



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

September 12, 2023



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His Excellency, Governor Christopher T. Sununu
and The Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to MOP 1301, VI, D authorize the Department of Environmental Services (NHDES) to approve the use of a state vehicle for transportation beyond 300 miles one way to reduce costs and increase efficiencies for transport of display materials by a State employee while traveling to attend the Annual Symposium of the North American Lake Management Society (NALMS) in Erie, PA, from October 22 through October 25, 2023, effective upon Governor and Council approval. 100% Lake Restoration Funds.

Funding is available in the account listed below.

03-44-44-442010-1430-080-500580

Dept. Environmental Services, Lake Restoration Fund, Out of State Travel

FY 2024

\$2,083

EXPLANATION

One freshwater lake biologist from the NHDES Watershed Management Bureau seeks to attend the Annual Symposium of the North American Lake Management Society. The symposium offers over 200 technical presentations on lake and watershed management, numerous workshops, as well as the opportunity to network with other scientists from across the globe to compare observations and information about emerging topics of concern for freshwater systems. The biologist who would be attending serves on several committees for this organization and will be contributing materials for a workshop and a display at the symposium. NHDES requests approval to use a state vehicle to drive to and from the symposium in Erie, PA, rather than shipping or flying with the large volumes of delicate specimens and materials to bring to the conference. Further, the NHDES biologist has a legislative meeting in Concord, NH on Thursday, October 26, and the limited flights from Erie, PA to NH at the end of the symposium do not allow this person to be on time for the meeting, so it would require missing a full day of conference sessions in order to fly back in time for the legislative meeting.

The cost savings of using a state vehicle versus costs associated with flying and shipping materials is estimated to be \$1,062.04.

We respectfully request your approval.


Robert R. Scott, Commissioner



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

REQUEST FOR AUTHORIZATION FOR TRAVEL

Date: 09/12/2023

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Environmental Services requests permission
 for 1 employee or their designees to travel to Erie, Pennsylvania
 for 4 days of out-of-state travel status from 10/22/2023 to 10/25/2023

Conference/Workshop/Seminar Title

North American Lake Management Society Annual Symposium and Workshops

Purpose of Travel

A freshwater biologist from the Department of Environmental Services (NHDES) seeks to attend the annual symposium of the North American Lake Management Society in Erie, Pennsylvania in October, 2023. The symposium will provide over 200 technical sessions on lake and watershed management, aquatic invasive species management, water quality monitoring, and more. NHDES will also contribute some local plant specimens for a workshop that is scheduled as part of the conference, as well as set up a display at the conference.

Traveling by state vehicle will cost less than traveling by air, and it will also provide a more direct route to the conference venue, and take less time than flying. Further, because NHDES will be contributing live and preserved plant specimens for a workshop associated with the conference, and also setting up a display (requiring transport of display materials) it is more efficient and cost effective to load the samples and display materials into a vehicle and transport them in that method, rather than flying with them or shipping them to/from. Some samples are delicate and will not travel well by air. Using a state vehicle to travel to the conference would save approximately \$1,062.04 over flying.

Attendee and their Title

Amy P. Smagula Limnologist/Exotic Species Program Coordinator

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>4,500</u>
0711	Per Diem in Lieu	\$ _____	Amount Expended to date	\$ <u>295</u>
0712	Meals	\$ <u>150</u>	Available Balance	\$ <u>4,205</u>
0713	Hotel	\$ <u>612</u>	Amount requested this authorization	\$ <u>2,083</u>
0714	Mileage	\$ _____	Estimated Balance Available	\$ <u>2,122</u>
0715	Operation State Car	\$ <u>686</u>		
0717	Miscellaneous	\$ <u>100</u>	Appropriation Code	03-44-44 - 442010 - 1430 - 080
0719	Registration Fees	\$ <u>535</u>	Source of Funds	100% Lake Restoration Funds
	Total	\$ <u>2,083</u>		

COMPARISON OF AIR TRAVEL VERSUS STATE VEHICLE TRAVEL TO ERIE, PENNSYLVANIA

AIR TRAVEL Manchester, NH to Erie International, PA	AIR TRAVEL COSTS	STATE VEHICLE TRAVEL Concord, NH to Sheraton Erie, PA	STATE VEHICLE COSTS
Airfare	\$937.80	Operation of State Vehicle <i>524 miles one way 1048 miles x \$0.655</i>	\$686.44
Airport parking <i>4 days at \$14/day</i>	\$56.00	Tolls <i>\$15.15 each way</i>	\$30.30
Travel to airport <i>50 miles x 0.655</i>	\$32.75	Drive Time <i>8.75 hours one way 17.5 hours x \$43.39</i>	\$759.33
Car rental and hotel parking	\$332.81	Hotel parking <i>(\$14/day for 4 days)</i>	\$56.00
Travel Time to Fly <i>(includes travel to/from airport, roundtrip airport time, layovers, flight) 25 hrs x \$43.39</i>	\$1,084.75		
Shipping display materials or paying for extra baggage on airplane (estimate)	\$150.00		
Total Cost	\$2,594.11	Total Cost	\$1,532.07

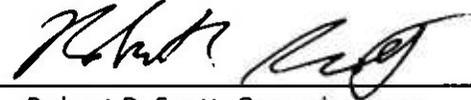
Total Savings to State for Driving to Erie, PA: \$1,062.04

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The Department of Environmental Services requests a waiver from MOP 1102(K), which requires travel outside a 300 mile radius by tourist class air passage and authorization for Amy Smagula to travel via State vehicle to Erie, Pennsylvania.

Authorized Signature



Robert R. Scott, Commissioner