



CITY OF NEWBURYPORT FY 2023 TRANSFER/APPROPRIATION REQUEST

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CITY CLERK'S OFFICE
NEWBURYPORT, MA
2023 MAY -2 P 3:40

Department: Mayor's Office

Submitted by: Sean R. Reardon, Mayor

Date Submitted: 5/8/2023

Transfer From:

| | | | |
|-----------------|-------------------------|------------|-----|
| Account Name: | Multiple - See attached | Balance: | n/a |
| Account Number: | Multiple - See attached | Category: | n/a |
| Amount: | \$3,483,773.73 | Trans I/O: | n/a |

Why Funds Are Available:

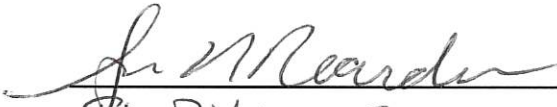
Funding from Free Cash, Retained Earnings, closed-out capital projects and other available funds. See attached detail.

Transfer To:


| | | | |
|-----------------|-------------------------|------------|-----|
| Account Name: | Multiple - See attached | Balance: | n/a |
| Account Number: | Multiple - See attached | Category: | n/a |
| Amount: | \$3,483,773.73 | Trans I/O: | n/a |

Why Funds Are Needed:

Funding for FY2024 capital and reserves. See attached detail.

Sean R. Reardon, Mayor: 

Date: 5/2/2023

Ethan R. Manning, Auditor: 

Date: 5/2/2023

City Council Action:

FY2024 Capital and Reserve Funding Recommendations (Submitted: May 8, 2023)

Project Listing with Funding Sources

| CIP # | Pg. # | Department | Project / Source | Amount | Rationale |
|-------|-------|------------------------|---|--|--|
| n/a | n/a | Finance | OPEB Trust Fund <i>Free Cash</i> <i>Water Retained Earnings</i> <i>Sewer Retained Earnings</i> <i>Harbor Retained Earnings</i> | 100,000.00 94,240.00 3,330.00 2,250.00 180.00 | Recommend appropriation of \$100,000 split pro rata between funds based on share of OPEB liability. |
| n/a | n/a | Finance | Compensated Absences <i>Free Cash</i> | 350,000.00 350,000.00 | To pay contractual earned leave upon an eligible employee's retirement. This amount funds 2 retirements that occurred in FY2023 and approximately 4 in FY2024. |
| IT01 | 17 | Information Technology | Data Center Rebuild <i>ARPA (2111)*</i> | 935,500.00 935,500.00 | Replacement of the city's virtual server environment. The current hardware has 41 virtual servers, and an additional 12 are needed. To prevent data loss and downtime, the 8-year-old VMware datacenter needs to be replaced. This project includes upgrading network switching, implementing a two-firewall setup, and utilizing proper monitoring and reporting systems. |
| IT02 | 18 | Information Technology | IT Workstation/Equipment Replacements <i>Free Cash</i> <i>Water Retained Earnings</i> <i>Sewer Retained Earnings</i> <i>Harbor Retained Earnings</i> | 25,000.00 18,742.00 2,668.00 3,366.00 224.00 | Planned annual replacement and upgrades of user workstations and network equipment. |
| PL03 | 21 | Planning & Development | Complete Streets Transportation Projects <i>DPS Salt Shed Replace/Upgrade (3211)</i> <i>Safe Routes To School Design (3903)</i> | 27,009.31 4,799.31 22,210.00 | Contracting with an outside engineering firm to design a project eligible for participation in the state's Complete Streets grant program. The balance of the \$50,000 amount appearing in FY2024 will be covered with in-house engineering services or the DPS Highway budget. |
| PG01 | 26 | Parking Clerk | Parking Hybrid Vehicle <i>Rsv Green Initiatives (2755)</i> | 50,000.00 50,000.00 | Replacement of the Ford Focus with a Ford Escape Hybrid. The current vehicle has reached the end of its usefulness, no longer holds a charge effectively and has issues with the heating and air conditioning system. Aa larger LPR (License Plate Recognition) vehicle is needed, as some of our parking officers face difficulty getting in and out of the Volt. The Ford Escape is an ideal size for our needs. |

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|-------|-------|---------------|---|-------------------|--|
| FD01 | 27 | Fire | Apparatus Floor Drains | 45,000.00 | The apparatus floor drains are collapsing, resulting in clogged pipes and dirty water overflowing onto the apparatus floor. Despite multiple temporary repairs and drain unclogging by DPS carpenters, the problem persists. To address this issue, a professional company is required to replace the five drains, which would entail jackhammering a portion of the concrete floor. |
| | | | <i>Rev Wire Inspection Fees (2806)</i> | <i>25,000.00</i> | |
| | | | <i>Rev Plumbing Inspect Fees (2807)</i> | <i>10,000.00</i> | |
| | | | <i>Rev Sr Community Ctr Maintenance (2841)</i> | <i>10,000.00</i> | |
| HW06 | 47 | DPS - Highway | Downtown Lighting | 199,594.42 | Phase 2 of the downtown lighting LED replacement project. This project addresses approximately 89 lights at State St, Pleasant St, & Green St parking lot. Newburyport's historic street lights have outlived their useful life and are quickly becoming an environmental hazard due to their 50-year-old ballasts. |
| | | | <i>LED Street Lights (20020019)</i> | <i>35,568.56</i> | |
| | | | <i>Paid Parking Fund (2739)</i> | <i>161,909.86</i> | |
| | | | <i>Pick-Up Truck (3207)</i> | <i>2,116.00</i> | |
| HW08 | 49 | DPS - Highway | Stump Grinder | 80,000.00 | Currently, DPS pays \$25,000 to \$30,000 annually for outsourced stump grinding services. Buying a new stump grinder will save future highway operating budgets about \$300,000 over 12 years, with a payback period of 2.5 to 3 years. Replacement is planned for years 10 to 12. The new equipment will also save on stump grinding in parks. |
| | | | <i>40R District Zoning Incentive (20020029)</i> | <i>80,000.00</i> | |
| PK02 | 51 | DPS - Parks | Lower Atkinson Common Improvements | 600,000.00 | Parking safety and drainage improvements at Lower Atkinson Common. ARPA funding is recommended to address this urgent safety need along one of the City's main corridors. A balance remains from the Joppa Park Walkway, also ARPA-funded, which we recommend reappropriating to this project. |
| | | | <i>ARPA (2111)</i> | <i>569,512.09</i> | |
| | | | <i>Joppa Park Walkway (3210)</i> | <i>30,487.91</i> | |
| PK15 | 64 | DPS - Parks | Infield Groomer | 12,300.00 | After City Council approved FY22 funding of \$15,000 to purchase a new groomer. We have since found that prices have essentially doubled and this piece of equipment performed better than what we had planned to replace. This equipment can be shared with schools who would also contribute towards the cost of the equipment. |
| | | | <i>40R District Zoning Incentive (20020029)</i> | <i>12,300.00</i> | |

