



U. S. DEPARTMENT OF JUSTICE  
LAW ENFORCEMENT ASSISTANCE ADMINISTRATION

DISCRETIONARY GRANT

PROGRESS REPORT

72-DF-01-0038

GRANTEE Massachusetts SPA		LEAA GRANT NO. 72DF-01-0038	DATE OF REPORT 8/6/74	REPORT NO.
IMPLEMENTING SUBGRANTEE Mayor's Safe Streets Act Advisory Committee		TYPE OF REPORT <input type="checkbox"/> REGULAR QUARTERLY <input type="checkbox"/> SPECIAL REQUEST <input checked="" type="checkbox"/> FINAL REPORT		
TITLE OF PROJECT Vertical Policing-Central Security Office		GRANT AMOUNT \$78,000.00		
REPORT IS SUBMITTED FOR THE PERIOD 9/1/73		THROUGH 6/30/74		
SIGNATURE OF PROJECT DIRECTOR		TYPED NAME & TITLE OF PROJECT DIRECTOR		

COMMENCE REPORT HERE (Add continuation pages as required.)

See attached.

READING ROOM

26295

RECEIVED BY GRANTEE STATE PLANNING AGENCY (Official)

DATE

Committee on Law Enforcement and Administration of Criminal Justice  
(Governor's Public Safety Committee)

SUBGRANTEE'S PROGRESS/FINAL REPORT

From (Name and Address of Grantee) Mayor's Safe Streets Act Advisory Committee 80 Boylston St. Boston, Mass.	Project No. 72-DF-01-0038 Type: <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Final <input type="checkbox"/> Special Covering Period From 9/73 To 6/74
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Title of Project: Vertical Policing -- Central Security Office

Submitted herewith is the grantee's progress report for the period shown above:

By: Linda Weiss Signature 7/30/74 Date

RECEIVED  
JUL 30 1974  
COMMITTEE ON  
LAW ENFORCEMENT AND  
ADMIN. OF CRIMINAL JUSTICE

REPORT ON THE CENTRAL SECURITY OFFICE -- VERTICAL POLICING SERVICES  
GRANT FROM THE MAYOR'S SAFE-STREETS COMMITTEE TO THE  
BOSTON HOUSING AUTHORITY

On September 1, 1973, the Boston Housing Authority implemented a program designed to create a Central Security Office. The program was funded by a Grant from the Mayor's Safe Streets Committee in the total amount of \$49,566.00. The program was to run from September 1, 1973 through June 30, 1974, with follow-up reports and evaluations to be produced as part of the work to be produced by the staff.

The original grant proposal stated the following goals as the services and objectives for which the funds were being allocated:

- A. established liason with the police department and tenants.
- B. familiarize themselves with the physical and social characteristics of multistory developments.
- C. meet with each of the 26 Tenants Task Force to orient them to the new Central Security Office.
- D. begin extracting and documenting tenant, police, and agency ideas.
- E. implement the Central Security Maintenance Communications System.
- F. evaluate all input secured from Tenant Task Forces, police and agencies.
- G. formulate a comprehensive manpower, hardware and social action security program for the entire Authority or customized program for particular developments.
- H. explore funding possibilities with public, private, local, state and federal sources.
- I. educate and help tenants develop self-help crime check programs for their communities.

The Boston Housing Authority opened the Central Security Office in two apartments located at 34 Montpelier Road, Dorchester. This office is located in the heart of the largest public housing development in New England, Columbia Point. Under the grant, the existing personnel of this office were increased so that there are

presently five persons assigned to this office. The Director of Security, one Senior Coordinator, two Coordinators and one Secretary who operate from this office during the normal working hours.

The Director of Security, working in conjunction with staff personnel of the Mayor's Safe Streets Committee selected the Security Coordinators on the basis of the "Security Coordinator Job Analysis" form which is attached hereto and marked "Exhibit A".

Analysis and Definition of Stated Goals and Objectives:

Established Liaison with the police department and tenants.

The Director of Security for the Boston Housing Authority is a Boston Policeman on assignment to the Authority as Liaison Officer. Through this assignment the Authority has immediate contact with any department within the Boston Police as well as all other Law Enforcement Agencies within the City and State.

**B. FAMILIARIZATION WITH PHYSICAL AND SOCIAL CHARACTERISTICS OF MULTISTORY DEVELOPMENTS: DEVELOPMENT INSPECTION PROGRAM:**

Development Visits by Coordinators:

This office has established the program in which the coordinators have been assigned the responsibility of a said number of developments (See attached sheet). All complaints and requests for service made of this office by Management, Task Forces, and Residents will be handled by the designated coordinator. All incidents and services handled by the coordinators will be documented and kept on file at the "Central Security Office", "Management Office", and "Central Office Files".

Through this program the coordinators are able to talk with tenants that they would otherwise have no contact with. The program also provides the coordinators with first hand knowledge of the structural deficiencies and social climate that could cause serious security problems in the future.

This office has been participating with the BHA architectural department in preplanning security procedures and hardware implementation in the planning of new

developments. Reviewing of blueprints of the new buildings and existing neighborhoods gives the Authority a chance to build into new developments security measures that will offset most of the common security problems within multi-family housing.

The book by Dr. Oscar Newman, entitled "Defensible Space" has been required reading for the staff of the Central Security Office. This book is used as a basic guideline in dealing with physical and psychological aspects of security within housing developments.

C. MEETING WITH DEVELOPMENT TASKS FORCES and ORIENTATION WITH THE CENTRAL SECURITY OFFICE

The staff of the CSO have been meeting not only with the various tasks forces but, also with any tenant group and concerned groups to explain the functions, resources and services of the Central Security Office. In the past year the staff of this office have been working closely with these groups, in obtaining funds, and giving advise and assistance in the implementation of various security programs.

Weekly Meeting with the Mayor's Safe Street Committee (Criminal Justice)

For the past month this office staff has been meeting with staff of the Mayor's Committee on Criminal Justice. The purpose of these meetings is to draft and research security plans that can be implemented in our various developments. Each development has been found to have different security problems, and hopefully these meetings will enable us to combat these problems.

Columbia Point Peninsula Security Program:

Members of the staff of the CSO have been involved in the formulation relating to security in the overall peninsula area. Continued cooperation and assistance will be rendered in the coming months.

D. EXTRATING AND DOCUMENTING TENANT- POLICE - AND AGENCY IDEAS:

This office is involved in many programs of gathering pertinent data from various sources to better formulate security measures that will help make the city

of Boston Housing Developments a safer place to live.

Methods of Gathering Statistics From The Boston Police:

The present method of gathering crime and incident statistics occurring on BHA property is based on a police reporting area. A reporting area is a section of the city with specific geographical boundaries as defined by the Boston Police. The problems built into this system are that each reporting area may contain not only the Authorities property, but also part of the surrounding neighborhoods. Because the raw statistics contain many extra crime incidents, the CSO must spend many valuable man-hours separating the pertinent data out of the Boston Police Crime Print Out Sheet. In order to alleviate this situation, the CSO has taken all the Authorities property, described in specific geographical boundaries, and assigned it a separate reporting area number. In the future the Police Department will treat each of the Authorities Developments as a separate reporting area, exclusive of the surrounding areas. With this type of Print-Out- containing only the Authorities property we can have the Police Computer do crime analysis of any type for us.

The data that is taken from these print-outs are used in a variety of decisions pertaining to security programs within the Authorities developments. In conjunction with the Boston Police Department Housing Patrol Unit the Central Security Office has developed a schedule of patrol in the "Top Ten Developments". The "Top Ten Developments" are those which have the highest incidents of crimes reported to the police. These developments are given walking patrolman on a daily basis who's sole responsibility is to patrol the development and only the development. This type of intensive patrol has had marked results in decreasing the high rate of criminal incidents, and has provided the residents of these developments with and added psychological advantage against crime, because of the constant presence of the "walking patrolman".

The technological advancement on the part of industry in the field of security are quite extensive. The Central Security Office, realizing these new innovations in security, through it best to inform development personnel about these new ideas.

The Central Security Office in conjunction with the Massachusetts Department of Community Affairs did the planning and coordination for a "Security Seminar". This Seminar is an educational exercise to inform the Local Housing Authorities throughout the state, about the various security lighting, locks, electronics, and hardware, that can be put to practical use in any housing development.

The Central Security Office also has a program where the Authority will pay (Paid Detail) Boston Police Officers to patrol specially picked developments. This program is a form of selective police patrol, where the officer can be assigned to different locations as the situations warrant this type of coverage.

The Authority also pays for private security coverage. This type of coverage is supplied by Private Security Companies. The usual type of coverage handled by these companies is in elderly developments, monitoring hallways and the surrounding grounds.

The requests for this type of coverage usually is made by the residents task force, or the managers. Upon receipt of one of these requests, a coordinator will respond to the development and make a first hand observation of the situation, and make a decision as to whether the coverage is warranted.

**F. EVALUATION OF ALL INPUT SECURED FROM TENANT TASK FORCES, POLICE AND CONCERNED AGENCIES**

The Central Security Office has many avenues of input and the following is a brief summary of how this data is evaluated.

**Types of Data Received:**

**Boston Police Crime Print-Contains all crimes and incidents requiring police service**

Boston Housing Authority - security incident report - attached yearly statistics - 1973- these reports are used mainly by Authority personnel, the main purpose of these reports is to have the development personnel actively involved in the security situations in their own development. (Attached are incident report forms).

This standard reporting system gives the C. S. O. an ability to capture valuable information related to security matters, and also to enable the information to be collated into valuable statistics, to aide in future formation of constructive and preventative security programs.

E. IMPLEMENTATION OF A CENTRAL SECURITY AND MAINTENANCE COMMUNICATIONS SYSTEM:

The radio system will be tied in with the City of Boston's Emergency Plan utilizing the Police Departments base station repeater and satellites receivers. The control point will be at the Columbia Security Office. Wire line (tone) controlling will be via the Police Departments Control Console, the base repeater.

List of Equipment Required:

1. 1 Remote Control Console
  2. 1 Paging Encoder
  3. 10 Tone and Voice Pager with Charging Equipment
  4. 7 Portable Radios with Charging Equipment
  5. 3 Mobile Units
- (Specifications Attached)

This system will be in full operation by September 1, 1974. It will be used by the maintenance and security staff. The Standard Operating Procedure for the use of the Radio System, is being done by the Motorola Corp. and the staff of the C S O will be fully trained in its operation function.

G. FORMULATION OF A COMPHENSIVE MANPOWER, HARDWARD AND SOCIAL ACTION SECURITY PROGRAM FOR THE ENTIRE AUTHORITY OR CUSTOMIZED PROGRAMS FOR PARTICULAR DEVELOPMENTS:

Research and Development for a Tow-Year Security Related Program LEAA -Hud Grant:

The Central Security Office is working with the Mayor's Safe Streets Committee on a security program to be funded by grant monies from the combined assets of Housing and Urban Development (HUD) and the Law Enforcement Assistance Administration (LEAA). The proposed monies from HUD are to be used for the continued funding of the BHA Central Security Office for a two (2) year period; for the Volunteer Resident Patrol; and for the purchase of security hardware essential to this program. In various developments the LEAA funding will be used to fund People Oriented Programs.

