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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

July 31, 2019
Division of Operations

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

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

REQUESTED ACTION

Pursuant to RSA 9:16-a, I, authorize the Department of Transportation to transfer \$900,000.00 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through September 30, 2019. 0.05% Intra Agency Transfers, 99.95% Highway Funds

04-096-096-960515-30070000	Current Budget FY 2020	Requested Change	Revised Budget FY 2020
Highway Maintenance Bureau			
Expenses:			
010 500100 Personal Services Perm Class	\$7,279,926	\$0	\$7,279,926
018 500106 Overtime	170,455	100,000	270,455
019 500105 Holiday Pay	2,311	0	2,311
020 500200 Current Expenses	1,126,712	300,000	1,426,712
022 500257 Rents-Leases Other than State	889,190	500,000	1,389,190
023 500291 Heat Electricity Water	314,213	0	314,213
024 500225 Maint Other Than Build-Grn	68,661	0	68,661
030 500305 Equipment New Replacement	156,183	0	156,183
037 500172 Technology-Hardware	2,601	0	2,601
038 500175 Technology-Software	250	0	250
039 500188 Telecommunications	25,916	0	25,916
046 500463 Consultants	44,374	0	44,374
047 500240 Own Forces Maint Build-Grn	37,500	0	37,500
048 500226 Contractual Maint Build-Grn	64,116	0	64,116
050 500109 Personal Service Temp Appoint	27,956	0	27,956
057 500531 Books Periodicals Subscriptions	142	0	142
060 500602 Benefits	5,153,173	0	5,153,173
066 500543 Employee Training	6,250	0	6,250
070 500704 In State Travel Reimbursement	40,000	0	40,000
080 500717 Out-of-State Travel Reimb.	2,500	0	2,500

103 500741 Contracts for Op Services	23,198	0	23,198
400 500869 Construction Repair Materials	378,998	0	378,998
406 500882 Environment Expense	74,511	0	74,511
Total	\$15,889,136	\$900,000	\$16,789,136
Source of Funds			
Revenue:			
004 403631 Intra Agency Transfers	\$7,179	\$0	\$7,179
000-000015 Highway Funds	15,881,957	900,000	16,781,957
Total	\$15,889,136	\$900,000	\$16,789,136

04-096-096-960515-29280000	Current Budget FY 2020	Requested Change	Revised Budget FY 2020
Winter Maintenance			
Expenses:			
017 500147 FT Employees Special Payments	\$136,080	\$0	\$136,080
018 500106 Overtime	972,889	(100,000)	872,889
019 500105 Holiday Pay	8,277	0	8,277
020 500200 Current Expenses	2,382,718	(300,000)	2,082,718
022 500257 Rents-Leases Other than State	1,809,342	(500,000)	1,309,342
023 500264 Heat Electricity Water	216,765	0	216,765
024 500225 Maint Other Than Build-Grn	24,593	0	24,593
030 500311 Equipment New Replacement	203,170	0	203,170
037 500171 Technology-Hardware	14,296	0	14,296
039 500188 Telecommunications	29,280	0	29,280
047 500240 Own Forces Maint Build-Grn	2,500	0	2,500
048 500226 Contractual Maint Build-Grn	5,250	0	5,250
050 500109 Personal Service Temp Appoint	45,000	0	45,000
060 500601 Benefits	231,495	0	231,495
070 500704 In State Travel Reimbursement	35,072	0	35,072
103 500741 Contracts for Op Services	14,028	0	14,028
Total	\$6,130,755	\$(900,000)	\$5,230,755
Source of Funds			
Revenue:			
000-000015 Highway Funds	\$6,130,755	\$(900,000)	\$5,230,755
Total	\$6,130,755	\$(900,000)	\$5,230,755

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts to pay for services incurred in meeting the State's transportation demands. This request is a result of the Continuing Resolution and the seasonality of the Department's maintenance program. Specific explanations relating to the Department's spending requests are as follows:

Highway Maintenance (3007) – 0.05% Intra Agency Transfers, 99.95% Highway Funds

- Class 018 Increase Overtime by \$100,000.00. This increase is necessary to obligate the first three months of overtime related to highway maintenance work. Highway maintenance is season and weather dependent. Work must occur in the summer months and is necessary to provide safe roadways. Some tasks required may be tree cleanup due to a storm, constructing drainage to prevent roadway washouts, guardrail maintenance to provide a safe roadway or a repair as a result of an accident. There are times that these tasks are necessary to be completed outside normal working hours to keep the roadways open and safe.
- Class 020 Increase Current Expenses by \$300,000.00. Highway maintenance is seasonal and weather dependent, meaning that most of the work is done in the warmer months (July into October) and then again in the spring (April through June). This increase will allow for the purchase of materials in the first three months of the fiscal year when most of the work is performed. Typical items used during this time are pavement, pipe, gravel, cones, signs and safety equipment.
- Class 022 Increase Rents-Leases Other Than State by \$500,000.00. Highway maintenance is seasonal and weather dependent, requiring that most of the work is done in the warmer months (July into September) and then again in the spring (April through June). It is necessary for the department to have the funds available to rent the equipment needed to complete maintenance activities done during this time frame. Activities include mowing to prevent brush from taking hold, constructing drainage pipes to maintain drainage and prevent roadway washouts, sweeping roads to provide safe conditions for motorcycles and bicycles and meet environmental requirements, guardrail maintenance to repair damages due to accidents or replace older materials, and cleaning catch basins to allow water to drain from roadways and keep the roadways safe. This increase will allow these activities to be done in the first months of the fiscal year while the weather is favorable.

Winter Maintenance (2928) – 100.0% Highway Funds

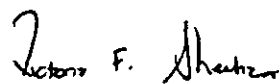
- Class 018 Decrease Overtime by \$100,000.00. Expenditures in this class will be managed to accommodate this transfer. If a continuing resolution is approved in the second quarter, it is anticipated that excess funds in Highway Maintenance (3007) would be transferred back to replace these funds.
- Class 020 Decrease Current Expenses by \$300,000.00. Expenditures in this class will be managed to accommodate this transfer. If a continuing resolution is approved in the second quarter, it is anticipated that excess funds in Highway Maintenance (3007) would be transferred back to replace these funds.
- Class 022 Decrease Rents-Leases Other Than State by \$500,000.00. Expenditures in this class will be managed to accommodate this transfer. If a continuing resolution is approved in the second quarter, it is anticipated that excess funds in Highway Maintenance (3007) would be transferred back to replace these funds.

Listed below are answers to standard questions required of all Fiscal Committee item requests, related to RSA 9:16-a, "Transfers authorized", RSA 14:30-a, VI "Expenditure of funds over \$100,000 from any Non State Source", or RSA 124:15,"Positions Authorized", or both, and all emergency requests pursuant to "Chapter 145, subparagraph I, (a), Laws of 2019, making temporary appropriations for the expenses and encumbrances of the State of New Hampshire":

1. Is the action required of this request a result of the Continuing Resolution for FY 2020?
Yes, this request is a result of the Continuing Resolution.
2. If this request is **retroactive** what is the significance and importance of the action being effective from an earlier date?
No, this is not a retroactive request.
3. Is this a previously funded and ongoing program established through Fiscal Committee and Governor and Executive Council action? (If so, include as an attachment the original documents as approved and cite the specific dates of authorization and end dates for each action as part of your answer to this question.)
No, this program was not established through Fiscal Committee and Governor and Executive Council action, it is part of the highway maintenance program budget.
4. Was funding for this program included in the FY 2018-2019 enacted Budget or requested and denied?
Funding for this program was included in the FY 2018-2019 enacted Budget.
5. Is this program in total or in part, included in the vetoed FY 2020-2021 Operating Budget proposal currently pending for your department, or was it requested and denied?
This program was included in total in the vetoed FY 2020-2021 Operating Budget proposal.
6. Does this program include, either positions or consultants, and if so are the positions filled, vacant, or have offers pending? (Please provide details for each position and note whether consultant contracts have been awarded.)
This request does not include additional positions or consultants.
7. What would be the effect should this program be discontinued or not initiated as a result of this request being denied?
Seasonal highway maintenance would need to halt if emergency funds are not appropriated and could result in additional costs due to the accelerated deterioration of the roadways. Further, there could be public claims against the Department for incidents that may occur due to the condition of the roadways.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner