



# CITY OF NEWBURYPORT FY 2023 TRANSFER/APPROPRIATION REQUEST

**\*\*REVISED 6/15/2023\*\***

**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 <u>\$3,042,651.73</u>	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 <u>\$3,042,651.73</u>	Trans I/O:	n/a

**Why Funds Are Needed:**

Funding for FY2024 capital and reserves. See attached detail.

Sean R. Reardon, Mayor:

Date:

6/15/2023

Ethan R. Manning, Auditor:

Date:

6/15/2023

City Council Action:

**In City Council June 26, 2023:**

Motion to approve collectively OPEB and Compensated Absences by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve collectively IT01 and IT02 by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve PL03 by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve collectively PG01 and FD01 by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve collectively HW06 and HW08 by Councillor Zeid, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve PK15 by Councillor Zeid, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve WA07 by Councillor Zeid, seconded by Councillor Vogel. Motion to table by Councillor Zeid, seconded by Councillor Wright. Roll call vote. 9 yes, 1 no (BV), 1 absent (CW). Motion passes.

Motion to approve collectively WA08 and SW01 by Councillor Zeid, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to approve SC01 by Councillor Zeid, seconded by Councillor Cameron. Roll call vote. 8 yes, 2 no (JM, MW), 1 absent (CW). Motion passes.

Motion to take WA07 off the table by Councilor Zeid, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes. Motion to approve WA07 on floor by Councillor Zeid, seconded by Councillor Vogel. So voted.

FY2024 Capital and Reserve Funding Recommendations (Submitted: May 8, 2023) **Revised June 15, 2023**

Project Listing with Funding Sources

CIP #	Pg. #	Department	Project / Source	Amount	Rationale
n/a	n/a	Finance	<b>OPEB Trust Fund</b> <i>Free Cash</i> <i>Water Retained Earnings</i> <i>Sewer Retained Earnings</i> <i>Harbor Retained Earnings</i>	<b>100,000.00</b> 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	<b>Compensated Absences</b> <i>Free Cash</i>	<b>350,000.00</b> 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	<b>Data Center Rebuild</b> <i>ARPA (2111)*</i>  <b>6/15/2023: Reduced from \$935,500.00 to \$594,378.00</b>	<b>594,378.00</b> <u>594,378.00</u>	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	<b>IT Workstation/Equipment Replacements</b> <i>Free Cash</i> <i>Water Retained Earnings</i> <i>Sewer Retained Earnings</i> <i>Harbor Retained Earnings</i>	<b>25,000.00</b> 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	<b>Complete Streets Transportation Projects</b> <i>DPS Salt Shed Replace/Upgrade (3211)</i> <i>Safe Routes To School Design (3903)</i>	<b>27,009.31</b> 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	<b>Parking Hybrid Vehicle</b> <i>Rsv Green Initiatives (2755)</i>	<b>50,000.00</b> 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.

CIP #	Pg. #	Department	Project / Source	Amount	Rationale
FD01	27	Fire	<b>Apparatus Floor Drains</b>	<b>45,000.00</b>	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	<b>Downtown Lighting</b>	<b>199,594.42</b>	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	<b>Stump Grinder</b>	<b>80,000.00</b>	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	<b>Lower Atkinson Common Improvements</b>	<b>600,000.00</b>	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	<b>Infield Groomer</b>	<b>12,300.00</b>	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	<b>Plum Island Chlorine Booster Station</b> <i>Plum Island Hydrant Replacement (4005)</i>	<b>50,000.00</b> <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	<b>Water Main Replacement</b> <i>Water Retained Earnings</i>	<b>250,000.00</b> <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	<b>Clarifier Upgrades</b> <i>Sewer Retained Earnings</i>	<b>590,000.00</b> <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	<del><b>HVAC Boiler Replacement</b></del> <i>Free Cash</i>	<del><b>100,000.00</b></del> <del><i>100,000.00</i></del>	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.
			<b>6/6/2023: Request withdrawn at this time.</b>		
SC01	92	Schools	<b>NHS-Elevator Controls Replacement</b> <i>Free Cash</i>	<b>69,370.00</b> <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.
			<b>Total</b>	<b>3,042,651.73</b>	

\*Subject to concurrence of the ARPA Ad Hoc Committee.

