of) PERMITS FOR FIRES IN THE OPEN AIR, 1899--. 24 vols. Name of grantee, location of proposed fire, material to be used, name of licensing official; number, date of permit. Arr. by date of permit. No index. Hdw. 150 pp. 12 x 10 x 1½.
For fire department record of permits 1921--, see entry 737.

799. (Stubs of Open Air) FIRE PERMITS, Apr. 4, 1932--. 53 vols. (dated and marked by inclusive permit nos.).
Name, address of licensee; duration, number, date of permit; signature of forest warden. Arr. by permit no. No index. Hdw. on ptd. form. 100 pp. 3½ x 8¼ x 3/8.

LX. INSPECTOR OF PETROLEUM[4]

The earliest reference to the office of inspector of petroleum is in 1904 when the sealer of weights and measures reporting his activities in the year previous wrote: "As inspector of Petroleum, I have had no occasion to make a test for purity of any petroleum sold by the town."[5] The sealer of weights and measures continued to act also as inspector through 1937; in 1938 the fire chief was listed as having been appointed to inspect petroleum.[6]

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Brookline Acts and Laws, pp. 102-103; General Laws,(1932) ch. 48, sec. 8
3. Brookline Acts and Laws, pp. 102-103
4. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
5. Annual Report, 1904, p. 183
6. Ibid., 1937, p. vii; ibid., pp. vi, vii

800. GASOLINE (Storage) AND GARAGE (Building) PERMITS, 1919--. 1 file drawer. System estab. 1919.
Name, address of licensee; number, date of license; signature of fire commissioner. Gasoline storage permits include number of gallons stored, type and capacity of container; garage building licenses include car capacity of garage. Arr. alph. by name of licensee. No index. Hdw. and typed. $5\frac{1}{2}$ x $6\frac{1}{2}$ x 16. Comm. off., first fl., Fire Hdqrs. and Station 2, 338 Washington St.

LXI. SEALER OF WEIGHTS AND MEASURES[1]

At the town meeting of March 2, 1718/19, Brookline elected its first sealer of weights and measures and went on to vote that "the letters of ye Seal for weights and measurers be B L."[2] The officer was regularly elected thereafter until 1861, when the town voted the selectmen authorization to make the appointment.[3] The town bylaws provide that the sealer be paid such annual salary as the town may from time to time vote and that he account for and pay into the town treasury all fees received by virtue of his office.[4] The sealer's responsibilities were expanded in 1903 when he was first appointed to act as inspector of petroleum and again in 1910 when he began to act as a weigher of coal;[5] his annual reports currently report his services as sealer, weigher, and inspector.[6]

Except where otherwise noted, all records are in room 14, first floor, Town Hall, 329 Washington Street.

801. (ANNUAL REPORT OF SEALER OF WEIGHTS AND MEASURES), 1900--. In Annual Report of the Town Officers, entry 2.
Contains:

i. Coal inspection, 1909--: Number of loads weighed, results of inspection.
ii. Fuel purchasing agent's report, 1919--: Specifications of contracts with dealers; type, amount of fuel purchased; amount of penalty, premium.
iii. Inspections: Number of scales, weights, and measures adjusted, sealed, condemned; number of reweighings, examinations of food containers; amount of sealing and peddlers' license fees received.

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Muddy River Records, p. 114
3. Brookline Records, 1858-1871, p. 117
4. Brookline Acts and Laws, p. 171
5. Annual Report, 1904, p. 182; ibid., 1910, pp. 210-211
6. Ibid., 1937, pp. 108-114

(ANNUAL REPORT OF SEALER OF WEIGHTS AND MEASURES) (Cont'd)

iv. Legislation:
  a. Extracts from state laws relating to functions and duties of sealer, 1906, 1909, 1912-20, 1922-24, 1926.
  b. Results of prosecutions for violation of sealing laws, 1913, 1918, 1922-23.

v. Narrative report of activities, improvements; recommendations for purchase of equipment, summary of general results of inspections.

vi. Wood and bark measuring, 1903--: Number of applications for measurements, certificates issued.

802. ANNUAL REPORT OF SEALER OF WEIGHTS AND MEASURES (to State Director of Standards), 1933--. 2 folders.
Report on departmental personnel, financial statistics; list of office standards, field equipment; summary of devices adjusted, sealed, condemned; number of trial weighings and measurements, regulations for peddlers, report of court cases. Arr. by subject. No index. Hdw. on ptd. form. 12 pp. 6½ x 4 x 1/8.

803. SEALER'S (Office) RECORDS (of Inspections), 1929--. 2 vols. Prior records destroyed.
Name of owner, nature of device tested and adjusted; results, date of test; amount of testing, adjustment fee; amount of payment, balance due; certificate number; volume and page reference to Field Record Book, entry 804. Arr. by date of test. No index. 100 pp. 12 x 9 x 1.
For annual report of inspections 1900, see entry 801-iii.

804. FIELD RECORD BOOK, 1918--. 113 vols.
Daily report of inspections of weights and measures: Name, business address of owner; report number; results, date of inspection. Arr. by report no. No index. 200 pp. 6 x 14 x 3/4. 78 vols., 1918-34, old records va., bsmt.; 35 vols., 1929--, rm. 14; T.H.

805. (RECORD OF TRIAL WEIGHING AND MEASUREMENT OF COMMODITIES), 1917--. 2 vols.
Name, address of owner; nature of commodity, date of test; number, results of test. Arr. by date of test. No index. Hdw. 100 pp. 12 x 9 x 1.

LXII. MEASURERS OF WOOD AND BARK[1]

The modern office of wood and bark stems from various wood and lumber inspection offices established in the latter part of the eighteenth century. The first of these was that of surveyor of wood, one man being elected in 1770.[2]

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Muddy River Records, p. 225

Not only did the town continue to fill this office but two years later it elected additionally a surveyor of boards and shingles.[1] In 1778, these two offices disappeared and in their place one surveyor of wood and boards was elected.[2] In 1781 and 1783 the office was called surveyor of boards only,[3] but there was no election of this office after 1783. Instead, in 1784, the town renewed its interrupted elections of surveyor of boards and shingles and surveyor of wood; these offices were separately filled in 1784, 1785, being combined into one office of surveyor of board, shingles and wood in the years 1786-88.[4] In 1780 a new office, surveyor of lumber, came into existence and was filled separately from that of the measurer of wood for three years only;[5] from 1793 on the offices were combined into one called surveyor of wood and lumber which took the place of all the preceding offices.[6] Although the name of this office has since varied from time to time, it has remained to the present the sole lumber inspection office in the town with general responsibility for the measuring and inspecting of wood offered for sale. Until 1902 the office was filled by annual town-meeting election, but in that year the town voted "that the number of measurers of wood and bark be one, to be appointed by the Selectmen";[7] since 1904 the selectmen have usually appointed the sealer of weights and measures alone or with an assistant to act as measurer.[8]

In addition to the following record, see entry 801-vi for annual published report 1903--.

806. CERTIFICATION OF MEASUREMENT, 1900--. 12 certificates in 1 bdl. Location, approximate volume of material measured; date of certification, signatures of measurers of wood and bark. Arr. by date of certification. No index. Hdw. 9 x 6 x $\frac{1}{2}$. Rm. 14, first fl., T.H., 329 Washington St.

LXIII. WEIGHER OF HAY[9]

Although the bylaws accepted by the town in 1837 required the selectmen to appoint annually for a one-year term one person to have superintendence of the town hay-scales and "to weigh all the hay and other articles, which may be offered to be weighed, and to conform to all such rules and regulations as shall be established by the Selectmen, concerning the scales and fees for weighing",

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1. Muddy River Records, p. 232
2. Ibid., p. 278
3. Ibid., pp. 307, 324
4. Ibid., pp. 333-364, passim
5. Ibid., pp. 368-385, passim
6. Ibid., p. 392
7. Annual Report, 1903, p. 9
8. Ibid., 1905, p. iv
9. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

the first published record of the office in Brookline is in the list of officers appointed in 1881 by the selectmen; the title of the office at that time was keeper of the hay scale.[1] In 1896 the town accepted the provisions of the Public Statutes, chapter 60, sections 32-34; this authorizes the selectmen from time to time to appoint for a one-year term "some person or persons who shall have the superintendence of the hay-scales belonging to such city or town, and shall weigh hay offered for sale therein and any other article offered to be weighed."[2] The act further authorizes the selectmen to remove the weighers of hay at any time.[3] In 1902 the name of the office changed to its present form: Weigher of hay.[4] The office has been appointive from the first. The fees for weighing on the hay scales are regulated by town bylaw, and it is stipulated that the weighers deduct from their fees the necessary expenses incurred, retaining four-fifths of the remainder to their own use and paying over the balance to the town collector.[5]

LXIV. SUPERINTENDENT OF THE TOWN HALL

The first mention of the Town Hall superintendent, or rather of the unofficial predecessor of the office, is in the 1852 auditor's report of payment to "Franklin Tukey, for care of Town Hall, etc., $57.14."[6] For 1873, after the dedication of the new Town Hall, the treasurer's report includes the item $1,061.42 paid to "Willard Y. Gross, services as Janitor of Town Hall.[7] The janitor first appeared in the list of appointed municipal offices in the annual report of 1885 and continued to be so listed until 1920 when the office title was changed to its present form: "Superintendent of the Town Hall."[8]

807. (EXPENDITURES FOR MAINTENANCE AND SUPPLIES), 1930--. 1 bdl., 1 vol. Expenditures for salaries, supplies, furniture and fixtures, heating, lighting, cleaning, repairs: Name of payee; amount, purpose, budgetary account number, date of expenditure; totals. Arr. by date of expenditure. No index. Hdw. Bdl., 20 x 14 x 1; vol., 200 pp. 20 x 14 x 1. 1 bdl., 1930-35, closet; 1 vol., 1936--, desk; supt. off., first fl., T.H., 329 Washington St.

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1. By-laws, 1847, pp. 8-9; Annual Report, 1882, p. 12
2. Brookline Acts and Laws, p. 65
3. Idem
4. Annual Report, 1903, p. iv
5. Brookline Acts and Laws, p. 171
6. Auditor's Report, 1852, p. 16
7. Treasurer's Report, 1874, p. 38
8. Annual Report, 1885, p. 7; ibid., 1920, p. vii; ibid., 1938, p. vii

Fuel Purchasing Agent; Fence Viewers; Moderator

Next entry, p. 266

LXV. FUEL PURCHASING AGENT

The local office of agent to inspect fuel purchased by the town was established in Brookline in 1910, and the town sealer of weights and measures was appointed to the office.[1] The sealer's report for that year includes this explanation: "A new form of contract was adopted by the selectmen last April under which all coal purchased by the town was subject to analysis and corrections in price for variations from an established standard of ash. . . . The enforcement of the terms of the contract was referred to me."[2] The sealer has continued ever since to be appointed also as fuel purchasing agent and to include on one report his annual activities in both capacities.[3] For report of activities as fuel purchasing agent, see entry 801-ii.

LXVI. FENCE VIEWERS[4]

The first reference in the Boston records to the fences of Muddy River occurs in 1635 when the town voted that the poorer inhabitants be allotted lands there, "they in regard thereof making their part of fence and leaving such fence as they do make in due reparation. . . ."[5] In 1639 the town first elected individual officers to oversee the fences when it ordered "that the corn field fence at Muddy River shall be made sufficient . . . and to be seen into by our brethern John Andlyn and Edward Baytes. . . ."[6] The office here established has continued to be filled annually to the present time, being appointive by the selectmen rather than elective since 1922.[7] The number of fence viewers chosen to office has nearly always been two; in a few years there have been three men.

The fence viewers keep no records.

LXVII. MODERATOR[8]

Although presumably the first officer elected at the meetings of Muddy River and Brookline was a moderator to preside over the assembly, no election

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1. Annual Report, 1910, p. 211
2. Idem
3. Ibid., 1938, pp. vii, 171-177
4. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
5. Muddy River Records, p. 14
6. Ibid., p. 25
7. Annual Report, 1922, p. vii
8. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

Next entry, p. 266

is recorded until the meeting of March 1, 1713/14.[1] Thereafter until 1815, the office has been the first filled at each town meeting, the moderator's term of office being for the duration of the meeting only. In 1915, however, the limited town meeting act for Brookline specified that a moderator be elected by ballot at each annual town meeting to serve, "as moderator of all town meetings until his successor is elected and qualified."[2]

The moderator keeps no records.

