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STATE OF NEW HAMPSHIRE  
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT  
DIVISION OF FORESTS AND LANDS  
172 Pembroke Road, Concord, New Hampshire 03301

June 29, 2017

603-271-2214  
FAX: 603-271-6488  
www.nhdf.org

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

REQUESTED ACTION

Pursuant to MOP 1102 (L), authorize the Department of Resources and Economic Development, Division of Forests and Lands, to allow Director Brad Simpkins and Rick Mason, Compact Commissioner, to travel over 300 miles one way in a state vehicle to Fredericton, New Brunswick, Canada to attend the Northeastern Forest Fire Protection Commission 2017 Annual Commissioner's Meeting from August 1 to August 3, 2017 upon Governor and Executive Council approval. 100% Federal Funds

EXPLANATION

Requesting permission for Director Brad Simpkins, who is a compact Commissioner per RSA 227-L:26, and Rick Mason, who is the Governor-appointed Compact Commissioner, to travel to Fredericton, New Brunswick, Canada for the Northeastern Forest Fire Protection Commission 2017 Annual Meeting. The purpose of this meeting is to discuss the business affairs of the Compact, including forest fire prevention, training, equipment and fire activity, approval of work plans for the five working teams, and to set the annual budget.

Discussions are also planned regarding the working team reports, progress on Inter-Compact Liability Legislation, and reimbursement options for various mobilizations. This is also a forum for all Compact members to discuss their agencies' operations. This travel is specifically listed in the federal State Fire Assistance grant narrative.

We are requesting that Brad Simpkins be allowed to drive D-3 instead of flying, 437 miles each way. The total cost for flying would be \$2,705 versus \$1,450 for driving, resulting in a savings of \$1,255. Please see attached Form A-24 and expense worksheet.

Respectfully submitted,

  
Jeffrey J. Rose  
Commissioner



# REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: June 20, 2017

**TO THE HONORABLE GOVERNOR & COUNCIL:**

The Department of Resource and Economic Development, Division of Forests and Lands requests permission for 2 employees or their designees to travel to Fredericton, New Brunswick, Canada for 3 days of out-of-state travel status from August 1, 2017 to August 3, 2017

**Conference/Workshop/Seminar Title**

Northeastern Forest Fire Protection Commission Annual Commissioner's Meeting

**Purpose of Travel**

MOP 1102(L) - General Reimbursement Policy – (G&C approval shall be required for travel)  
 Requesting permission for Director Brad Simpkins, who is a compact Commissioner per RSA 227-L:26, and Rick Mason, who is the Governor-appointed Compact Commissioner, to travel to Fredericton, New Brunswick, Canada for the Northeastern Forest Fire Protection Commission 2017 Annual Meeting. The purpose of this meeting is to discuss the business affairs of the Compact, including forest fire prevention, training, equipment and fire activity, approval of work plans for the five working teams, and to set the annual budget.

Discussions are also planned regarding the working team reports, progress on Inter-Compact Liability Legislation, and reimbursement options for various mobilizations. This is also a forum for all Compact members to discuss their agencies' operations. This travel is specifically listed in the federal State Fire Assistance grant narrative.

We are requesting that Brad Simpkins be allowed to drive D-3 instead of flying, 437 miles each way. The total cost for flying for 2 people would be \$2,705 versus \$1,450 for driving, resulting in a savings of \$1,255.

**Attendees and their Titles**

1. Brad Simpkins, Director                      2. Rick Mason, Compact Commissioner

**Fiscal Information – Summary**

<u>Objt</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
0710	Common Carriers	\$ _____	Appropriation of Out-of-State Travel
0711	Per Diem in Lieu	\$ _____	Amount Expended to date
0712	Meals	\$310	Available Balance
0713	Hotel	\$600	Amount requested this authorization
0714	Mileage	\$ _____	Estimated Balance Available
0715	Operation State Car	\$140	
0717	Miscellaneous	\$ _____	
0719	Registration Fees	\$400	
	Total	\$1,450	

Appropriation Code: 010-10-41260000-080  
 Source of Funds: State Fire Assistance (100% Federal Funds)

(initials)

**Authorized Signature**  **for** \_\_\_\_\_  
 Jeffrey J. Rose, Commissioner

**Driving**

Travel from Hopkinton NH to Fredericton, NB

Total 437 Miles - 874 miles round trip

Average Travel Time: 6hr 27min

**Flying**

Flying out of Manchester Airport to St John Airport

Average Travel time: 5.5

St John Airport to Crowne Plaza Fredericton NB

Average Travel time: 1.5 hour

2 people

	Drive	Fly
Flight		1065.24
Rental Car		300
Hotel	600	600
Parking	30	30
Meals	310	310
Registration	400	400
Tolls	10	
Gas	100	
<b>Total</b>	<b>1450</b>	<b>2705.24</b>
Difference	1255.24	

M &IE Rate	Breakfast	Lunch	Dinner	Incidentals
\$115	17	29	46	23