



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

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

May 12, 2014
Project Development Division

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

REQUESTED ACTION

- I.) Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$2,016,355 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015.
II.) Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$1,679,299 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014.

Table with 7 columns: Current Budget FY 2014, Requested Change FY 2014, Revised Budget FY 2014, Current Budget FY 2015, Requested Change FY 2015, Revised Budget FY 2015. Rows include Debt Service, Expenses, 044 500400 Debt Service Other Agencies, Total, Source of Funds, Revenue, 000 000015 Highway Funds, and Total.

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014	Current Budget FY 2015	Requested Change FY 2015	Revised Budget FY 2015
<b>04-096-096-960015-2941</b>						
<b>Compensation Benefits</b>						
<b>Expenses:</b>						
061 500536 Unemployment Compensation	\$42,750	\$0	\$42,750	\$42,750	\$0	\$42,750
062 500538 Workers Compensation	1,235,000		1,235,000	1,235,000		1,235,000
064 500540 Ret Pension Benefit Health Insurance	8,651,013	(880,989)	7,770,024	8,913,760	(970,355)	7,943,405
<b>Total</b>	<b>\$9,928,763</b>	<b>(\$880,989)</b>	<b>\$9,047,774</b>	<b>\$10,191,510</b>	<b>(\$970,355)</b>	<b>\$9,221,155</b>
<b>Source of Funds</b>						
<b>Revenue:</b>						
000 000015 Highway Funds	\$9,928,763	(\$880,989)	\$9,047,774	\$10,191,510	(\$970,355)	\$9,221,155
<b>Total</b>	<b>\$9,928,763</b>	<b>(\$880,989)</b>	<b>\$9,047,774</b>	<b>\$10,191,510</b>	<b>(\$970,355)</b>	<b>\$9,221,155</b>

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014	Current Budget FY 2015	Requested Change FY 2015	Revised Budget FY 2015
<b>04-096-096-962515-2944</b>						
<b>SPR Planning Funds</b>						
<b>Expenses:</b>						
010 500100 Personal Services-Perm	\$0	\$0	\$0	\$1	\$0	\$1
018 500106 Overtime	100,000		100,000	100,000		100,000
020 500200 Current Expense	45,950	(1,500)	44,450	6,000	(4,000)	2,000
024 500225 Maint. Other than Building-Grounds	4,000		4,000	4,000		4,000
030 500311 Equipment	249,555		249,555	124,800		124,800
037 500174 Technology -- Hardware	114,550		114,550	114,550		114,550
038 500175 Technology - Software	227,800		227,800	227,800		227,800
039 500180 Telecommunication	2,000	1,500	3,500	2,000	4,000	6,000
046 500463 Consultant	3,750,095		3,750,095	1,054,000		1,054,000
050 500109 Personal Services - Temp	76,491		76,491	40,001		40,001
060 500601 Benefits	25,654		25,654	22,842		22,842
070 500700 In State Travel Reimbursement	1,700		1,700	1,700		1,700
072 500575 Grants to Non-Profits-Federal	4,900,941		4,900,941	3,900,000		3,900,000
080 500710 Out of State Travel Reimbursement	12,000		12,000	12,000		12,000
<b>Total</b>	<b>\$9,510,736</b>	<b>\$0</b>	<b>\$9,510,736</b>	<b>\$5,609,694</b>	<b>\$0</b>	<b>\$5,609,694</b>
<b>Source of Funds</b>						
<b>Revenue:</b>						
000 409080 Federal Funds	\$9,510,736	\$0	\$9,510,736	\$5,609,694	\$0	\$5,609,694
<b>Total</b>	<b>\$9,510,736</b>	<b>\$0</b>	<b>\$9,510,736</b>	<b>\$5,609,694</b>	<b>\$0</b>	<b>\$5,609,694</b>