LXVIII. COMMITTEE OF 30

One of the first towns in the state to establish a local committee on annual appropriations, Brookline in 1886 voted that the moderator together with the retiring selectmen, the selectmen-elect, and fifteen citizens appointed by the moderator constitute a committee to consider all warrant articles except those for the elction of officers, and report at the adjourned meeting "what action they consider it advisable for the town to take thereon, with suitable form of votes for carrying out their recommendation."[3] The report was to be published in one of the town newspapers and thus to be [illegible] to all citizens before the gathering of the next meeting.[4] Such an early establishment of the office is remarkable because of the fact that the general court's earliest legislation on the office was enacted in 1910 and did not require local establishment; in 1923 it was made mandatory only for those towns with a valuation for state tax purposes of over a million dollars; in other towns the legislation is still permissive.[5]

The Brookline office has varied from time to time in the number of members making up the committee; in 1889 it was the moderator, retiring and elected selectmen and all past selectmen living and resident since 1870 plus ten citizens at large;[6] in 1890 it was the town clerk, the town treasurer, in addition to the moderator, retiring selectmen, selectmen-elect, ten citizens having held the selectmen's office since 1870 and ten citizens at large;[7] in 1893 it was a committee of twenty-five only without restriction;[8] in 1894 it was the moderator, selectmen-elect, clerk, treasurer, and twenty citizens at large;[9] in the following year the assessors were added to the committee;[10] in 1896 the outgoing

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1. Muddy River Records, p. 100
2. Special Acts, 1915, ch. 250, sec. 6
3. Annual Report, 1887, p. 11
4. Idem
5. Acts, 1910, ch. 130; Acts, 1923, ch. 388
6. Annual Report, 1890, p. 28
7. Ibid., 1891, p. 12
8. Ibid., 1893, p. 103
9. Ibid., 1895, p. 12
10. Ibid., 1891, p. 11

selectmen were substituted for the assessors and there were twenty-five citizens at large;[1] in 1897 the number of citizens at large increased from twenty-five to thirty.[2] The size of the committee fluctuated between 25 and 30 until 1916 when the division of the town into precincts affected the structure of the office, three citizens being appointed from each precinct and three at large.[3] In 1921 there was a further modification by the requirement that the representatives from each precinct be town members.[4] In 1923 the town adopted a bylaw requiring that the committee be organized by the moderator annually on or before January 15, that it consist of the moderator as chairman, the town clerk as secretary, and 30 citizens appointed by the moderator, at least 24 being town-meeting members and not less than 2 from each precinct; the committee's term of office was to end at the close of the annual meeting.[5] The only change in this provision since 1923 has been the 1927 vote amending the bylaw by adding the selectmen to the committee.[6]

The functions of the committee have varied little in the period since its establishment. Its principal responsibility has been to consider thoughtfully in advance of the annual meeting the amounts of annual appropriations requested by the department heads and to publish and distribute to the voters the amounts of appropriations recommended to be voted at the meeting. These instructions were either expressed in the annual vote authorizing the committee's nomination, or they were taken for granted until 1923 when the town bylaw regulating the office provided that "Such committee shall consider the annual appropriations recommended by the selectmen and other town officers and committees for the financial year in which it is appointed, and also all the articles in the warrant for the annual town meeting, and shall report thereon in print at such town meeting."[7] There has been no modification of that provision to the present.

In commenting on the value of the committee, Alfred D. Chandler has written: "The work of the committee of thirty is not so much to abridge the right of debate in town meeting . . . as it is to give an additional advance to the taxpayers that the recommendations of town officials as to the sums of money to be appropriated are reasonable. Valuable time is in fact thus saved in town meeting, while the statute right to be heard is not lost. The citizens would resent any star-chamber methods. The value of this supervision work may be appreciated from the fact that, after the election of officers for the year, the entire business of the adjourned annual town meeting in 1906, resulting in the appropriation of about $1,300,000 was completed satisfactorily in about one and three-quarters hours, which included also the time given to debating certain articles. But this could not have been expected had not the various

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1. Annual Report, 1897, p. 12
2. Ibid., 1898, p. 11
3. Ibid., 1916, p. 97
4. Ibid., 1921, p. 40
5. Ibid., 1923, p. 46
6. Ibid., 1927, p. 45; Brookline Acts and Laws, p. 163
7. Annual Report, 1923, p. 46; Brookline Acts and Laws, pp. 163-164

town officials and the committee given much time and thought to their respective reports."[1]

808. SELECTMEN AND ADVISORY REPORTS, 1925--. 1 file box.
Reports of the advisory committee on the appropriations and articles listed in the warrants for annual and special town meetings: Names of committee chairman and secretary, selectmen, thirty citizens appointed by the moderator; list of articles and recommendations thereon; signature of moderator, committee secretary. Arr. by date of report. No index. Ptd. 11 x 15 x 26. Counter, town cl. off., rm. 1, T.H.
For selectmen's recommendations on appropriations 1846--, see entry 1.

LXIX. TOWN COUNSEL[2]

With the vote of the annual meeting held March 20, 1934, that "The Selectmen are hereby authorized to employ counsel to represent the town at any hearing in which it is interested before a Committee of the General Court and to use the whole or any part of this appropriation ($17,000) for the purpose", Brookline established locally the office of town counsel.[3] The town counsel publishes no report of his activities of the town, general claims and suits affecting the town being still reported by the selectmen; but the counsel has been listed among the town's appointed officers since 1934.[4]

The town counsel keeps no records, but see entries 3-iii, 26-30 for claims and suits against the town.

MANUSCRIPTS

Except where otherwise noted, all records are in the Brookline Public Library, 361 Washington Street, Brookline.

Establishment of Boundaries

809. (ESTABLISHMENT OF BOUNDARY BETWEEN BOSTON AND ROXBURY), Nov. 20, 1639. 1 sheet.
Agreement between representatives of Boston and Roxbury establishing the boundary

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1. Chandler, Alfred D., Local Self-Government, p. 25
2. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
3. Annual Report, 1934, p. 17
4. Ibid., p. v; Annual Report, 1938, p. v.

between those towns at Muddy River. Hdw. 1 p. 3 x 5. (Towns, 1632-93, vol. 112, p. 4.) Mass. State Archives, State House, Boston..

810. (REPORT OF COMMITTEE ON TOWNSHIPS), Jan. 15, 1735/6. 1 sheet.
Report containing recommendations to general court on establishment of townships (including Brookline) between the Connecticut and Merrimac Rivers. Hdw. 1 p. 8 x 12. (Towns, 1742-51, vol. 115, pp. 837-840.) Mass State Archives, State House, Boston.

811. (ACT INCORPORATING WEST PARISH OF ROXBURY INTO SEPARATE PRECINCT), Apr. 1772. 1 sheet.
Establishment of West Roxbury precinct, to extend west to Brookline. Hdw. 1 p. 8 x 12. (Ecclesiastical, 1757-74, vol. 14, p. 651.) Mass. State Archives, State House, Boston.

Separation From Boston

812. (ORDER ESTABLISHING MUDDY RIVER AS A SEPARATE HAMLET), Dec. 8, 1686. 1 sheet.
Copy of an order from the general court, establishing Muddy River as a hamlet separate from Boston and freeing the inhabitants from paying rates to Boston, with the provisions that they maintain their own highways, provide for their own poor, and elect three men to manage their affairs. Hdw. 1 p. 10 x 7 (Towns, 1693-1729, vol. 113, p. 381.) Mass State Archives, State House, Boston.

813. (PETITION FOR SCHOOL DISTRICT), May 25, 1698. 1 sheet.
Petition from the selectmen to the general court asking that Muddy River be permitted to have a school, select its own teacher, and retain a constable to collect fees to pay the teacher. Hdw. 1 p. 12 x 8. Mass. Hist. Soc. Lib., Boston.

814. (VOTE OF BOSTON AGAINST SEPARATION), Mar. 11, 1700/1. 1 sheet.
Copy of Boston town-meeting votes rejecting Muddy River's petition for separation, and directing the selectmen to tax Muddy River inhabitants the Boston tax rate and also to provide them with a schoolmaster to be paid out of Boston funds. Hdw. 1 p. 6 x 8. (Towns, 1693-1729, vol. 113, p. 382.) Mass. State Archives, State House, Boston.

815. (PETITION FOR SEPARATION), undated (approx. 1704). 1 sheet.
Original petition of Muddy River inhabitants to the governor, council, and assembly, requesting that they be set off as a separate village with their own selectmen and all other rights of a township; hearing ordered for November 4, 1704. Hdw. 1 p. 10 x 18. (Towns, 1693-1729, vol. 113, p. 383.) Mass. State Archives, State House, Boston. (Copy of manuscript in old records va., bsmt., T.H., 329 Washington St., Brookline.)

816. (APPOINTMENT OF SPECIAL COMMITTEE), Mar. 12, 1704/5. 1 sheet.
Copy of Boston town-meeting vote choosing committee of five to examine and report on petition of Muddy River inhabitants for separation. Hdw. 1 p. 6 x 3. (Towns, 1693-1729, vol. 113, p. 384.) Mass. State Archives, State House, Boston.

817. (REPORT OF SPECIAL COMMITTEE), June 15-20, 1705. 1 sheet.
Denial of petition by committee appointed by the general court to consider application of Muddy River inhabitants for separation; date of hearing on the petition set by general court. Hdw. 1 p. 6 x 10. (Towns, 1693-1729, vol. 113, p. 387.) Mass. State Archives, State House, Boston.

818. (ANSWER OF BOSTON SELECTMEN AND SPECIAL COMMITTEE), June 22, 1705. 1 sheet.
Answer of selectmen and committee appointed by the inhabitants of Boston to consider and report on the petition of Muddy River inhabitants for separation, recommending that the petition be denied. Hdw. 2 pp. 6 x 10. (Towns, 1693-1729, vol. 113, pp. 385-386.) Mass. State Archives, State House, Boston.

819. (RENEWAL OF PETITION TO BE SET OFF AS SEPARATE TOWNSHIP), undated. 1 sheet.
Petition of Muddy River inhabitants to the governor, council, and assembly, reminding them of their previous petition of August 13, 1704, that they be set off as a separate township of "peculiar", and asking that action be immediate. Hdw. 1 p. 6 x 10. (Towns, 1693-1729, vol. 113, p. 378.) Mass. State Archives, State House, Boston.

820. (GRANT OF PETITION INCORPORATING BROOKLINE), Nov. 13, 1705. 1 sheet.
Order by the general court and council that petition of Muddy River inhabitants that they be set off as a separate township be granted, provided that they build a meetinghouse and employ an orthodox minister within three years. Hdw. 1 p. 6 x 10. (Towns, 1693-1739, vol. 113, p. 379.) Mass. State Archives, State House, Boston.

821. (REQUEST FOR EXTENSION OF TIME), Nov. 7, 1709. 1 sheet.
Petition by selectmen to Governor Joseph Dudley, requesting extension of three years in which to build a meetinghouse, because of high taxes and expenses of establishing the new town; one year granted, November 12, 1709. Hdw. 2 pp. 6 x 10. (Ecclesiastical, 1679-1739, vol. 11, pp. 305-b, 305-c.)

822. (REQUEST FOR FURTHER EXTENSION OF TIME), Nov. 2, 1710. 2 sheets.
Petition by selectmen to Governor Joseph Dudley, requesting extension of one or two years in which to build a meetinghouse; two years granted, November 3, 1710. Hdw. 3 pp. 7½ x 11½. (Ecclesiastical, 1679-1739, vol. 11, pp. 366, 367, 367a.)

823. (REPORT ON PETITION FOR ANNEXATION TO TOWN), Feb. 19, 1841. 1 sheet.
Report to selectmen by S. Philbrick, chairman of committee appointed to study petition of Jeremiah Lyon and others, recommending that a portion of Roxbury be annexed to Brookline, and stating that no objection could be found to the petition. Hdw. 1 p. 12 x 7½.

