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**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



*Victoria F. Sheehan*  
Commissioner

*William Cass, P.E.*  
Assistant Commissioner

Bureau of Turnpikes  
January 31, 2020

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 237:15-a, Transfers from the General Reserve Account, authorize the Department of Transportation, Bureau of Turnpikes to transfer funds in the amount of \$336,000.00 from the Turnpike General Reserve Account to budget and expend revenue for costs associated with winter maintenance, telecommunications and collection of violation tolls and fees to be effective upon Governor and Council approval through June 30, 2020. 100% Turnpike Funds.

**FROM:** 04-096-096-961017-363615-0000 Turnpike Fund Balance \$336,000.00

|  | Current Budget<br>FY 2020 | Requested<br>Change | Revised Budget<br>FY 2020 |
|--|---------------------------|---------------------|---------------------------|
| <b>04-096-096-961017-70220000</b>        |                           |                     |                           |
| <b>Administration - Support</b>          |                           |                     |                           |
| <b>Expenses:</b>                         |                           |                     |                           |
| 010-500100 Personal Services – Perm      | \$2,295,136               | \$0                 | \$2,295,136               |
| 017-500147 FT Employees Special Pay      | 3,240                     | 0                   | 3,240                     |
| 018-500106 Overtime                      | 155,000                   | 0                   | 155,000                   |
| 019-500105 Holiday Pay                   | 2,500                     | 0                   | 2,500                     |
| 020-500200 Current Expense               | 52,971                    | 0                   | 52,971                    |
| 022-500255 Rents-Leases Other than State | 115,905                   | 0                   | 115,905                   |
| 023-500291 Heat, Electricity, Water      | 6,955                     | 0                   | 6,955                     |
| 024-500225 Maint Other than Bldg-Grnds   | 11,033                    | 0                   | 11,033                    |
| 026-500251 Membership Fees               | 115,000                   | 0                   | 115,000                   |
| 029-500290 Intra Agency Transfers        | 2,461,104                 | 0                   | 2,461,104                 |
| 030-500311 Equipment                     | 128,923                   | 0                   | 128,923                   |
| 037-500171 Technology Hardware           | 10,044                    | 0                   | 10,044                    |
| 038-500175 Technology Software           | 71,048                    | 0                   | 71,048                    |
| 039-500188 Telecommunications            | 86,000                    | 36,000              | 122,000                   |
| 040-500800 Indirect Costs                | 273,000                   | 0                   | 273,000                   |
| 046-500463 Eng Consultants Non-Benefits  | 1,953,184                 | 0                   | 1,953,184                 |
| 047-500240 Own Forces Maint - Bldg       | 4,000                     | 0                   | 4,000                     |
| 048-500226 Contract Maint Bldgs & Grnds  | 7,800                     | 0                   | 7,800                     |
| 049-500294 Transfers To Agencies         | 150,000                   | 0                   | 150,000                   |
| 050-500109 Personal Services - Temporary | 50,000                    | 30,000              | 80,000                    |
| 060-500601 Benefits                      | 1,406,075                 | 0                   | 1,406,075                 |
| 066-500543 Continuing Prof Education     | 15,000                    | 0                   | 15,000                    |

|  |              |          |              |
|--|--------------|----------|--------------|
| 068-500562 Remuneration                  | 5,000        | 0        | 5,000        |
| 069-500567 Promotional and Marketing Exp | 10,000       | 0        | 10,000       |
| 070-500704 In-State Travel               | 800          | 0        | 800          |
| 080-500710 Out of State Travel           | 5,000        | 0        | 5,000        |
| 103-500741 Contracts for Operational Svc | 380,821      | 0        | 380,821      |
| 211-501530 Catastrophic Casualty Ins.    | 43,178       | 0        | 43,178       |
| 255-500949 Cost of Issuing Bonds         | 410,000      | 0        | 410,000      |
| 403-500878 DOT Audit Fees - LBA          | 110,000      | 0        | 110,000      |
| 404-500879 DOT Audit                     | 2,974,283    | 0        | 2,974,283    |
| Total                                    | \$13,313,000 | \$66,000 | \$13,379,000 |
| <b>Source of Funds</b>                   |              |          |              |
| <b>Revenue:</b>                          |              |          |              |
| 000-000017 Turnpike Fund                 | \$13,313,000 | \$66,000 | \$13,379,000 |

| 04-096-096-961017-70270000               | Current Budget<br>FY 2020 | Requested<br>Change | Revised Budget<br>FY 2020 |
|--|---------------------------|---------------------|---------------------------|
| <b>Turnpikes Central Maintenance</b>     |                           |                     |                           |
| <b>Expenses:</b>                         |                           |                     |                           |
| 010-500100 Personal Services – Perm      | \$1,115,569               | \$0                 | \$1,115,569               |
| 017-500147 FT Employees Special Pay      | 183,235                   | 0                   | 183,235                   |
| 018-500106 Overtime                      | 406,730                   | 0                   | 406,730                   |
| 019-500105 Holiday Pay                   | 4,000                     | 0                   | 4,000                     |
| 020-500200 Current Expense               | 1,174,699                 | 0                   | 1,174,699                 |
| 022-500255 Rents-Leases Other than State | 700,000                   | 165,000             | 865,000                   |
| 023-500291 Heat, Electricity, Water      | 221,605                   | 0                   | 221,605                   |
| 024-500225 Maint Other than Bldg-Grnds   | 33,126                    | 0                   | 33,126                    |
| 030-500311 Equipment                     | 1,295,823                 | 0                   | 1,295,823                 |
| 037-500171 Technology Hardware           | 2,080                     | 0                   | 2,080                     |
| 038-500175 Technology Software           | 500                       | 0                   | 500                       |
| 039-500188 Telecommunications            | 29,500                    | 0                   | 29,500                    |
| 047-500240 Own Forces Maint - Bldg       | 30,000                    | 0                   | 30,000                    |
| 048-500226 Contract Maint Bldgs & Grnds  | 124,269                   | 0                   | 124,269                   |
| 050-500109 Personal Services - Temporary | 68,450                    | 0                   | 68,450                    |
| 060-500601 Benefits                      | 832,414                   | 0                   | 832,414                   |
| 068-500562 Renumeration                  | 3,000                     | 0                   | 3,000                     |
| 070-500704 In-State Travel               | 8,000                     | 0                   | 8,000                     |
| 103-500741 Contracts for Operational Svc | 90,175                    | 0                   | 90,175                    |
| 400-500870 Construction Repair Materials | 57,000                    | 0                   | 57,000                    |
| 406-500882 Environment Expense           | 125,000                   | 0                   | 125,000                   |
| Total                                    | \$6,505,175               | 165,000             | \$6,670,175               |
| <b>Source of Funds</b>                   |                           |                     |                           |
| <b>Revenue:</b>                          |                           |                     |                           |
| 000017 Turnpike Fund                     | \$6,446,696               | \$165,000           | \$6,611,696               |
| 005-407991 Private Local Funds           | 17,400                    |                     | 17,400                    |
| 009-403669 Sponsorship Fee               | 41,079                    |                     | 41,079                    |
| Total                                    | \$6,505,175               | \$165,000           | \$6,670,175               |

| 04-096-096-961017-70370000               | Current Budget<br>FY 2020 | Requested<br>Change | Revised Budget<br>FY 2020 |
|--|---------------------------|---------------------|---------------------------|
| <b>Turnpikes Spaulding Maintenance</b>   |                           |                     |                           |
| <b>Expenses:</b>                         |                           |                     |                           |
| 010-500100 Personal Services – Perm      | \$621,332                 | \$0                 | \$621,332                 |
| 017-500147 FT Employees Special Pay      | 29,760                    | 0                   | 29,760                    |
| 018-500106 Overtime                      | 200,000                   | 0                   | 200,000                   |
| 019-500105 Holiday Pay                   | 2,500                     | 0                   | 2,500                     |
| 020-500200 Current Expense               | 473,781                   | 0                   | 473,781                   |
| 022-500255 Rents-Leases Other than State | 225,000                   | 105,000             | 330,000                   |
| 023-500291 Heat, Electricity, Water      | 123,631                   | 0                   | 123,631                   |
| 024-500225 Maint Other than Bldg-Grnds   | 26,616                    | 0                   | 26,616                    |
| 030-500311 Equipment                     | 866,109                   | 0                   | 866,109                   |
| 037-500171 Technology Hardware           | 1,040                     | 0                   | 1,040                     |
| 038-500175 Technology Software           | 500                       | 0                   | 500                       |
| 039-500188 Telecommunications            | 11,000                    | 0                   | 11,000                    |
| 047-500240 Own Forces Maint - Bldg       | 4,000                     | 0                   | 4,000                     |
| 048-500226 Contract Maint Bldgs & Grnds  | 104,301                   | 0                   | 104,301                   |
| 050-500109 Personal Services - Temporary | 25,600                    | 0                   | 25,600                    |
| 060-500601 Benefits                      | 436,070                   | 0                   | 436,070                   |
| 068-500562 Renumeration                  | 3,000                     | 0                   | 3,000                     |
| 070-500704 In-State Travel               | 4,000                     | 0                   | 4,000                     |
| 103-500741 Contracts for Operational Svc | 51,147                    | 0                   | 51,147                    |
| 400-500870 Construction Repair Materials | 121,749                   | 0                   | 121,749                   |
| 406-500882 Environment Expense           | 500                       | 0                   | 500                       |
|  |                           |                     |                           |
| Total                                    | \$3,331,636               | 105,000             | \$3,436,636               |
| <b>Source of Funds</b>                   |                           |                     |                           |
| <b>Revenue:</b>                          |                           |                     |                           |
| 000017 Turnpike Fund                     | \$3,278,212               | \$105,000           | \$3,383,212               |
| 009-403669 Sponsorship Fee               | 53,424                    | 0                   | 53,424                    |
| Total                                    | \$3,331,636               | \$105,000           | \$3,436,636               |

The audited Turnpike Fund Balance Surplus account as of June 30, 2019 was \$120.9 million, and is projected to be \$87.1 million as of June 30, 2020. See attached.

**Transfer from General Reserve Account to Administration - Support (70220000) – 100% Turnpike Funds:**

Class 039 Increase Telecommunications by \$36,000.00. Funds are needed to pay additional costs associated with telecommunication wiring for computers and VOIP phones in the rehabilitated Hooksett Administration Building, scheduled to open April 2020.

Class 050 Increase Personal Services - Temporary by \$30,000.00. Funds are needed to pay for an additional 2 part-time E-ZPass Program Assistants to assist with collections related to the increase in E-ZPass DMV Holds. Also a part-time Supervisor of Toll Operations is needed to support the reduction in full-time Supervisor staffing due to future conversion to all electronic tolling (AET) in Dover and Rochester.

**Transfer from General Reserve Account to Turnpike Central Maintenance (70270000) – 100% Turnpike Funds:**

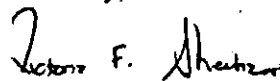
Class 022 Increase Rents and Leases Other than State by \$165,000.00. Additional funds are needed for an increase in hired equipment hours needed to supplement Turnpike staff vacancies and long winter storms in December and January. In addition, environmental regulations have increased the need for catch basin cleaning in the spring.

**Transfer from General Reserve Account to Turnpike Spaulding Maintenance (70370000) – 100% Turnpike Funds:**

Class 022 Increase Rents and Leases Other than State by \$105,000.00. Additional funds are needed for an increase in hired equipment hours needed to supplement Turnpike staff vacancies and long winter storms in December and January. In addition, environmental regulations have increased the need for catch basin cleaning in the spring.

It is respectfully requested that this resolution be approved.

Sincerely,



Victoria F. Sheehan  
Commissioner

Attachment