	Current Budget FY 2015	Requested Change FY 2015	Revised Budget FY 2015
<b>04-096-096-962015-3032</b>			
<b>Environmental Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$898,854	\$0	\$898,854
018 500106 Overtime	42,001		42,001
019 500105 Holiday Pay	199		199
020 500200 Current Expense	7,300	1,700	9,000
022 500255 Rents-Leases Other than State	1,800		1,800
030 500301 Equipment New Replacement	2,000	(2,000)	0
038 500175 Technology – Software	300		300
039 500180 Telecommunications	13,800		13,800
046 500463 Consultants	42,000	50,000	92,000
050 500109 Personal Services – Temp	15,000		15,000
060 500601 Benefits	489,523		489,523
070 500704 In-State Travel Reimbursement	200	300	500
080 500714 Out of State Travel	2,150		2,150
401 500876 Land Interest	50,000	(50,000)	0
406 500882 Environment Expense	950		950
<b>Total</b>	<b>\$1,566,077</b>	<b>\$0</b>	<b>\$1,566,077</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$489,868	\$0	\$489,868
009 405698 Agency Income	33,474		33,474
009 405699 Agency Income	123,917		123,917
000 000015 Highway Funds	918,818		918,818
<b>Total</b>	<b>\$1,566,077</b>	<b>\$0</b>	<b>\$1,566,077</b>

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014	Current Budget FY 2015	Requested Change FY 2015	Revised Budget FY 2015
<b>04-096-096-963515-3054</b>						
<b>Consolidated Federal</b>						
<b>Expenses:</b>						
018 500106 Overtime	\$190,857	\$0	\$190,857	\$75,000	\$0	\$75,000
020 500200 Current Expense	198,182		198,182	48,300		48,300
022 500255 Rents-Leases Other than State	28,118		28,118	5,000		5,000
023 500291 Heat, Electricity, Water	76,307		76,307	16,000		16,000
024 500225 Maint. Other than Building-Grounds	185,034		185,034	37,500		37,500
025 506467 State Owned Equipment Usage	44,418		44,418			
026 500251 Organizational Dues	105,250		105,250	5,000		5,000
030 500311 Equipment	188,310		188,310	100,000	15,000	115,000
038 500175 Technology-Software	85,900		85,900	0	25,000	25,000
039 500180 Telecommunications	1,500		1,500	1,500		1,500
041 500801 Audit Fund Set Aside	395,560		395,560			
046 500463 Consulting	61,529,081		61,529,081	13,000,000		13,000,000
049 500294 Transfer to Other State Agency	121,410		121,410			
050 500109 Personal Services Temporary	354,749		354,749	75,000		75,000
052 500104 Masters FICA	1,706		1,706			
060 500601 Benefits	65,888		65,888	20,573		20,573

066 Employee Training	19,266		19,266			
070 500704 In-State Travel	226,805		226,805	50,000		50,000
080 500710 Out of State Travel	29,591		29,591	15,000		15,000
102 500731 Contracts for Program Services	20,000		20,000			
103 502664 Contracts for Operational Services	0	100,000	100,000		950,000	950,000
400 500870 Construction-Repairs & Materials	270,593,359	(100,000)	270,493,359	80,000,000	(990,000)	79,010,000
401 500877 Land Interest	92,560,644		92,560,644	9,500,000		9,500,000
<b>Total</b>	<b>\$427,021,935</b>	<b>\$0</b>	<b>\$427,021,935</b>	<b>\$102,948,873</b>	<b>\$0</b>	<b>\$102,948,873</b>
<b>Source of Funds</b>						
<b>Revenue:</b>						
000 409151 Federal Funds	\$414,165,648	\$0	\$414,165,648	\$102,336,170	\$0	\$102,336,170
005 402851 Private Local Funds	8,982,910		8,982,910	612,703		612,703
000 000015 Highway Funds	3,873,377		3,873,377			
<b>Total</b>	<b>\$427,021,935</b>	<b>\$0</b>	<b>\$427,021,935</b>	<b>\$102,948,873</b>	<b>\$0</b>	<b>\$102,948,873</b>

