



Erin M. Noonan, Chair  
Dan Fox  
M.C. Moses Grader  
Bret Murray  
Alexa J. Singer

Office of the  
**SELECT BOARD**  
ABBOT HALL  
188 Washington Street  
MARBLEHEAD, MASSACHUSETTS 01945

Thatcher W. Kezer III  
Town Administrator

## MEMORANDUM

From: Thatcher Kezer, Town Administrator  
Aleesha Benjamin, Chief Financial Officer  
To: Select Board  
Date: December 23, 2024  
Re: Final approval for expenditure of ARPA funds

The American Rescue Plan Act (ARPA) funds must be obligated through contracts by December 31, 2024. To confirm that we have effectively committed or spent these funds, we reviewed previously approved projects. We determined that several projects could not meet the deadline for full obligation due to timing constraints and legal procurement processes.

### Projects with reduced funding:

- Equipment for meeting spaces with hybrid technology was less than requested as other state grants were available for education.
- Rail Trail construction management was less than anticipated.
- Information Booth supplemental funding was less than anticipated.
- Mental health treatment and resources support contracts were less than requested.
- Summer learning program needs were less than requested.
- After-school programming request wasn't needed due to other available school funds.
- School Technology needs were less than requested as other funding sources were available for education technology.
- Rail Trail-Lead Mills/Bridge Construction costs were reallocated to other portions of rail trail or other ARPA projects due to extended permitting timelines.
- Chart of Accounts Redesign and Implementation contract was less than requested.
- Hobbs House Window Replacement contract was less than requested.
- Improve Universal access to Piper Field and Playground could not meet the December obligation deadline and was reallocated to ADA Transition work for sidewalks.

Next, we identified projects with critical one-time needs that could be obligated by the given deadline.

**Projects being allocated funds:**

- Gerry School Playground and Park Improvement were allocated additional funds to cover project costs.
- Mary Alley Building HVAC Design is a critical project with many dual heating and cooling units beyond their life cycle and not working.
- Fiber Loop Switches project funding is to connect the new fiber loop to the municipal buildings.
- Electrical Work for the installation of two backup generators, one at the Police Station and one at the COA building.
- Elevator Switch is a state-required repair to the elevator at Abbot Hall which is used to access the meeting rooms, accessible restroom, and parking. Not meeting the state deadline for repairs would result in the closing of Abbot Hall for public access.
- Tank Removal to remove the Police Station's original tank at the end of its useful life to install a new backup generator for the station.
- Munis Amendment 3 will provide two onsite trainers for the new system. One will be dedicated to the schools, and one will be dedicated to the Town. In addition, the town will receive additional conversion support as the Town is doing multiple system conversions simultaneously to be on one fully integrated system.
- Digitization of Records project will be used to digitize the planning and engineering documents, improving staff and resident access to important documents and creating more space at Mary Alley Building for staff operations.
- ADA Transition work for sidewalks will provide funding to bring additional sidewalks into ADA compliance.
- School Capital needs will be used by the schools for any capital shortfall and needs.

We request the Select Board vote to approve the following reallocations of ARPA funding. With this approval, we expect to have successfully allocated the entirety of the \$6,144,029.93 in ARPA funding provided to Marblehead.