**FY2024 Capital and Reserve Funding Recommendations (Submitted: May 8, 2023) Revised June 15, 2023**

Overview of Funding Sources

<b>Source</b>	<b>Current Balance</b>	<b>Appropriation Amount</b>	<b>Remaining Balance</b>
Free Cash	1,907,195	532,352	1,374,843
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	1,163,890	802,817 †
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
<b>Total Appropriation Amount:</b>		<b>3,042,652</b>	

\*Subject to concurrence of the ARPA Ad Hoc Committee.

†Remaining balance includes \$250,000 pending for ARPA Amesbury Interconnection project (ORDR00336\_03\_28\_2022).

<b>IT Datacenter Refresh</b>											
<b>CapEx (Purchase, On Premise)</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>	
Backup + Data Archiving	\$68,840	\$3,000	\$3,000	\$11,000	\$33,000	\$11,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Power - Primary DC, Power Management, Environmental Monitoring	\$79,700					\$25,000					
Servers - Primary, Secondary, ROBO	\$557,411					\$112,400	\$8,000	\$8,400	\$8,820	\$9,261	
Microsoft Licenses	\$56,460				\$67,751				\$81,302		
Network Security SW + Monitoring Software	\$59,553	\$8,933	\$9,380	\$9,849	\$10,341	\$10,858	\$11,401	\$11,971	\$12,569	\$13,198	
Consulting	\$45,170	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	
<b>Revised Total (6/14)</b>	<b>\$867,133</b>	<b>\$19,933</b>	<b>\$20,380</b>	<b>\$28,849</b>	<b>\$119,092</b>	<b>\$167,258</b>	<b>\$30,401</b>	<b>\$31,371</b>	<b>\$113,691</b>	<b>\$33,459</b>	
<b>Original Total</b>	<b>\$898,189</b>	<b>\$19,933</b>	<b>\$20,380</b>	<b>\$20,849</b>	<b>\$119,092</b>	<b>\$167,258</b>	<b>\$30,401</b>	<b>\$31,371</b>	<b>\$113,691</b>	<b>\$33,459</b>	
<b>ApEx (Purchase + Subscriptions, On Premise)</b>											
<b>ApEx (Purchase + Subscriptions, On Premise)</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>	
Backup + Data Archiving	\$68,840	\$3,000	\$3,000	\$11,000	\$33,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
Power - Primary DC, Power Management, Environmental Monitoring	\$74,900					\$25,000					
Servers - Primary, Secondary, ROBO	\$319,626			\$92,619	\$92,619	\$119,619	\$97,250	\$97,250	\$97,250	\$102,112	
Microsoft Licenses	\$56,460				\$67,751				\$81,302		
Network Security SW + Monitoring Software	\$59,553	\$8,933	\$9,380	\$9,849	\$10,341	\$10,858	\$11,401	\$11,971	\$12,569	\$13,198	
Consulting	\$15,000										
<b>Revised Total (6/14)</b>	<b>\$594,378</b>	<b>\$11,933</b>	<b>\$12,380</b>	<b>\$113,467</b>	<b>\$203,711</b>	<b>\$166,477</b>	<b>\$119,651</b>	<b>\$120,221</b>	<b>\$202,121</b>	<b>\$126,310</b>	
<b>Original Total</b>	<b>\$629,453</b>	<b>\$11,933</b>	<b>\$12,380</b>	<b>\$113,467</b>	<b>\$203,711</b>	<b>\$166,477</b>	<b>\$119,651</b>	<b>\$120,221</b>	<b>\$202,121</b>	<b>\$126,310</b>	
<b>Delta</b>	<b>\$35,075</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	5.57%										
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>	<b>Grand Total</b>
<b>CapEx</b>	\$867,133	\$19,933	\$20,380	\$28,849	\$119,092	\$167,258	\$30,401	\$31,371	\$113,691	\$33,459	\$1,431,566
<b>APEX (Revised)</b>	\$594,378	\$11,933	\$12,380	\$113,467	\$203,711	\$166,477	\$119,651	\$120,221	\$202,121	\$126,310	\$1,670,649
<b>Summary</b>											
	<b>5 Year</b>	<b>10 Year</b>									
<b>CapEx</b>	\$1,055,386	\$1,431,566									
<b>APEX</b>	\$935,869	\$1,670,649									
<b>UPS and Power Managment : Primary UPS/Power \$14000 Reduction</b>											
<b>Primary/Secondary: Reduced by \$4012.25 total over 3 Year Term</b>											
<b>Data Backup Hardware: Reduced \$1,906.20</b>											
<b>Data Backup Software: Reduced Term + Additional Savings: \$15,150.10</b>											