



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



17

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

Division of Aeronautics, Rail and Transit  
August 28, 2014

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

**REQUESTED ACTION**

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish a non-budgeted class and to transfer \$172,980 between Accounts effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.

04-096-096-964010-2916	Modified Budget SFY 2015	Requested Change SFY 2015	Revised Budget SFY 2015
<b>Public Transportation</b>			
<b>Expenses:</b>			
010 500100 Personal Services-Permanent	\$318,895	\$0	\$318,895
018 500106 Overtime	6,000	0	6,000
020 500200 Current Expense	5,600	0	5,600
022 500255 Rents-Leases Other than State	400	0	400
024 500225 Maintenance Other than Buildings/ Grounds	220,792	17,000	237,792
026 500251 Organizational Dues	7,600	0	7,600
029 500290 Intra-Agency Transfers	9,060	0	9,060
030 500311 Equipment New Replacement	102,500	65,000	167,500
035 509035 Shared Services Support	4,598	0	4,598
037 500174 Technology-Hardware	0	40,000	40,000
038 500177 Technology-Software	0	35,000	35,000
039 500180 Telecommunications	3,900	0	3,900
040 500800 Indirect Costs	6,020	8,980	15,000
046 500463 Consultants	2,000	0	2,000
048 500226 Contractual Maint Build-Ground	836,510	(17,000)	819,510
057 500535 Books Periodicals Subscriptions	100	0	100
060 500601 Benefits	159,640	0	159,640
066 500546 Employee Training	0	1,000	1,000

04-096-096-964010-2916	Modified Budget SFY 2015	Requested Change SFY 2015	Revised Budget SFY 2015
067 500557 Training of Providers	\$90,000	\$0	\$90,000
070 500704 In-State Travel Reimbursement	500	0	500
072 500575 Grants Federal	19,911,374	(155,980)	19,755,394
073 500581 Grants Non Federal	100,000	0	100,000
081 509081 Out of State Travel Fed Reimb	3,000	0	3,000
103 502664 Contracts for Operational Services	300,000	0	300,000
400 500869 Construction Repair Materials	0	6,000	6,000
404 500880 Intra-Indirect Costs	2,436	0	2,436
Total	\$22,090,925	\$0	\$22,090,925
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 404622 Federal Funds	\$21,877,088	\$0	\$21,877,088
005 402759 Private Local Funds	101,385	0	101,385
000 000010 General Funds	112,452	0	112,452
Total	\$22,090,925	\$0	\$22,090,925

### 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:

**Public Transportation (2916) – 99.03% Federal Funds, 0.46% Private Local Funds, 0.51 General**

- Class 024    Increase Maintenance Other than Buildings/Grounds by \$17,000. This transfer is to pay for maintenance for vehicles and buses which are owned by DOT for Boston Express's use. This transfer will align expenditures to the proper class line per accounting policy.
  
- Class 30    Increase Equipment New Replacement by \$65,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well a replacement bus shelter at the Epping Park & Ride. This transfer will align expenditures to the proper class line per accounting policy.
  
- Class 37    Increase Technology–Hardware by \$40,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well as computer equipment for Bureau of Rail & Transit staff. This transfer will align expenditures to the proper class line per accounting policy.
  
- Class 38    Increase Technology–Software by \$35,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well as new computer software for Bureau of Rail & Transit personnel. This transfer will align expenditures to the proper class line per accounting policy.

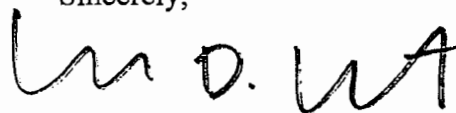
- Class 040 Increase Indirect Costs by \$8,980. This transfer is to fund the latest Statewide Cost Allocation Plan. This transfer will align expenditures to the proper class line per accounting policy.
- Class 048 Decrease Contractual Maint Buildings/Grounds by \$17,000. This transfer will align expenditures to the proper class line per accounting policy.
- Class 066 Increase Employee Training by \$1,000. This transfer is to pay for in-state training such as that provided by the Bureau of Education and Training. This transfer will align expenditures to the proper class line per accounting policy.
- Class 072 Decrease Grants Federal by \$155,980. This transfer will align expenditures to the proper class line per accounting policy.
- Class 400 Increase Construction Repair Materials by \$6,000. This transfer is to pay for capital facilities repairs and improvements. This transfer will align expenditures to the proper class line per accounting policy.