824. (PETITIONS TO BECOME PART OF TOWN OF BROOKLINE), 1820, 1840-41. 3 sheets.
Petitions addressed to selectmen of Brookline by Jeremiah Lyon, John Ward, and other Roxbury residents that part of Roxbury be set off as part of Brookline, 1820, 1840-41. Includes request that new town line be drawn through Muddy Brook near Mill Dam Road and through the lands of Henry S. Ward and Samuel Wyman. Hdw. 3 pp. 10 x 8 to 12 x 7½.

Town and Selectmen's Meetings

825. (PETITION FOR TOWN MEETING), Dec. 2, 1814. 1 sheet.
Request to selectmen by Stephen Sharp and other residents to call town meeting to see if town will reward militiamen who served at Fort Independence. Hdw. 1 p. 11 x 7¼.

826. (WARRANT TO CALL TOWN MEETING), Dec. 3, 1814. 1 sheet.
Warrant from selectmen to town residents to call town meeting at the request of Stephen Sharp and others. Hdw. 1 p. 12 x 7½.

827. (PETITIONS TO CALL TOWN MEETINGS), May 11, 1829, Nov. 13, 1832. 2 sheets.
Petitions calling for town meetings submitted to selectmen: Request by John Woodward and 15 other residents relative to women's schools in town, and committee report on town accounts, May 11, 1829; request by Joshua Magoun and nine other residents relative to building of schoolhouse in north district, November 13, 1832. Hdw. 2 pp. 12 x 7½, 12 x 8.

828. (NOTICES TO CALL TOWN MEETING), July 10, 1862; Dec. 4, 1863; Nov. 23, 1875. 4 sheets.
Copies of notices from selectmen to residents calling town meeting to determine method of enrolling militiamen, July 10, 1862; December 4, 1863; to take action relative to death of the Honorable John Wells, November 23, 1875. Hdw. 5 pp. 9½ x 7½.

829. (MINUTES OF SELECTMEN'S MEETING), Mar. 21, 1856. 1 sheet.
Minutes recorded by B. F. Baker, town clerk, relative to granting of permit to C. L. Hayes for moving old parsonage through Walnut Street to Chestnut Street; installation of 20 new gas lights to burn 22 nights per month. Hdw. 1 p. 10½ x 8.

Land Records

(See also entries 867,868,945)

830. (PETITION FOR HEARING), Nov. 13, 1680. 1 sheet.
Petition of Hugh Clark of Roxbury and John Clark of Muddy River to general court for a hearing on the inheritance dispute between them and Abiel Lamb. Hdw. 1 p. 8 x 12. (Estates, 1671-97, vol. 16, p. 183.) Mass. State Archives, State House, Boston.

831. (APPOINTMENT OF COMMITTEE), Oct. 12, 1681. 1 sheet.
Order of general court appointing Thomas Gardner of Muddy River and others to a committee to estimate value of improvements made by Stephen Butler on property claimed by heirs of William Hollowell. Hdw. 1 p. 6 x 4. (Estates, 1671-97, vol. 16, p. 265.) Mass. State Archives, State House, Boston.

832. (SALE OF WASTELANDS), July 6, 1693; Apr. 6, 1696; Dec. 29, 1697. 1 sheet.
Votes of the proprietors of Muddy River and other districts appointing a committee to dispose of wastelands; vote of committee to sell same to Samuel Schrimpton and others for £500. Hdw. 1 p. 6 x 10. (Towns, 1693-1729, vol. 113, p. 13.) Mass. State Archives, State House, Boston.

833. (PETITION FOR REIMBURSEMENT OF LAND TAKEN), June 15, 1700. 1 sheet.
Petition to general court from Natick Indians, requesting that Dedham be ordered to pay them for 1,400 acres of land taken by that town; names of committee appointed by the court, including Samuel Aspinwall of Muddy River. Hdw. 1 p. 12 x 12. (Indian, 1639-1705, vol. 30, p. 457a.) Mass. State Archives, State House, Boston.

834. (LIST OF GRANTEES OF THE SEVEN NARRAGANSETT TOWNSHIPS), Apr. 18, 1735. 1 sheet.
Names of persons granted land by the general court, including Benjamin White's heirs and Joseph and Samuel Gardner, all of Brookline. Hdw. 1 p. 5½ x 16. (Towns, 1730-42, vol. 114, p. 106.) Mass. State Archives, State House, Boston.

835. (PETITION FOR PERMISSION TO SELL LAND), Nov. 22, 1749. 1 sheet.
Petition of Nathaniel and Patience Hill, Indians, formerly of Brookline, requesting that they be allowed to sell part of their land in Natick, the money thereby obtained to be used in improving the remaining land. Hdw. 1 p. 6 x 8. (Indian, 1742-53, vol. 18, p. 508.) Mass. State Archives, State House, Boston.

836. (PETITION TO FREE LAND FROM ENCUMBRANCES), Nov. 22, 1749. 1 sheet.
Petition of heirs of the late Governor Dudley, requesting that his land, part of which was sold to Abraham Woodward of Brookline, be freed from existing encumbrances. Hdw. 1 p. 8 x 12. (Estates, 1742-53, vol. 18, p. 503.) Mass. State Archives, State House, Boston.

837. (REPORT OF PROGRESS IN SETTLING GRANTED LAND), Mar. 31, 1751. 1 sheet.
Report to general court by descendants of members of Captain Gardner's Canadian expedition, giving names of descendants and statement of progress in settling land granted to them. Hdw. 1 p. 8 x 13. (Towns, 1751-54, vol. 116, p. 8.) Mass. State Archives, State house, Boston.

838. (PETITION FOR EXTENSION OF TIME), Oct. 27, 1754. 1 sheet.
Petition to governor, council, and general court by heirs of Brookline and Roxbury members of Captain Gardner's Canadian expedition, requesting that they be allowed more time to complete settlement of the land set off for them near Northfield, Hampshire County. Hdw. 1 p. 8 x 12. (Towns, 1752-54, vol. 116, p. 741.) Mass. State Archives, State House, Boston.

839. (PETITION FOR PERMISSION TO SELL REAL ESTATE), Feb. 23, 1773. 1 sheet.
Petition of Jacob Elliot of Connecticut to the governor, council, and general court, requesting that he be allowed to sell property, part of which is situated in Brookline, to pay debts of Jacob Elliot, deceased; petition granted. Hdw. 1 p. 12 x 15. (Ecclesiastical, 1757-74, vol. 14, pp. 669-670.) Mass. State Archives, State House, Boston.

840. (PETITION FOR PERMISSION TO SELL LAND), Feb. 25, 1773. 1 sheet.
Petition to Governor Hutchinson, the council, and the general court, by Mary Winchester, executrix of estate of the late Isaac Winchester of Brookline, requesting that she be allowed to sell the estate to pay off debts; petition granted March 5, 1773. Hdw. 1 p. 8 x 12. (Estates, 1753-74, vol. 19, p. 829.) Mass. State Archives, State House, Boston, Mass.

841. (DEED TO TOWN LAND), Dec. 27, 1758. 1 sheet.
Deed to 11 acres of land granted to Joseph White of Newton by selectmen of Brookline; signatures of witnesses. Acknowledged before Eleazer Weld, justice of the peace, January 26, 1786; recorded by Henry Alline, registrar, in Suffolk County registry of deeds, December 3, 1791. Hdw. 2 pp. 12 x 8.

842. (DEED TO DEVOTION ESTATE), Mar. 31, 1835. 1 sheet.
Deed to land leading to Watertown granted to treasurer of school fund and committee for use of school fund, showing signatures of witnesses and justice of the peace. Ptd. 2 pp. $9\frac{1}{2}$ x $7\frac{1}{2}$.

843. (LETTER OFFERING PLOT OF LAND), Feb. 10, 1846. 1 sheet.
Letter from Charles G. Colbath offering to give to town a plot of land adjacent to schoolhouse in return for a strip of land owned by town, providing certain repairs be made in the schoolhouse. Hdw. 1 p. $9\frac{1}{2}$ x 8.

844. (PLAN OF LOTS), May 10, 1852. 1 sheet.
Pen-and-ink sketch of lots, submitted to assessors by Timothy Leeds, with request that he be assessed for these lots. Hdw. 1 p. $9\frac{1}{2}$ x $7\frac{1}{2}$.

845. (LICENSE TO SELL REAL ESTATE), Dec. 11, 1855. 1 sheet.
License to sell real estate for one year issued to Samuel Walker by selectmen. Hdw. 1 p. $8\frac{1}{4}$ x 6.

846. (REPORT OF COMMITTEE TO PURCHASE LAND), Mar. 19, 1866. 1 sheet.
Report of Moses B. Williams, chairman, relative to purchase of land for building a public library. Hdw. 2 pp. $9\frac{1}{2}$ x 8.

Street and Town Lines
(See also entry 895)

847. (REPORT OF PERAMBULATIONS), May 4, 1713. 1 sheet.
Report written in Roxbury relative to perambulation of town lines between Brookline and Roxbury, giving description of markers. Hdw. 2 pp. $7\frac{1}{4}$ x 6.

848. (CORRESPONDENCE OF MAYOR OF BOSTON), Nov. 8, 1846. 1 sheet.
Correspondence of Josiah Quincy, Mayor, designating date for perambulation of Boston-Brookline town lines. Hdw. 1 p. 10 x 8.

849. (PETITION TO RELOCATE STREET LINES), Apr. 3, 1865. 1 sheet.
Petition to Norfolk County commissioners by selectmen, requesting relocation of the Washington Street lines. Hdw. 1 p. 9½ x 7½.

Road Construction
(See also entry 934-i)

850. (NOTICE TO WORK ON ROAD), June 6, 1763. 1 sheet.
Notice to Deacon Davis by Thomas Aspinwall, Jr., surveyor, to work on road with two men and one team for three days. On reverse is unsigned list of taxable property of certain residents. Hdw. 1 p. 7½ x 2½.

851. (REPORTS AND PETITION RELATIVE TO ROAD CONSTRUCTION), Aug. 31, 1829; Apr. 20, 1830; 1838. 3 sheets.
Reports and petition addressed to "Mr. Moderator": Petition of Benjamin Billings and others to widen road leading to Brighton, August 31, 1829; report of Norfolk County commissioners relative to widening road to Brighton, April 20, 1830; report of A. W. Goddard, chairman of road committee, relative to road above Benjamin White's house, 1838. Hdw. 6 pp. 9½ x 7½ to 12 x 7½.

852. (NOTICES RELATIVE TO ROAD CONSTRUCTION), Apr. 23, 1836; June 8, 1858. 2 sheets.
Notice from selectmen to road builders requesting bids for construction work on Newton line to south school district, Brookline, April 23, 1836; notice from B. F. Baker, town clerk, for grading of Grove Street, June 8, 1858. Hdw. 2 pp. 6½ x 5½, 8½ x 6½.

Schools
(See also entries 842,843,886,894)

853. (ORDERS TO PAY FOR TEACHING SCHOOL), Dec. 27, 1757; Mar. 10, 1762; Dec. 9, 1763. 3 sheets.
Contains the following selectmen's orders to town treasurer:

i. Order to Isaac Gardner, Jr., to pay Mary Bowen for teaching school for four months, March 10, 1762; to pay Mrs. Coffin for teaching school for five months, December 9, 1763.

ii. Order to Jonathan Winchester to pay Martha Shattock for teaching school for three months, December 27, 1757.

Hdw. 3 pp. 6½ x 2½ to 7½ x 3½.

854. (MISCELLANEOUS BILLS FOR SCHOOL REPAIRS), Mar. 3, 1758; Mar. 10, 1760; May 5, 1760; June 20, 1763. 4 sheets.
Contains bills submitted to:

i. Jonathan Winchester, selectman, by Josiah Davis for boards, nails and labor. On reverse is order from selectmen to pay for table and benches, March 3, 1758.

ii. Selectmen by Comfort Sever of Roxbury for nails, boards, benches and chair, labor, March 10, 1760.

iii. Thomas Aspinwall, in behalf of the town, by Joshua Davis for board, nails, labor, May 5, 1760.
iv. Town by Ebenezer Smith for making door and door case, and for lock and key, June 20, 1763.
Hdw. 4 pp. 7 x 4½ x 7½ x 2½.

