

4011



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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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

Division of Finance
May 22, 2023

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

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the Department of Transportation to transfer \$886,768 between various Accounting Units and classes, effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2023.

04-096-096-960515-30090000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Traffic Operations			
Expenses:			
010 500100 Personal Services-Permanent	\$3,542,554	\$0	\$3,542,554
017 500147 FT Employees Special Payment	2,520	0	2,520
018 500106 Overtime	309,700	20,000	329,700
019 500105 Holiday Pay	1,300	0	1,300
020 500200 Current Expense	3,715,231	(121,000)	3,594,231
022 500255 Rents-Leases Other than State	4,794	0	4,794
023 500291 Heat-Electricity-Water	289,300	0	289,300
024 500228 Maint Other than Build & Grnds	27,900	0	27,900
026 500251 Organizational Dues	1,000	0	1,000
030 500311 Equipment New / Replace	107,860	0	107,860
037 500173 Technology-Hardware	5,491	0	5,491
038 500177 Technology-Software	95,800	0	95,800
039 500180 Telecommunications	37,914	0	37,914
046 500464 Consultants	20,000	101,000	121,000
047 500240 Own Forces Maint-Build-Grnds	16,991	0	16,991
048 500226 Contractual Maint-Build-Grnds	69,983	0	69,983
050 500109 Personal Service – Temp/Appointed	98,000	0	98,000
057 500531 Books Periodicals Subscriptions	1,000	0	1,000
059 500117 Temp Full Time	30,863	0	30,863
060 500601 Benefits	2,369,542	0	2,369,542

04-096-096-960515-30090000	Current Budget FY2023	Requested Change	Revised Budget FY2023
066 500554 Employee Training	11,000	0	11,000
070 500703 In State Travel Reimbursement	34,500	0	34,500
080 500713 Out of State Travel Reimbursement	10,900	0	10,900
103 500741 Contracts for Op Services	4,500	0	4,500
Total	\$10,808,643	\$0	\$10,808,643
Source of Funds			
Revenue:			
000 409151 Federal Funds	\$3,990,144	\$0	\$3,990,144
004 408189 Intra-Agency Transfer	37,916	0	37,916
009 403108 Agency Income	81	0	81
00C 401350 Agency Indirect Cost Recovery	212,491	0	212,491
000 000015 Highway Funds	6,568,011	0	6,568,011
Total	\$10,808,643	\$0	\$10,808,643

04-096-096-964010-29310000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Railroad			
Expenses:			
010 500100 Personal Services-Permanent	\$318,366	\$0	\$318,366
018 500106 Overtime	8,500	(410)	8,090
019 500105 Holiday Pay	150	(100)	50
020 500200 Current Expense	3,551	(2,217)	1,334
022 500255 Rents-Leases Other than State	600	0	600
026 500251 Organizational Dues	200	(200)	0
029 500290 Intra-Agency Transfers	12,394	5,332	17,726
030 500301 Equipment New / Replace	5,587	(4,897)	690
033 509033 Land Acquisition and Easement	300	(300)	0
037 500174 Technology-Hardware	3,815	(205)	3,610
039 500190 Telecommunications	4,100	0	4,100
040 501587 Indirect Costs	23,632	0	23,632
042 500620 Additional Fringe Benefits	0	12,072	12,072
046 500464 Consultants	64,386	(5,000)	59,386
060 500601 Benefits	183,885	0	183,885
066 500545 Employee Training	1,600	(1,600)	0
070 500702 In State Travel Reimbursement	100	(100)	0
080 500719 Out of State Travel Reimbursement	2,375	(2,375)	0

04-096-096-964010-29310000	Current Budget FY2023	Requested Change	Revised Budget FY2023
081 509081 Out of State Travel Fed Reimburse	5,572	0	5,572
Total	\$639,113	\$0	\$639,113
Source of Funds			
Revenue:			
000 404356 Federal Funds	\$7,572	\$0	\$7,572
004 408189 Intra-Agency Transfer	286,065	0	286,065
000 000010 General Funds	345,476	0	345,476
Total	\$639,113	\$0	\$639,113

