



CITY OF NEWBURYPORT FY 2024

RECEIVED
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NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

MAY 13 2024 P 3:45

Department: Mayor's Office
Submitted by: Sean R. Reardon, Mayor **Date Submitted:** 5/13/2024

Transfer From:

Account Name:	<u>Multiple - See attached</u>	Balance:	<u>n/a</u>
Account Number:	<u>Multiple - See attached</u>	Category:	<u>n/a</u>
Amount:	<u>\$3,247,088.76</u>	Trans I/O:	<u>n/a</u>

Why Funds Are Available:

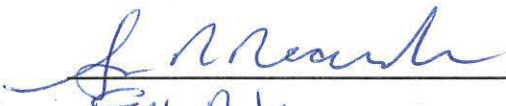

Funding from Free Cash, Retained Earnings, closed-out capital projects and other available funds. See attached detail.

Transfer To:

Account Name:	<u>FY'25 Special Purpose/Capital Projects</u>	Balance:	<u>n/a</u>
Account Number:	<u>Multiple - See attached</u>	Category:	<u>n/a</u>
Amount:	<u>\$3,247,088.76</u>	Trans I/O:	<u>n/a</u>

Why Funds Are Needed:

Funding for FY2025 capital and special purpose appropriations. See attached detail.

Sean R. Reardon, Mayor:  Date: 5/8/2024
 Ethan R. Manning, Auditor:  Date: 5/8/2024
 City Council Action:

FY2025 Special Purpose and Capital Funding Recommendations (Submitted: May 13, 2024)

Project Listing with Funding Sources

CIP #	Pg. #	Department	Project / Source	Amount	Rationale
n/a	n/a	Finance	Stabilization Trust Fund <i>Free Cash</i>	250,000.00 <i>250,000.00</i>	An annual appropriation to the Stabilization Trust Fund is recommended. The current balance is \$4,559,220. This will bring the fund balance from 5.5% to 5.8% of the FY'24 budget maintaining the City's minimum target ratio of 5.0%.
n/a	n/a	Finance	Compensated Absences <i>Free Cash</i> <i>Paid Parking Fund (2739)</i>	300,000.00 <i>290,000.00</i> <i>10,000.00</i>	To pay contractual earned leave upon an eligible employee's retirement. This amount funds approximately 5 retirements that are anticipated for FY2025.
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 <i>94,240.00</i> <i>3,330.00</i> <i>2,250.00</i> <i>180.00</i>	Recommend appropriation of \$100,000 split pro rata between funds based on share of OPEB liability.
n/a	n/a	Planning/ Development	Plum Island FEMA Buyouts <i>Free Cash</i> <i>Plum Island Hydrant Replacement (4005)</i>	395,027.60 <i>197,513.80</i> <i>197,513.80</i>	There is a request through FEMA's Hazard Mitigation Grant Program to fund the buyout of three homes on Plum Island. The City needs to be prepared to fund the non-federal match (\$395,027.60) should the grant be awarded. If any homeowners opt out of this program, remaining funds would be returned to the respective funding sources.
IT02	18	Information Technology	City Building Security Upgrades <i>Free Cash</i> <i>RRFA Insurance Proceeds (2741)</i> <i>Harbor Retained Earnings</i> <i>Paid Parking Fund (2739)</i> <i>Senior/Comm Center Maint Revolving (2841)</i> <i>Senior/Community Center Project (4505)</i>	246,848.00 <i>101,650.94</i> <i>51,864.06</i> <i>25,305.00</i> <i>25,046.00</i> <i>29,981.11</i> <i>13,000.89</i>	The project integrates access controls and security cameras at the following sites onto the Verkada platform, which is currently being implemented by the school district: Police Station (\$80,482), Harbormaster Office (\$25,305), Library (\$13,024), Parking Garage (\$25,046), Senior/Community Center (\$42,982) and City Hall (\$60,010).
FD01	22	Fire	Fire Headquarters Bathroom Renovation <i>Smart Growth 40R Incentives (2141)</i>	50,000.00 <i>50,000.00</i>	The single bathroom facility at headquarters, which includes a single shower, is in need of a remodel while we consider a longer-term plan to address the entire building.

CIP #	Pg. #	Department	Project / Source	Amount	Rationale
FD04	25	Fire	Replace/Update Radio Equipment & Shed	175,000.00	This is a combined request by the Fire, Police, and Public Services departments to replace outdated and non-compliant communication equipment at shared facilities located at Anna Jaques Hospital (AJH), March's Hill, and the Verizon Cell Tower on Storey Ave. The project would involve replacing the radio repeater receiving/transmission equipment and the dilapidated shed housing this equipment at the Rawson Ave site at AJH. The replacement shed would be climate-controlled to protect the sensitive equipment.
			<i>Free Cash</i>	<i>135,000.00</i>	
			<i>Water Retained Earnings</i>	<i>20,000.00</i>	
			<i>Sewer Retained Earnings</i>	<i>20,000.00</i>	
PD05	32	Police	Portable Radios <i>Smart Growth 40R Incentives (2141)</i>	50,000.00 <i>50,000.00</i>	The portable radios are 14 years old and are starting to break down. The portable radios are an important for communications and officer safety. This project will replace 40 radios that are used daily by the department.
HW01	36	DPS	Streets/Sidewalks (C/Y 2025) <i>RRFA Settlements (2745)</i>	185,823.16 <i>185,823.16</i>	Funds are available for appropriation in the receipts reserved for appropriation (RRFA) legal settlements account. \$150,000 of the remaining balance was from the High Street line painting settlement, therefore it is recommended that the full balance be earmarked for streets/sidewalks improvements planned for the 2025 construction season to decrease the amount planned for borrowing for that year.
HW06	41	DPS	City Hall Feasibility Study <i>Free Cash</i>	50,000.00 <i>50,000.00</i>	Conduct a feasibility study to improve the functionality of the building, better organize office spaces, improve wayfinding, upgrading of electrical, IT infrastructure and HVAC systems and from this study determine cost for the renovation of City Hall.
HW07	42	DPS	Downtown Lighting	220,000.00	Phase 3 of 4 of the downtown lighting LED replacement project. This project addresses approximately 98 lights at Market St, Green St & Brown Square. 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>Paid Parking Fund (2739)</i>	<i>100,000.00</i>	
			<i>Smart Growth 40R Incentives (2141)</i>	<i>70,000.00</i>	
			<i>Rev Wire Inspection Fees (2806)</i>	<i>50,000.00</i>	
HW08	43	DPS	Vehicles and Equipment (All DPS Divisions)	477,000.00	Purchase of new Trash Truck \$225,000 (Highway) and replacement of Bucket Truck \$180,000 (Highway/Fire), Ford Transit \$36,000 (Sewer) and Ventrac Mower \$36,000 (Parks)
			<i>Free Cash</i>	<i>441,000.00</i>	
			<i>Sewer Retained Earnings</i>	<i>36,000.00</i>	

CIP #	Pg. #	Department	Project / Source	Amount	Rationale
SW07	65	DPS	Waste Water Treatment Facility (WWTF) - Relocation <i>Sewer Retained Earnings</i>	150,000.00 <i>150,000.00</i>	Climate change has led to rising river levels, causing recurrent flooding at the WWTF. Projection models indicate that the treatment facility lies within a future flood-prone area, necessitating exploration of relocation options. A feasibility study will identify potential locations within the city for a new facility, evaluating wetlands, operational logistics, and hydrological factors to guide future property acquisition.
SW08	66	DPS	WWTF Priority Equipment Replacement Program <i>Sewer Retained Earnings</i>	355,000.00 <i>355,000.00</i>	Operating a 24/7 facility is complex and costly, requiring constant repairs and equipment replacements. Recent cost increases have left critical equipment in need of replacement beyond the budget's limits. We recommend funding four priority projects in FY'25, totaling \$355,000, to avoid costly shutdowns and protect public health and safety.
SC02	75	Schools	NHS Telephone System Replacement <i>Smart Growth 40R Incentives (2141)</i> <i>Free Cash</i>	125,000.00 <i>82,000.00</i> <i>43,000.00</i>	Finding parts to repair the high school's 20-year-old phone system has become increasingly difficult, and the system is not e911 compliant as required by law. Additionally, the FCC no longer requires providers to maintain analog phone systems, potentially making the system inoperable in the future. Replacing the system will require new wiring, networking, VoIP phones, and an estimated \$25,000 allowance for wiring.
SC05	78	Schools	Bresnahan MDF AC Upgrade <i>Free Cash</i>	50,000.00 <i>50,000.00</i>	The Main Distribution Frame closet at Bresnahan consistently operates at temperatures around or exceeding 80 degrees, putting the technology equipment at risk. Over the ten years since the building's construction, additional heat-generating equipment has been added, exceeding the design capacity of the current AC unit. This includes city-owned equipment serving as an off-site instance of the city's virtual server infrastructure, installed due to a lack of rack space, alongside some old equipment that remains in place.
SC06	79	Schools	Pick-Up Truck with Utility Body <i>Free Cash</i>	67,390.00 <i>67,390.00</i>	Purchase of Ford F250 4x4 pickup with utility body for maintenance technician, replacing deteriorating 2010 Ford Econoline van. Van's frame is severely rusted, posing inspection uncertainty. New truck, without plow initially, can accommodate future plow addition as current plow truck ages. Quote based on State Contract VEH110 for 2025 model year.
Total				3,247,088.76	

FY2025 Special Purpose and Capital Funding Recommendations (Submitted: May 13, 2024)

Overview of Funding Sources

Source	Current Balance	Appropriation Amount	Remaining Balance
Free Cash	2,420,777	1,719,795	700,982
Sewer Retained Earnings	1,700,973	563,250	1,137,723
Smart Growth 40R Incentives (2141)	252,000	252,000	0
Plum Island Hydrant Replacement (4005)	372,543	197,514	175,029
RRFA Settlements (2745)	185,823	185,823	0
Paid Parking Fund (2739)	1,057,052	135,046	922,006
RRFA Insurance Proceeds (2741)	51,864	51,864	0
Rev Wire Inspection Fees (2806)	121,762	50,000	71,762
Senior/Comm Center Maint Revolving (2841)	69,817	29,981	39,836
Harbor Retained Earnings	821,187	25,485	795,702
Water Retained Earnings	1,098,927	23,330	1,075,597
Senior/Community Center Project (4505)	13,001	13,001	0
Total Appropriation Amount:		3,247,089	