



CITY OF SOMERVILLE, MASSACHUSETTS  
*HEALTH AND HUMAN SERVICES DEPARTMENT*

KATJANA BALLANTYNE  
MAYOR

*KARIN CARROLL*  
DIRECTOR

**MEMORANDUM**

**TO:** Finance Committee  
**FROM:** Karin Carroll, HHS Director  
**DATE:** August 5, 2023  
**RE:** Request to Create a New Position Through Use of Available Funds

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Thank you in advance for your consideration of the following request to create a new position of Veterans' Project Manager, within the Department of Health and Human Services operating budget, at an annual salary of \$73,200.92, using available funds.

1. Request to create a new position within the Veterans Department to continue the ARPA-funded Project Manager position. This pilot position has proven extremely valuable in increasing programs and benefits to Veterans in a short time.
2. Request \$57,716.11 from Ordinary Maintenance - Veterans Benefits (577000) to Personal Services – Salaries (511000) in order to fund the Veterans' Project Manager position through the end of FY-24. This is currently an ARPA-funded, pilot role that has proven extremely valuable in increasing programs and benefits to Veterans. This transfer would allow the position to continue from Sept. 1, 2023 when ARPA funds run out until June 30, 2024 on the General Fund.

Thank you for your consideration and please feel free to contact me if you have any questions.

CC: Ed Bean, Chief Financial Officer  
Mike Mastrobuoni, Budget Director