04-096-096-964010-29160000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Public Transit			
Expenses:			
010 500100 Personal Services-Permanent	\$488,637	\$0	\$488,637
018 500106 Overtime	8,500	0	8,500
019 500105 Holiday Pay	400	0	400
020 500200 Current Expense	2,850	0	2,850
022 500255 Rents-Leases Other than State	600	0	600
026 500251 Organizational Dues	9,750	0	9,750
029 500290 Intra-Agency Transfers	5,574	0	5,574
030 500331 Equipment New / Replace	243,902	0	243,902
037 500174 Technology-Hardware	16,312	0	16,312
039 500191 Telecommunications	4,560	0	4,560
040 501587 Indirect Costs	134,406	0	134,406
042 500620 Additional Fringe Benefits	0	40,000	40,000
046 500463 Consultants	3,625,000	0	3,625,000
057 500531 Books Periodicals Subscriptions	600	0	600
060 500601 Benefits	294,552	0	294,552
066 500554 Employee Training	3,250	0	3,250
067 500557 Training of Providers	15,000	0	15,000
069 500567 Promotional – Marketing Expenses	150,000	0	150,000
070 500709 In State Travel Reimbursement	800	0	800
072 500575 Grants – Federal	24,533,384	(40,000)	24,493,384
073 500581 Grants – Non Federal	659,266	0	659,266
081 509081 Out of State Travel Fed Reimburse	13,700	0	13,700

04-096-096-964010-29160000	Current Budget FY2023	Requested Change	Revised Budget FY2023
103 592664 Contracts for Op Services	198,886	0	198,886
Total	\$30,409,929	\$0	\$30,409,929
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$29,816,430	\$0	\$29,816,430
005 402759 Private Local Funds	400,000	0	400,000
000 000010 General Funds	193,499	0	193,499
Total	\$30,409,929	\$0	\$30,409,929

04-096-096-964010-29910000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Special Railroad Fund			
Expenses:			
018 500106 Overtime	\$5,500	\$0	\$5,500
020 500241 Current Expense	18,300	0	18,300
022 500242 Rents-Leases Other than State	27,500	0	27,500
042 500620 Additional Fringe Benefits	0	155	155
046 500463 Consultants	310,000	(155)	309,845
048 500226 Contractual Maint Build-Grn	40,000	0	40,000
060 500601 Benefits	1,220	0	1,220
073 500579 Grants – Non Federal	110,000	0	110,000
400 500871 Construction Repair Materials	2,964,796	0	2,964,796
Total	\$3,477,316	\$0	\$3,477,316
Source of Funds			
Revenue:			
009 401464 Agency Income	\$3,477,316	\$0	\$3,477,316
Total	\$3,477,316	\$0	\$3,477,316

04-096-096-964010-21070000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Aeronautics			
Expenses:			
010 500100 Personal Services-Permanent	\$427,543	\$0	\$427,543
011 500126 Personal Services-Unclassified I	120,482	0	120,482