Training Program

The Security Office will participate as a member of a committee - called together by the Authority to work with the staff of the National Center for Housing Management Training to develop a program for training Housing Managers.

The Security Office is also serving on a Committee called together by the Authority to work with Mr. Raymond Calhoun, the HUD Regional Community Services Advisor, to study the type and kinds of services available to the residents of BHA and to offer solutions to problems affecting their daily lives. The committee will study Security Problems as one half of the total project.

PROCESS FOR DEVELOPING BHA SECURITY PROGRAMS AND FOR RESOLVING SECURITY PROBLEMS (See Attached Chart)

H. EXPLORATION OF FUNDING POSSIBILITIES WITH PUBLIC, PRIVATE, LOCAL STATE AND FEDERAL SOURCES:

The Central Security Office has been involved with the previously mentioned HUD LEAA Grant, and in the case of State-aided developments in the future will be

involved with the State Legislature and the Massachusetts Department of Community Affairs in obtaining funds for security programs.

1. EDUCATION AND HELP FOR TENANTS TO DEVELOP SELF HELP CRIME CHECK DECISIONS FOR THEIR COMMUNITIES:

The Central Security Office has purchased various equipment that will be used for educational lectures. The equipment includes:

1. (1) 35 mm. camera
2. (1) polorid SX 70 camera
3. (1) 16 m. m. movie camera

This equipment will be used to film activities of the tenants, within their buildings, and use these movies and slides to show what can be done on the part of the tenants, such as in the Volunteer Resident Patrol, to help them make a safer environment to live in. The Central Security Office already has in its possession a 16 m. m. movie projector. This projector will be used to show movies supplied by various governmental agencies, on subjects varying from Police Community Relations to the correct procedure in locking an apartment door.

Volunteer Resident Patrol Program:

(Definition of the program attached.)

Kenneth Bunnapart Mitchell/Sr. Security Co-ordinator FBO Leo Guilnello/Director.

INTRODUCTION:

1973, Boston saw the premiere of a solid Tenant Security Program labeled, the VOLUNTEER RESIDENT PATROL.

Under the direction of Security Chief/Leo Guilnello, the Boston Housing Authority introduced the program to the tenants of certain "high crime rated" selected Developments in several areas of the City.

The Program was first implemented in the New York area, by New York's Housing Authority, and many of our tenants had the privilege of seeing the program in actual operation, when they paid an on the spot visit to New York in October of 1973. Mr. Guilnello accompanied these tenants on that tour, and brought back with him, valuable slides and information that helped tremendously, in selling the program to tenants of Boston Public Housing Developments.

Funded under a grant from and by the L. E. E. A., the program has in so many ways, displayed its effectiveness in reducing crime and vandalism in Public Housing Developments, and have created a sense of pride and responsibility among most of our tenants, which in turn has resulted in greater safety.

Here is how the program works :..... A co-ordinator of the Central Security Office of BHA., must first have an organisational meeting with the tenants of a particular building or buildings to explain the entire program. After the program is explained, the tenants then have the right to refuse or accept same. If they choose to have the program, they will give their names and apartment numbers for identification purposes, elect a building captain and establish a Volunteer Patrol.

It must be noted here; that the patrol is an internal one, designed to meet the needs of the inside of the building and not the outside.

By means of locked doors, the patrol will be able to keep unauthorized persons from entering their building, for the purpose of committing crimes, or from using their entrance ways to and from the building, as a means of short-cut to other parts of the Development.

The building captain will organize the patrol itself, and the hours of individual patrol. The entire patrol determine, to what extent their building is to be locked or patrolled.

Once a building establishes a patrol, the captain must, submit a letter of intent to the Central Security Office evidencing, that they voluntarily accepted the program, have established a patrol, that a building captain was elected by the tenants, needed repairs to the building to facilitate the patrol and the signatures of each tenant showing their respective apartment numbers. This document is filed by the Central Security Office and a copy is sent to the main office of the BHA.

## HOURS OF ACTUAL PATROLLING OF BUILDINGS.

The program takes several forms in several buildings, example; there is evidence that in a high-rise or seven storey building, the patrol may operate from 7:00 a. m. to 2:30 a. m. in one day, in a three storey walk-up, the patrol operates during the evening periods, when the traffic of tenants and visitors are heavy, and in some of the elderly buildings, the doors are locked round the clock.

## DEGREE OF PARTICIPATION.

It would be misleading to convey the impression, that every one of our tenants favour the program, total participation, even in a single building, is hard to achieve.

We can produce evidence of out-right opposition to the program in the past or since its implementation, yet there are no doubts in my mind, that the Volunteer Resident Patrol Program is still the main interest of most tenants of Public Housing, Government or private - Government subsidized Units.

One sure indication of that continued interest, was the mammoth security meeting held recently, in the Commonwealth Development on May 20th, 1974. The residents of some 20 buildings came out to hear all about the security program, and after it was explained to them, it received very high praises. Another mammoth meeting was held on June 10th, 1974 by the Managing Board of the "ROXY HOMES INC; a federal subsidized, but private, housing development situated in the City of Roxbury, Mass., the tenants also favoured the program, and management will implement resident patrols in Roxy Homes in the near future.

During the last seven months, the Central Security Office received letters of intent from as many as (44) fortyfour buildings, simultaneously, several other buildings were at the time, organising patrols with the intention of entering the program, but we encountered many problems in the use of in-house labour, and had it not been for this, the Central Security Office could have now stated, but not without justification, at least a 75% participation by tenants of our selected developments, in the Volunteer Tenant Patrol Program.

## PROBLEMS ENCOUNTERED BY PROGRAM.

I want it to be clearly understood, that it is not my intent to blemish the quality of work now being produced by our maintenance staff, nor do I intend to cast a shadow of doubt as to their ability to perform in the areas that affected this program most, such as welding, and carpentry; in fact I am not qualified to dispute the technicality of a good or bad welding job. But with my naked eyes I saw that doors were being hung in any manner, locks and locking devices were being installed badly.

All these critical problems resulted from the lack of supervision in the use of in-house labor for the program, regretfully, the use of contract labour, in my opinion was overlooked during the original planning stages of the Volunteer Patrol Program Proposal.

We cannot forget, that patience is not vantage for tenants of Public Housing, not at all, their desperation has been the key, for the success of this program so far, but ever since our problem, they have been waiting for the installation of doors, locks and locking devices to facilitate their patrol and is still waiting. As of this date, most of the buildings in the program are to be completed before the patrol goes into actual operation.

PROBLEMS ENCOUNTERED BY PROGRAM.

One thing is certain however, is that in each of the (5) five selected Developments, we were able to complete 100% of hard-ware installation in at least an average of four buildings per Development.

CONTRACT LABOR.

Specifications have been drawn up and proposals completed and submitted for the use of contract labour in further implementation of the Volunteer Resident Patrol Program.

This plan calls for two teams of tradesmen.... either two carpenters and a welder... or a carpenter trained in welding, working with another carpenter. These two teams would ~~XXXXX~~ be isolated from all other activities of the Authority so that they can concentrate their efforts on the program without being borrowed for other jobs.

The plan also calls for the creation of a package deal... the door manufacturer puts together all the parts necessary to rehabilitate a particular doorway.. the package is delivered to the site(or to a central point) and checked for contents. The welders and carpenters are given a specific doorway to work at, in advance. The amount of work accomplished is measured each day so as to develop a predictable program. If all goes well with the bidding process, we should be able to continue the program by the middle of July, 1974.

It is with much regret that this procedure had to be taken, much valuable time has been lost, but it was the only solution to the critical problem that the program had at the time.

The use of contract labour would do several things, it would give Staff-Co-ordinators much control over the installations of doors and locking devices and some supervision over the welders and carpenters.

STATUS OF PATROLS IN PROGRAM.

Mission Hill Development: Two (2) buildings entered the program.  
One building is to be completed.  
One building in actual operation.

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Mission Hill Extention: Thirteen buildings entered the program.  
Thirteen buildings in actual operation.  
Exterior and roof doors have been completed.

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Broadway 200-1 Seven buildings entered the program.  
Seven in actual operation.

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STATUS OF PATROLS IN PROGRAM/ Continued.

Columbia Point Development: Twenty-two buildings entered the program.  
Six buildings in actual operation.

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Commonwealth Development: One building entered the program.  
One in actual operation.

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EVALUATION OF VOLUNTEER PATROLS.

The Central Security Office is in the process of preparing a questionnaire for the purpose of evaluating the program in all developments.

This evaluation would be done in the next month or so, and would serve to do two things: . . . verify verbal statements made as to the effectiveness of the program. . . and allow us to obtain at the same time valuable filing data, which could be used in future planning or research in the continuing of- or the implementation of- other Security Programs for our Developments.

ATTENDANCE OF CSO CO-ORDINATORS AT TENANT MEETINGS.

The total number of developments have been divided into three groups (see schedule) each Co-ordinator is assigned to a particular group, this does not mean that a co-ordinator is not responsible for a Development not assigned to him. The Co-ordinator receives complaints and requests for service to these Developments, from the tenants, Task-Force and Manager, and makes periodic visits to these Developments as often as possible.

Each visit is documented and filed for future reference, he attends meetings almost daily not only with tenants of a particular Development, but also meetings called by various groups in and around the City, such as SNAP Security Program, The Task-Force, Social Services, U-Mass. Security Program etc;.

ROLE OF CSO AT MEETINGS.

The role of the Central Security Staff Co-ordinator at these meetings, is one of an advisory capacity. It is a hard and tiresome one, the co-ordinator or co-ordinators are exposed to the hard and cruel facts of everyday living in Public Housing Developments, and he often finds himself a target for the people at these meetings, as they crowd him with questions and abuses, which they have been carrying within their minds for years. Most of the time, or as experience has shown, the co-ordinators are not in a position to reply to these questions, as he is not aware of the situation before hand so he can prepare himself with the necessary answers.

Therefore, it is imperative, that the Authorities and this office maintain a constant

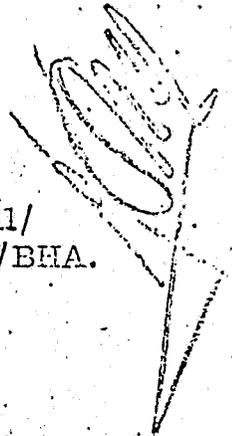
ROLE OF CEO AT MEETINGS/Continued.

ring or line of communications, so that the Co-ordinator will be in a position to answer any or all questions directed to him at these meetings.

CONCLUSION.

The Volunteer Resident Patrol Program was long overdue.

Kenneth Bunnapart Mitchell/  
Sr. Security Co-ordinator/BHA.  
Central Security Office. •



## STANDARDS

The equipment shall be type accepted by the F.C.C. and comply with F.C.C. rules relating to operation in the 450-470 MHz band, and meet or exceed the latest applicable EIA standards. Manufacturer shall guarantee and provide frequency compatibility of all multiple frequencies being used. There shall be no degradation of power output or receiver sensitivity due to multiple frequency use for mobile relay repeater operation. All EIA standards shall be maintained throughout the warranty period.

Where EIA standards are not applicable to total system performance, the warranty shall be all inclusive and provide reasonable action necessary for elimination of receiver desensing from any transmitter source, adjacent channel interference, system crosswalk, intermodulation, and other forms of interference, or system degradation. Reasonable action on the part of the vendor shall consist of the identification of the problem area and formulation of a solution to correct the situation at hand.

## DELIVERY AND INSTALLATION

The equipment described herein is needed for the purpose of providing emergency communications, and is needed on a minimum delivery basis. Delivery must be within ten (10) weeks after the signing of the contract. The bid must contain information stating delivery time and system completion estimates.

The proposer must supply his own service manager's name, address, phone numbers who will be in direct charge of maintenance of the project. The responsibility for total operation must be held by the bidder for one year.

Since the Chief of Security desires to have the vendor perform the installation, the bidder will be required to install and place in full operation the complete system including all station repeaters, antennas and control systems to the satisfaction of the Department. Such installation work must be accomplished without disruption to the present operating systems. All telephone control lines will be provided by the City of Boston.

Manufacturer shall utilize appropriate factory test and measurement equipment during the field installation of the system to insure meeting the minimum specifications and performance manufacturer shall document and supply forthwith to the Radio Committee complete results of said measurements.

Whereas, time is of the essence, any delays in delivery, installation and/or completion of the submitted system may be considered as non-compliance with bid specifications and a breach of contract. The bidder should clearly specify his schedule and the time required for system installation and should familiarize himself with all installation sites and the Department's requirements prior to submitting a bid. Installation of all equipment shall be done in a timely workmanship-like manner and shall meet the approval of the Department. Any additional items necessary for total system performance shall be supplied by the successful bidder.

## PARTS AND SERVICE

Successful bidder shall show capability of spare parts replacement facilities and shall supply information necessary to show the ease of procurement of such parts. The manufacturer shall maintain a parts department and provide and recommend test equipment when needed. Manufacturer shall guarantee availability of replacement parts for at least ten years.

## MAINTENANCE

The manufacturer shall offer a complete maintenance service through a factory approved local service shop. Such services shall include routine preventive maintenance, periodic F.C.C. checks, and prompt repair in case of breakdown. The warranty period maintenance records and service log shall be made available to the Department upon request. Manufacturer shall state availability and location of local service facilities. Name, address, phone number of service manager, who will be a direct employer of bidder and will co-ordinate the complete installation and maintenance for the entire project.

## REMOTE CONTROL CONSOLE

This unit shall be suitable for desk-top operation and shall be supplied with a desk microphone. The console shall be utilized to control the Repeater/Base Station via wire line from the dispatch point at Columbia Point. This must be tone controlled with several extra functions available to activate equipment at repeater site.

The console shall be all solid state to provide maximum reliability. Those functions that are controlled via push-buttons shall be lighted to provide visual indication of their operational status.

It shall be possible to operate more than one console in parallel across the same control line without mis-matching or unbalancing the line.

The console shall have a compression amplifier in both the transmit and receive modes to maintain proper audio levels.

In addition to a desk microphone with a monitor switch, the console shall include a Repeater Control Switch, Supervisory Switch, Intercom, and V.U. meter, Digital Clock, dual squelch disable switch, paging kit, when encoder is activated. The tone is automatically removed from the base transmission - four wire audio must control two separate repeater simultaneously. Monitor two receivers - talking on one transmitter will not disable second receiver.

The console shall be able to accommodate options that may be required at a later date. All of which may be easily "field installed".

## BASE STATION SPECIFICATIONS

The radio set shall be an FM desk-top base station unit designed and constructed for locally controlled operation in the 450-470 MHz frequency band. Using the mobile frequency pairing transmitter/receiver and power supply - 100% Solid State.

The equipment shall meet or exceed all applicable F.C.C. requirements. All electrical measurements shall be referenced either to a specific test procedure, or shall be described in full by the manufacturer.

The radio set, when contained in its housing, shall meet or exceed all EIA performance specifications at an ambient temperature of +60°C while subjected to a 20% duty cycle, consisting of one minute "transmit", four minutes "receive", for a period of five hours.

The radio set shall have a continuous tone-coded squelch system designed to minimize reception of co-channel communications, nuisance noise and skip interference. The tone-coded system shall keep the receiver muted at all times except when an r-f carrier modulated by a particular tone signal is received. To provide maximum protection against false operation from interference, or from signals of other similar types of systems, there shall be available at least twenty (20) narrow band tone channels below 200 Hz with frequency spacing not to exceed 3.6%. Tone-frequency-determining elements shall be hermetically sealed, plug-in units, interchangeable regardless of frequency. No adjustments shall be possible or necessary.

The tone frequency shall be stable within  $\pm 0.5\%$  of its specified frequency over the radio equipment temperature range from  $-30^{\circ}\text{C}$  to  $+60^{\circ}\text{C}$ . In order to monitor the channel, it shall be possible to disable the tone-actuated squelch circuit by means on the control panel.

The radio set shall be capable of either single-frequency or up-to-four frequency operation in both the "transmit" and "receive" modes.

Whenever a specific "transmit" or "receive" frequency is to be duplicated on one of the frequency selector positions, it shall be possible to electrically - connect these positions so that a single frequency - determining element will serve both frequency positions.

The equipment shall employ non-heated quartz crystals to control both the transmitter and receiver frequencies. The crystal, oscillator and all compensating circuits shall be housed in a sealed, factory adjusted, plug-in module to assure precise frequency control. To meet or exceed F.C.C. Regulations, the oscillator module shall maintain frequency stability within  $\pm 0.002$  of the assigned center frequency over an ambient temperature range of  $-30^{\circ}\text{C}$  to  $+60^{\circ}\text{C}$  ( $+25^{\circ}\text{C}$  reference) and within 0.0015% with a primary power supply voltage variation of  $\pm 15\%$ . A variable reactance shall be included to permit setting the oscillator to the exact operating frequency.

The cabinet shall be formed of welded cold-rolled rib-reinforced steel, and shall be attractively finished, suitable for desk or table top mounting. The cabinet housing shall be easily removable from the radio set and associated front panel for the purpose of servicing. The cabinet shall be fitted with a key lock to prevent

unauthorized personnel from tampering with tuning adjustments.

The cabinet housing shall contain no louvers or ventilating holes on its top surface, to permit the radio set to be safely installed on a shelf or in confined areas, or to allow the equipment to operate without overheating even with papers or other objects placed on top of the unit.

The transmitter, receiver, and power supply circuitry shall be mounted on, and protected by, heavy-gauge metal sub-chassis sections. These sections shall be securely fastened to form a mechanically solid unit.

The control panel shall include all facilities for operation of the equipment, including a radio set OFF/VOLUME CONTROL switch, an ON/OFF pilot lamp, squelch control, TRANSMITTER ON indicator, and a permanent-magnet type, panel-mounted loudspeaker. The loudspeaker shall be at least a nominal 5 inch size. There shall be suitable termination facilities for the microphone cord and control cables at the rear of the unit.

A switch shall be provided to select any one of up-to-four operating frequencies. Circuitry shall be such that the transmit and receive frequencies are switched simultaneously.

A switch shall be provided on the front panel to temporarily disable the coded squelch circuitry. With this switch in the "off" position, the receiver shall be opened to all transmissions on the assigned channel for the purpose of monitoring the channel before transmitting.

A direct-reading 12 hour digital clock shall be mounted on the front panel. A removable window shall permit the clock to be set from the front of the radio set, without removing the key-locked cabinet housing.

#### MICROPHONE

A desk-top, dynamic microphone, complete with stand, shall be supplied as part of the equipment. A "push-to-talk" switch shall be incorporated in the base of the microphone stand. The microphone cable shall include the audio and "push-to-talk" functions.

A switch on the base of the microphone shall temporarily disable the coded squelch circuitry in order to permit monitoring the channel before transmitting. When this switch is operated, the receiver shall be open to all transmissions on the assigned frequency. The microphone cable shall include the wiring for this function.

Time out timer - adjustable - must be provided to prevent repeater lock-up.

#### FUSING

All high voltage DC fuses and 120Vac primary fuses shall be capable of easy replacement without removing the equipment cabinet.

## EMISSION

The transmitter emission shall be designated 16F3 as defined in F.C.C. Rules and Regulations, Part 2, Subpart C, and shall comply with all EIA Standards and FCC Rules and Regulations as stated herein.

## RF POWER OUTPUT

The final RF amplifier shall deliver at least 25 watts to the output terminals of the transmitter when the output terminals are connected to a nominal output impedance of 50 ohms, in accordance with EIA Standard RS-152A, Section 2.

The radio set shall include a tone generator which modulates the transmitter in accordance with EIA Standard RS-220 requirements. No adjustments as to frequency or output level shall be required for the tone generator. The tone modulation shall be at least  $\pm 0.5$  KHz deviation.

The transmitter shall include circuits to advance the phase of the transmitter tone at the end of each transmission. The phase and length of the "reverse burst" shall be such that when received on a companion tone-coded mobile or base-station receiver, no burst of noise (commonly known as squelch tail) shall be heard at the end of each transmission.

Spurious emissions shall be attenuated by at least 90 db and harmonic emissions by at least 80 db below the maximum level of emissions of the carrier frequency in accordance with EIA Standard RS-152A, Section 3.

Audio harmonic distortion shall not exceed 3% with a 1,000 Hz test tone at a level sufficient to produce 2/3 maximum deviation, in accordance with EIA Standard RS-152A, Section 5.

The modulator and associated audio circuits shall exhibit sufficient sensitivity to allow 2/3 maximum deviation from a microphone input of 0.165 volt, +3 db. All audio frequencies above 3,000 Hz shall be attenuated by a postlimiter filter as prescribed by F.C.C. Regulations.

The transmitter shall operate on any one of up to four frequencies which may be separated up to +250KHz from circuit resonance without compromise of single-frequency specifications. Channel separation greater than +250KHz, but not exceeding +500KHz, shall be possible with operating performance and efficiency reduced as the separation from circuit resonance exceeds this value.

The receiver shall be of the double conversion superheterodyne type, with two crystal-controlled local oscillators. The circuit shall use high-quality, long-life transistors and diodes throughout; no tubes shall be used.

An "on channel" signal of 0.50 microvolt or less, when impressed across the antenna input, shall produce 20 db of noise quieting in accordance with EIA Standard RS-204, Section 4.

The modulation acceptance bandwidth of the receiver shall be at least +16KHz when measured in accordance with EIA Standard RS-204, Section 6.

The intermodulation spurious response attenuation at the usable sensitivity level shall be at least -80 db when measured in accordance with EIA Standard RS-204, Section 9.

The audio stages of the receiver shall deliver an output of at least 5 watts into a 3.2 ohm load as measured at the receiver output terminals, as specified in EIA Standard RS-204, Section 10. Audio distortion, using a 1,000 Hz test tone shall be less than 5%. All noise and residual hum shall be at least 55 db below the rated audio output level.

The tone-actuated squelch circuit shall be controlled by an electromechanical resonant reed, and shall comply fully with EIA Standard RS-220. Squelch sensitivity shall be fixed at less than 6 db of receiver quieting; opening of the squelch circuit shall not require adjustment. A switch shall be provided on the control panel that disables the tone-coded squelch circuit to permit monitoring the channel before transmitting.

The receiver shall be so designed that no burst of noise (commonly known as "squelch tail") shall be heard at the end of the transmission from an associated base or mobile station which is transmitting a "reverse burst" as described in the SQUELCH TAIL ELIMINATOR paragraph of the transmitter section.

