



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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

March 17, 2017
Division of Operations

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

[Signature]
Approved by Fiscal Committee Date 4/14/17

REQUESTED ACTION

Pursuant to Chapter 276:29, Laws of 2015, authorize the Department of Transportation to transfer \$347,800 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2017.

	Current Budget FY2017	Requested Change	Revised Budget FY2017
04-096-096-960515-3007			
Highway Maintenance			
Expenses:			
010 500100 Personal Services – Permanent	\$27,704,771	\$0	\$27,704,771
018 500106 Overtime	556,820	150,000	706,820
019 500105 Holiday Pay	9,247	0	9,247
020 500200 Current Expense	4,496,329	0	4,496,329
022 500255 Rents-Leases Other than State	3,435,835	100,000	3,535,835
023 500291 Heat, Electricity, Water	1,210,140	(250,000)	960,140
024 500225 Maint. Other than Bldg-Grounds	207,404	0	207,404
030 500311 Equipment	733,682	0	733,682
037 500173 Technology-Hardware	6,003	0	6,003
038 500175 Technology-Software	1,000	0	1,000
039 500188 Telecommunications	113,670	0	113,670
047 500240 Own Forces Maint Bldgs & Grnds	117,689	0	117,689
048 500226 Contractual Maint Bldgs & Grnds	129,593	0	129,593
050 500109 Personal Services - Temporary	116,803	0	116,803
057 500201 Books Periodicals Subscriptions	569	0	569
060 500601 Benefits	19,252,040	0	19,252,040
066 500543 Employee Training	15,011	0	15,011
070 500704 In-State Travel	157,458	0	157,458
080 500713 Out of State Travel Reimb	1,601	0	1,601
103 500739 Contracts For Operation Svs	113,794	0	113,794
400 500870 Construction-Repairs & Materials	1,316	0	1,316
406 500882 Environment Expense	101,782	0	101,782
Total	\$58,482,557	\$0	\$58,482,557

Source of Funds			
Revenue:			
004-403631 Intra Agency Transfers	\$34,874	\$0	\$34,874
007-402193 Agency Income	9,264,484	0	9,264,484
000-000015 Highway Funds	49,183,199	0	49,183,199
Total	\$58,482,557	\$0	\$58,482,557

04-096-096-960515-3009	Current Budget FY2017	Requested Change	Revised Budget FY2017
Traffic Operations			
Expenses:			
010 500100 Personal Services – Permanent	\$3,088,516	\$0	\$3,088,516
017 500147 FT Employees Spec Pay	4,200	0	4,200
018 500106 Overtime	275,000	96,800	371,800
019 500105 Holiday Pay	1,000	0	1,000
020 500200 Current Expense	3,807,055	0	3,807,055
022 500255 Rents-Leases Other than State	7,016	0	7,016
023 500291 Heat, Electricity, Water	303,481	(1,000)	302,481
024 500225 Maint. Other than Bldg-Grounds	56,300	0	56,300
026 500251 Organizational Dues	1	0	1
030 500325 Equipment New Replacement	74,031	0	74,031
037 500173 Technology-Hardware	12,500	0	12,500
038 500175 Technology-Software	46,542	0	46,542
039 500188 Telecommunications	36,250	1,000	37,250
046 500464 Consultants	15,990	0	15,990
047 500240 Own Forces Maint Bldgs & Grnds	6,089	0	6,089
048 500226 Contractual Maint Bldgs & Grnds	94,068	0	94,068
050 500109 Personal Services – Temporary	336,016	(96,800)	239,216
057 500201 Books Periodicals Subscriptions	4,000	0	4,000
059 500117 Temp Full Time	14,289	0	14,289
060 500601 Benefits	1,878,101	0	1,878,101
066 500543 Employee Training	7,400	0	7,400
070 500704 In-State Travel	25,000	0	25,000
080 500713 Out of State Travel Reimb	6,600	0	6,600
103 500739 Contracts For Operation Svs	2,017	0	2,017
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. Specific explanations relating to the Department's spending requests are as follows:

Highway Maintenance Bureau (3007) – 84% Highway Funds and 16% Agency Income

- Class 018 Increase Overtime by \$150,000 due to the increased paving program preparation and other required spring and summer work, as well as the need to maintain funding for any emergency work. This funding is required for the remainder of FY 2017 to accomplish the current work plan.
- Class 022 Increase Rents-Leases Other Than State by \$100,000 due to the increased paving program preparation and other required spring and summer work, as well as the need to maintain funding for any emergency work. This funding is required for the remainder of FY 2017 to accomplish the current work plan.
- Class 023 Decrease Heat-Electricity-Water by \$250,000 due to discontinuance of the streetlight program as well as changes in the overall costs of energy.

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

- Class 018 Increase Overtime by \$96,800 needed for spring / summer pavement marking crews. The overtime was originally budgeted in Class 050 Personal Service – Temps.
- Class 023 Decrease Heat-Electricity-Water by \$1,000. Savings are available due to the efficiency of the new heating system installed in the Traffic Bureau building in FY2016.
- Class 039 Increase Telecommunications by \$1,000 due to higher than anticipated costs for data transmissions.
- Class 050 Decrease Personal Service – Temp by \$96,800. Funds are available in this class due to the overtime expenses for the pavement marking crews being processed through Class 018 Overtime in FY2017 whereas in prior years it was budgeted and processed in Class 050.

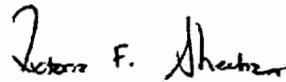
The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

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