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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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New Hampshire DOT
Department of Transportation

William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court and

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

Division of Project Development
March 17, 2023

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the Department of Transportation to transfer $30,000 between various classes effective upon Fiscal Committee and Governor and Council approval through June 30, 2023. 56.6% Highway Funds, 37.5% Federal Funds and 5.9% Other Funds.

In SFY23, funds shall be transferred from 04-096-096-962015-3028 – Right of Way Bureau as follows:

04-096-096-962015-3028	Current Budget FY2023	Requested Change	Revised Budget FY2023
Right of Way Bureau			
Expenses:			
010-500100 Personal Services Permanent	$3,475,039	$0	$3,475,039
018 500106 Overtime	7,826	0	7,826
020 500200 Current Expense	19,248	15,000	34,248
022 500257 Rents-Leases Other than State	2,500	0	2,500
024 500225 Maint. Other than Building-Grounds	5,000	0	5,000
026 500251 Organizational Dues	5,230	0	5,230
030 500311 Equipment New Replacement	219,184	0	219,184
037 500174 Technology-Hardware	3,996	0	3,996
038 500175 Technology-Software	1,710	15,000	16,710
039 500180 Telecommunications	21,460	0	21,460
050 500109 Personal Service Temp	94,500	0	94,500
057 500534 Books Periodicals Subscriptions	2,100	0	2,100
059 500117 Temp Full Time	134,463	0	134,463
060 500601 Benefits	2,269,390	0	2,269,390
065 500541 Board Expenses	6,500	0	6,500
066 500546 Employee Training	6,925	0	6,925
070 500704 In-State Travel Reimbursement	800	0	800
080 500719 Out of State Travel Reimbursement	1,500	0	1,500
102 500732 Contracts for Program Services	20,000	(15,000)	5,000
401 500877 Land Interest	55,425	(15,000)	40,425
Total	$6,352,796	$0	$6,352,796

Source of Funds			
Revenue:			
000-404511 Federal Funds	1,038,477	0	1,038,477
000-409151 Federal Funds	1,256,208	0	1,256,208
004-408189 Intra-Agency Transfer	96,212	0	96,212
009-406912 Agency Income	63,000	0	63,000
00C-401350 Agency Indirect Cost Recovery	204,136	0	204,136
000-000015 Highway Funds	3,694,763	0	3,694,763
Total	$6,352,796	$0	$6,352,796

EXPLANATION

The Department requests authorization to transfer $30,000 within the Bureau of Right of Way to cover the costs of additional public hearing notices and the geodetic system software license.

Specific explanations relating to the Department's spending requests are as follows:

Right of Way Bureau (3028) 56.6% Highway Funds, 37.5% Federal Funds and 5.9% Other Funds

Class 020 Increase Current Expense by $15,000 to cover the cost of additional public hearing notices.
Class 038 Increase Technology Software by $15,000 to cover the cost of geodetic systems software license.
Class 102 Decrease Contracts for Program Services by $15,000. Expenditures will be monitored to accommodate this transfer.
Class 401 Decrease Land Interest by $15,000. Expenditures will be monitored to accommodate this transfer.

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?
   This transfer is for continuing programs (not one-time).

2. Is this transfer required to maintain existing program level or will it increase program level?
   This transfer is 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.
   The source of funds for this transfer are Highway Funds, Federal Funds, Intra-Agency Transfer, Agency Income and Agency Indirect Cost Recovery.

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 to cover public hearing notices, such funds will lapse to their respective account fund balances.

7. Are personal services involved?
   This transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,

William Cass

William Cass, P.E.
Commissioner