| CIP # | Pg. # | Department | Project / Source | Amount | Rationale |
|--------------|-------|-------------|---|--|---|
| WA07 | 74 | DPS - Water | Plum Island Chlorine Booster Station <i>Plum Island Hydrant Replacement (4005)</i> | 50,000.00 <i>50,000.00</i> | The project aims to reconfigure the main piping and chemical feed to accommodate fire flows, as proposed by the engineering team and submitted to MassDEP. It also involves reprogramming the logic on the Programmable Logic Controller (PLC) and setting up redundant chemical feed pumps without the flow pace lead-lag scenario. The need for this project is primarily driven by the requirement of fire protection flows for Plum Island. \$50,000 was funded in FY2023, however an additional \$50,000 is needed to begin the project. |
| WA08 | 75 | DPS - Water | Water Main Replacement <i>Water Retained Earnings</i> | 250,000.00 <i>250,000.00</i> | DPS is committed to improving the aging water distribution infrastructure, and has developed a schedule for planned distribution replacements. To minimize the impact on the annual operating budget, funds are allocated each year into a capital Water Main Replacement fund. |
| SW01 | 79 | DPS - Sewer | Clarifier Upgrades <i>Sewer Retained Earnings</i> | 590,000.00 <i>590,000.00</i> | Design and permitting for upgrades to the clarifiers at the Water Pollution Control Facility, including construction of a third clarifier and retrofit of the two existing clarifiers. |
| LB02 | 87 | Library | HVAC Boiler Replacement <i>Free Cash</i> | 100,000.00 <i>100,000.00</i> | The HVAC system installed in 1999-2001 is now 21 years old, has required numerous repairs, and is still problematic for both cooling and heating. In FY20, over \$54,650 was spent on maintenance and repairs, with annual contracted HVAC maintenance fees of \$14,250 in FY21. An assessment completed in 2019 recommended replacing boilers and pumps by 2024 due to their poor condition. |
| SC01 | 92 | Schools | NHS-Elevator Controls Replacement <i>Free Cash</i> | 69,370.00 <i>69,370.00</i> | This project aims to replace the elevator controls at the high school. During an inspection, all three elevators in the Newburyport Schools failed to meet state requirements. The Bresnahan and Nock elevators were repaired, but the high school elevator controller, due to its age, needs to be replaced along with some other components to comply with the state mandate. |
| Total | | | | 3,483,773.73 | |

*Subject to concurrence of the ARPA Ad Hoc Committee.

FY2024 Capital and Reserve Funding Recommendations (Submitted: May 8, 2023)

Overview of Funding Sources

| Source | Current Balance | Appropriation Amount | Remaining Balance |
|--|------------------------|-----------------------------|--------------------------|
| Free Cash | 1,907,195 | 632,352 | 1,274,843 |
| Water Retained Earnings | 851,918 | 255,998 | 595,920 |
| Sewer Retained Earnings | 1,396,385 | 595,616 | 800,769 |
| Harbor Retained Earnings | 753,356 | 404 | 752,952 |
| ARPA (2111)* | 1,966,707 | 1,505,012 | 461,695 † |
| DPS Salt Shed Replace/Upgrade (3211) | 4,799 | 4,799 | 0 |
| Safe Routes To School Design (3903) | 22,210 | 22,210 | 0 |
| Paid Parking Fund (2739) | 766,906 | 161,910 | 604,996 |
| Rev Wire Inspection Fees (2806) | 95,593 | 25,000 | 70,593 |
| Rev Plumbing Inspect Fees (2807) | 64,689 | 10,000 | 54,689 |
| Rev Sr Community Ctr Maintenance (2841) | 75,814 | 10,000 | 65,814 |
| LED Street Lights (20020019) | 35,569 | 35,569 | 0 |
| Rsv Green Initiatives (2755) | 161,910 | 50,000 | 111,910 |
| Pick-Up Truck (3207) | 2,116 | 2,116 | 0 |
| 40R District Zoning Incentive (20020029) | 92,300 | 92,300 | 0 |
| Joppa Park Walkway (3210) | 30,488 | 30,488 | 0 |
| Plum Island Hydrant Replacement (4005) | 422,543 | 50,000 | 372,543 |
| Total Appropriation Amount: | | 3,483,774 | |

*Subject to concurrence of the ARPA Ad Hoc Committee.

†Remaining balance includes \$250,000 pending for ARPA Amesbury Interconnection project (ORDR00336_03_28_2022).