	<b>Current Budget FY 2014</b>	<b>Requested Change FY 2014</b>	<b>Revised Budget FY 2014</b>
<b>04-096-096-960515-3007</b>			
<b>Highway Maintenance Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$24,103,906	\$0	\$24,103,906
018 500106 Overtime	519,610	60,000	579,610
019 500105 Holiday Pay	8,629		8,629
020 500200 Current Expense	4,233,855		4,233,855
022 500242 Rents-Leases other than State	3,588,280	(300,000)	3,288,280
023 500291 Heat Electricity Water	892,395	200,000	1,092,395
024 500225 Maint. Other than Building-Grounds	176,912		176,912
030 500311 Equipment	366,880		366,880
037 500174 Technology – Hardware	10,000		10,000
038 500175 Technology - Software	1,000		1,000
039 500180 Telecommunications	128,565		128,565
047 500240 Own Forces Maint Building-Ground	100,000	20,000	120,000
048 500226 Contractual Maint Building-Ground	90,325		90,325
050 500109 Personal Services - Temp	200,065		200,065
057 500534 Books Periodicals Subscriptions	2,500		2,500
060 500601 Benefits	16,975,518		16,975,518
066 500543 Employee Training	24,327		24,327
070 500700 In State Travel Reimbursement	139,469	20,000	159,469
080 500710 Out of State Travel Reimbursement	8,600		8,600
103 500736 Contracts for Operational Services	166,814		166,814
400 500870 Construction Repair Materials	14,215		14,215
406 500882 Environment Expense	950		950
<b>Total</b>	<b>\$51,752,815</b>	<b>\$0</b>	<b>\$51,752,815</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
004 403631 Intra Agency Transfers	\$45,000	\$0	\$45,000
007 402193 Agency Income	1,200,815		1,200,815
000 000015 Highway Funds	50,507,000		50,507,000
<b>Total</b>	<b>\$51,752,815</b>	<b>\$0</b>	<b>\$51,752,815</b>

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-960515-3008</b>			
<b>Bridge Maintenance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$3,408,444	\$0	\$3,408,444
018 500106 Overtime	68,970		68,970
019 500105 Holiday Pay	1,381		1,381
020 500200 Current Expense	762,269	25,000	787,269
022 500242 Rents-Leases other than State	76,796		76,796
023 500291 Heat Electricity Water	79,463	5,000	84,463
024 500225 Maint. Other than Building-Grounds	49,646		49,646
030 500311 Equipment	150,400		150,400
037 500174 Technology – Hardware	500		500
038 500175 Technology - Software	100		100
039 500180 Telecommunications	27,355	4,000	31,355
046 500463 Consultant	10,000		10,000
047 500240 Own Forces Maint Building-Ground	5,000		5,000
048 500226 Contract Repairs; Building-Grounds	3,917		3,917
050 500109 Personal Services - Temp	45,721		45,721
060 500601 Benefits	2,218,632		2,218,632
066 500543 Employee Training	51,410		51,410
070 500700 In State Travel Reimbursement	280,429		280,429
103 500736 Contracts for Operational Services	200		200
400 500870 Construction Repair Materials	34,489	(34,000)	489
<b>Total</b>	<b>\$7,275,122</b>	<b>\$0</b>	<b>\$7,275,122</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$1,934,393	\$0	\$1,934,393
004 403631 Intra Agency Transfers	828,929		828,929
005 407215 Private Local Funds	20,000		20,000
009 405698 Agency Income	136,391		136,391
000 000015 Highway Funds	4,355,410		4,355,410
<b>Total</b>	<b>\$7,275,122</b>	<b>\$0</b>	<b>\$7,275,122</b>

