



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

December 31, 2015
Bureau of Aeronautics

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

[Signature]
Approved by Fiscal Committee Date 1/22/16

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 various non-budgeted classes in various accounting units and to transfer \$136 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2016.

04-096-096-964010-2107	Current Budget FY 2016	Requested Change	Revised Budget FY 2016
Aeronautics			
Expenses:			
010 500100 Personal Services – Permanent	\$311,574	\$0	\$311,574
011 500110 Personal Services – Unclassified	90,551	0	90,551
018 500106 Overtime	2,800	0	2,800
019 500105 Holiday Pay	0	136	136
020 500200 Current Expense	15,212	(136)	15,076
022 500255 Rents-Leases Other than State	7,343	0	7,343
023 500291 Heat, Electricity, Water	3,300	0	3,300
024 500225 Maint Other than Build-Grn	3,575	0	3,575
026 500251 Organizational Dues	525	0	525
029 500290 Intra-Agency Transfers	6,500	0	6,500
030 500311 Equipment New/Replacement	2,200	0	2,200
035 509035 Shared Services Support	1,883	0	1,883
037 500174 Technology-Hardware	1,000	0	1,000
039 500180 Telecommunications	5,600	0	5,600
050 500109 Personal Service-Temp	27,000	0	27,000
057 500535 Books, Periodicals, Subscriptions	1,107	0	1,107
060 500601 Benefits	224,029	0	224,029
065 500541 Board Expenses	500	0	500
067 500557 Training of Providers	500	0	500
070 500704 In State Travel Reimbursement	360	0	360
073 500581 Grants Non Federal	250,000	0	250,000
080 500710 Out of State Travel	300	0	300
404 500880 Intra Indirect Costs	13,878	0	13,878
Total	\$969,737	\$0	\$969,737

Source of Funds			
Revenue:			
009 407571 Agency Income	\$142,773	0	142,773
000 000010 General Funds	826,964	0	826,964
Total	\$969,737	\$0	\$969,737

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:

Aeronautics (2107) – 26% Agency Income, 74% General Funds

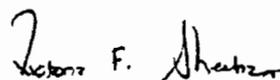
- Class 019 Increase Holiday Pay by \$136 to cover payroll expense for staff members that worked on the day after Thanksgiving. The Bureau of Aeronautics responded to an aircraft accident at the Portsmouth International Tradeport at Pease.
- Class 020 Decrease Current Expenses by \$136. The expenditures in this class will be managed to accommodate this transfer.

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 General 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