04-096-096-964010-21070000	Current Budget FY2023	Requested Change	Revised Budget FY2023
018 500106 Overtime	15,117	0	15,117
019 500105 Holiday Pay	400	0	400
020 500200 Current Expense	11,840	(820)	11,020
022 500257 Rents-Leases Other than State	7,000	(500)	6,500
023 500291 Heat Electricity Water	3,000	0	3,000
024 500228 Maint Other Than Build Grnds	3,620	(1,500)	2,120
029 500290 Intra-Agency Transfers	47,192	0	47,192
030 500311 Equipment New / Replace	12,036	(859)	11,177
037 500174 Technology-Hardware	4,860	(30)	4,830
038 509038 Technology-Software	1,000	(800)	200
039 500190 Telecommunications	8,600	0	8,600
040 501587 Indirect Costs	81,781	0	81,781
042 500620 Additional Fringe Benefits	0	8,209	8,209
050 500109 Personal Service-Temp/Appointed	36,817	(2,200)	34,617
057 500531 Books Periodicals Subscriptions	500	0	500
060 500601 Benefits	266,833	0	266,833
065 500541 Board Expenses	500	(500)	0
066 500554 Employee Training	1,000	(1,000)	0
070 500704 In State Travel Reimbursement	500	0	500
073 509074 Grants – Non Federal	250,000	0	250,000
080 500713 Out of State Travel	2,588	0	2,588
Total	\$1,303,209	\$0	\$1,303,209
Source of Funds			
Revenue:			
009 407571 Agency Income	\$491,559	\$0	\$491,559
000 000010 General Funds	811,650	0	811,650
Total	\$1,303,209	\$0	\$1,303,209

04-096-096-960015-29380000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Debt Service			
Expenses:			
043 500401 Debt Service Treasury	\$13,490,238	\$(700,000)	\$12,790,238
Total	\$13,490,238	\$(700,000)	\$12,790,238
Source of Funds			
Revenue:			
000 000015 Highway Funds	\$13,490,238	\$(700,000)	\$12,790,238
Total	\$13,490,238	\$(700,000)	\$12,790,238

04-096-096-960515-30480000	Current Budget FY2023	Requested Change	Revised Budget FY2023
Maintenance Critical Repair			
Expenses:			
018 500106 Overtime	\$1,515	\$0	\$1,515
020 500200 Current Expenses	21,780	0	21,780
022 500257 Rents-Leases Other than State	11,800	0	11,800
024 500225 Maint Other than Build-Grnds	26,339	0	26,339
030 500305 Equipment New/Replacement	52,843	0	52,843
037 500165 Technology – Hardware	99	0	99
046 500464 Consultant	63,176	0	63,176
047 500240 Own Forces Maint-Build-Grnds	310,539	0	310,539
048 500226 Contractual Maint-Build-Grnds	593,874	0	593,874
060 500601 Benefits	336	0	336
400 500870 Construction Repair Materials	508,000	700,000	1,208,000
Total	\$1,590,301	\$700,000	\$2,290,301
Source of Funds			
Revenue:			
000 409151 Federal Funds	\$568,000	\$0	\$568,000
000 000015 Highway Funds	1,022,301	700,000	1,722,301
Total	\$1,590,301	\$700,000	\$2,290,301

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various Accounting Units and classes to continue to meet the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Traffic Operations (3009) - 36.9% Federal Funds, 0.4% Intra Agency Transfers, 2.0% Agency Indirect Cost Recovery, 60.7% Highway Funds

- Class 018 Increase Overtime by \$20,000. Additional funds are needed based on increased demand this year due to inability to secure seasonal staff.
- Class 020 Decrease Current Expenses by \$121,000. Funds will be available in this class because of deferring material purchases to FY 2024.
- Class 046 Increase Consultants by \$101,000. Additional funds are needed in this class due to the unanticipated need for a consultant to review Traffic Impact Studies. The consultant is needed because the workload of in-house staff limits their ability to make these reviews in a timely manner.

Railroad (2931) – 1.2% Federal Funds, 44.7% Intra Agency Transfers, 54.1% General Funds

- Class 018 Decrease Overtime by \$410. Overtime expenditures for the balance of the fiscal year will be managed to accommodate this transfer request.
- Class 019 Decrease Holiday Pay by \$100. It is not anticipated that there will be any staff working on the remaining holiday this fiscal year.
- Class 020 Decrease Current Expenses by \$2,217. Expenditures in this class will be managed to accommodate this transfer request.
- Class 026 Decrease Organizational Dues by \$200. This expense will be deferred to FY 2024 to accommodate this request.
- Class 029 Increase Intra-Agency Transfers by \$5,332. Additional funds are requested to cover higher than anticipated costs associated with vehicle usage within the bureau.
- Class 030 Decrease Equipment New / Replace by \$4,897. Expenditures in this class will be managed to accommodate this request.
- Class 033 Decrease Land Acquisition / Easement by \$300. There are no current plans that would require these funds prior to the fiscal year end.
- Class 037 Decrease Technology-Hardware by \$205. Expenditures in this class will be managed to accommodate this transfer request.

