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State of New Hampshire  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

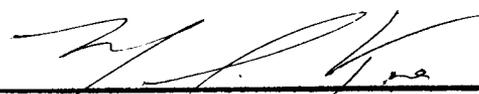
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July 15, 2016

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

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

  
Approved by Fiscal Committee 8/15/16  
Date

**REQUESTED ACTION**

Pursuant to the provisions of Chapter 276:4, Laws of 2015, Transfer Among Accounts and Classes, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$100,000. The adjustment is summarized below and detailed on the attached worksheet. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. **Funding Source: 100% General Funds**

**SFY 2017**

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Retiree Health Benefits	29030000	\$ 100,000

**EXPLANATION**

The transfer reflects an increase into Accounting Unit 29030000, Retiree Health Benefits which will require additional funds, from Accounting Unit 29500000, General Services Maintenance & Grounds, which experienced lower than anticipated utility expenditures. This transfer will provide for the anticipated shortfall of retiree health insurance costs.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested action.

- A. *Justification:* This transfer is to cover a projected shortfall in the Retiree Health Benefits account for FY17. Energy savings are anticipated in the Heat-Electricity-Water class line due to new utility contracts being negotiated and lower than anticipated expenditures for FY17.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;

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- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;
- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* No

The Department has conducted a detailed review of these line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Vicki V. Quiram  
Commissioner

Co.	Bur/Div	Acct Unit	Description	Class	Class Description	Current Adjusted Authorized	Amount to Transfer	Revised Adj Authorized
0010	1435	29030000	RETIREE HEALTH BENEFITS	102-500731	CONTRACTS FOR PROGRAM SERV	72,867,373	100,000	72,967,373
			TOTAL			72,867,373	100,000	72,967,373
			REVENUES					
			Transfer Other Agency	001-486499		21,997,462		21,997,462
			Agency Income	008-402308		11,974,718		11,974,718
			Agency Income	Various		5,615,096		5,615,096
			Total General Funds	010-000010		33,280,097	100,000	33,380,097
			TOTAL REVENUES			72,867,373	100,000	72,967,373
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	010-500100	PERSONAL SERVICES PERM CLAS	844,427		844,427
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	018-500106	OVERTIME	37,069		37,069
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	020-500200	CURRENT EXPENSES	148,952		148,952
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	022-500255	RENTS-LEASES OTHER THAN STA	1,209		1,209
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	023-500210	HEAT ELECTRICITY WATER	1,390,280	-100,000	1,290,280
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	024-500225	MAINT OTHER THAN BUILD-GRN	1		1
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	030-500301	EQUIPMENT NEW REPLACEMENT	796		796
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	039-500188	TELECOMMUNICATIONS	15,710		15,710
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	047-500240	OWN FORCES MAINT BUILD-GRN	33,316		33,316
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	048-500226	CONTRACTUAL MAINT BUILD-GRN	847,639		847,639
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	050-500109	PERSONAL SERVICE TEMP APPOI	269,267		269,267
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	060-500602	BENEFITS	506,942		506,942
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	061-500536	UNEMPLOYMENT COMPENSATION	7		7
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	070-500704	IN STATE TRAVEL REIMBURSEME	6,654		6,654
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	103-500735	CONTRACTS FOR OP SERVICES	108,763		108,763
			TOTAL			4,211,032	-100,000	4,111,032
			REVENUES					
			Total General Funds	010-000010		4,082,697	-100,000	3,982,697
			Transfers Other Agencies	various		128,335	0	128,335
			TOTAL REVENUES			4,211,032	-100,000	4,111,032