New Hampshire Fish and Game Department

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December 17, 2024

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

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 206: 33-b, authorize the transfer of $339,000 from the New Hampshire Fish and Game Fund Reserve to the Fish and Game FY 2025 Operating Budget effective upon Fiscal Committee and Governor and Council approval through June 30, 2025.

FACILITY MAINTENANCE						
03-75-75-753520-21600000						
Fiscal Year 2025						
Class	**Expense Account**	**Class Description**	**Revenue Account**	**Current Budget**	**Requested Change**	**Adjusted Budget**
000		FEDERAL FUNDS	404149-16	$79,068	$0	$79,068
00S		FISH and GAME FUNDS	000020	842,100	339,000	1,181,100
Total				**$921,168**	**$339,000**	**$1,260,168**
Expense						
010	500100	PERSONAL SERVICES -		$365,875	$0	$365,875
018	500106	OVERTIME		3,584	0	3,584
020	500200	CURRENT EXPENSES		55,000	0	55,000
022	500255	RENTS-LEASES		3,000	0	3,000
023	500291	HEAT,ELECTRICITY, WATER		76,300	0	76,300
028	582814	TRANSFERS TO GENERAL SVCS		90,608	0	90,608
030	500311	EQUIPMENT		2,000	0	2,000
034	500162	CAPITAL PROJECTS		0	339,000	339,000
039	500191	TELECOMMUNICATIONS		2,200	0	2,200
041	500801	AUDIT FUND SET ASIDE		128	0	128
047	500240	OWN FORCES MAINTENANCE		13,566	0	13,566
048	500226	CONTRACTUAL MAINTENANCE		62,497	0	62,497
060	500602	BENEFITS		245,210	0	245,210
070	500704	IN STATE TRAVEL		1,200	0	1,200
Total				**$921,168**	**$339,000**	**$1,260,168**

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EXPLANATION

Accounting Unit 21600000, Class 034, Capital Projects-Repair Renovation of Buildings, is being created in the amount of $339,000 to cover the additional contractual costs of replacing the roof at our headquarters building at 11 Hazen Drive in Concord, NH.

NH Fish and Game has recognized the need to replace the roof on our main building for several years. As part of the current biennial budget request, we submitted a capital budget request for $250,000. After review by the Department of Administrative Services, Bureau of Public Works (DAS-BPW), the amount approved for this capital project, was increased by $105,000 to $355,000. Since that increase, the DAS-BPW used their design team as part of their services and the cost has come in much higher than originally anticipated due to two reasons. The cost of materials and labor has increased significantly and the scope of the project is much greater than originally specified as not only does the roof have to be replaced but also the underlying energy efficiency materials in order to meet current energy requirements.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the before written requested actions.

1. Does this transfer involve continuing programs or one-time projects? **Continuing programs.**
2. Is this transfer required to maintain existing program levels or will it increase the program level? **Maintain existing program levels.**
3. Cite any requirements that make this program necessary. **No Requirements.**
4. Identify the source of the funds on all accounts listed on this transfer. **Unrestricted Fish and Game Funds.**
5. Will there be any effect on revenue if this transfer is not approved or disapproved? **Unknown**
6. Are funds expected to lapse if this transfer is not approved? **Yes.**
7. Are personnel services involved? **No.**

Respectfully submitted,

Stephanie L. Simek, Ph. D.
Executive Director

Kathy Ann LaBonte, Chief
Business Division

Fiscal Situation
Fish and Game Fund 2025

Beginning Balance 07/01/2024		13,375,768	
Total Additions (Revenue Estimate)		13,700,000	
Less Operating Budget Appropriations		(17,447,347)	
	Total	9,628,421	
Lapses		523,420	* Estimated at 3%
Ending Balance		10,151,841	
Less This Request		(339,000)	
Ending Balance June 30, 2025 (Budgetary)		9,812,841	