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.
2. Is this transfer required to maintain existing program level or will it increase program level?  
Transfers are to maintain existing program levels.
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, and 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?  
No.
7. Are personal services involved?  
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

CL001 Date 08/31/14  
Time 07:15

Company 0010 General Fund  
Agency 000 TRANSPORTATION DEPT OF  
Organization 2716 PUBLIC TRANSPORTATION

Statement of Appropriations by Office

0010/010 0010 GENERAL FUND  
0010/010 0010 TRANSPORTATION DEPT OF  
0010/010 0010 PUBLIC TRANSPORTATION

Fiscal Year 2015 Period From 07/01/14 End 07/31/14 Page 7

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Bal Fwd	Available Rate
000	FEDERAL FUNDS	15,564,159.00-	0.00	543,569.58-	0.00	0.00	0.00	6,312,828.89-	22,430,857.47-
005	PRIVATE LOCAL FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	1,385.37-	183,085.37-
010	PERSONAL SERVICES PERM CLAS	100,000.00-	24,236.60-	0.00	0.00	0.00	0.00	0.00	284,558.40 .07
018	OVERTIME	0.00	311.34-	0.00	0.00	3,000.00	0.00	0.00	5,868.66 .05
020	CURRENT EXPENSES	0.00	187.58	0.00	0.00	0.00	0.00	0.00	5,787.58 .03
022	RENTS-LEASES OTHER THAN STA	0.00	0.00	0.00	354.45-	0.00	0.00	0.00	45.05 .08
024	MAINT OTHER THAN BUILD-CRN	0.00	72,364.56-	0.00	168,427.44-	0.00	0.00	250,792.00	0.00 1.00
026	ORGANIZATIONAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00 0.00
029	INTRA-AGENCY TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,060.00 0.00
030	EQUIPMENT NEW REPLACEMENT	0.00	0.00	0.00	54,080.00-	100,000.00	0.00	0.00	48,420.00 .52
035	SHARED SERVICES SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,598.00 0.00
039	TELECOMMUNICATIONS	0.00	160.87-	0.00	0.00	0.00	0.00	0.00	3,739.13 .04
040	INDIRECT COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,020.00 0.00
046	CONSULTANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00 0.00
048	CONTRACTUAL MAINT BUILD-CRN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	812,813.39 .01
057	BOOKS PERIODICALS SUBSCRIPT	0.00	0.00	0.00	16,697.20-	30,000.00	0.00	886,510.59	180.00 0.00

Statement of Appropriations by Office

0010 General Fund  
Agency 0916 TRANSPORTATION DEPT OF  
Organization 2916 PUBLIC TRANSPORTATION

BUD/DIV 0640 AERONAUT MAIL & TRANSIT FND 10  
SUB-ORG 001 PUBLIC TRANSPORTATION  
Acct Unit 25160000

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Sal Fwd	Available Rate
060	BENEFITS 159,640.00	0.00	11,833.79-	0.00	0.00	0.00	0.00	0.00	147,806.21 .07
067	TRAINING OF WORKERS 90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00 0.00
070	IN STATE TRAVEL REIMBURSE 398.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	398.00 0.00
072	GRANTS FEDERAL 15,000,000.00	0.00	405,834.95-	0.00	4,940,940.95-	433,000.00-	0.00	5,344,374.36	14,564,628.44 .26
073	GRANTS NON FEDERAL 100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00 0.00
081	OUT OF STATE TRAVEL FED REI 3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00 0.00
103	CONTRACTS FOR OP SERVICES 0.00	0.00	0.00	0.00	0.00	309,000.00	0.00	0.00	309,000.00 0.00
404	INTRA INDIRECT COSTS 2,436.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,436.00 0.00
***Sub-Org***	15,719,249.00	15,664,159.00-	514,654.52-	543,569.58-	5,160,500.04-	0.00	0.00	57,362.67	6,106,771.48-
***Organization***	15,719,249.00	15,664,159.00-	514,654.52-	543,569.58-	5,160,500.04-	0.00	0.00	57,362.67	6,106,771.48-