855. (RULES AND REGULATIONS OF SCHOOL ADMINISTRATION), July 23, 1802-Mar. 5, 1821. 1 pamphlet.
Rules and regulations determining general administration, discipline, length of school day, year. 1819 includes committee vote that the minister and selectmen visit new teachers to offer advice and instruction. Hdw. 8 pp. 7 x 4½.

856. (REPORT ON SCHOOLS), Nov. 6, 1820. 1 sheet
Report by school committee on expediency of continuing extra allowance for support of schools taught by women, recommending that sessions continue as long as convenience to small children permits. Hdw. 2 pp. 9½ x 8.

857. (REPORT ON THE THREE DISTRICT SCHOOLS), Mar. 27, 1821. 1 sheet.
Report of John Robinson, chairman of selectmen, in behalf of school committee, recommending that no pupil be admitted to the master's school unless he can pass a reading examination. Includes total number of pupils enrolled during winter term. Hdw. 2 pp. 8 x 5.

858. (REPORTS ON SCHOOLS), 1822-23. 2 sheets.
Reports by school committee on attendance during winter term, number of pupils examined, necessity of repairs to Middle and North schools, and of building new schoolhouse in south district. Hdw. 2 pp. 12 x 7¼, 7½ x 7½.

859. (REPORT OF SCHOOL AND TOWN HALL BUILDING COMMITTEE), May 10, 1824. 1 sheet.
Report of John Robinson, chairman of committee, stating that a stone schoolhouse and town hall would cost $2800. Hdw. 1 p. 9½ x 8.

860. (REPORT ON THE FOUR TOWN SCHOOLS), Nov. 10, 1834. 1 sheet.
Report of school committee recommending that a female teacher replace the male teacher in the south district; that schools begin April 1 and close December 1; that town grant $100 a year to the second north district. Hdw. 2 pp. 8 x 5.

861. (REPORT ON SECOND SCHOOL IN NORTH DISTRICT), 1834. 1 sheet.
Report of school committee relative to opening of school for 12 or 15 pupils living on Mill Dam Road, suggesting that $100 will be raised for one year if residents will furnish schoolhouse and fuel; addition of two more members to committee. Hdw. 2 pp. 9 x 7½.

862. (NOTES ACCEPTING AND DECLINING APPOINTMENT TO SCHOOL COMMITTEE), 1835-58. 4 sheets.
Notes to B. F. Baker, town clerk, from John Stone, Matson Smith, F. A. Knapp

accepting appointment; from Charles Warren declining appointment. 4 pp. 6½ x 4 to 7 x 4½

863. (REPORT ON SCHOOL ADMINISTRATION), Apr. 1, 1839. 1 sheet.
Report by J. Pierce and William H. Shailer, chairman and secretary of school committee, stating that instructors are satisfactory, that Olney's geography textbook has replaced Smith's, and that punctuality in Center school is poor, but good in other schools. Hdw. 2 pp. 9½ x 7½.

864. (REPORT ON RECOMMENDED ALTERATIONS OF SCHOOLHOUSE), 1839. 1 sheet.
Report of school committee recommending that the Putterham schoolhouse be enlarged, repaired, and moved to a new location, and that it have new windows and seats. Hdw. 2 pp. 7¼ x 5½.

865. (NOTES OF COMMITTEE TO REPAIR SCHOOLHOUSE), 1839. 1 sheet.
Notes on a vote that a committee composed of Daniel Sanderson, Thomas Tilden, and Samuel Philbrick be appointed to repair the Middle schoolhouse. Hdw. 1 p. 7½ x 4½.

866. (REPORT ON EDWARD DEVOTION SCHOOL FUND), 1839, 1842-46. 6 sheets.
Report of trustees of fund relative to manner of investment of fund. Hdw. 12 pp. 10 x 8 to 12 x 7½

867. (REPORT ON ENLARGING SCHOOLHOUSE), Mar. 14, 1840. 1 sheet.
Report of school committee that schoolhouse in southwest district could not be enlarged until town purchased the necessary land from the owners; town accordingly secured the required land. Hdw. 2 pp. 9 x 7½.

868. (REPORT ON WESTERN SCHOOL), Mar. 1840. 1 sheet.
Report by Samuel Philbrick, chairman of school committee, that schoolhouse was moved to new location; that title to new lot for schoolhouse granted by Benjamin and Warren White was delivered to chairman of selectmen; that town purchased and repaired old schoolhouse. Hdw. 2 pp. 12 x 9½.

869. (REPORT ON GENERAL RECOMMENDATIONS FOR SCHOOLS), 1840. 1 sheet.
Report of committee appointed by selectmen recommending schools be in session six months instead of eight months; that seven years of age be the minimum entering age; that each district have a male teacher for five months beginning November; that female teachers in south and southwest schools teach six months beginning in the middle of April; that the school committee engage all teachers. Hdw. 1 p. 9½ x 7½.

870. (PETITION FOR HIGH SCHOOL), Feb. 16, 1842. 1 sheet.
Petition to selectmen by Samuel Goddard and others, requesting that a high school be provided, because under existing conditions children have to go elsewhere for their secondary school education. Hdw. 1 p. 13 x 8.

871 (REPORT ON SCHOOL CURRICULA), Mar 7, 1842 1 pamphlet
Recommendation by school committee that curricula of all town schools be extended, and that certain subjects common to all schools in the preparation of pupils for higher education be included; that the scholastic standards be raised Hdw 8 pp 7½ x 5

872 (REPORT ON HOUSING OF ADDITIONAL CHILDREN IN SCHOOL), Aug 17, 1843 1 pamphlet
Report suggesting means of accommodation of additional pupils in new school in center of town, and asking advice of town in solving this problem Hdw 8 pp 8½ x 7

873 (REPORT ON USE OF TOWN HALL AS SCHOOLHOUSE), Nov 13, 1843 1 sheet
Report by Samuel Philbrick, chairman of school committee, stating that $281.67 was expended for labor, supplies and materials in making Town Hall suitable for use as schoolhouse Hdw 1 p 12 x 8½

874 (PETITION TO USE TOWN HALL AS SCHOOLHOUSE), Jan 20, 1852 1 sheet
Petition to selectmen by school committee, requesting that Town Hall be used as schoolhouse, since they had received notice to vacate their present quarters Hdw 1 p 10 x 8

875 (REPORT ON NORTH SCHOOL), undated 1 sheet
Report by school committee, stating that since pupils in Mill Dam section cannot be accommodated in present building they would like to attend North school; that new inhabitants of Mill Dam section refuse to help build schoolhouse; that the town appropriate $800 to build new schoolhouse to accommodate additional pupils and to attract desirable settlers Hdw 2 pp 9½ x 10

Financial Records

Reports (See also entries 859, 866, 873, 875)

876 (REPORT OF BUDGET COMMITTEE), 1820-28 25 sheets
Anticipated expenditures for ensuing year for minister's salary and wood, care of poor, salaries for town and church officials, repairs on school building. 1822-23 includes signatures of members of budget committee Hdw 25 pp 12 x 7½

877 (COMMITTEE REPORT), May 22, 1829 1 sheet
Report of Caleb Clark, Thomas W. Summer, and Caleb Craft, committee to investigate town accounts. Hdw 1 p 12 x 8

878 (JOINT REPORTS OF ADVISORY COMMITTEE AND AUDITORS), 1830-32, 1835 4 sheets
Reports on town accounts examined and approved. Hdw 4 pp 12 x 7½

Receipts (See also entry 907)

879. (RECEIPTS ACKNOWLEDGING PAYMENT OF SALARY TO MINISTERS OF FIRST PARISH CHURCH), Mar. 26, 1746/7; Aug. 18, 1764-Feb. 25, 1765; Nov. 14, 1758-Mar. 2, 1759. 16 sheets.
Contains receipts from:
i. The Reverend James Allen, minister, and Samuel White, executor of Mr. Allen's will, to Ebenezer Davis, town treasurer, March 26, 1746/7.
ii. The Reverend Joseph Jackson, minister, to Isaac Gardner, Jr., John Heath, and Constable Davis, August 18, 1764-February 25, 1765.
iii. The Reverend Nathaniel Potter, minister, to John Goddard and Elisha Gardner, constables, November 14, 1758-March 2, 1759.
Hdw. 16 pp. $6\frac{1}{2}$ x 2 to 6 x $3\frac{1}{2}$.

880. (LIST OF SUMS RECEIVED BY CONSTABLE), Nov. 6, 1755-Feb. 2, 1758. 1 sheet.
List of money received by Isaac Gardner, Jr., constable, written on reverse side of a letter written to him by a friend who wanted to obtain five dozen copies of Walter's "Singing Book" so that he could start a singing school. Hdw. 2 pp. $6\frac{1}{2}$ x $4\frac{1}{4}$.

881. (TAX COLLECTOR'S RECEIPTS FOR PAYMENTS), May 19, 1760; June 21, 1766. 2 sheets.
Receipts from Caleb Woodward to executors of estate of Samuel White, acknowledging payment of taxes, May 19, 1760; receipt from William Davis to Isaac Gardner, Jr., town treasurer, acknowledging payment of salary, June 21, 1766. Hdw. 2 pp. 7 x $2\frac{1}{2}$, 8 x $2\frac{1}{2}$.

882. (RECEIPTS FOR MONEY PUT IN CHURCH COLLECTION BOX), Apr. 25, 1763-Mar. 4, 1765. 11 sheets.
Receipts from the Reverend Joseph Jackson, minister of First Parish Church, to members of congregation acknowledging money put in collection box. Hdw. 11 pp. 7 x $2\frac{1}{4}$.

883. (RECEIPT FOR LAYING OF HEARTH), July 25, 1764. 1 sheet.
Receipt from David Wheppe to Isaac Gardner, Jr., town treasurer, acknowledging payment of bill for laying of hearth in the grammar schoolhouse. Hdw. 1 p. 8 x $4\frac{1}{2}$.

884. (RECEIPT FOR PAYMENT OF DEACON'S SALARY), Sept. 20, 1764. 1 sheet.
Receipt from Obadiah Druce, church deacon, to Isaac Gardner, Jr., town treasurer, acknowledging payment of salary. Hdw. 1 p. 8 x $3\frac{1}{4}$.

Bills

885. (BILL FOR WORK DONE ON MEETINGHOUSE), Oct. 1756-Mar. 1757. 1 sheet.
Bill submitted to town by Caleb Boylston for repairs and for making of

contribution boxes. Reverse includes order from selectmen to Jonathan Winchester, town treasurer, to pay bill. Hdw. 1 p. 7½ x 2½.

886. (BILLS FOR SQUARES), Dec. 12, 1757-June, 1761. 3 sheets.
Bills submitted to town by John Child for putting in squares (panes of glass) at the school and meetinghouse. Hdw. 2 pp. 6½ x 5½.

887. (BILL FOR CARTING WOOD), Apr. 17, 1759-May 3, 1759. 1 sheet.
Bill submitted by Caleb Woodward for carting wood for the Reverend Nathaniel Potter, minister of the First Parish Church. Hdw. 1 p. 6¼ x 1½.

888. (BILLS SUBMITTED TO TOWN), May 21, 1760; Feb. 26, 1761; 1764, 1767, 1810-11, 1824-25. 6 sheets.
Contains bills submitted by:

i. Eleanor Kingsley of Needham for purchase of wood, February 26, 1761.
ii. Joshua Boylston for purchase of farm produce, May 21, 1760.
iii. Oliver Whyte for perambulating Roxbury and Brighton town lines, wood for meetinghouse, assessing taxes, and miscellaneous services rendered, 1824-25. On reverse is selectmen's order to Ebenezer Heath, town treasurer, to pay bill; receipt from Whyte acknowledging payment.
iv. Stephen Brewer for blasting and labor, 1764.
v. Stephen Sharp for services as town treasurer, compiling valuations of real property, assessing taxes, and miscellaneous services rendered, 1810-11. Includes selectmen's order permitting Sharp to pay himself for services rendered.
vi. Timothy Harris, surveyor, for repairing and sharpening tools, 1767.

Hdw. 7 pp. 5½ x 4½ to 8 x 7½.

889. (BILL FOR ADMINISTRATION OF AN ESTATE), June 12, 1760. 1 sheet.
Bill submitted to town by Richard Gridley, administrator of estate of Jerome Gridley, for copy of Devotion's will and inventory; for declamation against Gatcomb and wife; for service as power of attorney. Hdw. 1 p. 6¼ x 4¼.

890. (BILL FOR LEGAL SERVICES), 1760; July 2, 1761. 1 sheet.
Bill submitted to town by Jeremy Gridley for legal services rendered. On reverse is a receipt acknowledging payment of bill, July 2, 1761. Hdw. 1 p. 7½ x 6¼.

891 (BILLS FOR CARE OF POOR), 1760-65. 7 sheets.
Bills submitted to selectmen by several residents of town for boarding or otherwise caring for poor. Hdw. 7 pp. 4¼ x 3¼ to 8 x 3½.

892. (MISCELLANEOUS BILLS), Jan. 4, 1761-Mar. 7, 1768. 16 sheets.
Bills submitted to selectmen by Isaac Gardner, Jr., town treasurer, for legal services, issuance of warrants, aid rendered to poor, supplies to French Neutrals, surveying town woodlot in Needham, labor for the town. On reverse is selectmen's order to Gardner to pay himself for services rendered May 15, 1761-March 7, 1768. Hdw. 16 pp. 6 x 1½ to 7½ x 7¼.

893 (BILL FOR TAKING INVENTORY OF TAXABLE PROPERTY), Oct 8, 1761
1 sheet
Bill submitted to selectmen by Isaac Gardner, Jr , town treasurer, for taking inventory of taxable property On reverse is Gardner s receipt acknowledging payment of bill Hdw 1 p 7½ x 6

894 (BILL FOR REPAIRS IN MEETING AND SCHOOL HOUSES), Feb 22, 1762
1 sheet
Bill submitted to selectmen by Joshua Davis for repairing seats and for purchase of drawer for meetinghouse; for shingling and for purchase of new glass, shutters and other materials for schoolhouse On reverse is statement that order drawn on town treasurer was lost and that full payment was received Hdw 1 p 12 x 7½

895 (BILL FOR REPAIRS TO POUND), Oct 1762 1 sheet
Bill submitted to selectmen by Nathaniel Healy for repairs to pound, and for two days work on the line Hdw 1 p 7½ x 4

896 (BILL FOR PULPIT CUSHION), 1763 1 sheet
Bill submitted to the Reverend Joseph Jackson, minister of the First Parish Church, by William Gray for materials used and labor expended in making a pulpit cushion On reverse is receipt to Isaac Gardner, Jr., town treasurer, acknowledging payment Hdw 1 p 7½ x 5½

897 (PAPERS RELATIVE TO DEATH OF DANIEL WEBSTER), 1852 10 sheets
Bills rendered by merchants to town for mourning emblems; resolutions sent to Mrs Webster Hdw 10 pp 8 x 3½ to 10½ x 8¼

Orders

898 (ORDERS TO PAY FOR CARE OF CHURCH), Mar 30, 1757, Mar 16, 1762; Feb 19, 1865 3 orders on 1 sheet
Selectmen s orders to Isaac Gardner, Jr , town treasurer, to pay Harry Sewall for care of church for one year On reverse is Sewall s receipt acknowledging payment Hdw 1 p 8 x 4½

899 (ORDERS TO PAY ORDINATION EXPENSES), Mar 2, 1758; Mar 9, 1761; May 15, 1761; Feb 18, 1762 4 sheets
Selectmen s orders to Jonathan Winchester, town treasurer, to pay William Newell for expenses incurred at the ordination of the Reverend Nathaniel Potter, March 2, 1758; orders to Isaac Gardner, Jr , town treasurer, to pay Moses White, Isaac Winchester, and Joshua Boylston for expenses incurred at ordination of the Reverend Joseph Jackson, March 9, 1761; May 15, 1761; February 18, 1762 Hdw 4 pp 6½ x 3 to 9 x 4

900 (ORDERS TO PAY FOR SERVICES RENDERED), Feb 4, 1758-Mar 2, 1767; 1759-Mar 7, 1768 21 sheets
Selectmen s orders to Isaac Gardner, Jr , town treasurer, to pay certain citizens for services as town officers, for supplies to the French, for care of the sick and poor, and for breaking-in of plow on highway Hdw 21 pp 6½ x 4¼ to 8 x 6½

901. (ORDERS TO PAY FOR WOOD), May 30, 1759; June 2, 1761; Jan. 14, 1764. 3 sheets.
Selectmen's orders to Isaac Gardner, Jr., town treasurer, to pay for wood supplied to ministers of the First Parish Church, order to pay Samuel Clark for wood supplied to the Reverend Nathaniel Potter, May 30, 1759; orders to pay Captain Samuel Craft for wood supplied to the Reverend Joseph Jackson, June 2, 1761; January 14, 1764. Hdw. 3 pp. $6\frac{1}{2}$ x $3\frac{1}{2}$ to 7 x $3\frac{1}{2}$.

902. (ORDER TO PAY FOR CUTTING AND HAULING WOOD), June 14, 1759; undated. 2 sheets.
Selectmen's orders to town treasurer: Order to reimburse Deacon Joseph White for money paid Josiah Woodward for labor, June 14, 1759; order to pay Josiah Woodward, undated. Hdw. 2 pp. 7 x $3\frac{1}{2}$.

903. (ORDER TO PAY FOR WOOD SUPPLY), Mar. 16, 1762. 1 sheet.
Selectmen's order to Isaac Gardner, Jr., town treasurer, to pay Deacon Ebenezer Davis for wood supplied to the Reverend Joseph Jackson and to Mr. Joshua Steadman. Hdw. 1 p. 8 x 5.

904. (ORDER TO PAY BALANCE OF TOWN GRANT), 1823; May 3, 1824. 1 sheet.
Order to pay balance of town grant to Captain John Woodward, treasurer of Brookline Singing Society, submitted to selectmen by Charles Wild, 1823. On reverse is receipt from Captain Woodward acknowledging payment of grant, May 3, 1824. Hdw. 1 p. $7\frac{1}{2}$ x $3\frac{1}{2}$.

Taxation
(See also entries 850, 881, 893, 931, 934-ii, 944)

905. (ASSESSORS' TAX LISTS), 1746, 1762-63, 1781, 1785, 1787-88, Apr. 1834, undated. 23 documents.
List of poll, real and personal property taxes, showing name of taxpayer, amount and type of tax. 1762-63 includes name of taxpayer owning slaves. 1785, 1787-88, April 1834 includes list of state and county taxes, orders for collection, daily allowance granted delinquents toward working off tax bill. Hdw., hdw. on ptd. form. 93 pp. $4\frac{1}{2}$ x $1\frac{1}{2}$ to $11\frac{1}{2}$ x 8.

906. (TAX BILL), June 7, 1851. 1 sheet.
Bill submitted by Moses Withington, town treasurer, to Stephen Decatur, for payment of state and county taxes. On reverse is notation that Decatur was not a Brookline resident on May 1, 1851. Hdw. on ptd. form. 1 p. 7 x $5\frac{1}{2}$.

907. (RECEIPTS ACKNOWLEDGING COLLECTION OF TAXES), Jan. 11, 1759-Aug. 7, 1766; 1831-34. 16 sheets.
Receipts from town treasurer to tax collector acknowledging payment of collected taxes. Hdw. 16 pp. $6\frac{1}{2}$ x $2\frac{1}{2}$ to $8\frac{1}{4}$ x $3\frac{1}{4}$.

908. (ORDERS FOR TAX ABATEMENTS), Feb. 13, 1759-May 13, 1766. 12 sheets.
Selectmen's orders to Isaac Gardner, Jr., town treasurer, for tax abatements. Hdw. 12 pp. $6\frac{1}{2}$ x 3 to $8\frac{1}{2}$ x $6\frac{1}{2}$.

909. (NOTICE TO SUBMIT LISTS OF TAXABLE PROPERTY), Aug. 25, 1762; Sept. 9, 1773. 2 sheets.
Notice to freeholders of Brookline by Isaac Gardner, Jr., town clerk, to submit lists of polls and taxable property. Hdw. 2 pp. 8½ x 3¼, 8 x 6½.

910. (WARRANT TO COLLECT TAXES), Oct. 1762. 1 sheet.
Warrant from selectmen to Samuel Aspinwall, constable, relative to collecting taxes, instructing him to submit collections to Isaac Gardner, Jr., town treasurer. Hdw. 1 p. 12 x 8¼.

911. (VALUATION LIST), 1821. 1 sheet.
List of polls, real and personal property taxpayers: Name of taxpayer, amount, valuation of property; number of polls in family. Ptd. 1 p. 12 x 7½.

912. (MEMORANDUM OF TAXABLE PERSONAL PROPERTY), May 12, 1829. 1 sheet.
Memorandum submitted to assessors by Joshua Clark listing personal property of Mary Clark, deceased. Hdw. 1 p. 6½ x 4½.

913. (REPORT ON IMPROVEMENT OF TAX COLLECTION METHODS), Mar. 31, 1831; undated. 3 sheets.
Report of committee to improve method of tax collection, stating that offices of town treasurer and tax collector should be combined, and another system of collection be employed, March 31, 1831. Includes draft of notice to improve method of tax collection, undated. Hdw. 5 pp. 9½ x 8 to 7 x 4.

914. (ASSESSORS' CERTIFICATE), undated. 1 sheet.
Certificate of assessors stating that they had assessed the required amount for province tax and that they had committed the assessments to the tax collector for collection. Hdw. 1 p. 6½ x 3¼.

Legal Documents

915. (INDENTURES), 1824, 1826. 2 sheets.
Indentures from selectmen of Brookline to Ruppert Manning, Boston shoemaker, designating Isaac Thompson as apprentice, 1824; to James Waldock, Boston tailor, designating Isaac Thompson as apprentice, 1826. Hdw. on ptd. form. 2 pp. 12 x 8.

916. (LEASE), Aug. 14, 1832. 1 sheet.
Lease of house known as "Green House" to be used for town purposes, submitted by J. S. Clafflin, printer, to Charles Stearns, Jr. Ptd. 1 p. 12 x 8.

917. (AGREEMENT), Mar. 23, 1835. 1 sheet.
Agreement and draft thereof submitted to selectmen of Roxbury by selectmen of Brookline, relative to relinquishing of fire engine to Brookline, providing Brookline take care of engine and maintain an adequate company of men. Hdw. 1 p. 11 x 8¼.

918. (MISCELLANEOUS LEGAL PAPERS), 1841-44. 6 sheets.
Resume of case, summons, depositions, list of witness fees, bills relative to law suit brought by Joshua W. Blanchard against Charles Stearns, Jr., James Robinson, and Benjamin B. Davis, town officers, for having refused to put his name on the voting list. Hdw., hdw. on ptd. form. 10 pp. 7 x 4½ to 12 x 8.

919. (BOND), undated. 1 sheet.
Bond relative to burial of Danial Curran, submitted to overseers of poor by Dr. E. A. Wild. Hdw. 1 p. 12 x 7½.

Cemetery Records
(See also entry 934-iv)

920. (REPORT OF CEMETERY COMMITTEE), May 18, 1840. 1 sheet.
Report of committee chosen to examine land near burial ground for enlarging cemetery, purchase of family lots, deeds for new land approved and referred to executive committee for final approval, new land purchased from Caleb Clark, rules regarding building of tombs; number of interments; receipts from sale of lots and old lumber; expenditures for labor, repairs, supplies and materials. Hdw. 32 pp. 8 x 6½.

921. (SPECIFICATIONS FOR BUILDING CEMETERY LOTS), undated. 2 sheets.
Specifications for building lots in Walnut Hills Cemetery, submitted to E. W. Bowditch, landscape architect. Includes note of instructions from C. S. Sargent. Hdw. 3 pp. 8 x 5, 12 x 7½.