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-960515-3009</b>			
<b>Traffic Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$2,770,465	\$0	\$2,770,465
017 500147 FT Employees Special Payments	4,198		4,198
018 500106 Overtime	310,000		310,000
019 500105 Holiday Pay	501		501
020 500200 Current Expense	4,166,975	(250,000)	3,916,975
022 500255 Rents-Leases Other than State	9,223		9,223
023 500291 Heat Electricity Water	275,940		275,940
024 500225 Maint Other than Build-Grn	56,700		56,700
030 500311 Equipment New Replacement	83,362		83,362
037 500174 Technology- Hardware	10,000		10,000
038 500175 Technology-Software	2,500		2,500
039 500180 Telecommunications	28,650		28,650
047 500240 Own Forces Maint Build-Grn	9,000		9,000
048 500226 Contractual Maint Build-Grn	137,371		137,371
050 500109 Personal Services – Temp	90,203		90,203
057 500535 Books Periodicals Subscription	199		199

059 500117 Temp Full Time	10,352		10,352
060 500601 Benefits	1,662,226		1,662,226
066 500543 Employee Training	7,200		7,200
070 500704 In-State Travel Reimbursement	41,000		41,000
103 500103 Contracts for Op Services	66,000		66,000
Total	\$9,742,065	(\$250,000)	\$9,492,065
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$4,257,412	\$0	\$4,257,412
004 403631 Intra Agency Transfers	443,150		443,150
007 402193 Agency Income	26,700		26,700
009 405698 Agency Income	160,513		160,513
000 000015 Highway Funds	4,854,290	(250,000)	4,604,290
Total	\$9,742,065	(\$250,000)	\$9,492,065

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-962015-3021</b>			
<b>Transportation Planning Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$1,589,560	\$0	\$1,589,560
018 500106 Overtime	45,000		45,000
020 500200 Current Expense	12,300	(1,400)	10,900
022 500242 Rents-Leases other than State	2,532		2,532
038 500175 Technology – Software	94,000		94,000
039 500180 Telecommunications	10,500	1,400	11,900
060 500601 Benefits	876,351		876,351
070 500700 In State Travel Reimbursement	300		300
Total	\$2,630,543	\$0	\$2,630,543
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$818,885	\$0	\$818,885
009 407210 Agency Income	260,373		260,373
000 000015 Highway Funds	1,551,285		1,551,285
Total	\$2,630,543	\$0	\$2,630,543

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-960515-3052</b>			
<b>Transportation Management Center</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$600,541	\$0	\$600,541
018 500106 Overtime	30,000		30,000
019 500105 Holiday Pay	7,500		7,500
020 500200 Current Expense	47,610		47,610
022 500255 Rents-Leases Other than State	27,304		27,304
023 500291 Heat, Electricity, Water	16,500		16,500
024 500225 Maint. Other than Building-Grounds	109,885		109,885
026 500251 Organizational Dues	250		250
028 500292 Transfers to General Service	92,189		92,189
030 500311 Equipment	37,712		37,712
037 500174 Technology – Hardware	176,353		176,353
038 500175 Technology-Software	63,048		63,048
039 500180 Telecommunications	58,400	(4,000)	54,400
046 500463 Consulting	50,000		50,000
048 500226 Contract Repairs; Building-Grounds	5,000		5,000
050 500109 Personal Services Temporary	118,921		118,921

060 500601 Benefits	356,009		356,009
066 500543 Employee Training	6,870		6,870
070 500704 In-State Travel	300		300
080 500710 Out of State Travel	1,600		1,600
Total	\$1,805,992	(\$4,000)	\$1,801,992
<b>Source of Funds</b>			
<b>Revenue:</b>			
004 403631 Intra Agency Transfers	\$770,166	\$0	\$770,166
009 405698 Agency Income	33,205		33,205
000 000015 Highway Funds	1,002,621	(\$4,000)	998,621
Total	\$1,805,992	(\$4,000)	\$1,801,992

	Current Budget, FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-962015-3033</b>			
<b>Bridge Design Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$2,065,313	\$0	\$2,065,313
018 500106 Overtime	75,000		75,000
020 500200 Current Expense	18,250	(310)	17,940
022 500255 Rents-Leases Other than State	3,656		3,656
030 500301 Equipment New Replacement	1,100		1,100
037 500174 Technology – Hardware	6,000		6,000
038 500175 Technology - Software	45,500		45,500
039 500180 Telecommunications	11,500	1,500	13,000
050 500109 Personal Services – Temp	15,000		15,000
057 500534 Books Periodicals Subscriptions	4,000		4,000
060 500601 Benefits	1,076,311		1,076,311
070 500704 In-State Travel Reimbursement	250		250
400 500870 Construction-Repairs & Materials	1,190	(1,190)	0
Total	\$3,323,070	\$0	\$3,323,070
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$1,131,986	\$0	\$1,131,986
009 405698 Agency Income	339,151		339,151
000 000015 Highway Funds	1,851,933		1,851,933
Total	\$3,323,070	\$0	\$3,323,070

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-960515-5032</b>			
<b>Oversize &amp; Overweight Permits</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$113,168	\$0	\$113,168
018 500106 Overtime	1,000		1,000
020 500200 Current Expense	1,275		1,275
037 500174 Technology – Hardware	2,100		2,100
038 500175 Technology - Software	27,000		27,000
039 500180 Telecommunications	0	910	910
046 500463 Consultants	20,000	(910)	19,090
049 500294 Transfer to Other State Agency	13,388		13,388
050 500109 Personal Services – Temp	50,542		50,542
060 500601 Benefits	93,422		93,422
Total	\$321,895	\$0	\$321,895

<b>Source of Funds</b>			
<b>Revenue:</b>			
009 407210 Agency Income	\$319,179	\$0	\$319,179
000 000015 Highway Funds	2,716		2,716
Total	\$321,895	\$0	\$321,895

	<b>Current Budget FY 2014</b>	<b>Requested Change FY 2014</b>	<b>Revised Budget FY 2014</b>
<b>04-096-096-960515-5034</b>			
<b>Lift Bridge Operations</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$687,176	\$0	\$687,176
018 500106 Overtime	109,000		109,000
019 500105 Holiday Pay	17,170		17,170
020 500200 Current Expense	40,313		40,313
022 500242 Rents-Leases other than State	50,396	(5,000)	45,396
023 500291 Heat Electricity Water	89,088	4,000	93,088
024 500225 Maint. Other than Building-Grounds	182,262		182,262
030 500311 Equipment	11,556		11,556
037 500174 Technology – Hardware	1,000		1,000
038 500175 Technology – Software	1,000		1,000
039 500180 Telecommunications	5,319	1,000	6,319
046 500463 Consultants	1,000		1,000
047 500240 Own Forces Maint Building-Ground	9,827		9,827
048 500226 Contract Repairs; Building-Grounds	901		901
050 500109 Personal Services – Temp	168,724		168,724
060 500601 Benefits	478,199		478,199
066 500543 Employee Training	5,275		5,275
070 500700 In State Travel Reimbursement	6,131		6,131
080 500714 Out of State Travel	500		500
103 500736 Contracts for Operational Services	200		200
Total	\$1,865,037	\$0	\$1,865,037
<b>Source of Funds</b>			
<b>Revenue:</b>			
005 407215 Private Local Funds	\$621,237	\$0	\$621,237
009 405698 Agency Income	19,547		19,547
000 000015 Highway Funds	1,224,253		1,224,253
Total	\$1,865,037	\$0	\$1,865,037