The receiver shall operate on any of one of up to four frequencies. Operation shall be provided on channels separated up to +250KHz from circuit resonance without compromise of single-frequency specifications. Channel separation greater than +250KHz, but not exceeding +650KHz, shall be possible with operating performance and efficiency reduced as the separation from circuit resonance exceed this value.

## SPECIFICATIONS FOR TONE AND VOICE PAGING SYSTEM

The system shall consist of a frequency modulated (FM) radio transmitter and antenna system with the necessary control and tone generating units, and miniature radio paging units to accomplish the specific functions. The RF carrier shall be in the 450-470 MHz frequency band.

The system shall individually alert personnel who carry the radio paging units and shall transmit a voice message to them.

Selective alerting shall be accomplished by modulating the transmitter with two audio code-tones in the frequency range between 288.5 and 1433.4 Hz. The exact frequency of each tone shall be determined by a sharply tuned, sealed plug-in vibrating reed. Reeds on at least 60 frequencies in the 288.5-1433.4 Hz range shall be available. The reed shall be an electronic, contactless-type. Reeds utilizing mechanically actuated electrical contacts shall not be acceptable.

Radio paging units shall have the following characteristics:

Paging codes shall be decoded in the receiver by two miniature vibrating reeds. Receipt of a unit's specified code-tones shall cause the emission of an interrupted alerting tone. When one receiver in the system is alerted, all others shall remain quiet.

Following the alert signal, the receiver shall be capable of receiving a voice message when the "push-to-listen" switch on the unit is depressed.

Through the use of the group call module, it shall also be possible to alert up to 30 groups of 29 pagers or less. All pagers within an individual group shall be programmed with the same code so that simultaneous alerting is possible. It shall be possible for radio pagers equipped with group call to also receive individual calls on a separate code. Individual calls shall be differentiated from group calls through the use of an interrupted alert tone for individual calls and a constant alert tone for group calls.

#### CONTROLS:

The receiver shall have controls for ON-OFF and VOLUME, and spring-loaded "Push-to-Listen" switch to connect the receiver audio "message" circuit to the speaker. The "Push-to-Listen" switch shall have silver contacts and stainless steel or non-ferrous external parts for maximum reliability.

Controls shall be recessed to prevent them from being damaged if the unit is dropped. Plug-in jacks for external antenna and speaker shall be provided. The speaker in the unit shall be disconnected when an external speaker is plugged in.

#### BATTERIES:

The radio set shall operate on two batteries contained within the housing. Batteries shall be a type readily obtainable at reasonable cost from sources other than the radio manufacturer. Battery charging shall be a quick and simple operation which does not endanger any part of the radio set. The radio set shall be capable of operating from either two 1.4 volt mercury-type batteries or two 1.3 volt rechargeable nickel-cadmium batteries. The two styles shall be directly interchangeable without modification to the radio set. (Based on 15 ten-second calls in an 8-hour day, the rechargeable nickel-cadmium batteries shall provide up to 30 hours of operation with each full charge.) The nickel-cadmium batteries shall carry a one-year unconditional guarantee. (Based on 15 ten-second calls in an 8-hour day, mercury cells shall provide up to 140 hours of operation.) The unit shall be supplied with rechargeable nickel-cadmium batteries.

#### HOUSING:

The housing shall be made of high impact polycarbonate plastic that is non-combustible, durable, and highly resistant to moisture and corrosion. The battery compartment shall be separated from the major circuitry portion of the unit and it shall be possible to remove the batteries without exposing the radio circuitry. The battery compartment shall be further arranged to allow charging of the nickel-cadmium batteries without removal from the radio. Special construction of the compartment shall prevent inadvertent charging of a mercury battery. A sturdy plastic clip shall be provided on the housing to secure the unit to the clothing or the waist belt of the wearer. Clip shall include a lock mechanism which, in the locked position, will function as a closed belt loop to prevent accidental dropping of the pager.

## BATTERY CHARGER

A multiple unit battery charger shall be provided to charge the nickel-cadmium batteries used in the paging receiver. The charger shall operate from a 117V or 234V ac 50-60 Hz power source and shall provide a charging output of 18 mA. The power input circuit shall be protected by an easily accessible fuse.

The master battery charger shall be capable of simultaneously recharging five nickel-cadmium equipped radio pagers and five pairs of extra batteries. It shall be possible to connect up to three auxiliary chargers to the master charger. Each auxiliary charger shall be capable of charging six pagers and six pairs of extra batteries simultaneously and shall meet the same electrical specifications as the master charger. Each charging pocket in the multiple unit charger shall contain two charging indicator lights. One light, when illuminated, shall indicate positive charge contact for battery only charging. The other, when illuminated, shall indicate positive charge contact when charging nickel-cadmium cells inside the pager.

The construction of the battery charger shall make it impossible to charge nickel-cadmium batteries incorrectly or mercury batteries inadvertently. The charging circuitry shall be isolated from the input current by a step-down transformer so that high voltage shall not be present on any of the charging terminals.

The dimensions of the master charger shall not exceed 12" wide by 6 $\frac{3}{4}$ " high by 5" deep nor shall the weight exceed 6 pounds. Each auxiliary charger shall be the same size as the master charger and shall not exceed a weight of 5 pounds. Provision shall be made to make it possible to wall mount the master and auxiliary chargers.

## BATTERY CHARGER

The single unit battery charger shall be of the storage type and be capable of recharging nickel-cadmium batteries either in the pager or separately. It shall be capable of simultaneously charging a pager and two extra batteries. Two charging indicator lights shall be provided on the charger. One light, when illuminated, shall indicate positive charge contact for battery-only charging. The other, when illuminated, shall indicate positive charge contact when charging nickel-cadmium cells inside the pager. The construction of the battery charger shall make it impossible to charge nickel-cadmium batteries incorrectly or mercury batteries inadvertently. The charging circuitry shall be isolated from the input current by a step-down transformer so that high voltage shall not be present on any of the charging terminals. The dimensions of the charger shall not exceed 4-5/8" wide by 3-1/8" high by 2-3/4" deep. The weight shall not exceed 13 oz. The single unit battery charger shall operate from a 117V, 60-60 Hz power source.

## ENCODER

Calls over the paging network shall be made from specified administrative location. Pages shall be initiated by pressing three buttons corresponding to the code number of the person being paged. These buttons shall glow, enabling operator verification of the code number. The operator shall then monitor the channel and press the "page" button. The page shall be automatic (after the paging tones have been transmitted, a "talk" indicator lamp on the panel shall be lit).

An individual using the personal paging receiver shall place it in operation by moving the volume control from the "off" position to the "on" position.

It shall then be possible to adjust the audio output level to meet the surrounding noise level.

When a page tone code is broadcast to the receiver, a loud alerting tone shall be heard from the speaker. Upon completion of the alert tone, the voice message shall automatically follow. After the voice message, the rushing sound shall be emitted until the "push-to-reset" button on the unit is depressed to silence the pager and ready it for the next page.

Tone output frequencies from the encoder shall be controlled by electromechanical resonant tone devices; these shall be simple plug-in units, interchangeable without modification. They shall be factory adjusted and permanently sealed.

Encoder shall be mounted in two separate housings. Pushbutton switching equipment shall be placed in a pushbutton box; tone generating circuitry, power supply and amplifier shall be placed in a second container. Pushbuttons shall provide passive luminescent readout; in order to minimize maintenance expense, pushbutton illuminating devices subject to burnout or electrical malfunction shall not be acceptable. The pushbutton box shall contain switches for channel monitoring, push-to-talk, transmit and speaker volume control. The pushbutton box shall be capable of operating as a control or dispatch point within the system.

Encoding equipment shall provide not less than 90 selective paging tone combinations and shall have receptacles for modular plug-in boards to provide up to 870 selective paging tone combinations. By combining two encoders, it shall be possible to have up to 1740 paging tone combinations in one system. Entire encoder shall be constructed of metal and finished in scratch-resistant enamel. Dimensions less desk microphone shall not exceed 9" by 6" by 6 1/2" (pushbutton box) and 5" by 12 1/2" by 13" (power supply and amplifier). Weight shall not exceed 15.5 lbs. (pushbutton box) plus 21.5 lbs. (power supply and amplifier).

## PORTABLE UNITS

1. GENERAL - The basic unit shall be a miniature, pocket-size, two-way FM transceiver, operating in the 450-480 MHz band. Size and construction shall be such as to permit one hand operation on any one of 6 wide-spaced channels and emphasis on miniaturization shall be of prime concern. Operating frequencies will be specified by the Department to the successful bidder. Units shall incorporate wide-spread transmit capability with transmitter frequency separation up to 5 MHz with no degradation of any kind to enable simplex operation with other units when required.
  - A. Size and Weight - The size shall be approximately 7.5" by 3.25" by 1.75" or smaller. The weight shall be 30 ounces maximum with rechargeable NICAD battery. Antenna shall be a flexible helical whip.
  - B. Tone Coded Squelch - The unit shall contain a miniaturized tone-coded encoder/decoder to permit radio set operation in a tone-coded squelch system.
  - C. Housing - The radio's housing shall be of high impact resistant material. It shall be sealed to protect circuitry from dust, foreign particles, moisture and splashing water. Opening the battery compartment shall not break the seal to the radio circuitry.
  - D. Controls - Controls shall be mounted on top of unit for easy access. They shall include an ON-OFF/Volume, squelch and a switch to simultaneously select transmit/receive frequency pairs. A tone-coded squelch disable switch shall be provided to permit channel monitoring prior to transmitting.
  - E. The unit shall contain the standard push-to-talk switch.
2. PRIMARY POWER - Primary power shall be supplied by an internal nickel-cadmium rechargeable battery, and each radio unit shall be supplied with a spare NICAD battery, case cover and carrying strap. Batteries shall be unconditionally guaranteed for 12 months. Batteries shall be of the fast charger variety such that they may be fully charged in approximately one hour.
3. BATTERY CHARGERS - Prices are requested for an AC operated multiple unit charger capable of up to 12 units simultaneously with each battery inside or outside of the radio set. Unit shall be capable of wall or desk top mounting. The charger shall provide visual indicator (using indicator lamps) to show when battery is being charged and when it is ready for use.

Prices for a desk-top single unit fast charger units are requested. Both chargers must be rapid chargers (one hour).

#### 4. TRANSMITTER

The transmitter shall meet or exceed the following specifications:

Modulation	16F3
R. F. Power Output	4 watt min.
Spurious and Harmonics	-49 db
FM Noise	-50 db
Frequency Stability	+0.0005% (-30°C to 60°C)
Audio Response	±1; -3 db (300 to 3000 Hz)
Audio Distortion	less than 10% at 1000 Hz

#### 5. RECEIVER

The receiver shall meet or exceed the following specifications:

Channel Spacing	.25 KHz
Sensitivity	
20 db quieting	0.70 uv
12 db EIA SINAD	0.50 uv
Tone coded squelch	0.35 uv
Selectivity	
20 db quieting	70 db
EIA SINAD	60 db
Intermodulation	60 db
Frequency Stability	
-10°C to +60°C	+0.0005%
+25°C ref.	
Spurious and Image Rejection	50 db
Squelch Sensitivity	.35 uv
Modulation Acceptance	+7.5 KHz
Audio Output	
(at less than 10% distortion)	500 mw

#### Vehicular charger for portable radio

Mounted under vehicle dash. When inserting radio into charger it must automatically connect both. Full charge or trickle charge rate must be available. 6 - 12 or 24 volt vehicular source may be used. Power cable kit must be provided with each charger. Radio must be capable of operating even while being charged. Must furnish a vehicle antenna (5 db) with connection to charger.

## MOBILE UNITS

### GENERAL

The radio equipment shall consist of a radio set, control unit and such other items as shall be required for a complete, highly reliable, 2-way FM mobile radio installation. It shall be designed to transmit and receive on specific frequencies in the 450-512 MHz band.

The radio set shall be a compact, lightweight, rugged unit consisting of a transmitter and receiver assembly in a fully-enclosed housing. Transistors and integrated circuits shall be used throughout the radio to minimize battery drain and maximize the life expectancy of the radio set, in keeping with good engineering practice; no tubes shall be used in the radio. To minimize internal heat generation, the radio shall operate directly off the vehicle battery with no internal power supply.

The radio shall be capable of transmitting and receiving on 12 frequency pairs. It shall be supplied with the frequency pairing assigned to the Boston Police Department as Channel 1 and having a second channel which will transmit on the mobile and portable receive frequency thus enabling direct car-to-car and car-to-portable communications without going through the repeater.

For reliability and ease of maintenance the radio shall be constructed in a modular fashion. These modules shall be easily removable and where necessary shields will be provided which can easily be removed.

Circuitry shall be included in the set to insure that no damage will occur if the radio is connected to a power source of the wrong polarity.

The radio shall employ tone coded squelch. A 5.0 db gain antenna will be supplied. Must have adjustable time out timers.

### TRANSMITTER

The transmitter shall fully comply with all FCC Standards and applicable FCC type acceptance Rules and Regulations. The transmitter shall be of modular construction and meet or exceed the following specifications:

R. F. Power Output	45 watts	:
Spurious and Harmonics	-85 db	:
Frequency Stability	+ .0005%	:
FM Noise	-60 db	:
Audio Distortion	Less than 3%	:

## RECEIVER

The receiver shall be of the superheterodyne type, with crystal controlled local oscillators. The circuits shall use high quality long life transistors and diodes throughout with no tubes or mechanical relays.

Frequency Stability	+ .0005%
Sensitivity (20 db)	.5 uv
Intermodulation	-85 db
Spurious and Image Rejection	-100 db
Audio Output	10 watts at less than 5% distortion

## CONTROLS

The control section shall be of the safety design or "break-away" type and shall have the following controls-- ON/OFF Switch; Coded Squelch Control; Volume Control; Selection Switch for the 12 frequencies and Visual Indicator for - Radio-on and Carrier-on.

A palm type microphone with push-to-talk switch shall be supplied as well as a hang up box which automatically disables the tone code squelch when the microphone is off the hook.

Bidders must supply technical brochures of all proposed items.

If bidder proposes equipment from more than one manufacturer they must submit evidence of delivery guarantees from the manufacturers.

SECURITY DEPARTMENT  
 34 MONTEPELIER ROAD  
 DORCHESTER, MASS.

287-1503  
 287-1504  
 287-1000 Ext. 22 or 23

DEVELOPMENT INSPECTION CHART

ROBERT MORRIS

KENNETH MITCHELL

- Charlestown 2-1
- Gen. Warren 2-47
- East Boston 2-8
- Wash. & Beech 2-13
- M. E. McCormack 2-23
- Old Colony 2-24
- Annapolis 2-27
- Ashmont 2-28
- Wm. J. Foley 2-30
- Davison 2-34
- West Ninth 2-36
- J. J. Mead (Melville) 2-38
- Rockland 2-50
- Lower Mills 2-57
- Broadway 200-1
- Fairmount 200-5
- Archdale 200-7
- Orient Heights 200-8
- Bowdoin 2-54
- Hassan Apts. 2-62

- Columbia Point 2-20
- J. J. Carroll 2-37
- Commonwealth 200-3
- Faneuil 200-4
- Mission Hill 2-3
- Orchard Park 2-5
- Mission Hill Ext. 2-14
- Elm Hill 2-29
- Groveland 2-32
- Washington 2-35
- Warren 2-40
- Walnut Park 2-42
- Codman 2-51
- Gallivan Blvd. 200-10
- M. M. Collins (Pond) 2-26
- 755 Tremont St. 2-44A
- 1701 Washington St. 2-44B
- 155 Northampton St. 2-44C

ACIE JOHNSON

- Lenox Street 2-4
- South End 2-6
- 70 St. Botolph 2-53
- Franklin Hill 2-9
- South Street 200-12
- Whittier Street 2-11
- Eva W. White 2-41
- Camden 200-2
- Franklin Field 200-11
- Franklin Field 667 1 & 2 (Elderly)
- 125 Amory Street 2-45
- Heath St. 2-7 (TMC)
- Bromley Park 2-19 (TMC)
- Bickford St. (TMC)

**NB** Each Development should be visited at least once a week.  
 A report should be filed for each development at least once a week.  
 A copy of any report, memorandum, comment or complaint shall be filed in development file.

CENTRAL SECURITY OFFICE

PROCEDURES FOR ESTABLISHING A VOLUNTARY RESIDENT PATROL

1. Have an organizational meeting in each building, of all the tenants in that building. Notify the development manager and the task force chairman of each meeting and ask them to attend if they wish to.
2. Identify the tenants by name and apartment number who wish to participate.
3. The residents of that building elect a building captain.
4. The building captain organizes the patrol itself and the hours of individuals on patrol.
5. The patrol sends a letter of intention to the Administrator of BHA with a listing of all patrol members.
6. Letter of intent indicates needed repairs, to or replacement of outer doors to facilitate the program in that building.
7. Report is made to the Administrator, the Task Force, and Manager .
8. Repairs start where needed. (advise residents of lead time)
9. Staff coordinators meet with building captains (or residents) as often as needed.
10. Draft progress report for each building - weekly.
11. Coordinator the patrols with the Patrolman on the route.
12. Encourage reports from building captains and the patrol as to problems, successes, or failures.
13. Maintain constant dialogue between security office, Task Force, Building Captain, The Patrol, and the Manager.

CENTRAL SECURITY OFFICE

PROCEDURES FOR HANDLING SECURITY REPORTS:

A. ORIGINAL REPORTS MAY BE GENERATED BY...

1. DIRECT INCIDENT REPORT FROM THE DEVELOPMENT LEVEL
2. A REPORT LEFT AT SECURITY OFFICE
3. A REPORT RECEIVED BY COORDINATOR WHILE ON INSPECTION
4. REPORT RECEIVED BY TELEPHONE AT THE SECURITY OFFICE

B. ALL REPORTS SHALL BE DELIVERED TO SECRETARY AT SECURITY OFFICE FOR PROCESSING...

1. SECRETARY SHALL READ EACH REPORT AND IDENTIFY PROPER COORDINATOR AND PLACE THEIR INITIAL A-R AND K AT THE TOP RIGHT HAND CORNER OF REPORT.
2. REPORT IS REFERRED TO PROPER COORDINATOR -(BY LOCATION OF INCIDENT OR PROBLEM)
3. UPON ARRIVAL AT THE OFFICE EVERY MORNING - AND BEFORE LEAVING THE OFFICE AT NIGHT, EACH COORDINATOR SHALL STUDY ANY AND ALL REPORTS REFERRED TO HIM, WITH THE FOLLOWING IN MIND:

- a. IF THE REPORT REQUIRES FURTHER INVESTIGATIONS AND REPORTS, HE SHALL MAKE SAME AS SOON AS POSSIBLE.
- b. IF SERVICES OF THE DIRECTOR ARE NEEDED, HE SHALL BRING THIS TO THE ATTENTION OF THE DIRECTOR AS SOON AS POSSIBLE.
- c. IN ALL CASES WHICH REQUIRE FURTHER ACTION BY THE SECURITY OFFICE, HE SHALL CONSULT WITH THE DIRECTOR SO AS TO GENERATE THE NECESSARY ACTION AS SOON AS POSSIBLE.
- d. ALL COMPLETED REPORTS AND RESULTS OF AN ACTION TAKEN SHALL BE FILED IN SPECIAL FOLDERS SET OUT FOR EACH DEVELOPMENT

C. ANY AND ALL REPORTS OF A CRIME OR OF A CRIMINAL SITUATION SHALL BE BROUGHT TO THE ATTENTION OF THE "DIRECTOR" IMMEDIATELY AND COPIES OF THE REPORT SHALL BE FORWARDED TO CAPTAIN FRANCIS E. DEVIN, OR TO THE APPROPRIATE BOSTON POLICE DEPARTMENT PERSONNEL.

D. ANY AND ALL REPORTS OF DAMAGE TO PROPERTY BELONGING TO THE AUTHORITY, OR OF A CONDITION WHICH CREATES A HAZZARD TO THE SAFETY OF TENANTS AND/OR EMPLOYEES SHALL BE BROUGHT TO THE ATTENTION OF THE DIRECTOR IMMEDIATELY AND COPIES OF REPORT SHALL BE FORWARDED TO THE APPROPRIATE HOUSING AUTHORITY PERSONNEL.

1. ONCE A MONTH ALL REPORTS RECEIVED DURING THAT MONTH SHALL BE TOTALLED AND REPORT GENERATED WHICH INDICATES THE AMOUNT OF REPORTS RECEIVED AND HANDLED, BY THE TYPE OF CRIME OR SERVICE INDICATED.

