



Sheriff Christopher D. Connelly  
Chairman

# State of New Hampshire

## POLICE STANDARDS & TRAINING COUNCIL

Arthur D. Kehas

Law Enforcement Training Facility & Campus

17 Institute Drive, Concord, N.H. 03301-7413

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TDD Access: Relay NH 1-800-735-2964

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John V. Scippa  
Director

March 27, 2024

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, NH 03301

### REQUESTED ACTION

Pursuant to RSA 9:16-a, I, authorize the New Hampshire Police Standards and Training to transfer \$190,562 between various accounting units and classes effective upon Fiscal Committee and Governor and Council approval through June 30, 2024, and further authorize funds to be allocated as shown below. **100% General Fund.**

06-87-87-870510-89800000 Administration and Standards				
Class/Account	Description	FY2024 Current Modified Budget	Requested Action	FY2024 Revised Budget
010-500100	Personal Services-Perm Classi	\$ 683,073		\$ 683,073
011-500126	Personal Services-Unclassified	\$ 120,909		\$ 120,909
018-500106	Overtime	\$ 3,850		\$ 3,850
019-500105	Holiday Pay	\$ 2,115		\$ 2,115
020-500200	Current Expenses	\$ 51,750	\$ 8,000	\$ 59,750
022-500255	Rents-Leases Other Than Sta	\$ 5,013	\$ 3,200	\$ 8,213
023-500291	Heat-Electricity-Water	\$ 83,070		\$ 83,070
024-500277	Maint Other Thank Build-Grnds	\$ 224,707		\$ 224,707
026-500251	Organizational Dues	\$ 1,210		\$ 1,210
027-582703	Transfers to OIT	\$ 97,504		\$ 97,504
030-500301	Equipment New/Replacement	\$ 4,300		\$ 4,300
037-500173	Technology-Hardware	\$ 2,136		\$ 2,136
039-500180	Telecommunications	\$ 19,362		\$ 19,362
046-500462	Consultants	\$ 60,500	\$ 28,000.00	\$ 88,500
047-500240	Own Forces Maint Build-Grn	\$ 500	\$ (500)	\$ -
048-500226	Contractual Maint Build-Grn	\$ 140,115	\$ 124,362	\$ 264,477
049-584920	Transfer to Other State Agency	\$ 108,892		\$ 108,892
050-500109	Personal Service-Temp/Appointe	\$ 95,834		\$ 95,834
060-500601	Benefits	\$ 398,056		\$ 398,056

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062-500538	Workers Compensation	\$ 6,903		\$ 6,903
065-500541	Board Expenses	\$ 790	\$ (790)	\$ -
066-500546	Employee Training	\$ 4,100		\$ 4,100
070-500704	In State Travel Reimbursement	\$ 6,000		\$ 6,000
080-500710	Out of State Travel Reimb	\$ 500	\$ (496)	\$ 4
211-500757	Property and Casualty Insurance	\$ 3,997		\$ 3,997
	<b>Total Expenses</b>	<b>\$ 2,125,186</b>	<b>\$ 161,776</b>	<b>\$ 2,286,962</b>
Revenue Class				
00S-000010	General Fund			
	<b>Total Revenue</b>	<b>\$ 2,125,186</b>	<b>\$ 161,776</b>	<b>\$ 2,286,962</b>
<b>06-87-87-871010-66390000 Law Enforcement Training</b>				
<b>Class/Account</b>	<b>Description</b>	<b>FY2024 Current Modified Budget</b>	<b>Requested Action</b>	<b>FY2024 Revised Budget</b>
010-500100	Personal Services-Perm Classi	\$ 1,215,929		\$ 1,215,929
018-500106	Overtime	\$ 20,892	\$ 5,000.00	\$ 25,892
019-500105	Holiday Pay	\$ 2,207		\$ 2,207
020-500200	Current Expenses	\$ 110,801	\$ 10,000	\$ 120,801
021-500211	Food Institutions	\$ 517,234	\$ (115,000)	\$ 402,234
030-500311	Equipment New Replacement	\$ 88,020	\$ 12,000	\$ 100,020
037-500173	Technology-Hardware	\$ 6,274	\$ (6,274)	\$ -
038-500175	Technology-Software	\$ 891	\$ (891)	\$ -
039-500180	Telecommunications	\$ 15,962		\$ 15,962
050-500109	Personal Service-Temp/Appointe	\$ 669,414	\$ (40,000)	\$ 629,414
060-500601	Benefits	\$ 714,423		\$ 714,423
066-500546	Employee Training	\$ 5,225		\$ 5,225
067-500557	Training of Providers	\$ 167,441	\$ (11,736)	\$ 155,705
070-500704	In State Travel Reimbursement	\$ 2,775		\$ 2,775
080-500710	Out of State Travel Reimb	\$ 12,000		\$ 12,000
102-500731	Contracts for Program Services	\$ 84,305	\$ (14,875)	\$ 69,430
	<b>Total Expenses</b>	<b>\$ 3,633,793</b>	<b>\$ (161,776)</b>	<b>\$ 3,472,017</b>
Revenue Class				
00S-000010	General Fund			
	<b>Total Revenue</b>	<b>\$ 3,633,793</b>	<b>\$ (161,776)</b>	<b>\$ 3,472,017</b>

### EXPLANATION

NH Police Standards and Training is requesting authorization to transfer funds between various accounts and class lines to pay for much needed repairs to the facility and grounds as well as to purchase equipment to replace broken equipment or lacking equipment that is needed to train police recruits and officers in our state.

The following appropriation adjustments are requested:

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**89800000 100% General Funds**

- 020-500200 Current Expenses – Funds are needed due to additional personnel costs related to uniforms and equipment.
- 022-500255 Rental/Lease – Office Equipment – Funds are needed due to additional multi-function printers being added to the building for new personnel added in the current biennium.
- 046-500464 Gen Consultants Non-Benefit – Funds are needed to contract with a consultant to perform a job task analysis for police officer training and fitness testing standards evaluation and proposal.
- 047-500240 Own Forces Maintenance (Building-Grounds) – We anticipate a lapse in these funds as they were not needed this FY. These funds are transferring into Class 048 for purposes described below.
- 048-500226 Contractual Maintenance Building and Grounds – Funds are needed to replace the building security system, door access, and surveillance cameras. The current surveillance camera system has failed and is not serviceable. The current security system is original to the building and is not serviceable. We had requested capital funds for this purpose and that project was not approved in this biennium. Since that request, both the security system and cameras have failed. We also plan to spend funds to replace worn carpeting that is causing trip hazards in the building.
- 065-500541 Board Member Travel – We anticipate a lapse in these funds as no current board members are requesting travel reimbursement.
- 080-500710 Out of State Travel Reimbursement – We anticipate a lapse in these funds due to all out of state travel expenses having been completed for this fiscal year.

**66390000 100% General Funds**

- 018-500106 Overtime – Funds are needed to support the two full time academy staff and part-time academy weekend training required for the program.
- 020-500200 Current Expenses – Funds will be used to purchase needed training supplies and equipment for recruit and in service training. It will also be used to purchase body armor and winter coats for our law enforcement staff uniforms.
- 021-500211 Food Institutions – We anticipate a lapse in these funds since we are currently operating a commuter academy with optional overnights for recruits which resulted in lower meal expenses.
- 030-500311 Equipment New Replacement – Increasing funds for equipment will allow us to purchase training equipment needed for the full-time police academy.
- 037-500173 Technology-Hardware – We anticipate a lapse in these funds due to all computer hardware purchases having been completed for this fiscal year.
- 038-500175 Technology-Software – We anticipate a lapse in these funds due to all computer software purchases having been completed for this fiscal year.
- 050-500109 Part Time Salaries – We anticipate a lapse in these funds due to part time positions being vacant part of the fiscal year while recruiting and filling the positions.
- 067-500557 Training of Providers – We anticipate a lapse in these funds as we have met all of contracted training needs of the academies for this fiscal year at a lower cost than budgeted.
- 102-500731 Contracts for Program Services – We anticipate a lapse in these funds as we have met all of the contracted training needs for the academies and in-service training for this fiscal year at a lower cost than budgeted.

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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?  
*The transfer involves continuing programs.*
2. Is this transfer required to maintain existing program level or will it increase program level?  
*The transfer is required to maintain existing programs and will not increase program level.*
3. Cite any requirements, which make this program necessary.  
*106-L:1 Findings and Policy. – The legislature finds that the administration of criminal justice is of statewide concern; that police and corrections work are important to the health, safety, and welfare of the people of this state; that police and corrections work are of such a nature as to require education and training of a professional character; and that it is in the public interest that such education and training be made available to persons who seek to become police and corrections officers, persons who are serving as police and corrections officers in a temporary or probationary capacity, and persons already in regular service.*
4. Identify the source of funds on all accounts listed on this transfer.  
*Source of funds are General 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?  
*Yes*
7. Are personnel services involved?  
*Yes*
  - a. *Number of positions budgeted in each account.*
    - a. *There are eight positions in AU6639 and two positions in AU8980.*
  - b. *Number of positions filled in each account.*
    - a. *All positions are filled. There is a surplus due to the time it takes to recruit and fill positions.*
  - c. *Reason for vacant positions.*
    - a. *There are no vacancies.*
  - d. *Have any positions been transferred previously in these accounts?*
    - a. *No.*
  - e. *Will any positions be transferred as a result of this request?*
    - a. *No.*

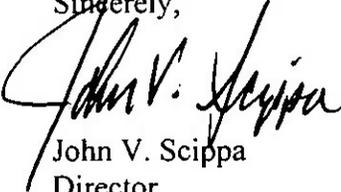
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I respectfully request your approval of this transfer.

Sincerely,



John V. Scippa  
Director