	<b>Current Budget FY 2014</b>	<b>Requested Change FY 2014</b>	<b>Revised Budget FY 2014</b>
<b>04-096-096-962515-2943</b>			
<b>Apportionment A-B</b>			
<b>Expenses:</b>			
073 500580 Grants Non Federal	\$400,000	\$0	\$400,000
414 502680 Block Grant Apportionment A	29,600,000	233,034	29,833,034
Total	\$30,000,000	\$233,034	\$30,233,034
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 000015 Highway Funds	\$30,000,000	\$233,034	\$30,233,034
Total	\$30,000,000	\$233,034	\$30,233,034

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-960015-2940</b>			
<b>General Fund Overhead</b>			
<b>Expenses:</b>			
028 500292 Transfers to General Service	\$877,517	\$0	\$877,517
035 509035 Share Services Support	\$361,820		361,820
040 500800 Indirect Costs	2,050,000	(100,000)	1,950,000
Total	\$3,289,337	(\$100,000)	\$3,189,337
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 000015 Highway Funds	\$3,289,337	(\$100,000)	\$3,189,337
Total	\$3,289,337	(\$100,000)	\$3,189,337

	Current Budget FY 2014	Requested Change FY 2014	Revised Budget FY 2014
<b>04-096-096-962015-3025</b>			
<b>Highway Design Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$6,325,910	\$0	\$6,325,910
018 500106 Overtime	208,000		208,000
020 500200 Current Expense	34,500		34,500
022 500255 Rents-Leases other than State	8,500		8,500
024 500225 Maint Other than Build-Ground	10,000		10,000
026 500251 Organizational Dues	2,000		2,000
030 500301 Equipment New Replacement	55,000		55,000
037 500174 Technology - Hardware	26,450		26,450
038 500175 Technology - Software	10,000		10,000
039 500180 Telecommunications	25,000	4,000	29,000
050 500109 Personal Services - Temp	42,280		42,280
060 500601 Benefits	3,387,937		3,387,937
066 500543 Employee Training	25,000		25,000
070 500704 In-State Travel Reimbursement	500		500
080 500710 Out of State Travel	2,500		2,500
102 500734 Contracts for Program Service	4,000		4,000
405 500881 Lilac Program	307,992		307,992
Total	\$10,475,569	\$4,000	\$10,479,569
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$7,653,276	\$0	\$7,653,276
008 405368 Agency Income	22,272		22,272
009 405698 Agency Income	1,039,153		1,039,153
009 405699 Agency Income	18,414		18,414
000 000015 Highway Funds	1,742,454	4,000	1,746,454
Total	\$10,475,569	\$4,000	\$10,479,569

### 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:

#### **I. For State Fiscal Year 2015:**

#### **Debt Service (2938) – 100% Highway Funds**

Class 044      Increase Debt Service Other Agencies by \$970,355 to correct balance needed for debt service payment as a result of general obligation bond issuance in December 2013.

**Compensation Benefits (2941) – 100% Highway Funds**

Class 064      Decrease Ret Pension Benefit Health Insurance by \$970,355 as revised estimated costs for FY15 are less than budgeted.

**SPR Planning Funds (2944) – 100% Federal Funds**

Class 020      Decrease Current Expenses by \$4,000. The expenditures in this class will be managed to accommodate this transfer.

Class 039      Increase Telecommunications by \$4,000 to cover anticipated shortfall in this class line.

**Environmental Bureau (3032) – 31.28% Federal Funds, 10.05% Agency Income, 58.67% Highway Funds**

Class 020      Increase Current Expenses by \$1,700 to purchase necessary supplies needed to maintain service level on projects.

Class 030      Decrease Equipment, New/Replacement by \$2,000. Replacement computers were budgeted in this account and are not required as they were covered by DoIT service. This transfer will cover necessary costs in other class lines that were underfunded.

Class 046      Increase Consultants by \$50,000 in order to move necessary funds to the correct class line. This is not a new request as Consultant was budgeted in class 401 and this transfer will align expenditures to the proper class line per accounting policy.

Class 070      Increase In-State Travel Reimbursement by \$300 to cover unanticipated travel expenditures not in original estimated budget.