Pew Records

922. (PEW DEED), Nov. 3, 1813. 1 sheet
Deed to pew #64 in town meetinghouse, submitted to Richard Sullivan of Boston by Stephen Sharp, town clerk, and witnessed by John Proctor and Abiel Wright On reverse side is conveyance of pew to the Honorable Charles Jackson by Richard Sullivan of Boston. Hdw. 2 pp. 13 x 8¼.

923. (PETITIONS FOR RELEASE OF FINANCIAL OBLIGATIONS), Mar. 6, 1815; May 1815. 2 sheets.
Petitions to residents at town meeting by John Aspinwall, at the suggestion of the town treasurer, requesting that he be permitted to return pew to town since he could not pay the amount due and to submit a new note for the interest due. Hdw. 2 pp. 8½ x 7½, 8½ x 8.

924. (REPORT OF PEW COMMITTEE), 1815. 1 sheet.
Report stating that Mr. Aspinwall, a pewholder, will be released from his obligation upon full payment of bill. Hdw. 1 p. 11 x 8.

Militia Records
(See also entry 825)

925. (ORDER TO COMMITTEE OF MILITIA), Oct. 10, 1689. 1 sheet.
Order from general court to committees of several towns and parishes, including Muddy River, to assist Boston in guarding its prison. Hdw. 1 p. 5 x 3. (Intercharter, 1689-90, vol. 35, p. 49a.) Mass. State Archives, State House, Boston.

926. (APPOINTMENT OF CAPTAIN GARDNER), June 20, 1690. 1 sheet.
Appointment by Governor Simon Bradstreet of Andrew Gardner of Muddy River as captain of the Canadian expedition. 1 p. 6 x 10. (Intercharter, 1690-91, vol. 36, p. 134.) Mass. State Archives, State House, Boston.

927. (NOTICE AND LETTER RELATIVE TO MILITIA LIST), June 22, 1852; June 24, 1858. 2 sheets.
Notice to B. F. Baker, town clerk, from E. W. Stone, state adjutant general, showing irregularity in return of enrolled Brookline militia, June 22, 1852; letter from B. F. Baker to E. W. Stone replying to notice, June 24, 1858. Hdw. 2 pp. 12 x 7½.

French Neutrals
(See also entries 892, 900)

928. (EXPENSE ACCOUNT), Nov. 21, 1755-Feb. 4, 1761. 8 sheets.
Itemization of expenditures incurred by Brookline in caring for French Neutrals November 21, 1775-August 25, 1760; incurred by various towns including Brookline, September 17, 1756-February 4, 1761. Hdw. 11 pp. 7 x 6 to 8 x 12. (French Neutrals, 1758-69, vol. 24, pp. 119, 174, 182-184, 296, 492-493, 497-498, 500.) Mass. State Archives, State House, Boston.

929. (REPORT OF COMMITTEE ON ASSIGNMENT OF FRENCH NEUTRALS), Aug. 22, 1760. 3 sheets.
Names of late inhabitants of Nova Scotia assigned to several towns including Brookline; report accepted by the general court January 27, 1761, and approved by the council January 28, 1761. Hdw. 5 pp. 8 x 12. (French Neutrals, 1758-69, vol. 24, pp. 388-392.) Mass. State Archives, State House, Boston.

930. (PETITION FOR FAMILY REUNION), Feb. 25, 1762. 1 sheet.
Petition to the governor and council by John Benoit, requesting that those members of his family residing in Brookline and Boston be assigned to one of those towns so that the children, now mature, might be united to assist in the support of Benoit and his wife. Hdw. 1 p. 6 x 7. (French Neutrals, 1758-69, vol. 24, p. 474.) Mass. State Archives, State House, Boston.

Correspondence

931. (NOTES), Apr. 5, 1764- Jan. 8, 1765. 3 sheets.
Notes written by the Reverend Joseph Jackson, minister of the First Parish Church to: Isaac Gardner, Jr., town treasurer, enclosing a specified amount of money, April 5, 1764; Mr. Davis, tax collector, asking that a specified amount be deducted from Mr. Bowles' tax bill, January 8, 1765; selectmen stating that Abigail Spring of Newtown had been taken into his home, undated. Hdw. 3 pp. 5½ x 3¼ to 6½ x 2.

932. (LETTER ASKING TO BE EXCUSED FROM PREACHING), Apr. 4, 1769. 1 sheet.
Letter from the Reverend Joseph Jackson of Brookline to the governor and council asking that he be excused from preaching before them on the approaching election, owing to his youth and inexperience. Hdw. 1 p. 8 x 12½. (Ecclesiastical, 1757-74, vol. 14, p. 529.) Mass State Archives, State House, Boston.

933. (LETTER REFERRING TO THE BOSTON TEA PARTY), Dec. 14, 1773. 2 sheets.
Letter from Governor Thomas Hutchinson addressed to "My Lord", mentioning the invitation of the Boston committee of correspondence to other like committees including Brookline to assist them in preventing the landing of tea from England. Hdw. 4 pp. 8 x 12. (Hutchinson's Correspondence, 1770-74, vol. 27, pp. 586-589.) Mass. State Archives, State House, Boston.

934. (SELECTMEN'S INCOMING CORRESPONDENCE), Apr. 11, 1831; Dec. 1859; Mar. 14, 1873; undated. 5 sheets.
Contains correspondence from:

i. D. H. Rogers, trustee of Mrs. Carey's estate, protesting laying of a street through her property, December 1859.

ii. John H. Wilkins, requesting that it be arranged whereby he might pay his ministerial tax to Boston, even though he was moving to Brookline, April 11, 1831. Includes certificate signed by F. B. Hayward, attesting that Wilkins was a member of the society of the New Jerusalem.

iii. Robert C. Winthrop, accepting an invitation to deliver an address at the dedication of the Town Hall, March 14, 1873.

iv. Samuel Philbrick, chairman of cemetery committee, requesting that articles be inserted in town-meeting warrant relative to purchase of land to enlarge cemetery and to obtaining money from town treasurer, undated.

Hdw. 7 pp. 8 x 5 to 9½ x 8.

935. (CORRESPONDENCE RELATIVE TO CYPRESS STREET CROSSING), Oct. 18, 1858; Oct. 19, 1858. 2 sheets.
Copy of correspondence from B. F. Baker, town clerk, to A. B. Ely, president of the Charles River Railroad Company, protesting inadequate protection at the Cypress Street Crossing, October 18, 1858; reply of Ely to Baker promising adequate safety precautions, October 19, 1858. Hdw. 2 pp. 10 x 8.

Miscellaneous

936. (ESTABLISHMENT OF PERPETUAL COMMONAGE), Dec. 30, 1639. 1 sheet.
Copy of Boston town meeting vote reserving 500 acres at Muddy River as perpetual commonage to Boston and Muddy River inhabitants. Copy referred to and approved by council June 15, 1705. Hdw. 1 p. 4 x 5. (Towns, 1693-1729, vol. 113, p. 380.) Mass. State Archives, State House, Boston.

937. AN ACT FOR INCORPORATING NEW COUNTY (Norfolk), Jan. 12, 1738. 1 sheet.
An act listing the towns, including Brookline, to be set off as Norfolk County; approved by the House of Representatives January 10, rejected by the council January 12. Hdw. 2 pp. 9 x 15. (Colonial, 1724-75, vol. 6, pp. 39-40.) Mass. State Archives, State House, Boston.

938. (NOTICES RELATIVE TO ACTIVITIES OF TOWNSPEOPLE), 1758-64. 16 sheets.
Notifications by Joshua and Ebenezer Davis, Peter Walker, John Heath, and others, relative to arrivals of new persons in town, warnings to undesirables to leave town. On reverse side of several notices are the names of persons who have left town to be married. Hdw. 16 pp. 3½ x 1¼ to 8½ x 3¼.

939. (TOWN CENSUS), 1790. 1 sheet.
Census submitted to Samuel Bradford, assistant to the Massachusetts district marshal, showing total number of persons and houses in the town. Hdw. 2 pp. 12 x 7½.

940. (VOTING LIST), Feb. 20, 1814. 1 sheet.
Names of persons eligible to vote for town officers. Hdw. 2 pp. 12 x 7¼.

941. (REPORTS OF COMMITTEE TO BUILD HORSE SHEDS), 1816, 1824-25. 3 sheets.
Report to selectmen, by committee to build and to sell horse sheds in rear of First Parish Church. Reverse gives name of purchaser, amount of payment. Hdw. 5 pp. 12 x 8.

942. (PETITION TO IMPROVE BROOKLINE ENGINE COMPANY), May 2, 1835. 1 sheet.
Petition to selectmen by Isaac Taylor, Caleb Clark, and Elisha Stone in behalf of the engine company, requesting that the engine house be enlarged, and that refreshments be served when the men have returned from fighting a fire. Hdw. 1 p. 9½ x 8.

943. (NOTICE RELATIVE TO SALE OF LIQUOR), Aug. 6, 1835. 1 sheet.
Notice to G. W. Mansfield, state commissioner of purchase and sale of liquor, from B. F. Baker, town clerk, showing names of persons appointed to purchase and sell liquor during the ensuing year. Hdw. 1 p. 10 x 7½.

944. (VOTE AND REMONSTRANCE), 1839. 2 sheets.
Copy of vote relative to method of collecting highway tax; remonstrance against Aqueduct Corporation of Boston for diverting course of Brookline brooks, asking that a committee be appointed to take necessary action. Hdw. 2 pp. 7½ x 6, 7 x 6½.

945 (RECORDS OF COMMITTEE FOR BUILDING TOWN HALL), Dec 11, 1847
1 sheet
Record of land purchased, appropriations, money raised, bids received and awarded, details of building and materials. Hdw 2 pp 12 x 7½

946 (PUBLISHED VOTING LIST), Oct 18, 1848 1 sheet.
List submitted by selectmen, showing names of persons eligible to vote for town officers. Ptd. 1 p. 12 x 7½.

947. (ORDER TO KILL DOGS), May 1, 1854 1 sheet
Order to kill dogs found at large without licenses, submitted to town constables by B F. Baker, town clerk. Hdw 1 p 10½ x 8.

948. (LIST OF CANDIDATES FOR TOWN OFFICE), Mar. 14, 1856. 1 sheet
Name of candidate. Hdw. 1 p. 9½ x 7½

949. (CORONER'S REPORT), July 9, 1859 1 sheet
Report to overseers of poor relative to body of unidentified woman. Hdw. 1 p. 12 x 7½.

PART C. DEFUNCT OFFICES

LXX. PERAMBULATOR OF TOWN BOUNDS[1]

Before Muddy River's separation from Boston in 1705 the bounds of Boston, including the outer bounds of the Muddy River settlement, were perambulated by officers elected at the town meeting. In 1649 the first of these perambulations is referred to in the Boston record that "Mr. Bowen and Peter Oliver is chosen for perambulation at Muddy River."[2] Thereafter through the seventeenth century the bounds between Boston and its neighbors were confirmed and the boundary marks renewed about once every three years by two to seven perambulators elected to "the bounds" with perambulators elected from the neighboring towns.[3] In April 1705 the bounds between Cambridge and Brookline and between Newton and Brookline were reviewed and the marks recorded by Boston, Newton, and Cambridge perambulators.[4] The first perambulation for Brookline as a town was made in 1708 by four "ambulators" who recorded: "On Cambridge Line in the 16 Mark Instead of a Walnut Sett down Three Years Agoe found a white Oake and Now marked him, which was all the Alteration or Error in the former Running which we found."[5] The perambulators or agents for the town were chosen about every three years in Brookline thereafter until 1836 when the perambulation was made by the selectmen.[6] Since that time the selectmen have regularly assumed the function and separate perambulators have not been chosen.

The perambulators kept no separate office records; for their reports of perambulations, included in the town-meeting records, see entry 85-i.

