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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION OF FORESTS AND LANDS

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-2214 Fax: 603-271-6488 www.nhdfl.org

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July 14, 2023

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

REQUESTED ACTION

Pursuant to MOP 1301, VI, (D), authorize the Department of Natural and Cultural Resources (DNCR) to allow Director Patrick Hackley, Chief of Forest Protection Steven Sherman, NFFPC Commissioner Rick Mason and Deputy Northeastern Coordination Center (NECC) Manager Daniel Redin to travel outside of a 300 mile radius of DNCR headquarters by driving a state vehicle rather than flying to Halifax, Nova Scotia, Canada, in the amount of \$3,462, to attend the Northeastern Forest Fire Protection Commission 2023 Annual Commissioner's Meeting from September 6, 2023 to September 8, 2023 effective upon Governor and Executive Council approval. 100% Federal Funds.

EXPLANATION

DNCR is requesting permission to allow Director Patrick Hackley, who is a member and current Chair of the Commission per RSA 227-L:26, Chief of Forest Protection Steven Sherman, NFFPC Commissioner Rick Mason and NECC Deputy Center Manager Daniel Redin, to travel 645 miles each way via state vehicle rather than by airline flight, to Halifax, Nova Scotia, Canada for the Northeastern Forest Fire Protection Commission 2023 Annual Commissioner's Meeting. The purpose of this annual meeting is to discuss the business affairs of the Compact, including a Forest Fire Situation and Current Activity update, FY 2024 Budgets, Financial Audit, Resource Sharing, USFS Updates and other various related topics. This meeting is also an opportunity for all compact members to discuss their respective agency's operations. This travel is specifically listed as an authorized use of funds within the Federal State Fire Assistance grant program.

A cost analysis has determined that the travel component of the trip (excluding meals and hotel accommodations) is estimated to cost approximately \$5,947 via airline flight versus driving mileage costs for use of two state vehicles of \$3,462, resulting in a savings of \$2,485.

Please refer to the attached Form A-24 and expense worksheet for a detailed explanation of costs.

Respectfully submitted,

Sarah L. Stewart

Sarah L. Stewart
Commissioner

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: August 2, 2023

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Natural and Cultural Resources requests permission for 4 employees or their designees to travel to Halifax, Nova Scotia(NS), Canada for 5 days of out-of-state travel status from September 5, 2023 to September 9, 2023

Conference/Workshop/Seminar Title

Northeastern Forest Fire Protection Commission 2023 Annual Commissioner's Meeting

Purpose of Travel

We are requesting permission for Director Patrick Hackley, who is a Commissioner and Chair of the Commission per RSA 227-L:26, Chief of Forest Protection Steven Sherman, NFFPC Commissioner Rick Mason and NECC Deputy Center Manager Daniel Redin to travel and attend the Northeastern Forest Fire Protection Commission 2023 Annual Commissioner's Meeting in Halifax, NS.

The purpose of this meeting is to discuss the business affairs of the Compact, including a Forest Fire Situation Update/Current Activity, FY2024 Budgets, Financial Audit, Resource Sharing, USFS Updates and other various related topics. This meeting is also an opportunity for all Compact Members to discuss their agencies operations. The travel is specifically listed in the federal State Fire Assistance grant narrative.

We are requesting that Patrick Hackley, Steve Sherman, Rick Mason and Daniel Redin be allowed to drive FL-1 and FL-2 instead of flying. The total cost of the meeting for flying would be \$10,197 versus \$7,712 driving, resulting in a savings of \$2,485.

Attendees and their Titles

1. Patrick Hackley – Director of Forests and Lands 2. Steven Sherman - Chief of Forest Protection
3. Rick Mason - Governor Appointed NFFPC Commissioner 3. Daniel Redin – NECC Deputy Center Manager

Fiscal Information – Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ _____	Appropriation of Out-of-State Travel	\$ <u>12,232.00</u>
0711	Per Diem in Lieu	\$ _____	Amount Expended to date	\$ <u>0.00</u>
0712	Meals	\$ <u>884.00</u>	Available Balance	\$ <u>12,232.00</u>
0713	Hotel	\$ <u>2,506.00</u>	Amount requested this authorization	\$ <u>5,120.00</u>
0714	Mileage	\$ _____	Estimated Balance Available	\$ <u>7,112.00</u>
0715	Operation State Car	\$ <u>870.00</u>		
0717	Miscellaneous	\$ _____	Appropriation Code <u>010</u> - <u>035</u> - <u>3529</u> - <u>080</u>	
0719	Registration Fees	\$ <u>860.00</u>	Source of Funds <u>100% Federal Funds</u>	
	Total	\$ <u>5,120.00</u>		

Authorized Signature *Sarah Stewart* (SM)

Cost Comparison

DRIVING:

Travel from Concord, NH to Halifax, NS Mileage: 645 Miles (1,290 miles Round-Trip) Average Total Time: 10.5 Hours

FLYING:

Flying out of Boston, Logan International Airport to Halifax, NS Average Time: 8 hours (or longer)

Fiscal Information – Summary

Description	Drive	Flying	Savings
Meals	\$ 884.00	\$ 884.00	\$ -
Hotel	\$ 2,506.00	\$ 2,506.00	\$ -
Mileage	\$ 870.00		\$ (870.00)
Flights		\$ 3,512.00	\$ 3,512.00
Taxi - Halifax - Airport ↔ Hotel		\$ 260.00	\$ 260.00
Bus - Concord ↔ Boston		\$ 200.00	\$ 200.00
Wages	\$ 2,592.00	\$ 1,975.00	\$ (617.00)
Registration Fees	\$ 860.00	\$ 860.00	\$ -
Total:	\$ 7,712.00	\$ 10,197.00	\$ 2,485.00

Trip review

Flight summary

[View itinerary](#)

Departing flight Tuesday, September 05, 2023 Boston, US (BOS) Halifax, CA (YHZ)

[Change flight](#)

18:05 Boston Non stop - 1hr 30m 20:43 Halifax

Economy - Comfort

US \$435

1 Adult

Earn 115% Aeroplan points/Status Qualifying Miles, enjoy free Preferred and standard seat selection anytime.

Includes travel operated by Air Canada Express - J82

[Details](#)

Return flight Saturday, September 09, 2023 Halifax, CA (YHZ) Boston, US (BOS)

[Change flight](#)

18:25 Halifax Non stop - 1hr 59m 17:16 Boston

Economy - Comfort

US \$444

1 Adult

Earn 115% Aeroplan points/Status Qualifying Miles, enjoy free Preferred and standard seat selection anytime.

Includes travel operated by Air Canada Express - J82

[Details](#)

Price summary

Cancel within 24 hours of purchase without penalty. You will receive a full refund if you change your mind. [Read our rules](#)

1 Adult

[View price breakdown](#)

[Details](#)



Tue, Sep 05 Concord Boston-Logan Airport

Departure 11:00 AM	01 h 30 min NO TRANSFERS	Arrival 12:30 PM	Details	ADULT \$25.00	Select
Departure 12:00 PM	01 h 30 min NO TRANSFERS	Arrival 01:30 PM	Details	ADULT \$25.00	Select
Departure 01:00 PM	01 h 30 min NO TRANSFERS	Arrival 02:30 PM	Details	ADULT \$25.00	Select
Departure 03:00 PM	01 h 30 min NO TRANSFERS	Arrival 04:30 PM	Details	ADULT \$25.00	Select
Departure 05:00 PM	01 h 30 min NO TRANSFERS	Arrival 06:50 PM	Details	ADULT \$25.00	Select

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