



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

The Honorable Karen Umberger, Chairman
Fiscal Committee of the General Court and

Division of Operations
May 23, 2022

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

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the Department of Transportation to transfer \$76,500.00 between various Accounting Units and Classes, effective upon Fiscal Committee and the date of Governor and Council approval, through June 30, 2022, as follows.

04-096-096-960515-30050000	Current Budget FY2022	Requested Change	Revised Budget FY2022
Mechanical Services			
Expenses:			
010 500100 Permanent Personal Services	\$4,080,642	\$0	\$4,080,642
017 500147 FT Employees Special Pay	25,920	0	25,920
018 500106 Overtime	160,000	0	160,000
019 500105 Holiday Pay	1,500	0	1,500
020 500200 Current Expense	3,621,396	0	3,621,396
022 500257 Rent & Lease Non-State	30,264	0	30,264
023 500264 Heat-Electricity-Water	45,600	5,000	50,600
024 500225 Maint Other Than Build-Grnds	217,016	0	217,016
026 500251 Organizational Dues	750	0	750
028 582814 Transfers to General Services	334,747	0	334,747
030 500325 Equipment New/Replacement	10,369,981	0	10,369,981
037 500174 Technology-Hardware	58,553	0	58,553
038 509038 Technology-Software	12,125	0	12,125
039 500188 Telecommunications	24,230	(1,000)	23,230
046 500464 Consultants	199	0	199
047 500240 Own Forces Maint Build-Grnds	21,000	0	21,000
048 500226 Contractual Maint Build-Grnds	36,000	0	36,000
050 500109 Personal Service-Temp-Appointed	37,500	1,000	38,500
057 500535 Books Periodicals Subscriptions	4,125	0	4,125
060 500602 Benefits	2,574,565	0	2,574,565
066 500543 Employee Training	23,105	0	23,105
070 500704 In State Travel	1,000	0	1,000

	Current Budget FY2022	Requested Change	Revised Budget FY2022
080 500713 Out of State Travel	10,875	0	10,875
103 500741 Contracts for Op Services	16,000	0	16,000
Total	\$21,707,093	\$5,000	\$21,712,093
Source of Funds			
Revenue:			
004 408189 Intra-Agency Transfer	\$548,952	\$0	\$548,952
007 407073 Agency Income	338,728	0	338,728
009 407228 Agency Income	400,000	0	400,000
00C 401350 Agency Indirect Cost Recovery	255,531	0	255,531
000 000015 Highway Funds	20,163,882	5,000	20,168,882
Total	\$21,707,093	\$5,000	\$21,712,093

04-096-096-960515-30090000	Current Budget FY2022	Requested Change	Revised Budget FY2022
Traffic Operations			
Expenses:			
010 500100 Permanent Personal Services	\$3,319,028	\$0	\$3,319,028
017 500147 FT Employees Special Pay	2,520	0	2,520
018 500106 Overtime	303,000	0	303,000
019 500105 Holiday Pay	2,800	0	2,800
020 500200 Current Expense	3,564,886	0	3,564,886
022 500257 Rent & Lease Non-State	9,587	0	9,587
023 500291 Heat-Electricity-Water	249,300	(5,000)	244,300
024 500225 Maint Other Than Build-Grnds	39,776	0	39,776
026 500251 Organizational Dues	1,000	0	1,000
030 500325 Equipment New/Replacement	115,344	0	115,344
037 500173 Technology-Hardware	7,290	0	7,290
038 500177 Technology-Software	76,650	0	76,650
039 500188 Telecommunications	50,246	0	50,246
046 500464 Consultants	25,000	0	25,000
047 500240 Own Forces Maint Build-Grnds	12,000	0	12,000
048 500226 Contractual Maint Build-Grnds	89,340	0	89,340
050 500109 Personal Service-Temp-Appointed	189,100	0	189,100
057 500531 Books Periodicals Subscriptions	2,800	0	2,800
059 500117 Temp Full Time	49,288	0	49,288
060 500602 Benefits	2,205,292	0	2,205,292
066 500554 Employee Training	4,500	0	4,500
070 500704 In State Travel	36,400	0	36,400
080 500713 Out of State Travel	10,900	0	10,900
103 500741 Contracts for Op Services	3,800	0	3,800
Total	\$10,369,847	\$(5,000)	\$10,364,847

	Current Budget FY2022	Requested Change	Revised Budget FY2022
Source of Funds			
Revenue:			
000 409151 Federal Funds	\$3,845,251	\$0	\$3,845,251
004 408189 Intra Agency Transfer	37,932	0	37,932
009 403108 Agency Income	(94)	0	(94)
00C 401350 Agency Indirect Cost Recovery	210,483	0	210,483
000 000015 Highway Funds	6,276,275	(5,000)	6,271,275
Total	\$10,369,847	\$(5,000)	\$10,364,847

04-096-096-960515-30080000	Current Budget FY2022	Requested Change	Revised Budget FY2022
Bridge Maintenance			
Expenses:			
010 500100 Permanent Personal Services	\$4,010,429	\$0	\$4,010,429
018 500106 Overtime	117,000	0	117,000
019 500105 Holiday Pay	500	0	500
020 500200 Current Expense	814,671	0	814,671
022 500257 Rent & Lease Non-State	107,335	0	107,335
023 500291 Heat-Electricity-Water	48,000	0	48,000
024 500225 Maint Other Than Build-Grnds	31,030	0	31,030
030 500325 Equipment New/Replacement	980,870	0	980,870
037 500173 Technology-Hardware	50	0	50
039 500188 Telecommunications	33,400	0	33,400
046 500464 Consultants	7,976	(500)	7,476
047 500240 Own Forces Maint Build-Grnds	7,500	0	7,500
048 500226 Contractual Maint Build-Grnds	7,500	0	7,500
050 500109 Personal Service-Temp-Appointed	32,000	0	32,000
060 500602 Benefits	2,871,298	0	2,871,298
066 500555 Employee Training	30,750	0	30,750
070 500704 In State Travel	160,000	0	160,000
080 500717 Out of State Travel	100	500	600
103 502664 Contracts for Op Services	100	0	100
400 500870 Construction Repair Materials	100	0	100
Total	\$9,260,609	\$0	\$9,260,609
Source of Funds			
Revenue:			
000 409151 Federal Funds	\$2,926,890	\$0	\$2,926,890
004 408189 Intra Agency Transfer	573,267	0	573,267
00C 401350 Agency Indirect Cost Recovery	246,933	0	246,933
000 000015 Highway Funds	5,513,519	0	5,513,519
Total	\$9,260,609	\$0	\$9,260,609

04-096-096-961017-70260000	Current Budget FY2022	Requested Change	Revised Budget FY2022
Central Operations			
Expenses:			
010 500100 Permanent Personal Services	\$1,615,793	\$0	\$1,615,793
018 500106 Overtime	10,000	0	10,000
019 500105 Holiday Pay	33,000	0	33,000
020 500200 Current Expense	20,000	0	20,000
022 500257 Rent & Lease Non-State	2,080	0	2,080
023 500291 Heat-Electricity-Water	236,054	20,000	256,054
024 500225 Maint Other Than Build-Grnds	1,500	0	1,500
030 500325 Equipment New/Replacement	2,000	0	2,000
037 500173 Technology-Hardware	3,600	0	3,600
038 500177 Technology-Software	500	0	500
039 500188 Telecommunications	20,000	0	20,000
047 500240 Own Forces Maint Build-Grnds	10,000	0	10,000
048 500226 Contractual Maint Build-Grnds	5,000	0	5,000
050 500109 Personal Service-Temp-Appointed	452,490	0	452,490
060 500602 Benefits	1,123,381	0	1,123,381
070 500704 In State Travel	3,000	0	3,000
103 500741 Contracts for Op Services	18,000	0	18,000
Total	\$3,556,398	\$20,000	\$3,576,398
Source of Funds			
Revenue:			
000 000017 Turnpike Funds	\$3,556,398	\$20,000	\$3,576,398
Total	\$3,556,398	\$20,000	\$3,576,398

04-096-096-961017-70310000	Current Budget FY2022	Requested Change	Revised Budget FY2022
East NH TPK Blue Star Operations			
Expenses:			
010 500100 Permanent Personal Services	\$1,044,559	\$0	\$1,044,559
018 500106 Overtime	7,500	0	7,500
019 500105 Holiday Pay	26,000	0	26,000
020 500200 Current Expense	13,000	0	13,000
022 500257 Rent & Lease Non-State	1,040	0	1,040
023 500291 Heat-Electricity-Water	294,000	40,000	334,000
024 500225 Maint Other Than Build-Grnds	700	0	700
030 500325 Equipment New/Replacement	1,000	0	1,000
037 500173 Technology-Hardware	3,000	0	3,000
038 500177 Technology-Software	500	0	500
039 500188 Telecommunications	10,000	0	10,000
047 500240 Own Forces Maint Build-Grnds	5,000	0	5,000
048 500226 Contractual Maint Build-Grnds	90,286	0	90,286
050 500109 Personal Service-Temp-Appointed	505,323	(70,000)	435,323

04-096-096-961017-70310000	Current Budget FY2022	Requested Change	Revised Budget FY2022
060 500602 Benefits	692,728	0	692,728
070 500704 In State Travel	3,000	0	3,000
103 500741 Contracts for Op Services	8,500	0	8,500
Total	\$2,706,136	\$(30,000)	\$2,676,136
Source of Funds			
Revenue:			
000 000017 Turnpike Funds	\$2,706,136	\$(30,000)	\$2,676,136
Total	\$2,706,136	\$(30,000)	\$2,676,136