LXXI. HOG REEVES[7]

Even before Muddy River achieved the status of a hamlet, in 1662, Boston provided it with an officer "to see to ye execution of ye order about swine at Muddy River."[8] It was not until March 6, 1720/21, however, that, without any recorded preliminary discussion or explanation of the election, Brookline first elected its own two hog reeves.[9] Immediately thereafter, it is interesting to

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Quoted in Curtis, History of Brookline, p. 33
3. Muddy River Records, pp. 32-61, passim
4. Ibid., pp. 640-641
5. Ibid., p. 641
6. Ibid., pp. 6, 9
7. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
8. Muddy River Records, p. 38
9. Ibid., p. 117

find the record of "a meeting ye inhabitants of Brooklyn Legally warned on purpose to consider something about ye hogs of sd Town"; the meeting, incidently, "Voted y^t ye Hogs should run at large."[1] In the period 1726/27-1731/32 the office is not mentioned, but thereafter the election of two hog reeves occurred almost annually through the first quarter of the 19th century. After 1800, the number of hog reeves elected was three or four, oftener than two; and in one year, 1810, it was nine.[2] The last election of hog reeves occurred in 1834.[3]

No records have been found for this office.

LXXII. TYTHINGMEN[4]

One evidence of the importance which Brookline's early settlers set on the office of tythingmen is the frequency of the elections of tythingmen for Muddy River during its lifetime as a district of Boston. The Boston town meeting elected tythingmen to serve Muddy River in 1679/80, 1693/94, 1694/95, 1704/5.[5] In March 1698/99 the Muddy River settlers themselves, at a meeting "to chus constable Selectmen & other officers necessary for sd Hamlet" chose two tythingmen; there were in that year only six officers making up the entire government.[6] Again at Muddy River meetings in 1699/1700, 1702/3, and 1703/4 tythingmen were locally elected.[7] At the first meeting of the town of Brookline, March 4, 1705/6, it was voted "that Daniel Harris and Samuel clark should serve as tything-men."[8] Thereafter the election of two tythingmen occurred almost annually (with extended lapses only in the periods 1707/8-1719/20, 1761-1779, 1781-1787, 1793-1798).[9] In the last six years that the office was filled, 1831-1836, three men were annually elected.[10] The office has not been filled in Brookline since 1836, and in 1842 the town specifically voted "Not to choose tythingmen."[11] No records have been found for this office.

LXXIII. MEASURER OF UPPER LEATHER[12]

At the town meeting of March 21, 1714/15, Brookline elected its first

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1. Muddy River Records, p. 38
2. Ibid., p. 490
3. Ibid., p. 597
4. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
5. Muddy River Records, pp. 60, 66. 53-66, passim
6. Ibid., p. 88
7. Ibid., pp. 88-89
8. Ibid., p. 92
9. Ibid., pp. 93-429, passim
10. Ibid., pp. 578-616, passim
11. Brookline Records, 1838-1857, p. 57
12. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

sealer of leather.[1] The election is significant, indicating, as it does, that tanning and sale of leather were enterprises in the town as early as this less than a decade after incorporation. Except in eight widely separated years when no election is recorded, a leather sealer's election occurred annually through 1819.[2] After that time choice of the officer is only sporadically recorded; the town office of sealer of leather in 1841 was superseded in the statute by the office of measurer of upper leather, the measurer being appointive by the selectmen upon request of two or more citizens rather than elective by town meeting.[3] Since appointments have not regularly been recorded, the office has probably been filled oftener than appear from the records; the office was listed in the annual report under the appointive offices, as recently as 1937, no report of the measurer's activities being published.[4]

No records for this office have been found.

LXXIV. COMMITTEE TO SUPPLY THE PULPIT

The unity of Brookline's town and parish in the years before the constitutional separation of town and church in November 1833 is reflected in many ways, among them the occasional town-meeting election of committees to supply the church pulpit at those times when it was left vacant by the death or resignation of its minister. Brookline's first six ministers were chosen by vote of the entire town meeting. The first election, December 10, 1716, reads: "Att a meeting of the inhabitants of Brookline legally warned - chose Mr. James Allin to be our settled minister in sd Town"; and the last in 1796 reads: "The inhabitants gave in their votes and upon counting the same it appeared that Mr. John Pierce was unanimously chosen."[5] Occasionally in these years the town elected committees to look for and deal with candidates to supply the Brookline pulpit. The first such election occurred in May 1751 when six men were chosen "a Committee To Take Care of The Supply of ye Pulpit."[6] The following May, since a minister had not yet been satisfactorily settled, it was voted "The Select Men to Provide Preachers till the Town shall take further care for supplying the Pulpit."[7] In 1775 a five-man committee was chosen, and again in 1759 a four-man committee was chosen;[8] the last election of such a committee occurred in August 1796 when three men were chosen "for the purpose of supplying the pulpit til next March Meeting."[9]

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1. Muddy River Records, p. 102
2. Idem
3. Acts, 1841, ch. 119, sec. 1
4. Annual Report, 1937, p. vii
5. Muddy River Records, pp. 107, 414
6. Ibid., p. 172
7. Ibid., p. 174
8. Ibid., pp. 180, 191
9. Ibid., p. 413

Next entry, p. 290

LXXV. FIELD DRIVERS AND POUND KEEPERS[1]

On March 1, 1702/3, the inhabitants of Muddy River hamlet first provided for a local pound when they voted "that a pound should be erected in sd Muddy-river In such place as the three select men shall appoint Voated also by the Inhabitants at the same tim above dated that Monye should be levied on ye Inhabitants to defray the charge of building the aforesaid Pound."[2] In the March meeting of 1717/18 it was voted

> . . .to continue the spot of land where the old pound stands to be the place where to Erect a new one
> Voted that the select men provide a sufficient pound at the Towns cost. ---
> Voted that Lieut. Thomas Gardner be the keeper of the pound.[3]

This was the first election of a pound keeper in Brookline. In the years between 1705 and 1717 when the first pound keeper was elected, Brookline was annually electing two field drivers.[4] These two related officers existed concurrently in Brookline until 1896 when the town accepted chapter 36, section 29, of the Public Statutes: "When beasts are taken up and distrained by a field driver . . ., he may impound them in any suitable place on his own premises; and for the purposes of this chapter he shall be considered a poundkeeper, and such place on his own premises shall be considered a town pound in relation to beasts therein impounded."[5] From this time through 1921 the offices were combined and jointly filled; the last election of a pound keeper or field driver occurred in 1921.[6]

The pound keeper and field drivers kept no records, but see entry 85-xii for the report of the committee for construction of a pound 1792; entry 102-i for town orders governing construction of pounds 1701-1809.

LXXVI. AUDITING COMMITTEE[7]

The office of town auditors, which existed in Brookline until 1937, stemmed from the very early office of auditing committee filled regularly since 1720/21. At the annual March meeting of 1720/21, Brookline elected three men to "be a

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1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Muddy River Records, p. 89
3. Ibid., p. 111
4. Ibid., pp. 92-111, passim
5. Brookline Acts and Laws, p. 65
6. Annual Report, 1921, p. 19
7. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

com'tee to re view ye Treasurer's account & if yy find it just to give him afull discharge."[1] Except in eight years, when no election is recorded, the office was thereafter annually filled through 1936; the number of men elected each year was three, except in eight years when the number was instead four or five. When the 1936 town meeting voted that "the offices of town auditors be abolished after the audit for the year 1936 is completed", the office went out of existence.[2] But the town auditors' powers and duties were at the time of the abolition of the office specifically transferred by town vote to the office of accountant; in accordance with the provisions of the Massachusetts' General Laws, chapter 41, section 55; for a sketch of the town accountant's office, see p. 114.

950. (ANNUAL REPORT OF AUDITOR), 1847-54, 1877--. In Annual Report of the Town Officers, entry 2.

Contains:

i. Assets and liabilities, 1848-54. For treasurer's reports on assets and liabilities 1885--, see entry 179-i a.

ii. Pay roll, 1877: Name, position of town employee; amount of salary.

iii. Recapitulation of town accounts, 1847-54. For treasurer's reports 1855--, see entry 179-vi.

iv. Statement of examination and verification of accounts of town officers; occasionally includes recommendations for improving methods of keeping accounts.

v. Tax delinquency, 1852-54. For treasurer's reports 1855-84, see entry 179-ix.

951. AUDITOR'S REPORT OF RECEIPTS AND EXPENDITURES BY TOWN OF BROOKLINE, 1852. 1 vol.

Annual itemized report of all town receipts and expenditures. Receipts from taxes, notes, bequests, licenses: Name of payer; amount, source of income. Expenditures for all town departments: Name of payee; amount, accounting of payment. Includes proposed budget for ensuing year. No arr. No index. Ptd. 20 pp. 8 x 5 x 1/8. Boston Pub. Lib.

LXXVII. CLERK OF THE MARKET[3]

The student of any town's history finds an especial interest in the first election of a town clerk of the market, for the election in itself indicates in itself something of the economic status of the community. In Brookline, the election first occurred seventeen years after the town's incorporation, in the

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1. Annual Report, 1936, p. 21
2. Idem
3. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

March 5th meeting of 1721/22.[1] The election of one clerk was repeated annually, with exceptions in only nine scattered years, through 1832.[2] The officer was not elected after that year, and the town records throw no light on specific functions of the office locally during the century of its existence.

No records have been found for this office.

LXXVIII. SURVEYOR OF HEMP AND FLAX[3]

The election of a surveyor of hemp and flax in Brookline in the four years 1734/1735-1737/1738 is of interest primarily as an indication that hemp and flax were being locally marketed in this period.[4] The office has not been filled except in this one brief period.

No records have been found for this office.

LXXIX. WARDEN[5]

Between 1761 and 1782, Brookline at its annual town meeting elected each year two wardens.[6] The office has not been filled since 1782, the tythingmen presumably carrying on the warden's general duties of enforcing a due observation of the Lord's Day.

No records have been found for this office.

LXXX. WEIGHER OF BREAD[7]

The office of weigher of bread originated in Brookline in 1769 when the

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1. Muddy River Records, p. 120
2. Ibid., pp. 120-583, passim
3. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
4. Muddy River Records, pp. 142-179
5. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
6. Muddy River Records, pp. 198-317, passim
7. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

clerk of the market was elected also as weigher of bread.[1] The election did not occur again until 1787 when one man was chosen.[2] In 1788 two men were elected and "Directed to Govern and Regulate themselves by the Boston standard";[3] the election of two bread weighers once again in the following year, 1789, is the last appearance of the office in Brookline.[4]

No records have been found for this office.

LXXXI. COMMITTEE OF CORRESPONDENCE, INSPECTION AND SAFETY[5]

It was not until March 1776 that Brookline first elected a town committee of correspondence, inspection and safety, but it had twice previously elected committees whose functions were similar. The first of these was a seven-man committee chosen December 11, 1772, "to take under consideration, the Violations & Infringements of the Rights of the Colonists & of this Province in particular"; the meeting went on to vote "That the foregoing Committee be a Standing Committee of Communication & correspond with the town of Boston & any other Towns on the Subject of our Present Difficulties."[6] It was voted that this committee give "Instructions to their Representative Respecting the Violation of the Rights of this Province",[7] and the report of the committee resulted in the town's voting on December 28, 1772, the several revolutionary resolutions which have been discussed in the historical sketch, page 9.[8] In the following year, at a meeting of November 26, 1773, Brookline elected four other men to serve with the original seven on its standing committee, the new committee of eleven being specifically charged "to git all the Intelligence from the Committee of Correspondence of the Town of Boston Respecting the Landing & Sale of the East India Company's Tea."[9] The report of this committee was accepted at the meeting of November 26th, and on November 29th the town (in further consideration of the committee's report) came unanimously into seven resolves, of which the following are of special interest for being clear-cut declarations of boycott (although a century before the word came into the English language):

> That the act of the British Parliament imposing a Duty on Tea, payable in America, for the express purpose of raising a Revenue, is unconstitutional, has a direct Tendency to bring Americans into Slavery, and is therefore an Intolerable Grievance.

