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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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June 8, 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

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 \$50,000. The adjustment is summarized below and detailed on the attached worksheet. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2016. **Funding Source: 100% General Funds**

SFY 2016

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Retiree Health Benefits	29030000	\$ 50,000

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 FY16. Energy savings were realized in the Heat-Electricity-Water class line due to new utility contracts being negotiated and lower than anticipated expenditures for FY16.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;

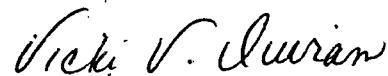
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- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs 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	69,832,381	50,000	69,882,381
			TOTAL			69,832,381	50,000	69,882,381
			REVENUES					
			Transfer Other Agency	001-486499		19,973,071		19,973,071
			Agency Income	008-402308		12,095,675		12,095,675
			Agency Income	Various		5,351,384		5,351,384
			Total General Funds	010-000010		32,412,251	50,000	32,462,251
			TOTAL REVENUES			69,832,381	50,000	69,882,381
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	010-500100	PERSONAL SERVICES PERM CLAS	733,952		733,952
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	018-500106	OVERTIME	56,069		56,069
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	020-500200	CURRENT EXPENSES	198,835		198,835
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	1,201,073	-50,000	1,151,073
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	801		801
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	039-500188	TELECOMMUNICATIONS	16,710		16,710
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	047-500240	OWN FORCES MAINT BUILD-GRN	24,341		24,341
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	048-500226	CONTRACTUAL MAINT BUILD-GRN	645,262		645,262
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	050-500109	PERSONAL SERVICE TEMP APPOI	263,413		263,413
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	060-500602	BENEFITS	447,945		447,945
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	108,783		108,783
			TOTAL			3,705,055	-50,000	3,655,055
			REVENUES					
			Total General Funds	010-000010		3,628,304	-50,000	3,578,304
			Tranfers Other Agencies	various		76,751	0	76,751
			TOTAL REVENUES			3,705,055	-50,000	3,655,055