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State of New Hampshire

DEPARTMENT OF SAFETY
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October 23, 2024

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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, authorize the Department of Safety, Office of the Commissioner, Bureau of Hearings, to transfer funds in the amount of \$27,000 and create a new expenditure class, effective upon approval of the Fiscal Committee and Governor and Council through June 30, 2025. **92% Highway Funds, 8% Agency Income**

Funds are to be budgeted in SFY2025 in the following account:

02-23-23-231015-23040000 – Department of Safety, Office of the Commissioner, Bureau of Hearings

Class	Acct	Class Description	FY25 Adjusted Authorized	Requested Action	Revised FY25 Adjusted Authorized
009	405429-14	Agency Income	(278,869)	-	(278,869)
UUU	000015	Highway Funds	(3,223,512)	-	(3,223,512)
Total Revenue			(3,502,381)	-	(3,502,381)
010	500100	Personal Services Perm Clas	1,947,532	-	1,947,532
018	500106	Overtime	5,600	-	5,600
020	500200	Current Expenses	55,920	-	55,920
022	500255	Rents-Leases Other Than Sta	6,107	-	6,107
024	500225	Maint Other Than Build-Grn	3,500	-	3,500
027	582703	Transfers To Doit	174,775	-	174,775
029	500290	Intra-Agency Transfers	93,962	-	93,962
030	500311	Equipment New Replacement	34,000	(27,000)	7,000
037	500165	Technology-Hardware	1,100	-	1,100
039	500179	Telecommunications	19,300	-	19,300
049	584999	Transfer To Other State Age	1,317	-	1,317
050	500109	Personal Service Temp Appoi	103,485	-	103,485
057	500531	Books Periodicals Subscript	1,000	-	1,000
060	500601	Benefits	1,036,783	-	1,036,783
066	500544	Employee Training	1,000	-	1,000
070	500704	In State Travel Reimbursement	14,000	-	14,000
103	502664	Contracts For Operational Serv	-	27,000	27,000
230	500765	Interpreter Service	3,000	-	3,000
Total Appropriation			3,502,381	-	3,502,381

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EXPLANATION

The Department requests authorization to transfer funds and create a new class 103 for contracts, specifically in attaining external prosecutor services. The Bureau of Hearings, established by RSA 21-P:13, is composed of four units: Administrative Adjudication, Criminal Prosecution, Litigation, and the Motor Vehicle Industry Board. It is responsible for conducting administrative hearings, criminal prosecution in select circuit courts, litigation of hearings appeals, and conducting hearings of the New Hampshire Motor Vehicle Industry Board (NHMVIB). With increasing demands and difficulty in filling permanent positions, the Department is exploring alternate means of obtaining such services to help alleviate workload.

Funds are to be transferred to/from the following classes:

Class 030 – Equipment; funds were originally budgeted to procure a vehicle, however with the shift towards contracted services, this need is no longer required.

Class 103 – Contracts for operational services: appropriation for funds to obtain external prosecutor services.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

- 1) Does the transfer involve continuing programs or one-time projects? It is anticipated this will be an ongoing need to attain prosecutor services.
- 2) Is this transfer required to maintain existing program level or will it increase the program level? Yes this transfer is required to maintain existing Bureau requirements and needs.
- 3) Cite any requirements which make this program mandatory. RSA 21-P:13
- 4) Identify the source of the funds on all accounts listed on this transfer. 92% Highway Funds, 8% Agency Income
- 5) Will there be any effect on revenue if this transfer is approved or disapproved? There is no effect on revenue if this transfer is approved or disapproved.
- 6) Are funds expected to lapse if this transfer is not approved? Yes
- 7) Are personnel services involved? No, this will not impact current staffing levels, this will transfer will help alleviate the workload.

Respectfully Submitted,


Robert L. Quinn
Commissioner of Safety