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1. Muddy River Records, p. 223
2. Ibid., p. 335
3. Ibid., p. 360
4. Ibid., p. 364
5. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
6. Muddy River Records, pp. 234-235
7. Ibid., p. 235
8. Ibid., pp. 236-237
9. Ibid., p. 242

Next entry, p. 297

> That the last mentioned Act, can be considered no otherwise than a Subtle Plan of the Ministry to ensnare and enslave the Americans. . . .
>
> That Richard Clark & Son, & Thomas & Elisha Hutchinsons of Boston (who brought themselves into contempt by their conduct in the Non Importation time) and the other Parsons appointed Consignees of the India Company s Teas in Boston, have by their repeated Refusal to Resign their Appointment and send send (sic) Back the Said Teas manifested to the full conviction of this Town - their utter Disregard to the Interest and Welfare of this their native Country. . . .
>
> That whoever shall hereafter presume to import any Teas onto this Province while subject to the Odius Duty Shall be considered and treated by this town as an Enemy to his Country [1]

The election of three men to the regular Committee of Correspondence inspection and safety, required by the general court s resolves of February 13, 1776, occurred in Brookline in March 1776.[2] In the years 1777 through 1779 five men were annually chosen to the committee; in 1780 and 1783 three men were chosen.[3] With the American victory in the Revolution, an election of the committee was not necessary after 1783. But it is interesting to observe that once again in 1917, another time of national emergency, Brookline elected sixty-four men to a Committee of Public Safety.[4]

LXXXII ENLISTMENT COMMITTEE

Although the Massachusetts laws of the period did not specifically require the election of such an office, an enlistment committee was elected in Brookline annually (and in some years more than once) during the years 1776-1781 and, finally in 1786.[5] The reason for the creation of the office, and the general nature of its duties are both indicated in the record of the first election on January 31, 1776:

> Voted that this Town will Raise ten men toward, Reinforcing the Continental army. Conformable with the Resolution of the General assembly Dated Jan 19th, 1776

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1. Province Resolves of 1775-6 (3rd Session) ch. 640. Muddy River Records, p. 258.
2. Ibid., pp. 264-328, passim
3. Annual Report, 1917, p 141; cf General Acts of 1917, ch. 264
4. Ibid., p. 242-244
5. Muddy River Records, pp 256-353, passim

Next entry, p. 297

> Voted that as an Encouragement to Such of the Inhab- (sic) of this Town shall inlist themselves to Reinforce the Continental Army for two, months, and to Enable them to Equip themselves fully for said Service, this Town will Allow and pay to Each man So enlisting the Sum of forty Shillings. Lawful money upon his producing a Certifycate that he has Joined the army and passed muster, and also, that he is provided with a Good fire arm, Blanket, Bayonet and Cartridge Box. Agreeable to the printed form of enlistments.[1]

Another committee, of five men, was elected June 11, 1776; and on November 26 of the same year a third committee was chosen to carry out in Brookline "The Act of ye General Assembly for Enlisting or compelling a Quarter part of ye Inhabitants . . . to be in readiness to march at a minutes Warning, to reinforce ye Continen-Army, in any of ye united States, and to Serve for ye term of three months."[2] As ordinary or extraordinary need for army reinforcements arose in the courses of the war, enlistment quotas were with increasing frequency fixed by the town or for it by the General Assembly, and to meet these situations when they arose enlistment committees were chosen twice in 1777, twice again in 1778, three time each in 1779 and 1780, and once in 1781.[3] The urgency of the situation in 1781 is clear in the vote of Janary 4 "that every Town Inhabitant be authorized to hire any Soldiers to serve for three Years or during the War for this Towns Quota for the Continental Army --- and that Every Inhabitant that shall procure a man shall be allowed four dollars for his Trouble"; four days later, despite this vote, a ten-man enlistment committee was additionally elected.[4] The last cryptic record of the election of an enlistment committee occurred in 1787 when three men were chosen "to hire Eleaven men to serve as Soldiers for this town, and to Remain in Publick Service 30. Days from the 23rd Inst, -- upon the most Reasonable terms they can."[5]

LXXXIII. COMMITTEE TO PROCURE AND TAKE CARE OF MILITIA SUPPLIES

In 1799, Brookline appropriated forty pounds "to provide Drums & fifes for this Town's Company of Militia also to purchase Coats, Hats, &c. for such persons as belong to Said Company and are not able to provide for themselves", and the the town went on to elect a three-man committee "for the purpose of procuring the above mentioned articles, the same to be under their care for the use above mentioned."[6] Once again, in 1801, the town raised "One hundred and fifty dollars to Provide coats, caps &c. for this Towns company of Militia", and once again it chose a three-man committee to receive the money and expend it for the pur-

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1. Muddy River Records, p. 256
2. Ibid., pp. 259, 260-261
3. Ibid., pp. 262-306 passim
4. Ibid., pp. 305-306
5. Ibid., p. 353
6. Ibid., p. 430

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pose voted.[1] In 1802 the function of the committee changed; equipment having already been procured, the committee was chosen "to take care of the Town's Stock of Arms, Militia Stores, Uniform &c. &c. --."[2] In four later years, 1804, 1805, 1808, and 1810, the office was filled again for the same purpose, but it does not reappear after 1810.[3]

LXXXIV. COMMITTEE TO EXAMINE AMMUNITION

In May, 1801, three men were elected a committee "to examine into the state of this Town's stock of Arms, Ammunition &c"; the office thus established was filled thereafter in Brookline every year except two, 1803 and 1816, through 1830 after which it disappeared from the town government.[4]

LXXXV. SEXTON[5]

In 1824 at its annual March meeting, Brookline elected a sexton; according to the minutes of the following meeting in April of the same year "the report of the Committee on the Duties of the Sexton was read & accepted", but since the contents of the report were not summarized the office in Brookline remains a somewhat shadowy one.[6] In 1825 it was voted "that hereafter the Sexton shall be appointed by the Selectmen."[7] The last mention of the office is in 1850 when the sexton's report of annual interments is briefly referred to by the cemetery commissioners.[8]

LXXXVI. COMMISSIONERS OF THE SINKING FUND[9]

The annual town meeting of 1872 authorized its moderator to appoint a three-man committee to consider the eighth warrant article, respecting the

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1. Muddy River Records, p. 44
2. Ibid., p. 447
3. Ibid., pp. 453, 462, 483, 491
4. Ibid., pp. 441-575, passim
5. For the statutory origin and duties of this office see Town and City Government in Massachusetts.
6. Muddy River Records, pp. 551, 552
7. Ibid., p. 558
8. Brookline Records, 1838-1857, p. 311
9. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

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action to be taken "upon the subject of creating a sinking fund to pay the town debt", and to report at the adjourned meeting.[1] The report of this committee accepted at the meeting of April 10, 1872, included the recommendations that a sinking fund be established, by annual taxation, "of a sum which with the accumulation of interest, will be sufficient to pay said debt at maturity" and further that the administration of this fund be vested in a board of commissioners "to be called 'Commissioners of the Sinking Fund'".[2] The chairmen of the selectmen, the chairman of the assessors, and the town treasurer were forthwith chosen to the board and made their first report in the following year.[3] In 1875 the structure and purpose of the office were redefined by a special act of the general court accepted by Brookline at the meeting of May 25, 1875.[4] The act authorized the town to borrow the sums necessary for establishing a sewerage system, provided that "exclusive of the water debt the entire debt of the town . . . shall never at any one time exceed five per cent on the last assessors' valuation of the real and personal estate on town, preceding the creation of the loan."[5] The voters were authorized to elect three commissioners of the fund, with revolving three-year terms, the commissioners being required to choose annually one of their members as treasurer, and the treasurer in turn being required to give bond to the selectmen for faithful discharge of his duties to the town.[6] The commissioners were charged to invest the sinking fund in bonds of the United States, of any of the New England states, of the counties, cities, or towns of the Commonwealth, or "in loans secured by first mortgages of real estate, in the counties of Norfolk or Suffolk, and they may sell, transfer and reinvest the stock and securities belonging to said sinking fund."[7] The commissioners were also required to keep records of their proceedings and to make to the town an annual written report of the amount and condition of the fund and the income thereof for the year past; their signatures were required to be affixed to any instruments binding them or the town; their expenses were to be paid by the town but they themselves were to serve without compensation, although their treasurer might receive such compensation as the town determined.[8] The last recorded election of a sinking fund commissioner occurred in 1899, and the annual report of 1900 explains the extinction of the office in the statement that "The securities and cash in the hands of the Commissioners . . . lacked only the sum of $125.13 to meet the $42,000 Water Scrip of January 1st, 1880, which came due January 1st, 1900, the last obligations of the town for which the Sinking Fund was created."[9]

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1. Brookline Records, 1872-1884, p. 21
2. Ibid., pp. 26-27
3. Annual Report, 1873, p. 8
4. Brookline Records, 1872-1884, p. 241
5. Acts, 1875, ch. 134, sec. 1
6. Ibid., ch. 134, sec. 3
7. Idem
8. Ibid., ch. 134, sec. 4
9. Annual Report, 1900, pp. 18, 452

952. RECORD OF (Meetings of) SINKING FUND (Commissioners), 1875-1900. 1 vol.
Administration of sinking fund and policies of investment; date of meeting. Arr. by date of meeting. No index. Hdw. 75 pp. 12 x 10 x 1. Old records va., bsmt., T.H., 329 Washington St.

953. (ANNUAL REPORT OF COMMISSIONERS OF THE SINKING FUND), 1873-74, 1876-1900. In Annual Report of the Town Officers, entry 2.
Statistical report showing amount of appropriations; name, valuation, rate of interest of securities; amount of expenditures from fund; total value of fund.

LXXXVII. PROBATION OFFICER[1]

By chapter 129 of the Acts of 1880, selectmen of towns were authorized to appoint probation officers, the town clerks being required to notify the state commissioners of prison immediately of such appointments.[2] In Brookline the selectmen in 1880 appointed one of the town police to serve as probation officer; his first report to the town included in the municipal report of 1881 listed 12 cases placed on probation.[3] The last record of the probation officer is in the town report for 1891 when the officer published his last annual report.[4] The local office was abolished by statute in 1891 when the legislature provided that the probation officers thereafter be appointed for each police, district, and municipal court in the state by the justice thereof.[5]

954. (ANNUAL REPORT OF PROBATION OFFICER), 1881-91. In Annual Report of the Town Officers, entry 2.
Statistical report of residents placed on probation: Nature, number of violations; number of cases discharged, continued; number of probations classified by age.

LXXXVIII. BOARD OF EXAMINERS OF PLUMBERS[6]

At a special meeting held October 24, 1895, Brookline voted to accept the

1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.
2. Acts, 1880, ch. 129, sec. 1
3. Annual Report, 1881, pp. 19, 39
4. Ibid., 1891, p. 147
5. Acts, 1891, ch. 556, sec. 1
6. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

provisions of chapter 455 of the Acts of 1894 and thereby established locally the office of board of examiners of plumbers.[1] By law the board was to be composed of three members: One member of the board of health and the building inspector both serving ex officio and without compensation, and as third member a practical plumber of at least five years' continued practical experience to be appointed by the board of health.[2] The board's term of office was to be one year, the appointment of its members being made annually; the third member was to be allowed not more than $5.00 for each day of actual service.[3] The function of the board was to examine applicants for licenses as plumbers and to certify the candidates approved to the board granting licenses.[4]

In Brookline the report of the first board of examiners of plumbers is included in the 1896 report and shows the list of master plumbers and journeymen certified to the inspector of buildings for licenses; the last appearance of the office is in the list of appointees printed in the 1912 report.[5] By act of the general court, the functions of local boards of examiners of plumbers were transferred in 1909 to a newly created state board of examiners of plumbers and the local office established in law.[6]

955. (ANNUAL REPORT OF EXAMINERS OF PLUMBERS), 1894-1907. In Annual Report of the Town Officers, entry 2.
Number of plumbers examined and certified to building inspector for licenses; occasionally includes names of plumbers certified.
For list of licensed plumbers 1894--, see entry 664.

1. Annual Report, 1895, p. 136
2. Acts, 1894, ch. 455, sec. 3
3. Idem
4. Acts, 1894, ch. 455, sec. 4
5. Annual Report, 1896, p. 144; 1912, p. iv
6. Acts, 1909, ch. 536, sec. 11

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