OFFICE RULES AND REGULATIONS

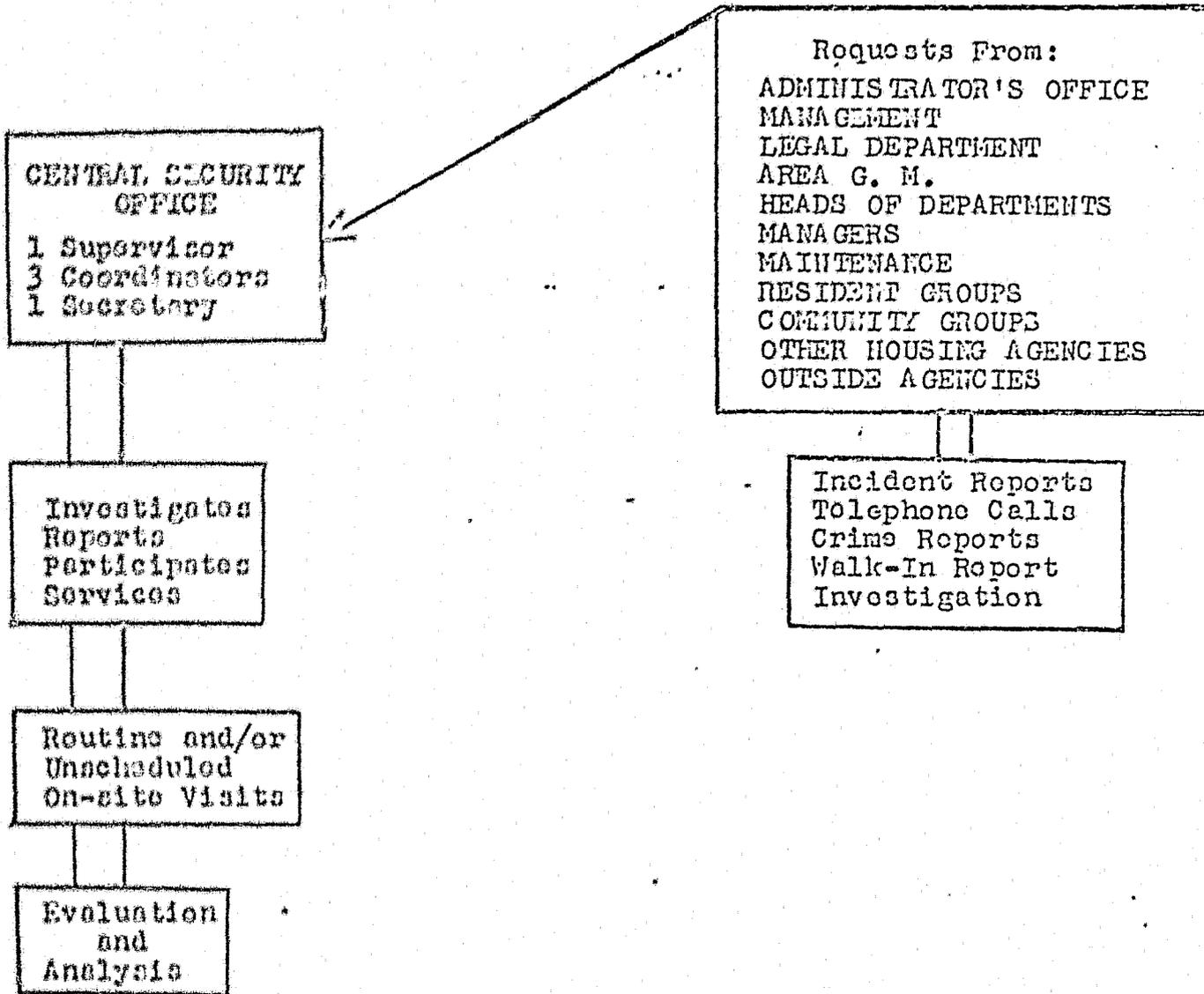
- #1: THE TELEPHONES IN THIS OFFICE ARE BUSINESS PHONES --- WE ARE CHARGED BY EACH 3 MINUTE UNIT. THEREFORE,, THERE WILL BE NO PERSONAL CALLS MADE ON COMPANY TIME OR COSTS. EVERY INCOMING CALL WILL BE MADE AS BRIEF AS POSSIBLE, EXCEPT WHEN IT IS AUTHORITY BUSINESS.
- #2: ALL LETTERS, REPORTS, FORMS, AND CORRESPONDENCE COMING IN AND GOING OUT WILL BE FILED IN ITS PROPER FOLDER SOMETIME DURING THE SAME DAY. NO FILE COPIES WILL BE LEFT OVER NIGHT ON ANYONES DESK. ALL FILES WILL BE KEPT UP TO DATE. ALL FILES WILL BE LOCKED OVER NIGHT.
- #3: THE AUTHORITY PAYS US FOR WORK BETWEEN 9 AM and 5 PM. WE ARE ALLOWED A LUNCH PERIOD. OFFICE PERSONNEL WILL SET A SCHEDULE OF LUNCH BREAKS SO THAT THERE IS ONE PERSON IN THE OFFICE AT ALL TIMES. EACH PERSON WILL TAKE HIS OR HER LUNCH BREAK AND UNDER NO CIRCUMSTANCES WILL LUNCH PERIOD TIME BE ACCUMULATED SO AS TO BE TAKEN AT ANOTHER TIME. IF YOU DO NOT TAKE YOUR LUNCH BREAK,, IT IS LOST AT THE END OF THAT DAY.
- #4: A SO CALLED SKELETON DAY IS A DAY, PART OF A DAY, OR A SMALLER TIME PERIOD WHICH THE AUTHORITY GRANTS TO ITS EMPLOYEES IN CONSIDERATION OF A RELIGIOUS, CIVIC, OR OTHER PERSONAL NEED. IT IS NOT AN OUTRIGHT GIFT OF A DAYOFF. IN NO CASE, SHOULD THE EFFICIENCY OF THE OFFICE SUFFER BECAUSE OF A SKELETON DAY. IN EVERY CASE, A SCHEDULE OF SKELETON DAYS WILL BE MAINTAINED BY THE SECRETARY, AND ONE HALF OF THE OFFICE FORCE WILL TAKE ITS SKELETON DAY OFF WHILE THE OTHER HALF WORKS. ON THE VERY NEXT SKELETON DAY OFF, MEMBERS OF THE OFFICE THAT WORKED THE PREVIOUS SKELETON DAY OFF, WILL BE EXCUSED, AND THE OTHER HALF WILL WORK. NO PERSON SHALL TAKE CONSECUTIVE SKELETON DAYS OFF WITHOUT SPECIFIC PERMISSION TO DO SO.
- #5: ALL REPORTS, MEMORANDUMS, LETTERS AND OTHER CORRESPONDENCE SHALL BE PREPARED AND SENT OUT WHEN DUE -- IF NOT SOONER. THE SECRETARY SHALL ESTABLISH A PRINTED SCHEDULE OF ALL REPORTS THAT HAVE A REGULAR DUE DATE. THESE DUE DATES SHALL BE SCRUPULOUSLY OBSERVED AND THE MATERIAL NEEDED SHALL BE DELIVERED NO LATER THAN THE DUE DATE.
- #6: THE SECRETARY SHALL COMPLETE THE NEW FILING SYSTEM AND SET OUT IDENTIFICATION CARDS THAT WILL INSTRUCT THE OFFICE FORCE AS TO THE LOCATION OF EACH FILE. THESE FILES WILL BE KEPT IN TACT AND A CROSS INDEX SYSTEM WILL BE ESTABLISHED SO THAT MATERIAL CAN BE LOCATED BY MORE THAN ONE NAME OR NUMBER.
- #7: THE SECURITY DEPARTMENT DESIGNED THE PRESENT DAILY SIGNIN SHEET. IT WOULD NOT BE SMART FOR OUR DEPARTMENT TO BE OBSERVED VIOLATING THE RULES THAT WE HELPED SET OUT. THEREFORE, ALL MEMBERS OF THE OFFICE WILL SIGN IN AND OUT ON THE DAY DUE. THE SECRETARY WILL BRING THIS TO THE ATTENTION OF ANY MEMBER WHO FAILS TO DO SO.
- #8: OURS IS A VERY SENSITIVE AREA OF EMPLOYMENT. WE ARE OBSERVED BY ALL OTHER DEPARTMENTS IN BHA. IN A VERY REAL SENSE, WE REPRESENT THE ADMINISTRATOR'S OFFICE. IN ALL OF OUR DEALINGS WITH RESIDENTS, EMPLOYEES, VISITORS, AND STRANGERS, PLEASE KEEP IN MIND THAT HOW WE TREAT THESE PEOPLE, WILL BE REFLECTED IN THEIR ATTITUDES TOWARDS THE AUTHORITY, THE ADMINISTRATOR AND HIS STAFF.