- Class 042 Increase Additional Fringe Benefits by \$12,072. This request is to cover unanticipated expenses from Dept of Administrative Services for Post Retirement expenses for FY 2023.
- Class 046 Decrease Consultants by \$5,000. Expenses in this class line have been lower than anticipated making these funds available for this transfer request.
- Class 066 Decrease Employee Training by \$1,600. There is no employee training scheduled for the balance of the fiscal year making these funds available.
- Class 070 Decrease In State Travel Reimbursement by \$100. Expenditures in this class will be managed to accommodate this transfer request.
- Class 080 Decrease Out of State Travel Reimbursement by \$2,375. Expenditures in this class will be managed to accommodate this request.

Public Transit (2916) – 98.1% Federal Funds, 1.3% Private Local Funds, 0.6% General Funds

- Class 042 Increase Additional Fringe Benefits by \$40,000. This request is to cover unanticipated expenses from Dept of Administrative Services for Post Retirement expenses for FY 2023.
- Class 072 Decrease Grants - Federal by \$40,000. Expenses in this class line have been lower than anticipated making these funds available for this transfer request.

Special Railroad Fund (2991) – 100.0% Agency Income

- Class 042 Increase Additional Fringe Benefits by \$155. This request is to cover unanticipated expenses from Dept of Administrative Services for Post Retirement expenses for FY 2023.
- Class 046 Decrease Consultants by \$155. Expenses in this class line have been lower than anticipated making these funds available for this transfer request.

Aeronautics (2107) – 37.7% Agency Income, 62.3% General Funds

- Class 020 Decrease Current Expenses by \$820. Expenses in this class line have been lower than anticipated making these funds available for this transfer request.
- Class 022 Decrease Rents-Leases Other than State by \$500. Expenditures in this class will be managed to accommodate this request.
- Class 024 Decrease Maintenance Other than Build Grounds by \$1,500. Expenditures in this class will be managed to accommodate this request.
- Class 030 Decrease Equipment New / Replace by \$859. There are no anticipated equipment purchases between now and the end of the fiscal year making these funds available for this transfer.

- Class 037 Decrease Technology-Hardware by \$30. Expenditures in this class will be managed to accommodate this request.
- Class 038 Decrease Technology-Software by \$800. Expenses in this class line have been lower than anticipated making these funds available for this transfer request.
- Class 042 Increase Additional Fringe Benefits by \$8,209. This request is to cover unanticipated expenses from Dept of Administrative Services for Post Retirement expenses for FY 2023.
- Class 050 Decrease Personal Service-Temp/Appointed by \$2,200. Expenses in this class line have been lower than anticipated due to vacancy in this position making these funds available for this transfer request.
- Class 065 Decrease Board Expenses by \$500. Expenditures in this class will be managed to accommodate this request.
- Class 066 Decrease Employee Training by \$1,000. There is no employee training scheduled for the balance of the fiscal year making these funds available.

Debt Service (2938) – 100% Highway Funds

- Class 043 Decrease Debt Service by \$700,000. Funds are available due to interest savings related to Treasury refunding.

Maintenance Critical Repair (3048) – 35.7% Federal Funds, 64.3% Highway Funds

- Class 400 Increase Construction Repair Materials by \$700,000. Bids for the Bristol and Orford salt sheds have come in higher than anticipated and exceed the current Capital Budget.

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 is Federal Funds, Intra Agency Income, Agency Income, Private Local Funds, Agency Indirect Cost Recovery, General Funds 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, the funds will lapse to the appropriate fund – either the General Fund or the Highway fund.
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, P.E.
Commissioner