



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

January 3, 2013
Highway Maintenance Bureau

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

[Signature] 2/1/13
Approved by Fiscal Committee Date

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

REQUESTED ACTION

Pursuant to RSA 9:16-a authorize the Department of Transportation to transfer \$115,000 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2013 as follows:

04-096-096-960515-3007	Current Budget	Requested Change	Revised Budget
Highway Maintenance Bureau			
Expenses:			
010 500100 Personal Services – Permanent	\$24,519,904	\$0	\$24,519,904
017 500147 FT Employees Special Pay	547,680	0	547,680
018 500106 Overtime	4,081,940	0	4,081,940
019 500105 Holiday Pay	62,192	0	62,192
020 500200 Current Expense	12,353,226	(115,000)	12,238,226
022 500255 Rents-Leases Other than State	8,296,719	0	8,296,719
023 500291 Heat, Electricity, Water	1,215,211	0	1,215,211
024 500225 Maint. Other than Bldg-Grnds	162,784	0	162,784
025 506467 State Owned Equipment Usage	9,938,990	0	9,938,990
030 500311 Equipment	544,190	0	544,190
047 500240 Own Forces Maint Bldgs & Grnds	11,139	40,000	51,139
048 500226 Contractual Maint Bldgs & Grnds	83,050	75,000	158,050
050 500109 Personal Services – Temporary	282,852	0	282,852
060 500601 Benefits	16,746,542	0	16,746,542
070 500704 In-State Travel	289,157	0	289,157
400 500870 Construction-Repairs & Materials	950	0	950
406 500882 Environment Expense	950	0	950
Total	\$79,137,476	\$0	\$79,137,476

Source of Funds			
Revenue:			
007-402193 Agency Income	\$220,168	\$0	\$220,168
000-000015 Highway Fund	78,917,308	0	78,917,308
Total	\$79,137,476	\$0	\$79,137,476

EXPLANATIONS

The Department requests authorizations to transfer budgeted account funds among several accounts in order to pay for services incurred in meeting the State's transportation demands. Source of Funds is 99.7% Highway Fund and 0.3% Agency Income.

Specific explanations relating to the Department's spending requests are as follows:

Class 020 Decrease Current Expense by \$115,000. This transfer is requested to align the class lines to complete required work for maintenance and critical repair. Past practice has been to appropriate funds to Class 020 Current Expense. The department is requesting the transfer to charge expenses to the correct classes based on accounting policies.

Class 047 Increase Own Forces-Maintenance Buildings and Grounds by \$40,000 to pay for maintenance and critical repairs. Districts have been using the appropriate accounting codes and associated class lines to charge these expenses that previously were charged to Class 20 Current Expense.

Class 048 Increase Contractual-Maintenance Buildings and Grounds by \$75,000 to pay for maintenance and critical repairs. Districts have been using the appropriate accounting codes and associated class lines to charge these expenses that previously were charged to Class 20 Current Expense.

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?*
Transfers are for continuing programs (not one-time).
2. *Is this transfer required to maintain existing program level or will it increase program level?*
Transfers are 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 is Highway and Agency Income.

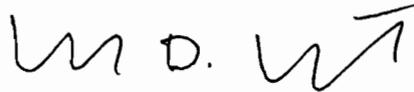
5. *Will there be any effect on revenue if this transfer is approved or disapproved?*
This transfer will have no effect on revenue.

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?*
No personnel services are involved.

Your approval of this resolution is respectfully requested.

Sincerely,

Handwritten signature of Christopher D. Clement, Sr. in black ink, appearing as 'C. D. Clement, Sr.' with a stylized flourish at the end.

Christopher D. Clement, Sr.
Commissioner



Handwritten scribble or mark in the upper left quadrant.