Class 401      Decrease Land Interest by \$50,000 in order to move necessary funds to the correct class line as this transfer will align expenditures to the proper class line per accounting policy.

**Consolidated Federal (3054) – 96.99% Federal Funds, 2.10% Private Local Funds, .91% Highway Funds**

Class 030      Increase Equipment by \$15,000. This transfer is to purchase replacement equipment in accordance with a NHDOT approved plan for Boston Express bus service. This transfer will align expenditures to the proper class line per accounting policy.

Class 038      Increase Technology - Software by \$25,000 to align appropriation to correct class for the purchase of computer software maintenance as part of a contract with Delcan for Advanced Transportation Management System (ATMS).

Class 103      Increase Contracts for Operational Services by \$950,000. This transfer is to provide assistance with Boston Express's operating expenses and development and implementation of a marketing and customer service program. This transfer will align expenditures to the proper class line per accounting policy.

Class 400      Decrease Construction-Repairs and Materials by \$990,000 to align appropriations to the correct class to purchase necessary computer software maintenance for \$25,000 and to the correct class to pay Boston Express's net operating expenses of \$965,000. This transfer will align expenditures to the proper class line per accounting policy.

**II. State Fiscal Year 2014:**

**Debt Service (2938) – 100% Highway Funds**

Class 044      Increase Debt Service Other Agencies by \$997,955 to correct balance needed for debt service payment as a result of general obligation bond issuance in December 2013.

**Compensation Benefits (2941) – 100% Highway Funds**

Class 064      Decrease Retirement Pension Benefit Health Insurance by \$880,989 as actual costs are projected to be less than budgeted.

**SPR Planning Funds (2944) – 100% Federal Funds**

Class 020      Decrease Current Expenses by \$1,500. The expenditures in this class will be managed to accommodate this transfer.

Class 039      Increase Telecommunications by \$1,500 as it is anticipated that actual costs will exceed budgeted estimates.

**Consolidated Federal (3054) – 96.99% Federal Funds, 2.10% Private Local Funds, .91% Highway Funds**

Class 103      Increase Contracts for Operational Services by \$100,000. This transfer is to provide assistance with Boston Express's operating expenses and development and implementation of a marketing and customer service program. This transfer will align expenditures to the proper class line per accounting policy.

Class 400      Decrease Construction-Repairs and Materials by \$100,000 to align appropriations to the correct the class to pay \$100,000 Boston Express's net operating expenses.

**Highway Maintenance Bureau (3007) – 2.32% Agency Income, 97.59% Highway Funds, 0.09% Intra Agency Transfers**

Class 018      Increase overtime by \$60,000 due to the current spring work load with additional work presented due to the expanded paving program and the current shortage of personnel due to vacancies, these funds are needed to complete the scheduled work.

Class 022      Decrease Rents-Leases other than State by \$300,000 due to the extended winter and the Bureau being unable to secure the anticipated lease purchase agreements for a number of pieces of equipment, there are excess funds in this class.

Class 023      Increase Heat, Electricity and Water by \$200,000 due to the severity of the winter (temperature) has increased fuel oil costs for the 100 facilities owned by the Bureau. In addition, while the Bureau has been discontinuing street lights, the cost of this discontinuance has been borne by the Bureau (typically the cost of an entire season of lighting costs) as well as the cost of the power up until the actual discontinuance.

Class 047      Increase Own Forces Maintenance Buildings and Ground by \$20,000 due to the aging condition of our 100 facilities. This has increased maintenance costs and will continue until a program is in place that regularly replaces or upgrades these facilities.

Class 070      Increase In-State Travel by \$20,000 due to the current spring work load with additional work presented due to the expanded paving program, these funds are required to complete this work prior to the contracts being performed.