04-096-096-961017-70320000	Current Budget FY2022	Requested Change	Revised Budget FY2022
East NH TPK Blue Star Maintenance			
Expenses:			
010 500100 Permanent Personal Services	\$511,654	\$0	\$511,654
017 500147 FT Employees Special Pay	17,880	0	17,880
018 500106 Overtime	155,000	0	155,000
019 500105 Holiday Pay	2,500	0	2,500
020 500200 Current Expense	406,399	0	406,399
022 500257 Rent & Lease Non-State	258,000	0	258,000
023 500291 Heat-Electricity-Water	145,100	10,000	155,100
024 500225 Maint Other Than Build-Grnds	25,658	0	25,658
030 500325 Equipment New/Replacement	1,369,283	0	1,369,283
037 500173 Technology-Hardware	4,205	0	4,205
038 500177 Technology-Software	1,000	0	1,000
039 500188 Telecommunications	12,000	0	12,000
047 500240 Own Forces Maint Build-Grnds	9,000	0	9,000
048 500226 Contractual Maint Build-Grnds	59,421	0	59,421
050 500109 Personal Service-Temp-Appointed	15,000	0	15,000
060 500602 Benefits	441,525	0	441,525
068 500562 Remuneration	1,000	0	1,000
070 500704 In State Travel	3,200	0	3,200
103 500741 Contracts for Op Services	26,041	0	26,041
400 500871 Construction Repair Materials	23,204	0	23,204
406 500882 Environment Expense	500	0	500
Total	\$3,487,570	\$10,000	\$3,497,570
Source of Funds			
Revenue:			
009 403669 Agency Income	\$32,500	\$0	\$32,500
000 000017 Turnpike Funds	3,455,070	10,000	3,465,070
Total	\$3,487,570	\$10,000	\$3,497,570

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various Accounting Units and classes in order to continue to meet the State's transportation demands.

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

Mechanical Services (3005) 2.53% Intra-Agency Transfers, 1.56% 007 Agency Income, 1.84% 009 Agency Income, 1.18% Agency Indirect Cost Recovery and 92.89% Highway Funds

- Class 023 Increase Heat-Electricity-Water by \$5,000. The transfer is needed due to the increased costs associated with heating oil and electricity during FY2022.
- Class 039 Decrease Telecommunications by \$1,000. Expenses in this class have been lower than anticipated during FY2022.
- Class 050 Increase Personal Service Temp Appoint by \$1,000. This request is needed to cover two part-time positions through the end of the fiscal year to assist the bureau in their daily operations.

Traffic Operations (3009) 37.08% Federal Funds, 0.37% Intra-Agency Transfers, 2.03% Agency Indirect Cost Recovery and 60.52% Highway Funds

- Class 023 Decrease Heat-Electricity-Water by \$5,000. Funds are available in this class due to lower than budgeted expenses during FY2022.

Bridge Maintenance (3008) 31.61% Federal Funds, 6.20% Intra-Agency Transfers, 2.66% Agency Indirect Cost Recovery and 59.53% Highway Funds

- Class 046 Decrease Consultants by \$500. Lower than expected expenses in this class during FY2022 have produced this savings.
- Class 080 Increase Out of State Travel by \$500. This transfer is requested to cover travel expenses for an employee to attend the Northeast Bridge Preservation Partnership annual conference. The conference provides an opportunity to share and receive information on new techniques specific to our region to improve bridge preservation.

Central Operations (7026) 100% Turnpike Funds

- Class 023 Increase Heat-Electricity-Water by \$20,000. The transfer is needed due to the increased costs associated with heating oil and electricity during FY2022.

East NH TPK Blue Star Operations (7031) 100% Turnpike Funds

- Class 023 Increase Heat-Electricity-Water by \$40,000. The transfer is needed due to the increased costs associated with heating oil and electricity during FY2022.
- Class 050 Decrease Personal Service Temp Appointment by \$70,000. Funds are available in this class due to lower than budgeted expenses during FY2022.

East NH TPK Blue Star Maintenance (7032) 0.93% Agency Income, 99.07% Turnpike Funds

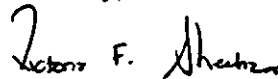
Class 023 Increase Heat-Electricity-Water by \$10,000. The transfer is needed due to the increased costs associated with heating oil and electricity during FY2022.

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?
This transfer is for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
This 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.
The source of funds are Federal Funds, Agency Income, Intra-Agency Income, Agency Indirect Cost Recovery Funds, Turnpike Funds, 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 transfer request, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
This transfer does not result in any new full-time positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner