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Frank Edelblut  
Commissioner

Christine M. Brennan  
Deputy Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
25 Hall Street  
Concord, N.H. 03301  
TEL. (603) 271-3495  
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July 24, 2024

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

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

**REQUESTED ACTION**

Pursuant to RSA 9:16-a, I, authorize the New Hampshire Department of Education (NHED) to **retroactively** transfer funds in and among accounting units in the amount of \$585,869 to perform maintenance, repairs and upgrades to the 25 Hall Street building, effective upon Fiscal Committee and Governor and Council approval retroactive to June 30, 2024 through June 30, 2025. 100% General Funds.

<b>Business Management</b>				
010-056-056-560510-60020000				
<b>Class</b>	<b>Class Description</b>	<b>FY24 Current Adj Authorized</b>	<b>Amount to Transfer</b>	<b>FY24 Revised Adj Authorized</b>
010-500100	Personal Svcs Perm Class	641,477.00		641,477.00
018-500106	Overtime	11,000.00		11,000.00
020-500200	Current Expenses	16,900.00		16,900.00
022-500255	Rents-Leases Other than State	100.00		100.00
024-500225	Maint Other than Bldg-Grn	100.00		100.00
029-500290	Intra-Agency Transfers	3,000.00		3,000.00
030-500301	Equipment New Replacement	15,000.00		15,000.00
037-500174	Technology-Hardware	500.00		500.00
038-500177	Technology-Software	1,000.00		1,000.00
039-500190	Telecommunications	6,500.00		6,500.00
050-500109	Personal Svcs Temp Appt	25,000.00		25,000.00
057-500535	Books Periodicals Subscriptions	500.00		500.00
060-500601	Benefits	335,481.00		335,481.00
066-500546	Employee Training	2,400.00		2,400.00
070-500704	In State Travel Reimbursement	3,400.00		3,400.00
080-500710	Out of State Travel Reimb	4,300.00		4,300.00
102-500731	Contracts for Program Svcs	68,736.00	(57,069.00)	11,667.00
	<b>TOTAL</b>	<b>1,135,394.00</b>	<b>(57,069.00)</b>	<b>1,078,325.00</b>

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<b>Deputy Commissioner</b>				
010-056-056-560510-60030000				
<b>Class</b>	<b>Class Description</b>	<b>FY24 Current Adj Authorized</b>	<b>Amount to Transfer</b>	<b>FY24 Revised Adj Authorized</b>
010-500100	Personal Svcs Perm Class	214,765.00		214,765.00
011-500126	Personal Svcs Unclassified	139,285.00		139,285.00
020-500200	Current Expenses	5,300.00		5,300.00
029-500290	Intra-Agency Transfers	1,500.00		1,500.00
030-500301	Equipment New Replacement	62,504.00		62,504.00
038-500177	Technology-Software	880.00		880.00
039-500190	Telecommunications	5,111.00		5,111.00
050-500109	Personal Svcs Temp Appt	5,000.00		5,000.00
057-500535	Books Periodicals Subscriptions	1,550.00		1,550.00
060-500601	Benefits	182,845.00		182,845.00
066-500546	Employee Training	100,000.00		100,000.00
070-500704	In State Travel Reimbursement	2,450.00		2,450.00
080-500710	Out of State Travel Reimb	3,600.00		3,600.00
102-500731	Contracts for Program Svcs	721,653.00	(528,800.00)	192,853.00
	<b>TOTAL</b>	<b>1,446,443.00</b>	<b>(528,800.00)</b>	<b>917,643.00</b>

<b>Commissioner</b>				
010-056-056-560010-60010000				
<b>Class</b>	<b>Class Description</b>	<b>FY24 Current Adj Authorized</b>	<b>Amount to Transfer</b>	<b>FY24 Revised Adj Authorized</b>
010-500106	Personal Svcs Perm Class	246,548.00		246,548.00
011-500126	Personal Svcs Unclassified	146,416.00		146,416.00
020-500200	Current Expenses	10,876.00		10,876.00
026-500251	Organizational Dues	45,000.00		45,000.00
028-500292	Transfer to General Svcs	348,469.00	585,869.00	934,338.00
029-500290	Intra-Agency Transfers	1,500.00		1,500.00
030-500301	Equipment New Replacement	400.00		400.00
038-500177	Technology-Software	500.00		500.00
039-500190	Telecommunications	6,060.00		6,060.00
049-500246	Transfer To Other State Agency	11,403.00		11,403.00
050-500109	Personal Svcs Temp Appt	100.00		100.00
057-500535	Books Periodicals Subscriptions	15,000.00		15,000.00
060-500601	Benefits	174,622.00		174,622.00
065-500541	Board Expenses	5,000.00		5,000.00
066-500546	Employee Training	500.00		500.00
070-500704	In State Travel Reimbursement	6,000.00		6,000.00
080-500710	Out of State Travel Reimb	2,050.00		2,050.00
089-501543	Transfer To DAS Maint Fund	27,698.00		27,698.00
103-500739	Contracts For OP Svcs	40,000.00		40,000.00
	<b>TOTAL</b>	<b>1,088,142.00</b>	<b>585,869.00</b>	<b>1,674,011.00</b>

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#### EXPLANATION

The Department of Administrative Services (DAS) acquired the building and property at 25 Hall Street, Concord, New Hampshire on June 27, 2024. The Department of Education (NHED) was previously renting the facility from the University System of New Hampshire. Now that the ownership has transferred, DAS is responsible for the operation and maintenance of the state facility and as such, charges the tenant for such costs. NHED, as the sole tenant, will be responsible for paying DAS directly for certain operational and maintenance costs.

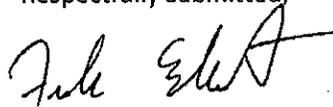
As of the result of the timing of the purchase, and the Fiscal Committee and Governor and Council June and July meeting schedules, this is the first available meeting to address a fiscal year 2024 closing issue, therefore making the request **retroactive**.

This request is to authorize the Department of Education to retroactively transfer funds from other NHED contract class accounts, that were available at June 30, 2024, into class 028 - Transfers to General Services to be able to reimburse DAS for needed repairs and maintenance of the Hall Street facility. This item has been coordinated with DAS to ensure funding is established in the appropriate classes. There is also a corresponding item that has been submitted by DAS to accept the monies from NHED in order to expend those funds needed at the facility.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions.

- A. *Justification: The building at 25 Hall Street was purchased by the State on June 27, 2024. The building was built in 1987 and purchased by USNH in 2014. Prior to the building purchase a building assessment was performed and estimated over \$3.1 million in repairs may be needed within the next 5 years.*
- B. *Does this transfer involve continuing programs or one-time projects? This would be a one-time project.*
- C. *Is this transfer required to maintain existing program levels or will increase the program level? This program maintains existing program levels.*
- D. *Cite any requirements which make this program mandatory. N/A*
- E. *Identify the source of funds on all accounts listed on this transfer. General Funds*
- F. *Will there be any effect on revenue if this transfer is not approved. No*
- G. *Are funds expected to lapse if this transfer is not approved. Yes.*
- H. *Are personnel services involved? No.*

Respectfully submitted,



Frank Edelblut  
Commissioner of Education