



September 22, 2020

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

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

**REQUESTED ACTION**

Pursuant to the provisions of RSA 9:16-a, II authorize the Department of Business and Economic Affairs, Division of Travel and Tourism, to transfer funds in the amount of \$23,350.00 between classes and create new expenditure classes for class 040 Indirect Costs and class 042 Post Retirement, upon Fiscal Committee and Governor and Executive Council approval through June 30, 2021. **100% Turnpike Funds**

Funding to be budgeted as follows:

**03-22-22-22100017-20260000 New Hampshire Department of Business and Economic Affairs, Division of Travel and Tourism, Safety Rest Areas Turnpike**

Class/Object	Class Title	FY21 Current Budget	Requested Change	FY21 Adjusted Budget
<b>Revenue</b>				
	Turnpike Funds	(\$1,146,017)	\$ 0	(\$1,146,017)
	<b>Total Revenue</b>	<b>(\$1,146,017)</b>		<b>(\$1,146,017)</b>
<b>Expenses</b>				
010-500100	Personal Svcs Perm Class	\$ 348,320		\$ 348,320
018-500106	Overtime	\$ 15,300		\$ 15,300
019-500105	Holiday Pay	\$ 15,000		\$ 15,000
020-500200	Current Expenses	\$ 45,974		\$ 45,974
022-500255	Rents-Leases Other than Sta	\$ 4,000		\$ 4,000
023-500291	Heat Electricity Water	\$ 55,500		\$ 55,500
024-500225	Maint Other Than Build	\$ 1,000		\$ 1,000

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029-500291	Intra-Agency Transfers	\$ 152,125		\$ 152,125
030-500301	Equipment New Replace	\$ 1,500		\$ 1,500
039-500180	Telecommunications	\$ 17,500		\$ 17,500
040-501587	Indirect Costs	\$ 0	\$ 10,650	\$ 10,650
042-500620	Additional Fringe Benefits	\$ 0	\$ 12,700	\$ 12,700
047-500240	Own Forces Maint Build	\$ 3,000		\$ 3,000
048-500226	Contractual Maint Build	\$ 35,000		\$ 35,000
049-584914	Transfer to Other State Ag	\$ 1,026		\$ 1,026
050-500109	Personal Service Temp	\$ 200,000	(\$23,350)	\$ 187,300
060-500602	Benefits	\$ 246,772		\$ 246,772
070-500705	In State Travel Reimb	\$ 4,000		\$ 4,000
	<b>Total Expense</b>	<b>\$1,146,017</b>	<b>\$ 0</b>	<b>\$1,146,017</b>

The following appropriation authorities are being requested:

**Class 040- Indirect Expenses** are being added to cover a percentage of SWCAP costs.

**Class 042 - Post Retirement Benefits** are being added at the FY21 rate of 3.64%.

**Class 050 - Personal Services Temp** are available as the Welcome Centers have been on reduced hours since the beginning of COVID 19.

#### EXPLANATION

Chapter 21-I of Title I of New Hampshire's Statutes contains a series of laws governing the State's Indirect Cost Recovery Program (21-I:73 – 21-I:77). Creation of these new classes and transfer will allow this program to meet its indirect cost obligation, and pay the billed amount from the proper expense classes. This request is due to an administrative oversight; funding for classes 040 and 042 was not included in the FY20/21 budget.

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

Does the transfer involve continuing programs or one-time projects? *The transfer involves continuing programs.*

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Is this transfer required to maintain the existing program level or will it increase the program level? *This transfer is required to maintain existing program levels.*

Cite any requirements which make this program mandatory. *RSA 12-O:18 Rest Areas and Welcome Centers*

Identify the source of funds on all accounts listed on this transfer. *The source of funds is 100% Turnpike Funds.*

Will there be any effect on revenue if this transfer is not approved? *Yes, the General Fund will not be reimbursed for SWCAP and post retirement benefits.*

Are funds expected to lapse if this transfer is not approved? *This transfer will not impact lapsed funds.*

Are personnel services involved? *No*

In the event that these funds become no longer available, general funds will not be requested to support this program.

Respectfully submitted,

*Robert Vachon*

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Robert Vachon, Chief  
Bureau of Visitor Services

Approved,



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Taylor Caswell, Commissioner  
Department of Business and Economic Affairs