**Final Adjustments for ARPA Funded Projects  
December 23, 2024**

<b>ARPA Project</b>	<b>Fiscal</b>	<b>Original Amount</b>	<b>Change</b>	<b>New Amount</b>
Equip meeting spaces with hybrid technology	FY22	50,611.00	-33,658.42	16,952.58
Equip meeting spaces with hybrid technology	FY22	5,700.00	-5,700.00	-
Rail Trail Construction Management	FY22	8,000.00	-59.94	7,940.06
Information Booth Supplemental Funding	FY22	6,311.00	-997.09	5,313.91
Mental health treatment, resources, supports	FY22	200,000.00	-10,000.00	190,000.00
Summer learning program	FY23	20,000.00	-12,710.00	7,290.00
After School Programming	FY23	75,000.00	-75,000.00	-
Schools-Technology 1	FY23	67,200.00	-4,471.61	62,728.39
Rail Trail-Lead Mills/Bridge Construction	FY24	1,426,200.00	-117,516.95	1,308,683.05
Chart of Accounts Redesign and Implementation	FY24	65,200.00	-16,800.00	48,400.00
Hobbs House Window Replacement	FY24	45,000.00	-15,000.00	30,000.00
Improve Universal Access to Piper Field & Playground	FY24	50,000.00	-50,000.00	-
Gerry School Playground and Park Improvement	FY24	100,000.00	123,490.00	223,490.00
Mary Alley Building HVAC Design	FY25	-	79,996.95	79,996.95
Fiber loop switches	FY25	-	130,763.00	130,763.00
Electrical work generator	FY25	-	67,750.00	67,750.00
Elevator switch	FY25	-	99,390.00	99,390.00
Tank removal	FY25	-	5,666.40	5,666.40
Munis amendment 3	FY25	-	90,000.00	90,000.00
Digitization of records	FY25	-	63,947.75	63,947.75
ADA Transition work for sidewalks	FY25	-	96,221.62	96,221.62
School Capital needs	FY25	-	32,248.38	32,248.38

<b>Marblehead ARPA Funds Award</b>	<b>6,144,029.93</b>
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**ARPA Projects Funded (FY22)**

Equip meeting spaces with hybrid technology	\$16,952.58
Rail Trail Project Grant Match	\$28,000.00
Rail Trail Construction Management	\$7,940.06
Information Booth and plaza upgrade	\$54,000.00
Information Booth Supplemental Funding	\$5,313.91
Mental health treatment, resources, supports	\$190,000.00
Administrative ARPA Implementation Staffing Support	\$150,000.00
Replenishing Reserve ARPA Formula	\$584,142.00
	<b>\$1,036,348.55</b>

**ARPA Projects Funded (FY23)**

Audit Firms consulting assistance with ARPA	\$196.88
Audit Firms consulting assistance with ARPA	\$2,800.00
Computer Equipment for connectivity	\$1,620.00
COVID-19 Public Health Response-Kittredge Equipment Co	\$7,008.00
Computer Equipment for connectivity	\$13,466.29
Computer replacement for connectivity upgrades-Valley Communications	\$53,845.17
Summer learning program	\$7,290.00
COVID-19 Public Health Response-IHealth Labs Inc	\$76,600.00
DPW Refueling Tanks	\$972,010.00
School Literacy Lesson Plan Study	\$400,000.00
Schools-Classroom Equipment	\$27,313.00
Schools-Technology 1	\$62,728.39
	<b>\$1,624,877.73</b>

**ARPA Projects Funded (FY24)**

Replace fiber connection	\$500,000.00
Rail Trail-Lead Mills/Bridge Construction	1,322,908.00
Financial Software Upgrade 1-Time Implementation	\$463,803.50
Chart of Accounts Redesign and Implementation	\$48,400.00
Redds Pond renovation (design/engineering)	\$100,000.00
Gerry School Playground and Park Improvement	\$100,000.00
School Professional Development	\$63,100.00
Town-wide pedestrian and bike plan	\$79,763.00
Hobbs House Window Replacement	\$29,580.00
	<b>\$2,707,554.50</b>

**ARPA Projects Funded (FY25)**

Gerry School Playground and Park Improvement	\$123,490.00
Mary Alley Building HVAC Design	\$79,996.95
Fiber loop switches	\$130,763.00
Electrical work generator	\$67,750.00
Elevator switch	\$99,390.00
Tank removal	\$5,666.40
Munis amendment 3	\$90,000.00
Digitization of records	\$63,947.75
ADA Transition work for sidewalks	\$96,221.62
School Capital needs	\$32,248.38
	<hr/> <hr/> <b>\$775,249.15</b>

Remaining Funds to be programmed	<hr/> <hr/> <b>\$0.00</b>
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