



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

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

Division of Operations
May 17, 2017

His Excellency, Christopher T. Sununu
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 transfer \$2,000 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2017. 100% Highway Funds.

Table with 4 columns: Account Number, Current Budget FY2017, Requested Change, Revised Budget FY2017. Rows include Traffic Operations, Expenses, and various sub-accounts like Personal Services, Equipment, and Travel.

103 500739 Contracts For Operation Svs	2,017	500	2,517
Total	\$10,101,462	\$0	\$10,101,462

Source of Funds			
Revenue:			
000-408043 Federal Funds	\$3,408,125	\$0	\$3,408,125
004-408189 Intra Agency Transfers	570,000	0	570,000
007-402193 Agency Income	49,852	0	49,852
009-405698 Agency Income	295,966	0	295,966
000-000015 Highway Funds	5,777,519	0	5,777,519
Total	\$10,101,462	\$0	\$10,101,462

EXPLANATION

The Department requests authorizations to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. While this request is below the \$75,000 threshold, total transfers in 04-96-96-960515-3009 exceed that amount. Specific explanations relating to the Department's spending requests are as follows:

Traffic Operations (3009) – 34% Federal Funds, 6% Intra Agency Transfers, 3% Agency Income and 57% Highway Funds

- Class 022 Increase Rents-Leases Other than State by \$500 needed for increased use of linen service and increased usage of welding gases.
- Class 023 Decrease Heat-Electricity-Water by \$2,000. Savings are available due to the efficiency of the new heating system installed in the Traffic Bureau building in FY 2016.
- Class 039 Increase Telecommunications by \$1,000 due to higher than anticipated costs for data transmissions.
- Class 103 Increase Contracts for Op Services by \$500 due to higher than anticipated costs in trash and recycling hauling.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

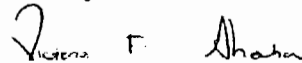
1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
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 are Federal Funds, Intra-Agency Income, Agency Income and Highway 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