LEO J. GULINELLO  
DIRECTOR OF SECURITY

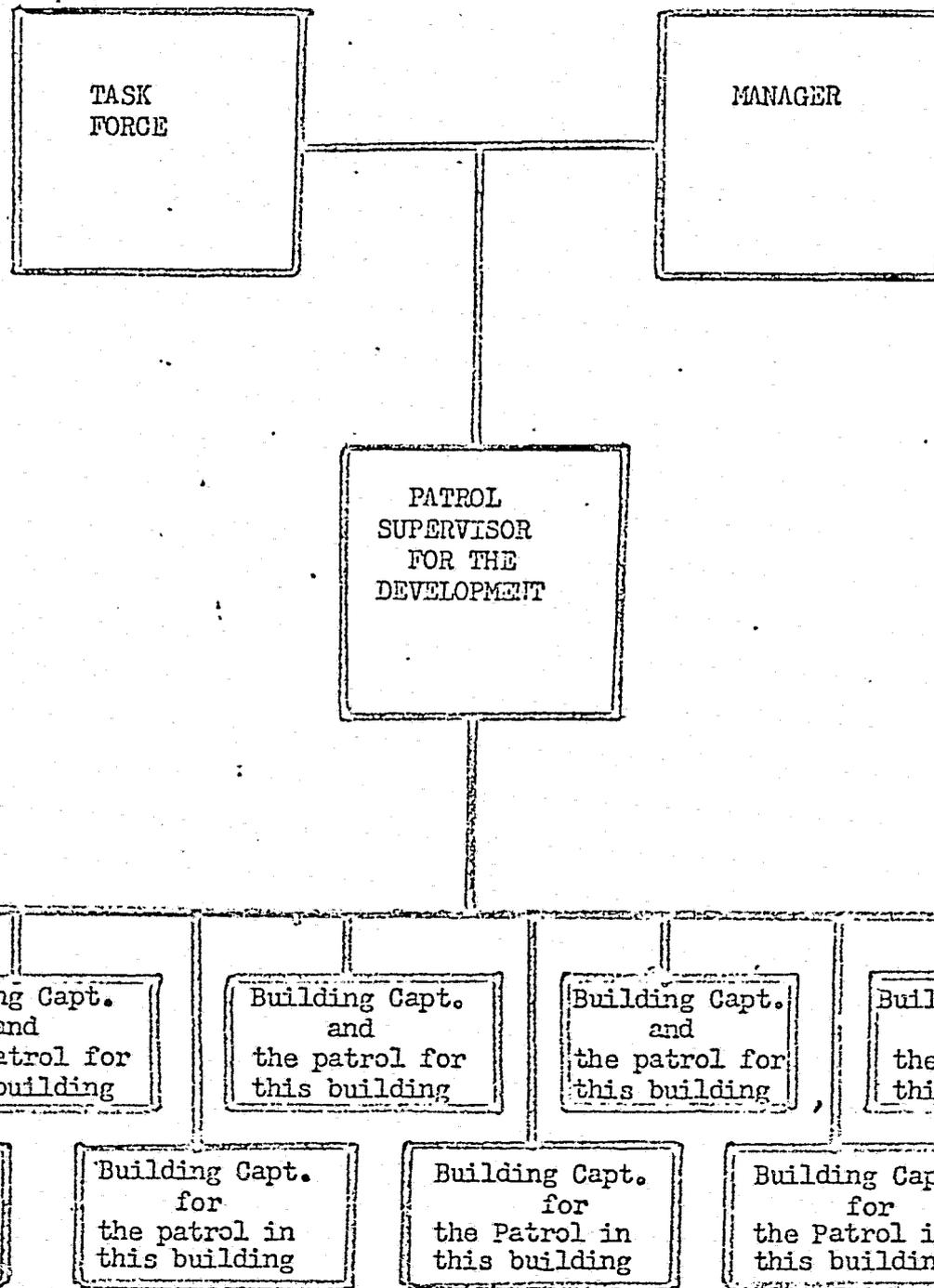
BOSTON HOUSING AUTHORITY

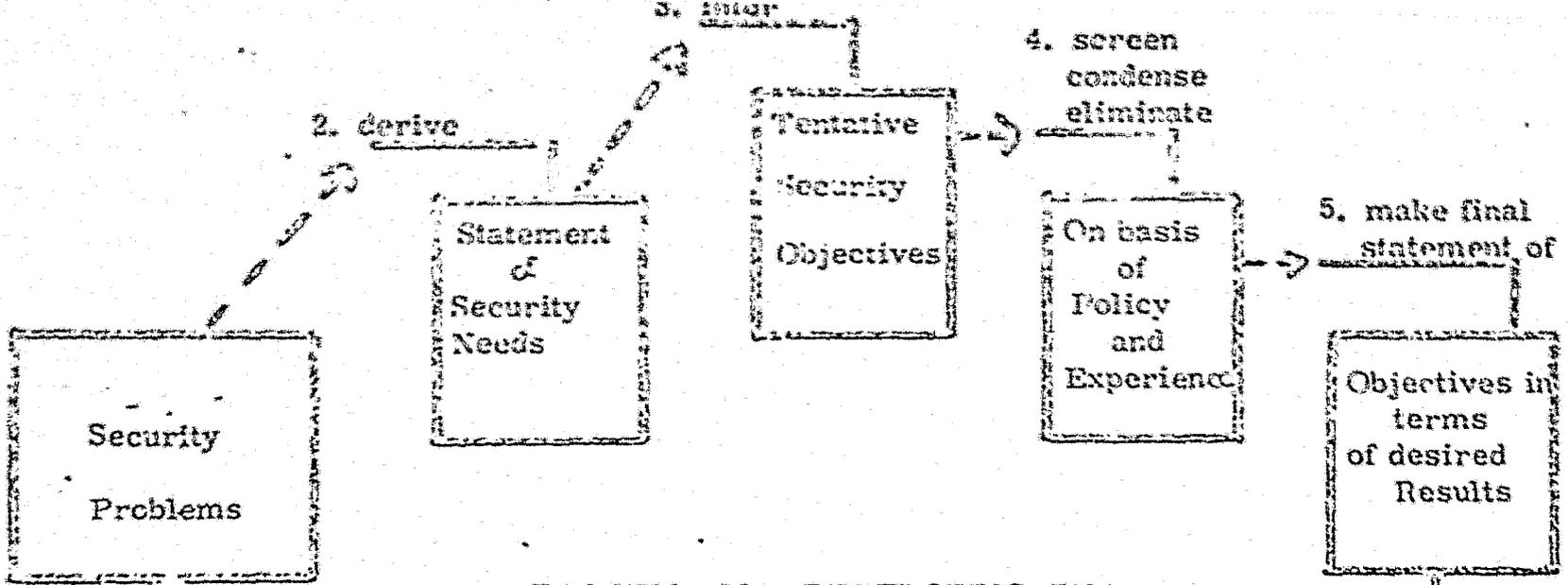
SECURITY DEPARTMENT

FLOW CHART



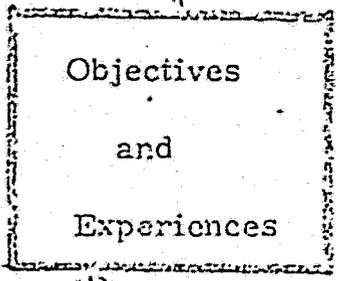
OPERATIONAL CHART FOR VICE MAYOR RESIDENT PATROL  
for A SINGLE DEVELOPMENT



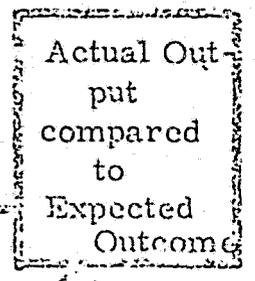


PROCESS FOR DEVELOPING BHA SECURITY PROGRAMS and for RESOLVING SECURITY PROBLEMS

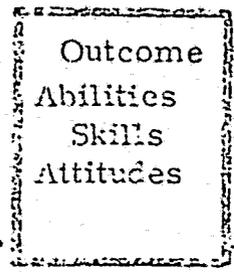
et the facts about the



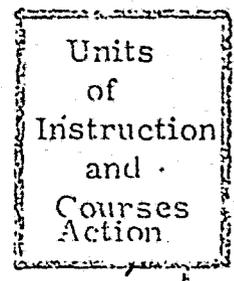
10. adjust



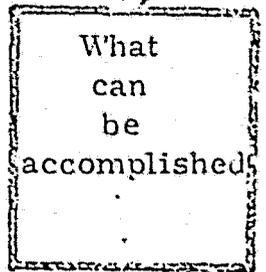
9. evaluate



8. test



7. Organize into



6. infer and select

LEO J. GULINELLO  
Boston Police Dept.

## A. Job Analysis

### 1. Nature of Work

- a. Assist security officer and other resident security personnel in organizing residents, planning and implementing programs around concerns of security
- b. Assists in the interpretation of security programs to the residents and the identification and articulation of security concerns of residents to the security of the Boston Housing Authority.

### 2. Duties to be performed

- a. To assist in identifying and articulating to the security Department the security concerns of the residents
- b. To assist in the organization of resident groups for the support of security programs
- c. To assist in implementing community based security programs
- d. To interpret the security program (s) to the residents
- e. To make verbal and written reports to supervisors.

### 3. Skills required

- a. Ability to meet and get along with people
- b. Basic reading and writing skills
- c. Ability to learn program development skills
- d. Ability to engender participation and interest from the residents for the security program
- e. Ability to identify problems in security and recommend solutions.
- f. Ability to understand the organizational structure, function and purpose of the Boston Housing Authority
- g. Ability to utilize resources to their maximum effectiveness.

### 4. Level of skill required

- a. Ability to read, comprehend and write reports
- b. Ability to translate security needs into programatic plans of action and to be able to advocate those programs through written and verbal communication
- c. Ability to recognize the need for local initiative and local responsibility in planning programs around security concerns as well as being able to recognize the need for close guidance and supervision; and to be able to recognize the points in time when one method should be used over the other
- d. Ability to understand the organizational structure, functions and purpose of the Boston Housing Authority and to be able to develop plans and programs consistent with goals of the agency.

### 5. Supervision

- a. The resident security coordinator will be supervised according to the structure of the Boston Housing Authority and subsequently, the security director of the Boston Housing Authority.

1. Attitudes

- a. Respect for individual residents rights
- b. Respect for the purpose of the Boston Housing Authority and interest in directly serving that purpose
- c. Interest in assisting residents' organizations and groups in planning and organizing community programs to serve security needs
- d. Openness to alternative solutions to problems
- e. Willingness to accept supervision
- f. Willingness to accept some supervisory responsibilities
- g. Desire to learn new skills
- h. Willingness to work afternoons and evenings

2. Experience

- a. Some formal training in security , either college military, professional school, and/or public housing training.
- b. Involvement in community organizations and programs

3. Education

- a. Completion of the 12th grade or its equivalent  
College graduates are preferred

4. Health

- a. Good physical condition
- b. Ability to stand walk for long periods of time.

(Training Needs)

1. Understanding of security department policy and program
2. Understanding basic community organization skills
3. Understanding of basic program development skills
4. Understanding of report writing skills
5. Understanding of communication skills
6. Ability to identify security problems
7. Understanding of basic police practices
8. Understanding of Boston Housing Authority organizational structure
9. Understanding resident's needs.

2-1	Charlestown	4	25	6	10	5	14	15	14
2-3	Mission Hill	15	10	13	8	24	9	52	22
2-4	Travis Street	1	2			4	2	5	4
2-5	Orchard Park	7	9	2	9	4	6	13	25
2-6	South End	4	1	7	3	5	2	16	6
2-7	Heath Street	1	0	2	3	9	4	12	57
2-8	East Boston	1	4	1	1	3	1	5	6
2-9	Franklin Hill Ave			4	1	4	0	8	1
2-11	Whittier Street	1	0	2	3	2	0	5	3
2-13	Washington & Beach Streets	0	2	1	1	1	0	2	3
2-14	Mission Hill Ext.	21	5	10	5	9	1	40	11
2-19	BROMLEY Park	5	4	8	7	10	2	23	13
2-20	Columbia Point	20	13	12	8	12	14	44	35
2-23	M.E. McCormack	0	1	2	5	1	2	3	8
2-24	Old Colony	3	2	5	2	2	4	10	7
2-25	Rickford								
2-26	Jamaica Pond								
2-27	Annapolis					1	0	1	0
2-28	Ashmont								
2-29	Elm Hill	1	1	1	0			2	1
2-30	W. J. Foley Sr.								
2-35	Washington								
2-36	West Ninth								
2-37	Chestnut Hill								
2-38	Melville								
2-40	Warren								
2-41	E.W. White Homes								
2-42	Walnut Park								
200-1	West Broadway	7	2	3	6	22	16	32	24
200-2	Camden Street Commonwealth Avenue	2	0	2	2	7	2	11	4
200-3	Faneuil Street			0	1			0	1
200-4	Fairmount								
200-7	Archdale Road	1	0	0	1	4	1	5	2
200-8	Orient Heights	6	9	1	3	4	10	11	22
200-10	Gallivan Blvd	0	1	2	0	0	3	2	4
200-11	Franklin Field	6	3	2	7	7	3	15	13

2-1	Charlestown	3	12	6	18	7	4	16	31
2-2	Mission Hill	28	2	15	10	22	6	65	18
2-4	James Street	1	1	2	0	6	1	9	2
2-5	Orchard Park	7	4	10	1	8	4	25	7
2-6	South End			5	4	8	3	13	1
2-7	Ninth Street	4	2	2	0	2	7	8	9
2-8	East Boston			0	8	1	2	1	1
2-9	Franklin Hill Ave	3	4	4	2	5	1	19	7
2-11	Whittier Street	3	0	2	2	3	1	8	3
2-13	Washington & Beech Streets	1	1	1	3	1	0	3	4
2-14	Mission Hill Ext.	3	5	21	6	15	3	31	21
2-19	BROMLEY Park	7	3	9	6	7	3	23	12
2-20	Columbia Point	29	12	27	6	34	8	96	26
2-23	M.F. McCormack	0	1	6	5	5	3	11	9
2-24	Old Colony	1	3	1	2	2	1	4	6
2-25	Pickford								
2-26	Jamaica Pond								
2-27	Annapolis								
2-28	Ashmont								
2-29	Elm Hill								
2-30	W. J. Foley Sr.								
2-35	Washington								
2-36	West Ninth								
2-37	Chestnut Hill								
2-38	Melville								
2-40	Warren								
2-41	E.W. White Homes								
2-42	Walnut Park								
200-1	West Broadway	15	11	6	14	16	17	37	42
200-2	Camden Street Commonwealth								
200-3	Avonue	1	3	2	5				8
200-4	Faneuil Street	3	0	0	1				
200-5	Fairmount								
200-7	Archdale Road			5	3	3	3	8	6
200-8	Oriant Heights	4	7	3	2	4	1	11	11
200-10	Gallivan Blvd	1	1	1	0	0	0	2	1
200-11	Franklin Field	10	3	11		6	0	27	11

2-1	Charlestown	6	21	13	7	14	15	33	49
2-3	Mission Hill	19	6	41	6	34	10	93	22
2-4	JOBDA Street	2	1	4	1	5	2	11	4
2-5	Orchard Park	11	3	12	4	13	6	36	13
2-6	South End	9	3	3	3	5	4	17	10
2-7	Heath Street	10	3	12	2	4	3	21	8
2-8	East Boston			3	3			3	3
2-9	Franklin Hill Ave	7	1	5	4	3	6	15	11
2-11	Whittier Street	2	0	1	0	0	1	3	1
2-13	Washington & Esch Streets	0	2	1	0	2	0	3	7
2-14	Mission Hill Ext.	19	4	15	8	9	9	43	21
2-19	BROMLEY Park	8	14	7	4	6	4	21	22
2-20	Columbia Point	30	9	24	16	26	16	80	35
2-23	M.E. McCormack	3	1		5	5	1	8	7
2-24	Old Colony	1	4	2	3	5	0	8	7
2-25	Rickford	1	2					1	2
2-26	Jamaica Pond								
2-27	Annapolis								
2-28	Ashmont								
2-29	Elm Hill								
2-30	W. J. Foley Sr.								
2-35	Washington					1	0	1	0
2-36	West Winth								
2-37	Chestnut Hill								
2-38	Melville								
2-40	Warren								
2-41	E.W. White Homes								
2-42	Walnut Park								
200-1	West Broadway	5	10	10	6	4	9	11	25
200-2	Camden Street Commonwealth Avenue	6	0	9	4	10	2	35	6
200-4	Faneuil Street					1	2	1	3
200-5	Fairmount								
200-7	Archdale Road	1	2	4	1	2	0	7	3
200-8	Orient Heights	2	2	2	3	4	6	8	5
200-10	Gallivan Blvd	1	0	1	3	2	1	4	4
200-11	Franklin Field	8	3	12		16	6	3	11

2-1	Charleston	11	12	11	20	13	8	40	40
2-3	London Hill	22	8	22	6	23	12	67	21
2-4	James Street	—	1	1	—	2	—	3	1
2-5	Orchard Park	4	5	10	4	3	7	17	15
2-6	South End	4	3	10	2	6	4	20	9
2-7	Heath Street	2	3	4	2	4	1	10	6
2-8	East Boston	1	5	2	1	2	2	5	8
2-9	Franklin Hill Ave	1	2	—	3	10	3	11	9
2-11	Whittier Street	5	0	2	—	1	—	8	
2-13	Washington & Beech Streets	1	1	3	1	1	3	5	5
2-14	Mission Hill Ext.	13	6	10	4	10	6	33	15
2-19	BROOKLYN Park	4	2	5	3	6	7	15	12
2-20	Columbia Point	30	22	21	19	17	26	68	67
2-23	M.E. McCormack	3	5	2	—	1	3	6	8
2-24	Old Colony	—	1	2	1	6	6	8	8
2-25	Nickford			5				5	
2-26	Jamaica Pond								
2-27	Annapolis			1	—			1	—
2-28	Ashmont								
2-29	Rim Hill								
2-30	W. J. Foley Sr.								
2-35	Washington								
2-36	West Ninth								
2-37	Chestnut Hill								
2-38	Melville								
2-40	Warren								
2-41	E.W. White Homes								
2-42	Walnut Park								
200-1	West Broadway	10	12	7	9	9	7	26	28
200-2	Gordon Street Commonwealth Avenue		1						1
200-3	Faneuil Street	2	3	5	5	7	5	14	13
200-4	Fairmount	1	0	—	—	2	—	3	—
200-5	Archdale Road			—	2	—	3	—	5
200-7	Orient Heights	3	0	3	3	1	2	7	5
200-8	Gallivan Blvd	5	1	6	4	8	5	19	10
200-10	Franklin Field			2	—			2	—
200-11		7	3	11	4	8	3	26	16

2-1	Charlestown	11	20	16	44	+	+
2-3	Mission Hill	62	13	52	27	-	+
2-4	Franklin Ave	8	4	5	4	-	NC
2-5	Orchard Park	15	12	13	24	-	+
2-6	South End	7	3	16	6	+	+
2-7	North Street	11	10	12	7	+	-
2-8	East Boston	3	2	5	6	+	+
2-9	Franklin Hill Ave	5	3	8	1	+	-
2-11	Whittier Street	3	3	5	3	+	NC
2-13	Washington & Beach Streets	0	7	2	3	+	-
2-14	Mission Hill Ext.	29	7	40	11	+	+
2-19	BROMLEY Park	22	14	23	13	+	-
2-20	Columbia Point	126	30	44	35	-	+
2-23	M.E. McCormack	7	2	3	8	-	+
2-24	Old Colony	1	5	10	7	+	+
2-25	Dickford	2	0	-	-	-	NC
2-26	Jamaica Pond						
2-27	Annapolis	0	0	1	0	+	NC
2-28	Ashmont						
2-29	Elm Hill	0	0	2	1	+	+
2-30	W. J. Foley Sr.						
2-35	Washington						
2-36	West Ninth	1	0	0	0	-	NC
2-37	Chestnut Hill						
2-38	Melville						
2-40	Warren						
2-41	E.W. White Homes						
2-42	Walnut Park						
200-1	West Broadway	11	22	32	24	+	+
200-2	Camden Street	2	0	-	-	-	NC
200-3	Commonwealth Avenue	6	5	11	4	+	-
200-4	Faneuil Street	2	1	0	1	-	NC
200-5	Fairmount	2	0	0	0	-	NC
200-7	Archdale Road	4	2	5	2	+	NC
200-8	Orient Heights	4	5	11	22	+	+
200-10	Gallivan Blvd	2	1	2	4	NC	+
200-11	Franklin Field	15	3	15	13	NC	+

2-1	Chickadee	27	13	31	78	+	+
2-2	...	151	30	117	45	-	+
2-3	...	11	6	14	6	+	NC
2-4	Geekard Park	39	25	38	33	-	+
2-5	South End	26	9	29	13	NC	+
2-7	North Street	40	16	20	15	-	NC
2-8	East Boston	5	4	6	16	+	+
2-9	Franklin Hill Ave	10	6	20	8	+	+
2-11	Whittier Street	9	6	13	6	+	NC
2-13	Washington & Beach Streets	3	10	5	7	+	-
2-14	Mission Hill Ext.	56	20	79	25	+	+
2-17	EPOMLEY Park	51	29	46	25	-	-
2-20	Columbic Point	257	59	134	61	-	+
2-23	M.E. Kogonack	17	6	14	17	-	+
2-24	Old Colony	6	13	14	14	+	+
2-25	Nickford	3	0	-	-	-	NC
2-26	Jamaica Pond						
2-27	Annapolis						
2-28	Lahmont						
2-29	Elm Hill						
2-30	W. J. Foley Sr.	3	1	-	-	-	-
2-35	Washington						
2-36	West Ninth	1	0	-	-	-	NC
2-37	Chestnut Hill						
2-38	Malville						
2-40	Warren						
2-41	E.W. White Homes						
2-42	Walnut Park						
200-1	West Broadway	38	41	69	66	+	+
200-2	Camden Street Commonwealth	5	0	-	-	-	NC
200-3	Avonue	16	10	14	12	-	+
200-4	Wentworth Street	3	2	3	2	NC	NC
200-5	Fairmount	2	0	-	-	-	NC
200-7	Archdale Road	14	3	13	8	-	+
200-9	Orient Heights	12	15	22	32	+	+
200-10	Gallivan Blvd	3	1	4	5	+	+
200-11	Franklin Field	28	8	36	23	+	+

2-1	Charlottesville	34	71	64	121	+	+
2-3	Wheaton Hill	216	130	210	67	-	+
2-4	Jones Street	15	11	25	10	+	-
2-5	Orchard Park	60	41	74	46	+	+
2-6	South End	45	15	46	23	+	+
2-7	Heath Street	49	21	46	24	-	+
2-8	East Boston	6	6	9	19	+	+
2-9	Franklin Hill Ave	22	10	35	19	+	+
2-11	Whittier Street	15	10	16	7	+	-
2-13	Washington & Booth Streets	4	14	8	9	+	-
2-14	Mission Hill Ext.	75	35	122	61	+	+
2-19	BROMLEY Park	63	64	67	47	+	+
2-20	Columbia Point	364	92	214	96	-	+
2-23	M.E. McCormack	20	9	22	24	+	+
2-24	Old Colony	9	15	22	20	+	+
2-25	Bickford	3	0	1	2	-	+
2-26	Jamaica Pond						
2-27	Annapolis	1	0	1	0	NC	NC
2-28	Ashmont						
2-29	Elm Hill	-	-	2	1	+	+
2-30	W. J. Foley Sr.	3	1	-	-	-	-
2-35	Washington						
2-36	West Winth	1	0	-	-	-	-
2-37	Chestnut Hill						
2-38	Melville						
2-40	Warren						
2-41	E.W. White Homes						
2-42	Walnut Park						
200-1	West Broadway	55	58	88	91	+	+
200-2	Camden Street	6	0	-	-	-	NC
200-3	Commonwealth Avenue	28	15	39	18	+	+
200-4	Fanshull Street	35	3	4	4	-	+
200-5	Fairmount	3	1	-	-	-	-
200-7	Archdale Road	20	5	20	11	NC	+
200-8	Orient Heights	14	19	30	37	+	+
200-10	Gallivan Blvd	4	1	8	9	+	+
200-11	Franklin Field	38	12	72	72	+	-

2-1	Franklin Hill	15	112	104	161	+	+
2-3	Franklin Hill	257	80	277	93	+	+
2-4	Franklin Hill	22	17	28	11	+	-
2-5	Chestnut Park	80	57	91	62	+	+
2-6	South End	56	21	66	32	+	+
2-7	North Street	51	30	56	30	+	NC
2-8	East Boston	7	10	14	27	+	+
2-9	Franklin Hill Trp	37	15	46	27	+	+
2-11	Whittier Street	21	17	24	7	+	-
2-13	Washington & Beach Streets	4	20	13	14	+	-
2-14	Mission Hill Trp.	121	52	155	77	+	+
2-17	FRIMLEY Park	78	57	82	59	+	+
2-20	Columbia Point	409	132	282	163	-	+
2-23	H.E. Macomber	23	11	28	32	+	+
2-24	Old Colony	12	19	30	28	+	+
2-25	Blackford	3	0	-	-	-	NC
2-26	Jamaica Pond						
2-27	Annapolis	1	-	2	-	-	NC
2-28	Lahmont						
2-29	Elm Hill	3	1	2	1	-	NC
2-30	W. J. Foley Sr.						
2-35	Washington						
2-36	West Ninth	1	-	-	-	-	NC
2-37	Chestnut Hill						
2-38	Malville						
2-40	Warren						
2-41	E.W. White Homes						
2-42	Walnut Park						
200-1	West Broadway	83	91	114	119	+	+
200-2	Carson Street	9	0	-	1	-	+
200-3	Commonwealth Avenue	33	22	53	31	+	+
200-4	Parson Street	7	7	7	4	NC	-
200-5	Fairmount	4	1	-	5	-	+
200-7	Archdale Road	33	10	27	16	-	+
200-8	Orient Heights	18	25	49	47	+	+
200-10	Callivan Blvd	5	2	10	9	+	+
200-11	Franklin Field	50	18	98	49	+	+

**END**

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