



State of New Hampshire

DEPARTMENT OF SAFETY
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April 24, 2024

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

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

REQUESTED ACTION

Pursuant to RSA 9:16-a, II, authorize the Department of Safety, Division of Motor Vehicles to transfer funds and to create a new expenditure class code, in the amount of \$555,000.00 to cover anticipated shortfalls in overtime and current expenses in the Operations Bureau and to cover anticipated costs of a new DMV location in the next fiscal year. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2024. Funding Source: 100% Agency Income.

The funds are to be budgeted as follows:

02-23-23-233015-29260000 Dept. of Safety – Division of Motor Vehicles – Operations

<u>Class</u>	<u>Description</u>	<u>SFY2024</u>		<u>SFY 2024</u>
		<u>Current Authorized</u>	<u>Requested Action</u>	<u>Adjusted Authorized</u>
009-407017-44	Agency Income	(\$9,113,833.35)	(0.00)	(\$9,113,833.35)
010-500100	Personal Serviced Perm Class	\$3,766,177.00	0.00	\$3,766,177.00
018-500106	Overtime	\$220,000.00	60,000.00	\$280,000.00
020-500200	Current Expenses	\$80,293.00	20,000.00	\$100,293.00
022-500255	Rents-Leases Other Than State	\$808,979.12	(75,000.00)	\$733,979.12
023-500268	Heat-Electricity-Water	\$90,069.00	0.00	\$90,069.00
024-500230	Maint Other Than Build-Grn	\$1,500.00	0.00	\$1,500.00
028-500292	Transfers to General Services	\$17,555.00	0.00	\$17,555.00
029-500290	Intra-Agency Transfers	\$57,941.00	0.00	\$57,941.00
030-500311	Equipment New Replacement	\$34,400.00	0.00	\$34,400.00
037-500165	Technology Hardware	\$3,300.00	0.00	\$3,300.00
039-500188	Telecommunications	\$185,100.00	0.00	\$185,100.00
048-500226	Contractual Maint Build-Grn	\$0.00	475,000.00	\$475,000.00
049-5849xx	Intra-Agency Transfers	\$32,051.00	0.00	\$32,051.00
050-500107	Personal Service Temp Appoint	\$531,733.00	(80,000.00)	\$451,733.00
060-500601	Benefits	\$2,659,000.00	0.00	\$2,659,000.00
066-500543	Employee Training	\$5,400.00	0.00	\$5,400.00
070-500705	In State Travel Reimbursement	\$10,000.00	0.00	\$10,000.00
089-000000	Transfer to DAS Maint Fund	\$1,219.00	0.00	\$1,219.00
103-502664	Contracts for OP Services	<u>\$609,116.23</u>	<u>(400,000.00)</u>	<u>\$209,116.23</u>
	Total	\$9,113,833.35	\$0.00	\$9,113,833.35

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EXPLANATION

The Division of Motor Vehicles (DMV) requests authorization to transfer funds in the amount of \$555,000 to cover anticipated overtime and current expense costs for the Operations Bureau, through the end of the fiscal year and to transfer funds for anticipated costs related to a new DMV location in the next fiscal year.

Additional overtime (Class 018) funds of \$60,000 are required to provide appropriate staffing levels at all DMV locations throughout the state. Due to vacancies in full and part-time positions and the volume of in-person customer transactions, the Operations Bureau has utilized its budgeted appropriation of overtime and needs this transfer to cover anticipated overtime through the rest of the year.

Additional current expense (Class 020) funds of \$20,000 are required due to unanticipated supply costs across all 14 DMV locations.

A transfer of \$475,000 from class 22 and 103 to class 048 is required to utilize funds in the next fiscal year for a potential new location in the Epping area. The DMV has not been able to locate an appropriate location in the current fiscal year but anticipates being able to in fiscal year 2025.

The following adjustments are requested:

Class 018, Overtime - \$60,000 is required to maintain existing levels of service.
Class 020, Current Expenses - \$20,000 is required to cover anticipated supply needs for the rest of the year.
Class 022, Rents-Leases - \$75,000 is available due to a lease not being executed for a new DMV location.
Class 048, Contractual Maint Build-Gm - \$475,000 is needed to cover costs associated with a new DMV location.
Class 050, Personal Service Temp Appoint - \$80,000 is available due to part-time vacancies.
Class 103, Contracts for OP Services - \$400,000 is available due to fit-up costs for a new DMV location not being utilized.

The following information 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 the program level?* This transfer is required to maintain the existing program level.
- 3) *Cite any requirements which makes this program mandatory.* RSA 21-P:8
- 4) *Identify the source of funds on all accounts listed on this transfer.* The source of funds for all accounts listed in this transfer is Agency Income (Costs of Collections)
- 5) *Will there be any effect on revenue if this transfer is approved or disapproved?* There will be no effect on revenue.

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- 6) *Are funds expected to lapse if this transfer is not approved?* Yes, the funds will lapse if the transfer is not approved.
- 7) *Are personnel services involved?* No.

Respectfully submitted,



Robert L. Quinn
Commissioner of Safety