**Bridge Maintenance (3008) - 26.59% Federal Funds, 11.39% Intra Agency Transfers, 1.88% Agency Income, 59.87% Highway Funds, 0.27% Private Local Funds**

Class 020      Increase Current Expenses by \$25,000 to align appropriation to correct class to purchase MMFX deck reinforcing materials.

Class 023      Increase Heat, Electricity and Water by \$5,000 to align appropriation to correct class for the purchase of propane heating. Fuel costs that had historically been charged to Class 020 are now being charged to Class 023. This transfer will align expenditures to the proper class line per accounting policy.

Class 039      Increase Telecommunications by \$ 4,000 for the purchase of telephone and data line charges as a result of a new phone system.

Class 400      Decrease Construction Repair Materials by \$34,000 as expenditures for contracted project materials thru this fiscal year are not required due to maintenance being completed by DOT forces.

**Traffic Bureau (3009) – 43.7% Federal Funds, 4.55% Intra-Agency Transfers, 1.92% Agency Income, 49.83% Highway Funds**

Class 020      Decrease Current Expense by \$250,000 due to paint contract bid coming in lower than projected.

**Transportation Planning Bureau (3021) – 31.13% Federal Funds, 9.9% Agency Income, 58.97% Highway Funds**

Class 020      Decrease Current Expense by \$1,400. The expenditures in this class will be managed to accommodate this transfer.

Class 039      Increase Telecommunications by \$1,400. Cost of telephones was higher than originally estimated in the budget as a result of a new phone system.

**Transportation Management Center (3052) – 42.64% Intra Agency Transfers, 1.84% Agency Income, 55.52% Highway Funds**

Class 039      Decrease Telecommunications by \$4,000 to as excess funds are anticipated and thus being transferred to cover increased expenses due to a new phone system in another Bureau.

**Bridge Design Bureau (3033) – 34.06% Federal Funds, 10.21% Agency Income, 55.73% Highway Funds**

Class 020      Decrease Current Expenses by \$310. The expenditures in this class will be managed to accommodate this transfer.

Class 039      Increase Telecommunications by \$1,500 as actual expense is greater than estimated budget as a result of a new phone system.

Class 400      Decrease Construction-Repairs & Materials by \$1,190. The expenditures in this class will be managed to accommodate this transfer.

**Oversize & Overweight Permits (5032) – 99.16% Agency Income, 0.84% Highway Fund**

Class 039      Increase Telecommunications by \$910 as actual expense is greater than estimated budget as a result of a new phone system.

Class 046      Decrease Consultants by \$910. The expenditures in this class will be managed to accommodate this transfer.

**Lift Bridge Operations (5034) – 33.31% Private Local Funds, 1.05% Agency Income, 65.64% Highway Funds**

Class 022      Decrease Rents-Leases by \$5,000 as equipment rental for emergency repairs was budgeted for the Sarah Long Bridge. Such expense was not incurred this year.

Class 023      Increase Heat, Electricity and Water by \$4,000 to cover increased utility expenses for the Memorial Bridge.

Class 039      Increase Telecommunications by \$1,000 as a result of decreased costs from a new phone system.

**Apportionment A-B (2943) – 100% Highway Funds**

Class 414      Increase Block Grant Apportionment A by \$233,034 due to calculation performed in FY 2014 on FY 2013 actual revenues were greater than anticipated in the budget estimate.

**General Fund Overhead (2940) – 100% Highway Funds**

Class 040      Decrease Indirect Costs by \$100,000 as actual expenditures for FY14 are less than budgeted as a result of lower than budgeted SWCAP billing.

**Highway Design Bureau (3025) – 73.06% Federal Funds, 10.31% Agency income, 16.63% Highway Funds**

Class 39            Increase Telecommunications by \$4,000. Cost of telephones was higher than originally estimated in the budget as a result of a new phone system.

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 Federal Funds, Private Local Funds, Intra Agency Transfer, Highway Funds 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?  
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,

  
for Christopher D. Clement, Sr.  
Commissioner