



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

July 27, 2016
Division of Project Development

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

[Signature]
Approved by Fiscal Committee Date 8/5/16

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to Chapter 276:29, Laws of 2015, authorize the Department of Transportation to establish a non-budgeted class in an accounting unit and to transfer \$22,000 between accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2017.

	Current Budget FY2017	Requested Change	Revised Budget FY2017
04-096-096-962015-3028			
Right-of-Way Bureau			
Expenses:			
010 500100 Personal Services – Permanent	\$1,925,478	\$0	\$1,925,478
018 500106 Overtime	20,000	0	20,000
020 500200 Current Expense	16,000	0	16,000
022 500255 Rents-Leases Other than State	4,102	0	4,102
024 500225 Maint Other than Build-Grn	1,000	0	1,000
026 500251 Organizational Dues	5,975	0	5,975
030 500311 Equipment New Replacement	1,900	0	1,900
038 500175 Technology-Software	2,379	0	2,379
039 500180 Telecommunications	19,200	0	19,200
050 500109 Personal Services-Temp	31,688	0	31,688
057 500535 Books Periodicals Subscription	8,125	0	8,125
060 500601 Benefits	968,026	0	968,026
065 500541 Board Expenses	0	22,000	22,000
066 500543 Employee Training	13,400	0	13,400
069 500567 Promotional Marketing Expense	45,000	(22,000)	23,000
070 500704 In-State Travel Reimbursement	800	0	800
080 500710 Out of State Travel Reimbursement	1,000	0	1,000
401 500877 Land Interest	2,425	0	2,425
Total	\$3,066,498	\$0	\$3,066,498
Source of Funds			
Revenue:			
000-409151 Federal Funds	\$837,886	\$0	\$837,886
009-405698 Agency Income	52,843	0	52,843
009-405699 Agency Income	49,632	0	49,632
000-000015 Highway Fund	2,126,137	0	2,126,137
Total	\$3,066,498	\$0	\$3,066,498

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Right-of-Way Bureau (3028) 27.32% Federal Funds, 3.34% Agency Income and 69.34% Highway Funds

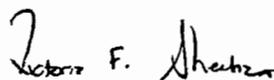
- Class 065 Increase Board Expenses by \$22,000 for payment of Highway Layout Commission members per diem and mileage expenditures. Per RSA 230:14 the commission shall determine whether there is occasion for the laying out or alteration of a class I or class II highway or a highway within the state included in the national system of interstate highways as proposed by the commissioner of transportation and if so, the commission may purchase land or other property that is reasonably necessary for the construction, reconstruction, or alteration and shall lay out the remainder of such highway or alteration.
- Class 069 Decrease Promotional Marketing Expense by \$22,000 due to a reduction in required advertising as a result of fewer public hearings for Department projects in FY2017.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?
Transfer is for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfer is to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.
Source of funds are Federal Funds, Agency Income and Highway Funds.
5. Will there be any effect on revenue if this transfer is approved or disapproved?
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner